

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

### **Meeting Minutes**

June 1, 2021, 2:00 p.m. to 3:00 p.m.

### **Meeting Location:**

Teleconference Call Only

**Facilitator:** Paula Gammell, Council Staff

**Scribe:** Paula Gammell, Council Staff

### **Committee Member Attendees:**

- Linda Ryan, Kristina Kendricks-Clark, Ronnie Miranda and Zach B.

**Members Absent/Excused:** N/A

**Guests:** Jake Bradley-Rowe

<b>Topic</b>	<b>Minutes</b>
Welcome, Introductions and Announcements	<p>Welcome and introductions were conducted.</p> <p>Health Goals While Maintaining Undetectable Status is being presented on Friday, June 4, 2021, at 1:00 p.m.</p> <p>June 5<sup>th</sup> is HIV Long Term Survivors Day.</p> <p>The United States Conference on HIV/AIDS is being held in Washington D.C., October 28-31, 2021. The event will be held in-person at the Marriot Marquis. Information on scholarships, agendas, abstracts, etc. can be found at <a href="https://uscha.life/">https://uscha.life/</a></p>
Agenda* and Minutes*	<p>The June 2021 QAC Agenda was presented for review and approval. Motion to approve the Agenda as presented was made by Zach B. with a second by Kristina Kendricks-Clark and unanimously approved by consensus.</p> <p>The Minutes of February 2021 were presented for review and approval. Motion to approve the Minutes as presented was made by Linda Ryan with a second by Zach B. and approved with one abstention.</p>
QAC Chair Discussion	<p>Linda Ryan is stepping down from the Planning Council due to work conflicts. She presently Chairs the Quality Advisory Committee and Needs Assessment Committee. We are seeking members to Chair these Committees, as well as, the Administrative Assessment Committee and Priorities and Allocations Committee as Susan Farrington is retiring. As a Committee Chair, the Chair is also a member of the Executive Committee which meets the second Thursday of each month from 3 – 5 p.m.</p>
FY20 Client Satisfaction Survey Findings	<p>The report covered the past fiscal year, from March 1, 2020 to February 28, 2021. There were 64 surveys returned this fiscal year from the Subrecipients in the Sacramento TGA. Not all clients received surveys and therefore, it denotes the percentage of clients that returned surveys and not a response rate as the number distributed to clients and not returned is unknown. There was a 9.26% overall satisfaction rate with the services which was down from 9.6% last year.</p>

<b>Topic</b>	<b>Minutes</b>
FY20 Service Category Post Card Survey Findings	There were 1,381 postcards distributed to providers to give to clients during January and February 2021 for consumer input on services received during FY2020. Of the 1,381 postcards given to providers to distribute, there was a response rate of 8.6% (119 postcards received). Although a low participation rate, it tends to be consistent with the Needs Assessment Surveys in which we obtain approximately and 8 - 10% participation rate at best. Clients may not understand the significance and needs to participate or may simply not want to participate.
Technical Assistance	For Technical Assistance please contact Council Staff, Paula Gammell.
Public Comments	None noted.
Adjournment	Meeting adjourned at 2:27 p.m. Next meeting: To be determined.