

<p style="text-align: center;">Austin Area Comprehensive HIV Planning Council Evaluations Quality Management Committee Meeting Minutes September 12th, 2017</p>

<p>Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.</p>

MEMBERS PRESENT					
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Justin Smith
Aubrey Bragila
Whitney Bulna
Emma Sinnott

AACHPC STAFF PRESENT	
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Crystal Flores, Program Manager
Dwight Scales, Administrative Assistant

ADMINISTRATIVE AGENT STAFF PRESENT

Brenda Mendiola	Quality Management Coordinator Administrative Agent
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OTHERS PRESENT

- I. Call to Order:** AACHPC Chair, Justin Smith at 6:01pm

- II. Certification of Quorum:** Quorum was established and certified by Chair, Justin Smith

- III. Introductions/Announcements:** Program Manager, Crystal Flores made an announcement about upcoming Standards. She also provided a review of findings from the conference.

- #### **IV. Review and Discuss Standards of Care Comments:**

The Evaluations Quality Management Committee reviewed and discussed preliminary comments on the DSHS draft service standard:

- **Medical Nutrition Therapy (comments):** one change was made at this time. The committee will continue to review and vote at the (2-13-18) meeting.
- **Food Bank (comments):** no changes were made at this time. The committee will continue to review and vote at the next (2-13-18) meeting.
- **Non-Medical Case Management**
The committee decided to accept these particular standards with four recommendations for amendment. These particular standards will be passed to full Business Council meeting for vote on 9-26-17.

Vote 4 to 0 Motion Approved

- **Medical Case Management**
The committee decided to accept these particular standards with five recommendations for amendment. These particular standards will be passed to full Business Council meeting for vote on 9-26-17.

Vote 4 to 0 Motion Approved

V. Grant Application Review Process

VI. Next Steps:

- **Upcoming Standards of Care for review (October)**
 1. Mental Health (vote)
 2. Psychosocial Support (vote)
 3. Health Insurance Assistance (comments)
- **Committee Request:** The EQM committee is requesting review of the upcoming toolkit used to handle Standards of Care by the HRAU. Justin Smith, Chair will draft a letter to the HRAU with the committee's recommendations, request and concerns.

VII. Meeting Adjourned at 9:01 pm

NEXT SCHEDULED MEETING

TBD

October 10th, 2017

6:00 P.M