

Central Florida HIV Planning Council
Service Systems & Quality Meeting Minutes

November 5, 2020

Call to Order: The Chair, Ms. Buckley called the virtual meeting to order 2:19 p.m.

Members Present: Maria Buckley, Dean Hutchins, Sam Graper, Keith Tremain, Earl Hunt, Grisela Hernandez, Karen Jackson, Gertrude Adolphe

Members Excused: None

Absent: Al Valentin

<p>Approval of the agenda:</p>	<p>The committee reviewed the October agenda and made the following updates:</p> <ul style="list-style-type: none"> • Replaced Ms. Buckley’s name with Mr. Acosta’s name for the Introduction and Housekeeping • Removed Service Standards • Removed Utilization Report <p>Motion: Mr. Graper made a motion to approve the agenda with the updates. Mr. Hunt seconded motion. The motion was adopted unanimously without debate.</p>
<p>Approval of the October 8th Minutes:</p>	<ul style="list-style-type: none"> • The October 8th minutes were approved as written.
<p>Open the Floor For Public Comment:</p>	<ul style="list-style-type: none"> • There were no public comments.
<p>Unfinished Business:</p>	<p>Quality Management Update:</p> <ul style="list-style-type: none"> • The workgroup met on October 12th, 2020. The workgroup reviewed the second quarter performance measures, pilot intervention studies, and quality improvement initiative. • Ms. Munroe provided the committee with an overview of the Q2 performance measure and disparities. Ms. Munroe noted that clients are overall doing well even during the pandemic. • Ms. Andre provided an overview of the Q2

	<p>performance measures and disparities for Brevard.</p> <p>Integrated Plan Progress:</p> <ul style="list-style-type: none"> Ms. Cross provided the committee with goals and progress updates for the Integrated Plan. The committee discussed barriers that exist in patients not enrolling in PrEP. <p>Epidemiology:</p> <ul style="list-style-type: none"> Ms. Munroe informed the committee that new infections have increased in Orange and Brevard counties. Ms. Munroe suggested the committee begin recommending prevention efforts for those counties.
<p>New Business:</p>	<p>Consumer Needs Survey:</p> <ul style="list-style-type: none"> Ms. Munroe informed the committee that consumer needs survey has been sent to all providers. <p>Out of Care Survey:</p> <ul style="list-style-type: none"> The out of care survey was implemented on September 9th, 2020. 38 individuals have completed the survey to date. Once 50 individuals have completed the survey, PCS will provide the committee with the findings. <p>Initiate Assessment of the Administrative Mechanism Process:</p> <ul style="list-style-type: none"> After a brief discussion, the committee decided to utilize a consultant for the Assessment of the Administrative Mechanism. <p>Motion: Ms. Hernandez made a motion to utilize a consultant to conduct the Part Assessment of the Administrative Mechanism. Mr. Graper seconded the motion. The motion was adopted unanimously without debate.</p> <p>Committee Work Plan:</p> <ul style="list-style-type: none"> The committee reviewed and updated the

	<p>Service Systems & Quality Work Plan.</p> <p>Motion: Ms. Adolphe made a motion to approve the Service Systems & Quality Work Plan. Mr. Graper seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Set January's Agenda:</p>	<ul style="list-style-type: none"> The committee drafted the January agenda. <p>Motion: Ms. Jackson made a motion to approve the January agenda. Mr. Hunt seconded the motion. The motion was adopted unanimously without a debate.</p>
ACTION ITEMS	
Item	
Next Month's Meeting:	January 7, 2020 In person/virtual
Adjournment:	4:01 p.m.

Prepared by: David Bent Date: 11/9/2020

Approved by: _____ Date: _____