



**Attendees:** April Ganzy, Carrie Hollinger, Bobby Jordan, Sandra Rangel, Jackie Clarke, Edwin Torres, Channel Bonner, Jeff King, Eric Martinez, Danyelle Sheffield (HCSEF), Emily Carmichael (HCSEF), Tiffany Canate (HCSEF)

### Evaluation Quality Assurance Committee

Facilitator: Jackie Clarke

### Planning Committee

Facilitator: Jackie Clarke

Date: 11/21/24

Time: 11:00 AM

Location: Teleconference

Danyelle Sheffield  
Health Planner

## 1. Welcome/Introductions & Moment of Silence

Jackie welcomed the group starting the meeting at 11:01 AM. She then led a moment of silence.

## 2. Evaluation Quality Assurance Updates led by Jackie Clarke

### a. Review and approval of EQA agenda and meeting minutes

Jackie called for a motion to approve the previous EQA agenda and meeting minutes. Carrie motioned to approve the agenda and minutes, and Channel seconded the motion. Danyelle led a roll call.

### b. Quality Assurance Plan/Indicators

Carrie reported on the third quarter's performance measures in the CQM Plan. Danyelle shared her screen to show the Area 15 Performance Measures visual Carrie created with the following data:

- Viral Load Suppression: clients with a viral load of 199 or less
  - 2024 Goal: 80.5%
  - First Quarter Progress: 52.0%
  - Second Quarter Progress: 49.0%
  - Third Quarter Progress: 63.0%
  - Carrie noted that the Viral Load Suppression goal was achieved last year and expressed confidence that, with the influx of additional lab results during the third and fourth quarters, the goal is likely to be met again this year.
- Antiretroviral (ART) Medication: clients with ART entered into CAREWare
  - 2024 Goal: 87.0%
  - First Quarter Progress: 81.0%
  - Second Quarter Progress: 81.0%
  - Third Quarter Progress: 81.0%
  - Carrie reiterated that she expects this goal to be met or exceeded as additional records come in during the third and fourth quarters.

- Medical Visit Frequency: clients with two or more provider visits, at least two months apart
  - 2024 Goal: 79.0%
  - First Quarter Progress: pending
  - Second Quarter Progress: 36.0%
  - Third Quarter Progress: 45.0%
  - Carrie anticipates an increase in medical visit frequency during the third and fourth quarters, as clients complete their second visits in the latter half of the year. She expects to meet or exceed this goal by the end of the year.
- Mental Health Visits: clients with at least one mental health visit
  - 2024 Goal: 20.0%
  - First Quarter Progress: 3.1%
  - Second Quarter Progress: 3.2%
  - Third Quarter Progress: 2.6%
  - Carrie reported that efforts are underway to improve data quality assurance for mental health visits by collaborating with clinic staff. She also shared that she's working with New Horizons to enhance access to information related to this measure.

Carrie opened the floor to questions.

Jackie inquired about the numbers for Medical Visit Frequency for 1<sup>st</sup> quarter, Carrie noted there was not a number for this when the report was generated.

### **c. Linkage to Care**

Channel provided an update on Linkage to Care on behalf of Yenichel. In October, there were a total of ten (10) new diagnoses, with one (1) case in Indian River, one (1) in Martin, and eight (8) in St. Lucie County. Of these cases, one (1) individual could not be located and two (2) individuals elected to not engage in Linkage to Care services. Additionally, twenty (20) clients achieved a Suppressed Viral Load, and four (4) clients were successfully re-engaged into care.

### **d. Other Updates**

Jackie opened the floor to any additional updates.

Jackie shared that ideas for recruiting new members were discussed at the previous Membership Committee meeting. She asked if there were any new suggestions for recruitment, but no additional ideas were shared.

## **3. Planning Committee Updates led by Jackie Clarke**

### **a. Review and Approval of Planning Agenda and Meeting Minutes**

Jackie noted that the previous Planning meeting minutes and the current agenda were reviewed and approved with the EQA portion of the meeting.

## **b. Needs Assessment**

Danyelle provided an update on the Area 15 Local Needs Assessment, a collaborative effort between HCSEF and DOH St. Lucie County staff. The assessment is designed to gather key insights from the community on client satisfaction, service effectiveness, and areas for improvement specific to Area 15. It also includes questions related to medical utilization and access to care. Danyelle emphasized that the new Statewide Needs Assessment survey has not yet been released.

To bridge the gap while awaiting the statewide survey, HCSEF has developed a shortened survey aimed at tracking potential progress and identifying new solutions for addressing HIV/AIDS in Area 15. Danyelle explained that this shorter survey was designed to provide timely insights into community needs and program effectiveness. Channel emphasized that the survey will gather input on the effectiveness of current services and identify additional services the community would like to see offered. The results will inform future programmatic activities and ensure that services better align with community needs.

Danyelle shared that the questions for the shorter survey were selected based on key indicators from the 2022-2023 Area 15 Needs Assessment. She provided a brief overview of the findings, which HCSEF presented in November 2023. The key indicators from the assessment focus on critical areas such as diagnoses, treatment outcomes (including viral suppression and PrEP uptake), and response efforts.

The 2022-2023 Area 15 Needs Assessment also captured perspectives from the community through a combination of focus groups, key informant interviews, and a community survey. To enhance engagement, DOH St. Lucie County hosted a town hall meeting in February 2023, with 40 attendees participating. Danyelle noted that the event brought together HIV care providers, community partners, outreach workers, and other key stakeholders who support individuals living with HIV. During this collaborative effort, participants worked together to identify solutions to the barriers faced by the community and individuals living with HIV.

Channel requested that the draft version be shared with the group on screen. Danyelle shared a draft version of the survey tool on screen and walked the group through the questions. Jackie expressed her support for the shortened format, noting that it offers a more effective approach. Danyelle offered to send an additional copy of the survey if any participants would like to review it or provide feedback.

## **c. Activity Tracker**

Channel reported the following Activity Tracker updates for the month of October:

- **Test & Treat:** Six (6) new positive clients, and seventeen (17) Test & Treat clients reestablished into care
- **PrEP:** Four (4) new clients and nine (9) returning PrEP clients
- **PEP:** Two (2) PEP clients

Channel reported that a total of 223 HIV tests were administered as part of the targeted outreach testing efforts in October 2024. She noted that she is currently working on accessing the 1628 Reports from the CTLS system to ensure all testing data is accurately accounted for, as some partners submit their results using paper forms through this system.

#### **d. HIV Prevention Activities**

Jackie called for an update on HIV Prevention Activities in St. Lucie County:

- Channel reported that for World AIDS Day (WAD), DOH – St. Lucie County will collaborate with Whole Family Health Center (WFHC). Event details will be widely shared once finalized. The event is scheduled for Monday, December 2, 2024, from 10:00 AM to 3:00 PM at the Fort Pierce WFHC site.

Jackie called for an update on HIV Prevention Activities in Indian River County:

- Eric reported that the county is planning an event but is still awaiting further details. He stated that he will share a flyer with the group once the event details are confirmed.

Jackie called for an update on HIV Prevention Activities in Okeechobee County:

- Channel reported that she spoke with Jamie Chapman, who noted that the clinic is currently short-staffed and lacking a provider. As a result, no HIV prevention events are currently planned for Okeechobee County.

Lastly, Jackie called for an update on HIV Prevention Activities in Martin County:

- Jackie shared updates on behalf of the Department of Health in Martin County. She noted a potential World AIDS Day event is being planned for December 7, 2024, at Jensen Beach Community Church. On December 14, 2024, a World AIDS Day event will be held at the Banner Lake Club, followed by a late-night clinic on December 16, 2024, which she noted has previously seen strong community engagement. Additionally, a new Indiantown Late-Night Clinic will launch in January 2025, operating on the first Tuesday of each month from 4:00 PM to 7:00 PM. Jackie expressed that these initiatives aim to increase access to HIV prevention services and community outreach.

Eric inquired about potential HIV prevention activities with Image of Christ.

- Alex reported that he has made initial contact with personnel at Image of Christ and is awaiting a response to finalize plans. In the meantime, Alex shared that on October 30, a local radio station will host a community event, which will feature a panel discussion with providers to promote HIV/AIDS prevention and testing. Local community-based organizations (CBOs) will also be on-site to offer free HIV testing. He noted that the full-day event is expected to draw a crowd of 100+ attendees.

- Alex additionally noted plans to host a Latin Panel event similar to the previously held Black Panel discussion. Additionally, he expressed that there is interest in bolstering partnerships with the Puerto Rican Coalition to further expand community engagement.

Jackie expressed enthusiasm for these activities and highlighted the need to increase engagement with the Haitian population as part of future HIV prevention efforts.

#### **4. Open Discussion**

Jackie opened the floor for open discussion.

Jeff expressed that he was impressed with the engagement of the group and was grateful for the opportunity to join the call.

- Jeff explained that HRSA requires periodic site visits and that he plans to join a site visit in January 2025.
- He also noted the positive impact of late-night clinics and events, and shared that Test & Treat is now available via telehealth. Clients can contact Dr. Kathy Frazier, who will work to accommodate clients at the DOH or another secure location to ensure they receive their Test & Treat prescriptions.
- Jeff mentioned that he is open to joining a future Executive Committee meeting, either virtually or in person, as it may be a shorter engagement.

Channel raised the question of whether the group will meet next week, given that DOH offices will be closed on Wednesday for Thanksgiving.

- Eric proposed holding the Executive Committee meeting as scheduled next week, Tuesday, November 26, while postponing the General Body meeting until January. The group unanimously agreed with this suggestion.
- HCSEF staff will notify the General Body of this change.

Jackie inquired about the status of the Statewide Needs Assessment.

- Eric explained that the assessment has not yet been approved by the HIV section of FCPN.
- In the meantime, he encouraged the group to review the Statewide tool that was sent out and share any thoughts or suggestions with the FCPN body.

Jackie thanked the group for joining and adjourned the meeting at 11:31 AM.