

# **Cuyahoga Regional HIV Prevention and Care Planning Council**

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties

**Jason McMinn, Chair**



## **Quality Improvement Committee Minutes**

**Wednesday, April 19, 2023**

**3:00 pm to 4:00 pm**

**Start:** 3:03 pm

**End:** 4:02 pm

**Facilitator:** J. McMinn

### **Moment of Reflection**

#### **Welcome and Introductions**

**Please note:** PC members who have a conflict of interest must inform the committee at the beginning of each meeting. A Conflict of Interest, as it pertains to the Ryan White Planning Council Bylaws, is defined as "an interest (actual or perceived) by a Planning Council member in an action that may result in personal, organizational, or professional gain for the member or his/her spouse, domestic partner, parent, child, or sibling."

### **Approval of Agenda: April 19, 2023**

#### **Addendum:**

Motion: F. Ross                      Seconded: Dr. B. Gripshover

**Vote:** In Favor: All                      Opposed: 0                      Abstained: 0

### **Approval of the Minutes: March 15, 2023**

#### **Addendum:**

Motion: F. Ross                      Seconded: N. O'Neal

**Vote:** In Favor: 14                      Opposed: 0                      Abstained: 1- L. Lovett

### **New Business**

#### **Final Review of 2023-2024 Directives- J. McMinn**

The Quality Improvement (QI) Committee is the subcommittee that ensures services funded by Part A, meet or exceed the established HIV clinical standards and Public Health Guidelines. We lead efforts in developing Identified Priorities (Directives) to the Grantee, and in deciding the best strategies needed to meet those directives. This meeting is to do a final review and approval of the directives developed for 2023-2024, as presented below. After final review and/or changes, these directives will be sent for final approval, before Full planning Council Committee at the Wednesday, June 21, 2023, PSRA (Priority Setting & Resources Allocation) meeting.

#### **Directives Process Overview - Z. Levar**

Every year, QI does deep dives into each of the fourteen (14) Part A service categories, for the outcome of creating directives that Monica, La'Keshia, Zach, and Toni have to roll out, within the Part A program. This meeting is PC's chance to discuss things we can improve upon, like a psychosocial support group calendar for the region. Next, the directives go to full PC for final approval, then Jason and his committee deliver them back to the recipient, or Part A office, so the directives can be implemented by the next fiscal year, starting in March. Then, once implemented, the Part A office reports back to full PC.

#### **Request for Funding (RFP) Briefing – J. McMinn**

An RFP is a request for funding proposal. For our RW grant, the recipient (Part A office) writes this up and includes in it, all of the categories that the Part A sub-recipients or agencies that they can then

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submit, in asking for funding of services they provide. We are asking for psychosocial language, encouraging agencies to think about evening groups for folks who work during the day, groups that focus on social activities, and for those with groups, to provide healthy food options. In the RFP, we will ask the Part A office to put in language that asks about this.

### **Directives for 2023-2024**

- 1. The Recipient will develop a TGA wide calendar promoting groups, events, forums, or other educational opportunities on the CCBH RW website. Agencies are responsible for updating CCBH staff with additions and/or changes to their schedule.***
- 2. In next RFP, the recipient will encourage evening groups, social groups, provide healthy food options during groups for psychosocial support service category.***

**N. O'Neal** – Will national, virtual support groups for women, teens, etc., be included in this?

**Z. Levar** – We don't have control over support groups out of our networks, and it's up to agencies to decide if they want us in their support groups, as then we can monitor that activity and keep everything on a Part A scope.

**N. O'Neal** – May CLC can create a website for point of reference to support groups, where we can control Part A and make sure it's effective.

**F. Ross** – Mercy has a support group, but it's not always the same date.

**C. Droster** – Nueva Luz "Free-Zone" group met Tues, 4-5:30, James Stevenson facilitates.

**K. Rodas** (Nueva Luz) – We will send out our schedule.

**J. McMinn** – If county has a calendar, maybe we could have a hyperlink to pop-up on the calendar, or maybe CLC could find a way to hyperlink group, or do a blurb for those not wanting in-person groups.

**Motion: For committee agreement to submit the following, two Quality Improvement (QI) directives for 2023-2024, as written, to Full Planning Council at PSRA in June, for final vote approval:** 1. To develop a TGA wide calendar promoting groups, events, forums, or other educational opportunities on the CCBH RW website. 2. In next RFP, the recipient will encourage evening groups, social groups, provide healthy food options during groups for psychosocial support service category.

Motion: J. McMinn      Seconded: N. O'Neal

**Vote:** In Favor: All      Opposed: 0      Abstained: 0

### **Select & Evaluate Next Service Category – Aging PLWH- J. McMinn**

This evaluation is not a deep dive, but more of a thorough assessment that we can all agree on, to review on best practices and/or services that PLWH may need for a particular service category.

**C. Droster** – Would like to pursue aging.

**Dr. Gripshover** – It is important, and we've been hearing about it a lot.

**J. McMinn** – What will be the title?

**N. O'Neal** – 'Living Longer, Living Wiser'.

**L. Lovett** – 'Aging Positively'. If you can show life after 40, 50, doing evening groups, bowling and other activities, at least people are doing something. Maybe it can even be called, 'Positive Aging'.

**N. O'Neal** – Not only PLWH, but also older people, in general, will soon outnumber the 30 and under, so it's a national concern. Also, in our current survey, we asked questions on age and gaps.

**J. McMinn** – Our PC DSAS (Department of Senior & Adult Services) rep, may also have info.

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**Dr. Gripshover** – U.H. (University Hospitals) may also do an event in the community around this.

**J. McMinn** – Not sure if AETC (AIDS Education and Training Centers) has presentations on this, but journal activities have been explored, in preparation for this conversation. Between now and next meeting, think of resources to bring forward. Then, we'll start sharing journal articles and focus on conclusions, or possibly do a homework assignment to formulate recommendations for best practices.

### **Standing Business**

**Agree on QI Committee work activity (if any) to be reported at March 2023 Planning Council**

**Committee Meeting – J. McMinn**

We will report today's info on the 2023-24 directives, and the discussion on PLWH aging.

**Determine formal CAREWare Data Request (if any) - None**

**Parking Lot Items - None**

### **Next Steps- J. McMinn**

For our discussion on aging, think of resources to bring forward on journal articles and information that can help us begin formulating recommendations for best practices.

### **Announcements**

**N. O'Neal** – On May 3<sup>rd</sup>, at 4:30 p.m., Circle Health is hosting a fireside chat on PrEP and its importance.

**K. Rodas** – Congratulations to Jean Luc, on the arrival of his new baby boy, 'Lucas', on March 13<sup>th</sup>.

### **Adjournment**

Motion: N. O'Neal      Seconded: F. Ross

### **Attendance**

		Jan	Feb	Mar	Apr	May	June PSRA	Aug	Sep	Oct	Nov
	<b>QI Committee</b>										
1	<b>Jason McMinn, Chair</b>	20	20	20	20						
	<b>Vacant Co-chair</b>										
2	Barb Gripshover	20	20	20	20						
3	Leshia Yarbrough-Franklin	20	0	20	20						
4	Jeannie Citerman-Kraeger	20	0	20	20						
5	Billy Gayheart	10	10	10	10						
6	Karla Ruiz	20	20	20	20						
7	David Smith	20	20	20	20						
8	Anthony Thomas	0	0	0	0						
9	Daytona Harris	20	20	20	20						
	<b>Total in Attendance</b>	8	6	8	8						

**PC Members:** K. Dennis, C. Droster, D. Houston, L. Lovett, N. O'Neal, F. Ross, R. Watkins

**Attendees:** T. Moyel, K. Rodas, Jean-Luc (NLURC)

**Staff:** L. James, M. Baker, A. Idov, Z. Levar, L.J. Sylvia, T. Mallory