



Evaluation Quality Assurance Committee Meeting | Facilitator(s): Jackie Clarke
Planning Committee Meeting | Facilitator(s): Jackie Clarke & Sandra Rangel
February 13, 2025 | 11:00 AM | Teleconference
Host: Tiffany Canate, Sr. Health Planner

Attendees: Saundra Rangel, Yenichel Ruan, Edwin Torres, Jackie Clarke, Eric Martinez, Rashimah Birks, Carrie Hollinger, April A. Ganzy, Adolfo Lorenzo, Sherry Gizzarelli, Alex Ramirez, Tiffany Canate (HCSEF)

Minutes

1. Welcome/Introductions & Moment of Silence

- J. Clarke called the meeting to order at 11:01 AM and led a moment of silence.

2. Evaluation Quality Assurance Updates led by Jackie Clarke

a. Review and Approval of EQA Agenda and Meeting Minutes

- J. Clarke called for a motion to review and approve the EQA meeting agenda and previous meeting minutes.
- C. Hollinger motioned to approve the agenda and minutes, and E. Martinez seconded.

b. Quality Assurance Plan/Indicators

- C. Hollinger reported that all required information had been entered and Area 15 met its three major performance measures:
 - **(Goal met) 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%
 - Fourth Quarter Progress: 80.7%
 - **(Goal met) 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%
 - Fourth Quarter Progress: 94.5%
 - **(Goal met) 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%

- Fourth Quarter Progress: 79.1%
- C. Hollinger noted that performance remained strong and that these results would be included in the Clinical Quality Management (CQM) Improvement Plan.
- C. Hollinger explained that since this was the final year for the current Clinical Quality Management (CQM) Improvement Plan, a new plan will be developed for the next three-year cycle.
- C. Hollinger emphasized that the Clinical Quality Management (CQM) Improvement Plan was a way to ensure all efforts were accurately captured in a comprehensive report to showcase the work being done.

c. Linkage to Care

- Y. Ruan reported nine new HIV diagnoses, with seven in St. Lucie County and two in Indian River County.
- She noted that eight of the nine individuals were successfully linked to care, while one was ultimately determined to be HIV-negative.
- Additionally, Y. Ruan reported that 24 clients achieved viral suppression.
- J. Clarke requested a visual report for the next meeting to display data on-screen.

d. Other Updates

- J. Clarke opened the floor to other updates. The group did not share any additional updates.

3. Planning Updates led by Sandra Rangel

a. Review and Approval of Planning Agenda and Meeting Minutes

- The Planning Committee agenda and previous meeting minutes were previously approved along with the EQA agenda and previous meeting minutes.

b. Needs Assessment

- T. Canate reported that the State had not provided new updates on the Statewide Needs Assessment.
- T. Canate noted that the core questions and toolkit remained under review for approval.
- She planned to follow up after the February 18, 2025, Formal FCPN Needs Assessment Committee meeting to determine if additional information was available.

c. Activity Tracker

- Test & Treat, PrEP, PEP - C. Hollinger reported the following:
 - Test & Treat Cases: 17
 - New PrEP Enrollments: 7
 - PEP Cases: 3
- C. Hollinger provided updates on behalf of C. Bonner:
 - The list of providers sent to the Executive Committee was for internal use only. Clients must go through case managers to avoid potential billing issues.
 - The Membership Committee discussed and expressed interest in holding one in-person meeting for all CPN Members.
 - The Executive Committee has discussed reevaluating the structure of virtual meetings and the agendas to encourage more meaningful discussions.
 - C. Hollinger noted that client numbers include all providers with an MOU who report to C. Bonner.

d. HIV Prevention Activities

- J. Clarke provided updates for Martin County:
 - On February 22, the Florida Department of Health in Martin County planned outreach at Pettway Grocery Store in Hobe Sound and an evening event at LAHIA.
 - A Late-Night Clinic was scheduled for February 17 from 4:00 – 7:00 PM.

4. Open Discussion

- T. Canate and E. Martinez summarized key points from the Membership Committee meeting at 10:00 AM.
 - For the March CPN meetings, participants will be encouraged to turn cameras on to enhance engagement.
 - While not required, members will be asked to add an avatar or picture to their Zoom profile if they prefer to stay off-camera.
- E. Martinez provided additional updates:
 - A case manager orientation regarding the CPN is scheduled for the end of the month, marking the first such session since 2018.
 - There is an online support group, part of the National HIV/AIDS Advocacy Network (NHAAN), that meets on the third Friday of each month at 7:00 PM.
 - He encouraged members to share client concerns and experiences, including service access and information accuracy issues.
 - As the new NHAAN Executive Committee Co-Chair, he planned to leverage NHAAN resources for local efforts.
- S. Rangel thanked the group for their time and participation. She then called for a motion to adjourn.
- J. Clarke moved to close the meeting, and E. Martinez seconded.

Meeting Adjourned at 11:26 AM.