

**METROPOLITAN ATLANTA HIV HEALTH SERVICES PLANNING COUNCIL**  
*Quality Management Committee*  
*Grady IDP*  
 341 Ponce De Leon Ave Atlanta GA  
 September 6, 2018  
 10am-12pm  
 Minutes

Designees and Members	Designees and Members
Nicole Roebuck(Chair) AID Atlanta (P)	Nancy Maignan, (M) (A)
Trevor Pearson(Co-Chair) Consumer Caucus (A)	Jennifer Bivins(M)(A)
Latonya Wilkerson (D) AID Atlanta(P)	Brandon Pruitt(M)-Community (P)
Francis Adams(D) ANIZ (A)	Binoy Shah(M), Walgreens(A)
Stefanie Sparks/ (D), AIDS Legal Project (P)	Benjamin Limon(M)(A)
Ann Phosai (D) Cobb BOH (P)	Sharon Kricun(M), PIHC (P)
Nordia Edwards (D) Emory Midtown (P)	
Reggie Goddard (D) Fulton BOH (P)	
Laura Carter Williams (D) Grady IDP (P)	<b>RW Part A Office/Planning Council</b>
Kayla Anderson (D) Open Hand (A)	Jocelyn McKenzie –RW Office Part A (A)
Heather Wademan (D) Positive Impact (PIHC) (P)	Bridget Harris Ryan White Office Part A (A)
Abigail Hicks(D) (Mercy Care) (P)	Sandra Vincent, RW Part A Planning Council (A)
Doryern Teah Clayton BOH (A)	Alexis Myers, RW Part A Planning Council (P)
Therese LeFrancois (D) AHF (P)	<i>Rachel Powell, Part A office (P)</i> (MP)
Rachel See (D), Southside Med. Ctr (P)	<b>Guests/Visitors/Unofficial Members Present</b>
Naomi Busler(D), Someone Cares (A)	Barry Sermons, PIHC
Filson Kelemewark(D), DeKalb BOH (P)	Shannon Cook for Open Hand
Michael Banner (D) Here's to Life (P)	David Reznick, Grady IDP
Donald Eisman(D) Clarke County (A)	Chris Dunn, Gilead
Jordan Chappell (D) NAESM (A)	Ryan Knapp, Gilead
Adron Shepard(D)/ Recovery Consultants (A)	Pius Akande, ANIZ
Pamela Phillips (M) RW Office Part B (P)	Zina Age, ANIZ
Deb Bauer (M) RW Office Part D (A)	Ada Figueroa Monell, Clarke County BOH
Katrina Barnes(M) (P)	Jennifer Chastain, Clarke County BOH
Sanjay Sharma Grady IDP(M) (P)	Brian Palmer, Gilead
Albert Lee (M), Douglas Co AIDS Advocate(A)	Chanel Scott Dixon, Grady IDP
John Stanton, Emory University(M)(A)	Somo Hubbard Barsir, Clayton BOH
	<i>Nisa Roland (P), Grady IDP</i>

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: Jennifer Chastain, Nurse, Clarke County BOH Brian Palmer, Gilead Ryan Knapp, Gilead Chris Dunn, Gilead Toya Adebayo, Intake Specialist Someone Cares Pius Akande, Data Specialist, ANIZ David Reznick, OH Director, Grady IDP	<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: Latonya Morrissette	Motion Passes  YES	Motion Fails
Seconded By: Pam Phillips		

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

Meeting Date: <i>August 2, 2018</i> Motion made to accept the minutes with following corrections made: Heather Wademan was present, Terri LeFrancois attended on behalf of Tiffany Roan, Sandra Vincent and Alexis Myers were present.		
Motioned By: Reggie Goddard	Motion Passes  YES	Motion Fails
Seconded By: Nordia Edwards		



**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:  Oral Health, Food Bank/Delivered Meals and Nutrition. All Standards are now reviewed and updated.</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> Completed</p> <p><b>GOAL 3B. Monitor progress of EMA's performance on performance measures.</b> Quarterly updates will be provided in October.</p> <p><b>GOAL 4A. Establish &amp; Implement EMA Wide Quality Improvement initiatives.</b> Next quarterly update on QI Projects will occur in the October meeting. Chair asked for feedback from agencies about their linkage to care project progress. Latonya Morrisette from AID Atlanta indicated that AID Atlanta has seen improvements in the health center’s linkage rates as a result of the QI project focus.</p> <p><b>GOAL 4B. Ensure that QM trainings are offered to agencies and consumers in the EMA.</b>  No update since last meeting.</p> <p><b>GOAL 5A. Engage other HIV funded programs in Quality Management planning and Improvement Initiatives.</b>  Great collaborations continue amongst Parts and Prevention programs.</p> <p><b>GOAL 5B. Promote the coordination of prevention and care quality improvement activities.</b> 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.</p>	<p><b>Old Business</b></p>
<p><b>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}</b> N/A</p>	<p><b>New Business</b> X</p>



<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 # 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>Heather Wademan of Positive Impact Health Center presented a QM Highlight from their agency.</p> <p><b>Problem:</b> Low show rates for women’s cervical cancer screenings</p> <p><b>Goal:</b> To increase Cervical cancer screening rates</p> <p><b>QI Project:</b> Convene/throw “PAP parties” where the entire clinic day is dedicated only to women. They have party treats and goodies, and rooms are prettily decorated. They created a fun, social and welcoming environment for women. Other things they have done is have an exam room decorated just for women. And they are using a new Lab screen the reduces the number of vaginal swabs to be done.</p> <p><b>Results:</b> They held two PAP parties in June. They scheduled 19 women and 12 women showed. They plan to have additional parties as well.</p> <p>Great QM highlight form PIHC!</p>			<p><b>Old Business</b> X</p>	
			<p><b>New Business</b></p>	
<p><i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}</i> N/A</p>				
<p><i>Action to be taken:N/A</i></p>				
# 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}}*



No further updates since last meeting			Old Business X
			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"/>
		Seconded By:	Motion Fails <input type="checkbox"/>

**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"/>
		Seconded By:	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) RW A recipient office submitted their HRSA application three weeks early.	Old Business X
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Votes For:	Against:	Seconded By:	Passes <input type="checkbox"/>	Fails <input type="checkbox"/>
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**Other Announcements:**

**WORKPLAN UPDATE:** See attached

**NEXT MEETING DATE/TIME:** October 4, 2018

**NEXT MEETING LOCATION:** Grady IDP P40

**Time Meeting Adjourned:** 11:20am

Attested by: \_\_\_\_\_ *[Handwritten Signature]* {Chair's Signature}

Minutes Approval Date: 10/4/18

