

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

Meeting Minutes

March 6, 2018, 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:

- Melinda Ruger and Gail Brosnan

Members Excused: Mahara Leong

Guests: None

Topic	Minutes
Welcome, Introductions and Announcements	Sunburst Projects is hosting an event for Women and Girls HIV/AIDS Awareness Day on Friday, March 9, 2018, at the Primary Care Center, Conference Room 2020, in Sacramento. The event will include a video presentation and light refreshments. It will be held from 12 – 1:30 p.m.

Topic	Minutes
Announcements Continued	<p>On March 27, 2018, there is a PrEP Outreach event which has been coordinated by Harm Reduction Services, the Planning Council and Gilead Sciences. It will be held from 12 – 2 p.m. at the Colonial Heights Library.</p> <p>On April 26, 2018, there is an educational presentation on <i>HIV and Healthy Eating</i> hosted by the HIV Health Services Planning Council in conjunction with ViiV Healthcare. The event will be held at the Primary Care Center, Conference Room 2020, in Sacramento, from 12 – 2 p.m.</p> <p>On May 17, 2018, there is an educational presentation on <i>HIV and Other STI</i> hosted by the HIV Health Services Planning Council in conjunction with Gilead Sciences. The event will be held at the Primary Care Center, Conference Room 2020, in Sacramento, from 12 – 2 p.m.</p>
Agenda and Minutes*	<p>Motion to approve the March 2018 Agenda was made by Melinda Ruger with a second by Gail Brosnan and approved unanimously.</p> <p>Motion to approve the Minutes of January 2018 was made by Melinda Ruger with a second by Gail Brosnan and approved unanimously.</p>
FY17 Post Card Survey Update	Council Staff reported that surveys have been received and are still trickling in. Staff will wait another month or so before compiling the findings. This will allow for more surveys to be received.
QAC Overview*	Council Staff presented a draft of the QAC Overview for review and update. Motion to approve the QAC Overview as presented was made by Melinda Ruger with a second by Gail Brosnan and approved unanimously.
SSC20 Health Education and Risk Reduction*	Staff presented a draft of the updated Health Education and Risk Reduction service standard which incorporates contractual obligations in the standard. One correction to the document was made to reflect Partner Services rather than Partner Counseling and Referral Services on page 2, item 5.B.3. Motion to approve the updated service standard with the additional correction was made by Melinda Ruger with a second by Gail Brosnan and approved unanimously.
SSC22 Health Insurance Premium and Cost-Sharing Assistance Program*	Staff presented a draft of the updated Health Insurance Premium and Cost-Sharing Assistance Program service standard. Minor word changes were made on page 3. Grantee was changed to Recipient and sub-grantees to sub-recipients which reflects the new HRSA language. Motion to approve the updated services standard was made by Melinda Ruger with a second by Gail Brosnan and approved unanimously.
FY18 QAC Work Plan*	A copy of the updated FY18 QAC Work Plan was presented for review and approval. Motion to approve the Work Plan as presented was made by Melinda Ruger with a second by Gail Brosnan and approved unanimously.

Topic	Minutes
QAC Self-Assessment	Members present completed and submitted their self-assessments.
Technical Assistance	None noted or requested.
Public Comments	None noted.
Adjournment	Next meeting: April 3, 2018