

## Central Florida HIV Planning Council

### Service Systems & Quality Meeting Minutes

February 6, 2020

**Call to Order:** The Vice-Chair, Ms. Buckley called the meeting to order 10:07 a.m. at Heart of Florida United Way, located at 1940 Cannery Way, Orlando, FL.

**Members Present:** Maria Buckley, Earl Hunt, Karen Jackson, Alicyn Heinrich, Al Valentin, Nicole Elinoff, David Rodriguez, Grisela Hernandez, Gertrude Adolphe via telephone

**Members Excused:** Lori Leaf, Dean Hutchins

**Absent:** Sam Graper

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| <p><b>Approval of the agenda:</b></p>                         | <p>The committee reviewed the agenda and made the following updates:</p> <ul style="list-style-type: none"><li>• Replaced Mr. Graper's name with Ms. Buckley's name for the Welcome, housekeeping, introductions, and moment of silence.</li><li>• Replace Ms. Buckley's name with Mr. Hunt's name for the Mission Statement, Vision Statement, Conflict of Interest, and Core Values.</li><li>• Remove health Insurance and Cost Sharing Service Standard</li></ul> <p>Replaced Mr. Shivji's name with Ms. Andre's name for the CQM update.</p> <p><b>Motion:</b> Ms. Elinoff made a motion to approve the agenda with the change. Ms. Hernandez seconded motion. The motion was adopted unanimously without debate.</p> |
| <p><b>Approval of the January 9<sup>th</sup> Minutes:</b></p> | <ul style="list-style-type: none"><li>• The committee reviewed the January 9<sup>th</sup> minutes and corrected a grammatical error.</li></ul> <p><b>Motion:</b> Ms. Elinoff made a motion to approve the January 9<sup>th</sup> minutes with the correction. Mr. Rodriguez seconded the motion. The motion was adopted unanimously without debate.</p>   |
| <p><b>Open the Floor For Public Comment:</b></p>              | <ul style="list-style-type: none"><li>• There were no public comments.</li></ul>  |

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| <p><b>Mini Training: Survey Validity</b></p> | <p>The committee received a survey validity mini training from Mr. Acosta. Mr. Acosta highlighted the following key points:</p> <ul style="list-style-type: none"> <li>• Validity of a survey is the degree to which it measures what it claims to measure. Meaning that validity is directly tied to the accuracy of the result.</li> <li>• Face validity – is a matter of appearances. The questions look like they obtain the desired information.</li> <li>• Content Validity – the ability to create questions that affect the issue being researched without excluding key related subjects?</li> <li>• Internal validity – do our questions really explain the outcome we want to research?</li> <li>• External validity – refers to which results can be generalized to the target population that the survey sample is representing. May require exploratory qualitative research.</li> <li>• Reliability is concerned with the consistency of our measurement. Meaning, do the questions asked illicit the same responses under the same conditions?</li> <li>• We can get high reliability and low validity.</li> <li>• The confidence interval is associated with how accurate your results are.</li> <li>• Concerns about survey validity and reliability should be brought up during the planning process.</li> </ul> |
| <p><b>Part A Utilization Report</b></p>      | <ul style="list-style-type: none"> <li>• Ms. Munroe provided the committee with an overview of the Part A Quarter 3 Expenditure &amp; Utilization Report;</li> </ul> <p><b>Total Number of Consumers</b><br/> Q2 – 4,243<br/> Q3 – 4,154<br/> Percent Change: 2.1%</p>  |

**Total New Consumers**

Q2 – 213

Q3 – 201

Percent Change: 5.6%

**Comparison by Gender**

Male:

Q2 – 3,055

Q3 – 2,975

Percentage Change: 2.6%

Female:

Q2 – 1,136

Q3 – 1,122

Percentage Change : 1.2%

Transgender:

Q2 – 52

Q3 – 57

Percentage Change: 9.6%

**Comparison by Race**

White:

Q2 – 2,217

Q3 – 2,167

Percentage Change: 2.3%

Black

Q2 – 1,939

Q3 – 1,896

Percentage Change: 2.2%

Asian:

Q2 – 33

Q3 – 34

Percentage of Change: 3%

Multi:

Q2 – 36

Q3 – 37

Percentage of Change: 2.7%

Amer. Indian:

Q2 – 11

Q3 – 12

Percentage of Change: 9%

Pacific Islander:

Q2 – 2

Q3 – 3

Percentage Change: 50%

**Comparison by Ethnicity**

Hispanic:

Q2 – 1,387

Q3 – 1,372

Percentage Change: 1%

Non-Hispanic:

Q2 – 2,854

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|                           | <p>Q3 – 2,779<br/>Percentage Change: 2.6%</p> <p><b>Comparison by Age</b></p> <p>2-12<br/>Q2 – 0<br/>Q3 – 0<br/>Percentage Change: 0%</p> <p>13-24<br/>Q2 – 185<br/>Q3 – 185<br/>Percentage Change: 0%</p> <p>25-44<br/>Q2 – 1,751<br/>Q3 – 1,719<br/>Percentage Change: 1.8%</p> <p>45-64<br/>Q2 – 2,090<br/>Q3 – 2,041<br/>Percentage Change: 2.3%</p> <p>65+<br/>Q2 – 262<br/>Q3 – 256<br/>Percentage Change: 2.3%</p> <ul style="list-style-type: none"> <li>• During the review of the utilization of the Psychosocial Support service category, the committee requested that an explanation regarding the 19% decrease in the number of patients accessing the service from the 2<sup>nd</sup> quarter to the 3<sup>rd</sup> quarter be provided at the next meeting.</li> </ul> |
| <p><b>CQM Update:</b></p> | <p>Ms. Andre reported the following:</p> <ul style="list-style-type: none"> <li>• Members discussed updating the 2019 Quality Management Plan, to reflect any changes that may occur for 2020.</li> <li>• Project Zero was given an update, at least 30 clients who were not previously virally suppressed or receiving any type of case management from RW Part A entities were given more intensified case management attention. This resulted in about 50% of those clients achieving viral load suppression.</li> <li>• Service system viral suppression trends were reviewed; members revised the viral suppression trends for the area from 2010 to 2018. Viral load suppression</li> </ul>  |

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|                                    | <p>showed a steady increase over time (increase from 66% in 2010 to 87% in 2018).</p> <ul style="list-style-type: none"> <li>Behavioral acquired disease vs perinatal acquired disease were also compared. Results showed that prenately infected youth may experience challenges remaining adherent to care. Data indicated that there is a 10% disparity in viral suppression rates between the two subpopulations.</li> <li>Hepatitis B Vaccines QI initiative was expanded upon. Part A reported that the rate of Hep B vaccines among Part A OAHS providers has been extremely low, so providers met to come up with solutions. The fields from which the report is generated required manual data entry and the resources to maintain the level of data entry required is not currently available within the provider organization.</li> </ul> <p>Next Step:</p> <ul style="list-style-type: none"> <li>The lead agency/recipient will draft a 2020 QM Plan for review</li> <li>The lead agency/recipient will work with case management agencies to identify the clients who have acquired the disease prenately and are not virally suppressed. Quality improvement activities to increase Viral Load Suppression will be implemented</li> <li>Continuation of data collection for the pilot project interventions and Project Zero</li> </ul> |
| <p><b>Unfinished Business:</b></p> | <p><b>Service Standards:</b></p> <ul style="list-style-type: none"> <li>The committee reviewed the recommended revisions for the Outpatient Ambulatory Health Services Service Standards. After a brief discussion, the committee decided to approve the revisions.</li> </ul>   |

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|   | <p><b>Motion:</b> Mr. Rodriguez made a motion to approve the recommended revisions for the Outpatient Ambulatory Health Services Service Standards and to move the document forward to the providers for a 14-day review. Ms. Hernandez seconded the motion. The motion was adopted unanimously without debate.</p> <ul style="list-style-type: none"> <li>• The committee reviewed the recommended revisions for the Medical Nutrition Therapy Service Standards. After a brief discussion, the committee decided to approve the revisions.</li> </ul> <p><b>Motion:</b> Mr. Hunt made a motion to approve the recommended revisions for the Medical Nutrition Therapy Service Standards and to move the document forward to the providers for a 14-day review. Ms. Elinoff seconded the motion. The motion was adopted unanimously without debate.</p> |
| <p><b>Disparities and Outcomes:</b></p> | <ul style="list-style-type: none"> <li>• Ms. Andre provided brief overview of the HIV Care Outcomes: Viral Suppression report. Ms. Andre recommended that the committee look over the report and make suggestions for special studies based off the data.</li> <li>• The committee determined that they would like to see the total number of clients along with the percentages for each category on the report.</li> </ul>   |
| <p><b>New Business:</b></p>             | <p><b>Service Standards:</b></p> <ul style="list-style-type: none"> <li>• Ms. Cross informed that the Service Wide and Health Insurance &amp; Cost Sharing Service Standards will be emailed to the committee for review.</li> </ul> <p><b>AAM Discussion:</b></p> <ul style="list-style-type: none"> <li>• PCS will email the previous year timeline to the committee and provide recommendations regarding the timeframe at the March committee meeting.</li> </ul> <p><b>Analyze Needs Assessment Results:</b></p>  |

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|                            | <ul style="list-style-type: none"> <li>Ms. Cross informed the committee that starting in the March; the committee will begin to reviewing and analyzing the needs assessment data.</li> </ul>   |
| <b>Set March's Agenda:</b> | <ul style="list-style-type: none"> <li>The committee drafted the March agenda.</li> </ul> <p><b>Motion:</b> Ms. Jackson made a motion to approve the draft agenda with changes. Ms. <del>Mulder</del> <sup>Heinrich</sup> seconded the motion. The motion was adopted unanimously without a debate.</p> |

**ACTION ITEMS**

| Item  |                                     |
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| Email AAM timeline from last year to the committee                        | PCS                                 |
| Email upcoming services standards to the committee for review             | PCS                                 |
| Provide client numbers for the HIV Outcomes: Viral Suppression Report     | Ms. Munroe                          |
| Notify committee when FTEs were fully on boarded for Psychosocial Support | Ms. Munroe                          |
| <b>Next Month's Meeting:</b>  | March 5 <sup>th</sup> , 2020 @ HFUW |
| <b>Adjournment:</b>   | 11:44 a.m.                          |

Prepared by: David Bent

Date: 02/10/2020

Approved by: \_\_\_\_\_

Date: 3/5/2020