

HIV Health Services Planning Council
QUALITY ADVISORY COMMITTEE
Meeting Notes 02.05.08

Members Present: Paula Gammell, Steve Purcell, Gary Parent, Camille McSeveney

Members Absent: Dave Casey, Ronnie Castillo

Members Absent, Notified Staff:

Guests: Laise Moran-Jacobson

Staff & Advisory Present: Sara Fung, Jon Benorden

AGENDA ITEM	DOCUMENT	DISCUSSION	MOTION/ACTION
1. Welcome/ Introductions / Announcements / Public Comments			
2. Agenda	Agenda	Service Standards does not need to be an action item. Change "Next Meeting" to be March 4 th , 2008.	M/S (Camille/Paula) to approve agenda with changes; approved.
3. Meeting Notes	Meeting Notes 01.08.08	Camille should be added to Members Absent, Notified Staff	M/S (Paula/Camille) to approve minutes with corrections; approved.
4. Client Postcard Survey Discussion	Client Survey Distribution Chard	The committee reviewed the Client Survey Distribution chart. The decision was to distribute the following: Case Management (200), Child Care (16), Dental (20), Transportation (40), Treatment Adherence (20), Housing (12), Support Group (20), Mental Health (50)	Staff will look for past Mental Health Postcard.
5. Service Standards SSC 01, SSC 03, SSC 05, SSC 08		Committee will review the Service Standards that need to be updated: SSC 01, SSC 03, SSC 05, SSC 08. These will also be sent out to the appropriate agencies/providers for their review. SSC 01 Case Management – CARES, AHA, UCD, HRS, Sutter, SFAF, Sunburst; SSC 03 Dental – CARES; SSC 05 Eligibility and Fees – CARES (since they are the largest provider); SSC 08 Child Care Services – Sunburst Projects.	Staff to email shorter version of SSC 01. Staff to send out service standards to appropriate agencies/providers.
6. Updates on Performance Indicators from HRSA		Paula gave an update on the Performance Indicators from HRSA. HIV/AIDS Bureau (HAB) HIV/AIDS Core Clinical Performance Measures for Adults & Adolescents: Group 1. The core clinical performance measures can be used by all programs funded by the Ryan White HIV/AIDS Program and can be used at the provider, grantee, or system level. Grantees are encouraged to include the core clinical performance measures in their quality management plan. Paula will work with Adrienne to figure out how to use this and who needs to be involved. More indicators will be created in 2008: case management, oral health, ADAP	
7. 2008 Work Plan	2008 Work Plan	2008 Work Plan was reviewed. Take off "1 of 2" in the lower right hand corner.	M/S (Camille, Steve) to approve work plan with corrections; approved
8. Additional Comments/Adjourn			Next meeting: March 4 th , 2008