

**Santa Cruz County Health Services Agency
Quality Management Minutes
2-20-19**

Topic	Discussion/Recommendations	Action	Responsible Party	Follow-up Date
Welcome and Intro.	Robin convened the meeting of the Quality Management Committee by welcoming attendees	None	N/A	N/A
Attendees:	Marion Jordan, Robin Stone, Serena Mohammad, Rachel McCullough-Sanden, Socorro Gutierrez	None	N/A	N/A
Guests:	Jennifer Herrera, DON			
Agenda Items				
HIV Program Updates				
Approval of Minutes from 1/16/19	Minutes were approved	None		
Announcements	<ol style="list-style-type: none"> 1. HRSA site review is scheduled for May 14, 2019-May 15, 2019. 2. Rachel will be attending a PREP meeting 3/7/19-3/9/19 at UCSC. She will report updates to the team at our next meeting. 			
Follow up on Action Items from 1/16/19 meeting	<ol style="list-style-type: none"> 1. HAART meds data base-Marion gave Serena a list of updated HAART meds. She will continue to update her as new meds are utilized. 2. JMAC met with providers and Robin to work on fixing some of the data gaps. Some of the actions that are being worked on include and annual HIV screening panel (which will include some of the indicators that we are falling short on). An HIV report, med adherence and additional dot phrases, flagging dental visits in health maintenance. 3. Entering case managers in EPIC (JMAC provided instructions) 	<p>None needed</p> <p>Marion to f/u with JMAC</p> <p>Status not clarified, as Eliko was not able to attend today.</p>		
Data:	See above			
PDSA	<p>Robin reviewed clinic preventative performance measures and found that we were falling short on lipid screening and U/A's. We agreed to do a PDSA to see if our measures improve with the addition of:</p> <ol style="list-style-type: none"> 1- an annual HIV screening panel that would include these tests. 	Marion to follow up with JMAC	Marion	3/20/19

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	2- an HIV report that JMAC would provide to clinicians that would let them know if they were falling short on specific patients.			
CQI Plan/CQI Program Evaluation	<ol style="list-style-type: none"> 1. Discussed current CQI plan. Robin to e-mail CQI committee draft copy for edit and feedback by 3/1/19. Then we will consult with our HRSA consultant regarding any questions or concerns. 2. CQI Committee worked on Organizational Quality Assessment tool. See copy. 	<p>CQI committee members to review and respond by 3/1. Robin and Socorro to contact HRSA consultant after that</p> <p>Robin to compile information and send to committee for review and feedback.</p>	Robin	3/20/19
Consumer Involvement Design, Implementation, and Evaluation of FEIS	We are moving forward with our plan to have a consumer participation focused CQI meeting in April, and quarterly henceforth.	<p>Socorro to discuss with CARE Team case managers at 2/21 staff meeting.</p> <p>Robin and Socorro to work with designated case managers to develop specific guidelines for how we would integrate consumers, and how we would use them to improve the quality of our service delivery.</p>	Socorro Robin and Socorro	3/20/19

Date Minutes Accepted: March 20, 2019

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NEXT MEETING: March 20, 2019 from 1:30-3:00 PM; 1080 Emeline HSA Admin Conference Room