

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

Meeting Minutes

January 2, 2018, 2:00 p.m. to 3:00 p.m.

Meeting Location:

Sacramento County Primary Care Center
4600 Broadway, Sacramento, CA

Facilitator: Mahara Leong – Chair

Scribe: Paula Gammell, Council Staff

Committee Member Attendees:

- Mahara Leong – Chair, Melinda Ruger and Gail Brosnan

Members Excused: None

Guests: None

Topic	Minutes
Welcome, Introductions and Announcements	<p>Members were welcomed to the meeting by the Chair.</p> <p>Council Staff advised that there is an HIV Medication Update being held on January 18, 2018 at the UC Davis Cancer Center Auditorium from 5:30 p.m. to 7:30 p.m., sponsored by ViiV Healthcare.</p> <p>Additionally, there will be a community educational program on February 7, 2018 on HIV in the Black Community sponsored by Gilead. Location and time to be determined.</p> <p>There is a Homeless County and outreach event at the Salvation Army, in Grass Valley, on January 24, 2018.</p>

Topic	Minutes
Announcements Continued	<p>Mahara Leong advised that the Sacramento LGBT Community Center has obtained funding for LGBT youth housing.</p> <p>Melinda Ruger provided an update on the Community Meal hosted by Harm Reduction Services in November 2017. Over 100 people were served in a sit-down style meal which was catered by Hannibal's Catering services.</p> <p>Mahara Leong advised that Strategies for Change served 432 families with food during November 2017 with 250 turkeys being distributed.</p>
Agenda and Minutes*	<p>Motion to approve the January 2018 Agenda was made by Mahara Leong with a second by Melinda Ruger and approved unanimously.</p> <p>Motion to approve the Minutes of June 2017 was made by Gail Brosnan with a second by Mahara Leong and approved unanimously.</p>
FY17 Post Card Survey*	<p>Council Staff presented a copy of the draft Post Card Survey Letter to Providers and target survey populations per service category. Historically, there was an attempt to survey approximately 10% of the clients receiving any particular service. However, there have been service categories, such as Housing, that have not received responses in recent years. In attempt to elicit a response, Staff increased the number of surveys to be distributed to particular service categories which either has not been successful in the past or those services which have seen increased funding. As the TGA was able to re-instate some Food Bank/Home Delivered Meals, Council Staff will be creating a postcard for that service category if there is not one on file from years past. Motion to approve the Post Card Survey as presented was made by Gail Brosnan with a second by Mahara Leong and unanimously approved.</p>
QAC Overview*	<p>Council Staff presented a draft of the QAC Overview for review and update. Motion to approve the QAC Overview as presented was made by Mahara Leong with a second by Melinda Ruger. The QAC Overview was approved with one correction.</p>
Technical Assistance	<p>None noted or requested.</p>
Public Comments	<p>Council Staff distributed three service standards which will be reviewed at the February 2018 meeting.</p>
Adjournment	<p>Next meeting: February 6, 2018</p>