

**METROPOLITAN ATLANTA HIV HEALTH SERVICES PLANNING COUNCIL**  
*Quality Management Committee*  
*Grady IDP*  
*341 Ponce De Leon Ave Atlanta GA*  
*October 4, 2018*  
*10am-12pm*  
*Minutes*

Designees and Members	Designees and Members
Nicole Roebuck(Chair) AID Atlanta (P)	Brandon Pruitt(M)-Community (P)
Trevor Pearson(Co-Chair) Consumer Caucus (P)	Binoy Shah(M), Walgreens(A)
Latonya Wilkerson (D) AID Atlanta(P)	Lisa Roland Labiosa(), Grady IDP (P)
Pius Akande(D) ANIZ (A)	Sharon Kricun (M) Positive Impact (PIHC) (P)
Stefanie Sparks/ (D), AIDS Legal Project (P)	<b>RW Part A Office/Planning Council</b>
Tamarra Kemp Brown (D) Cobb BOH (A)	Jocelyn McKenzie –RW Office Part A (P)
Leah Pinholster (D) Emory Midtown (A)	Bridget Harris Ryan White Office Part A (A)
Reggie Goddard (D) Fulton BOH (P)	Sandra Vincent, RW Part A Planning Council (A)
Laura Carter Williams (D) Grady IDP (P)	Alexis Myers, RW Part A Planning Council (P)
Shannon Cook (D) Open Hand (P)	<i>Rachel Powell, RW Office (P)</i>
Heather Wademan(D), PIHC (P)	<b>Guests/Visitors/Unofficial Members Present</b>
Abigail Hicks(D) (Mercy Care) (P)	Barry Sermons, PIHC
Doryern Teah Clayton BOH (A)	Chris Dunn, Gilead
Therese LeFrancois (D) AHF (P)	Christine Ikeazor, Southside Medical
Rachel See (D), Southside Med. Ctr (P)	Chanel Scott Dixon, Grady IDP
Olutoyin Adebayo(D), Someone Cares (P)	Somo Hubbard Barsir, Clayton BOH
Filson Kelemewark(D), DeKalb BOH (P)	Patricia Simmons, Here's To Life
Michael Banner (D) Here's to Life (A)	Naomi Busler, Someone Cares, Inc
Ada Figueroa(D) Clarke County (A)	Ed Duda, Gilead
Jordan Chappell (D) NAESM (P)	PJ Anderson, Emory CAB
Pamela Phillips (M) RW Office Part B (P)	Anthony Merritt, Evaluation Co-Chair
Deb Bauer (M) RW Office Part D (P)	Reggie Dunbar, PozVets
Sanjay Sharma Grady IDP(M) (P)	Nordia Edwards, Emory MT
Albert Lee (M), Douglas Co AIDS Advocate(P)	Ann Phosai Cobb BOH
John Stanton, Emory University(M)(A)	
Nancy Maignan, (M) (A)	
Jennifer Bivins(M)(P)	

Absent (A) Present (P) Designee (D) Member (M)

**QUORUM:**

*{The presence of (3) active members of the Committee, Caucus, or Task Force shall constitute a quorum}*

Yes  No

**CALL TO ORDER:**



Meeting was called to order at 10:00am

**AGENDA ITEM # 1** \_\_\_\_\_ **AGENDA ITEM: Welcome and Introductions**  
*{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}*

New attendees/guests/members included: PJ Anderson, Emory CAB member Patricia Simmons, Here’s to Life Jennifer Bivins, GA Network to End Sexual Assault	<b>Old Business</b>
	<b>New Business</b>
<i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}N/A</i>	
<i>Action to be taken:N/A</i>	

**AGENDA ITEM # 2 APPROVAL OF AGENDA:**  
*Chair forgot to send copy of agenda to the committee. Committee derived the agenda based on the items to be addressed from the August minutes.*

<i>Motion:</i> Agenda was presented and accepted.		
Motioned By: Laura C. Williams	Motion Passes  YES	Motion Fails
Seconded By: Albert Lee		

**AGENDA ITEM # 3 APPROVAL OF MINUTES:**

Meeting Date: <i>September 6, 2018</i> Motion made to accept the minutes with following corrections made: Lisa Roland and Rachel Powell were both present.		
Motioned By: Latonya Morrissette	Motion Passes  YES	Motion Fails
Seconded By: Pamela Phillips		

**AGENDA ITEM # 4 AGENDA ITEM: 2018 Workplan Review** *{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}*



<p><b>GOAL 1A: Review and update EMA QM Plan on an annual basis. Progress update:</b> EMA QM Plan was adopted by the QM Committee. Objective completed!</p> <p><b>GOAL 2A: Develop and review standards of care for funded services as needed and required.</b> Completed review of the following standards for:</p> <p>All Standards are now reviewed and updated. Copies of updated standards will be forwarded to the committee. Objective completed!</p> <p><b>GOAL 2B. Monitor EMA compliance with standards of HIV related care.</b> No update</p> <p><b>GOAL 3A: Develop, review and update performance measures for funded priority categories.</b> Objective Completed</p> <p><b>GOAL 3B. Monitor progress of EMA's performance on performance measures.</b> Quarterly updates were provided at today's meeting. See full report attached. Important to note by recipient is that data in CAREWare and the HAB measures don't 100% align. A recommendation was made that this disclaimer should be made whenever HAB measures progress data is being shared with the council and the general public.</p>	<p><b>Old Business</b></p>
<p><b>GOAL 4A. Establish &amp; Implement EMA Wide Quality Improvement initiatives.</b> QI Initiatives were reviewed and updates provided at this meeting regarding progress. See full report attached. QI Discussion about identifying clients who are not receiving their medical care in the RW A system. The thought is to send DPH quarterly reports of patients who have been out of care for 12 months, to see if they may be receiving their care by a non-RW provider. Most agencies thought that this would be manageable to accomplish. QMC to follow up with the state. QM Coordinator also announced that she hopes to have the results of the Voice of the Consumer survey analysis completed by November's meeting.</p> <p><b>GOAL 4B. Ensure that QM trainings are offered to agencies and consumers in the EMA.</b></p> <p>TCQ training planning team is meeting next week to develop a training plan to present to the QM committee at a future meeting. The Recipient's office also plans to send a CAREWare training needs assessment "survey" to sub-recipient agencies in October to provide feedback about their specific training needs related to CAREWare.</p> <p><b>GOAL 5A. Engage other HIV funded programs in Quality Management planning and Improvement Initiatives.</b></p> <p>RW Part A QM Coordinator is working with RW Part D team on determining the medical case management measures/benchmarks. On September 17<sup>th</sup> QM Coordinator attended the Part D meeting. She is providing support to help them to improve their</p>	<p><b>New Business</b> <b>X</b></p>



data collection methods. RW A is also working with RW Part B and D on the service definitions and HAB measures to provide some consistency across those RW programs.

**GOAL 5B. Promote the coordination of prevention and care quality improvement activities.** The RW Part A EMA continues to promote coordination of QI activities through working with entities like the GA DPH, RW Part B, RW Part D to share QI activities and best practices. The next GPACC meeting will be in October. Chair represents Quality management on the GPACC council.

*Motion: {If agenda item does not require a motion, indicate by noting "N/A"}  
N/A*

*Action to be taken:N/A*

# of Votes For:	# of Votes Against:	Motioned By:	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		

**AGENDA ITEM # 5 AGENDA ITEM: Agency QM Highlight Discussion**

*{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}*

<p>Laura Carter Williams of Grady Infectious Disease Program presented a QM Highlight from their agency.</p> <p><b>Problem:</b> Low rates of Viral load suppression rates reflected in CAREWare and EMR (EPIC)</p> <p><b>Goal:</b> Ensure that both systems (CW and EPIC) have a less than 1% discrepancy in viral load results.</p> <p><b>QI Project:</b> Work to improve the viral <sup>load</sup> results being captured in CAREWare and EPIC. Grady IDP worked to enter VL data into CW consistently which resulted in an almost instant increase in the VL results in CW. EPIC continued to see lower rates, so as a result of the project, IDP was able to collaborate with lab vendors to provide a direct interface with EPIC of lab results with a go live date in December of 2018/January 2019. They hope to see similar improvements in EPIC once the viral load lab data is directly imported into EPIC from LabCorp.</p> <p><b>Results:</b> In 18 months they saw an improvement in the VL results from 39% in September 2017 to 77% in August 2018 in CAREWare as a result of their QI Project.</p> <p>Great QM highlight from Grady IDP!</p> <p>AID Atlanta volunteered to be the next agency to provide a QM highlight in November's meeting.</p>	Old Business <b>X</b>
	New Business



<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}</i> N/A					
<i>Action to be taken:N/A</i>					
# of Votes For:	# of Votes Against:	Motioned By:		Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:			

**AGENDA ITEM # 6 AGENDA ITEM: Consumer Caucus Update**

*{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}*

Both Brandon Pruitt and Barry Sermons presented about the great experience they had at the US Conference on AIDS and the Positive Living Conference this past September. The Consumer Caucus is steadily growing and members are participating in other Council committees as well.				Old Business <b>X</b>	
				New Business	
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}</i> N/A					
<i>Action to be taken:N/A</i>					
# of Votes For:	# of Votes Against:	Motioned By:		Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:			

**AGENDA ITEM #7 AGENDA ITEM: Integrated Plan Update**

*{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}*

No further updates				Old Business	
				New Business	
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}</i> N/A					
<i>Action to be taken:</i>					
# of Votes For:	# of Votes Against:	Motioned By: N/A		Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:			



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**AGENDA ITEM # 8 AGENDA ITEM: QM Part A Update**

*{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}*

1) Interviews for data manager and the EPI position are being/to be conducted.			<b>Old Business</b> <b>X</b>	
2) Jocelyn McKenzie has been promoted to QM Program manager and will be hiring for her current position and an additional QM team position in the RW A office.				
3) Recipient’s QM PG Manager submitted an QM abstract on our linkage to care project, which was accepted to be presented at the December All Parts Conference. QM Program Manager and QM Chair will be presenting at the conference.			<b>New Business</b>	
<i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}</i> N/A				
<i>Action to be taken:N/A</i>				
# of Votes For:	# of Votes Against:	Motioned By: Seconded By:	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>

**AGENDA ITEM #9 AGENDA ITEM: Part B updates**

*{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}*

See QM Part B updates attached.			<b>New Business</b>	
<i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}</i> N/A				
<i>Action to be taken:</i>				
# of Votes For:	# of Votes Against:	Motioned By:N/A Seconded By:	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>

**AGENDA ITEM #10 AGENDA ITEM: Part D updates**

*{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}*

1) Part D QM team met in September. They reviewed their workplan progress and HAB measures. Only 2 measures are not on target (TB screening and PAP	<b>Old Business</b>
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screens) 2) Finalizes the HAB measures they will be tracking for 2018-19 year. 3) Next quarterly meeting will be in January 2019. 4) Part D poster was accepted to be displayed at the RW All Parts Conference in December.			<b>New Business</b>	
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}N/A</i>				
<i>Action to be taken:</i>				
# of Votes For:	# of Votes Against:	Motioned By: N/A	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		

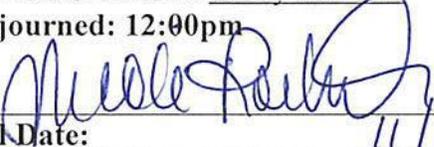
**Other Announcements:**

**WORKPLAN UPDATE:** See attached

**NEXT MEETING DATE/TIME:** November 1, 2018

**NEXT MEETING LOCATION:** Grady IDP P40

**Time Meeting Adjourned:** 12:00pm

Attested by:  {Chair's Signature}

Minutes Approval Date: 11/1/18

