

## **HIV HEALTH SERVICES PLANNING COUNCIL – Quality Advisory Committee (QAC)**

### **Meeting Minutes**

March 1, 2016, 2:00 p.m. to 3:00 p.m.

#### **Meeting Location:**

Sacramento County Primary Care Center  
4600 Broadway, Sacramento, CA

**Facilitator:** Gail Brosnan

**Scribe:** Paula Gammell, Council Staff

#### **Committee Member Attendees:**

- Gail Brosnan and Kane Ortega

**Members Excused:** Mahara Leong - Chair

**Guests:** None.

Topic	Minutes
Welcome, Introductions and Announcements	<p>The HIV Health Services Planning Council has coordinated with Gilead to present, Understanding Your Lab Tests, on Tuesday, March 8<sup>th</sup>.</p> <p>Strategies for Change has been able to amend their NCAC grant award to include funding for monthly bus passes and other critical needs. Funding is limited.</p>
Agenda and Minutes	<p>Motion to approve the Agenda by Gail Brosnan; Second by Kane Ortega. Motion was approved with the deletion of reviewing Service Standard 22 – Health Insurance Premium Payment and Cost-Sharing Assistance which was not available.</p> <p>The motion to approve the January 2016 Minutes was made by Gail Brosnan; Second by Kane Ortega. Motion approved unanimously.</p>
QAC Self-Assessment	<p>Members completed the QAC self-assessment and submitted them to Committee staff. It was noted that the assessment questions 3 and 4 referred to the Council but should refer to QAC. The assessment will be updated accordingly.</p>
FY16 QAC Work Plan*	<p>Staff presented a copy of the draft FY16 QAC Work Plan for review and approval. Activities surrounding the Post Card Survey have been adjusted to accommodate the new time frame for conducting the survey. Motion to approve the QAC Work Plan was made by Kane Ortega with a second by Gail Brosnan and unanimously approved.</p>
FY15 Year End Post Card Survey	<p>Staff advised that there have been numerous postcards returned but data entry has not begun as of yet. Staff anticipates having the survey results at the April meeting unless postcards continue to come in regularly.</p>
Service Standard Updates SSC13 – Alternative Therapies* SSC14 - Mental Health*	<p>SSC13 – Alternative Therapies is Inactive. The Committee determined note to make any changes and/or submit to Governance for further review until such time that the standard is re-activated. Whenever the service standard becomes active, the standard will be updated with the most current quality management parameters.</p> <p>SSC14 – Mental Health was presented for review and approval. Staff reviewed the HIV/AIDS Bureau Policy Clarification Notice 16-02, Ryan White HIV/AIDS Program Services: Eligible Individuals and Allowable Uses of Funds Policy for Mental Health. The program guidance indicates that mental health services are allowable only for HIV-infected clients based on a treatment plan. The TGA’s existing Mental Health standard provides for the provision of mental health services to family and significant others of HIV+ individuals to support</p>

Topic	Minutes
	<p>clients in maintaining a treatment plan. The matter was tabled as the Fiscal Agent will seek further guidance from the Project Officer.</p> <p>Governance/Executive is currently reviewing Service Standards 9, 10, 11 and 12.</p>
Public Comments	N/A
Adjournment	Next meeting: April 5, 2016, 2 – 3 p.m., at Primary Care, 4600 Broadway, Sacramento, CA.