

MEETING MINUTES



Quality Management C.O.R.E. Team Meeting

Ryan White Part A Las Vegas TGA Quality Management Program

Continuous Organizational Review and Evaluation

Tuesday, February 8, 2010
 3:00pm to 4:00pm
 Ryan White Part A Grantee Office
 Quail Park IV
 2820 W. Charleston Blvd., Suite 15
 Las Vegas, NV 89102

C.O.R.E. Team Members		
PRESENT		NOT PRESENT
Sunny Russel-AFAN		Aaronell Matta-CCC
Josefa Ozaeth-COMC		Christine Bronston-Mohave County
Shirley Trummell-Nye County		Sabrina Hagan-Finks-SNHD
Shayla Streiff-RW Part A Quality Management Coordinator		
Alisha Campbell-RW Part A Data Manager		
Rob Langguth via telephone-Guest-Ryan White Part B Quality Coordinator		
Patricia Thomas-UMC		
Agenda Topics		
a. Consumer Satisfaction Indicator Report	Report was reviewed, all indicators were above 80% indicating consumers have a high level of satisfaction with the services they receive.	
b. Standards of Care	All have been updated and reviewed, no additional changes are required. Drafts can be found on our website at www.LasVegasEMA.org . These will be implemented March 1 st , 2011.	
c. Updated Client Forms	All Ryan White Part A forms were updated and reviewed. A test of the forms was performed in early February and changes implemented. These will also be implemented March 1 st , 2011.	
d. Updated Annual Quality Plan and Work Plan	The annual quality plan and living work plan for the new grant year were updated and signed into effect. The annual quality plan can be found on our website at www.LasVegasEMA.org .	
Assignments		
OWNER	PROJECT	DUE DATE
Josefa Ozaeta	The team at COMC will translate the Ryan White Part A forms into Spanish.	ASAP
Shayla Streiff	Email Part A forms to Denise at UMC. Email Patricia info on how to input adherence assessment and counseling into CAREWare.	ASAP
Shayla Streiff	Conduct chart reviews, disseminate indicator reports to QM team. Research QI projects around the nation for ideas on projects we can adopt. Add new HRSA indicators to our indicator list in QM plan.	Prior to next meeting
Future Meetings		
Meetings will be held on the second Tuesday, quarterly from 3pm-4:00pm location varies.		
Tuesday, August 9th, 2011 3-4:00pm	Review indicator reports, from performance measures create one to two quality improvement projects to implement.	