



Evaluation Quality Assurance & Planning Committee Meeting

July 10, 2025 | 11:00 AM | Teleconference

Facilitator(s): Jackie Clarke & Sandra Rangel | Host: Tiffany Canate, Sr. Health Planner

Attendees: Saundra Rangel, Yenice Ruan, Jackie Clarke, Carrie Hollinger, Edwin Torres, Eric Martinez, Tiffany Canate (HCSEF), Emily Carmichael (HCSEF)

Excused Absences: Natasha Ramalhan, Channel Bonner

Minutes

1. Welcome & Roll Call

- J. Clarke called the meeting to order at 11:02 AM and welcomed the group. T. Canate conducted roll call.

2. Moment of Silence

- J. Clarke led a moment of silence.

3. Evaluation Quality Assurance Updates led by Jackie Clarke

- Review and approval of EQA agenda and meeting minutes
 - C. Hollinger motioned to approve the EQA agenda and meeting minutes, and E. Torres seconded.
- Quality Assurance Plan/Indicators
 - C. Hollinger reported that she conducted a site visit to Midway and has initiated client record pulls for the second quarter.
 - C. Hollinger reported that the statewide Quality Assurance Plan indicators will focus on viral load suppression and Linkage to Care clients.
- Linkage to Care
 - T. Canate screen shared a summary report that Y. Ruan created.
 - Y. Ruan shared June 2025 data:
 - 6 new diagnoses: five individuals were linked to care, one individual opted out of care, and all six individuals were diagnosed in St. Lucie County.
 - 44 previously diagnosed individuals: 39 individuals were retained in care, 3 individuals were re-engaged, and two individuals passed away.
 - Additionally, of the previously diagnosed individuals, 42 had positive HIV status, eight individuals had AIDS, and 28 individuals had suppressed viral loads.
- Other Updates
 - There were no other updates shared.

4. Planning Updates led by Saundra Rangel

- Review and approval of Planning agenda and meeting minutes
 - J. Clarke motioned to approve the Planning agenda and meeting minutes, and C. Hollinger seconded.

- Needs Assessment (NA)
 - T. Canate reviewed key updates that were shared at the June 2025 Florida Comprehensive Planning Network (FCPN) call:
 1. The state approved the core HIVNA survey questions.
 2. The AIDS Institute (TAI) is developing the online and paper surveys using the approved questions.
 3. Area 15 will receive a unique online survey link from TAI to begin data collection.
 4. FCPN and TAI encouraged local areas to use the online survey to ensure statewide data consistency.
 5. TAI will work to provide translated versions of the survey tools in Spanish and Haitian Creole.
 6. The state's survey response goal is 10% of the local persons living with HIV population.
 7. The survey launch date depends on finalization of the online link/portal and toolkit.
 8. FCPN recommended keeping the survey open for 90 days and will revisit the timeline in future meetings.
 - E. Martinez emphasized the importance of using the TAI-provided survey link. He supported centralized data collection, highlighting how it reduces the burden on providers, improves participation tracking, and ensures quality in the data.
- Activity Tracker
 - There were no new updates on the Activity Tracker shared.
- HIV Prevention Activities
 - I. Cherry reported a series of updates on behalf of the Florida Department of Health in St. Lucie County (DOH- St. Lucie):
 1. In honor of National HIV testing day, DOH- St. Lucie educated 62 community members, tested 20 individuals, and provided 22 test kits to community members.
 2. DOH- St. Lucie will participate in the upcoming Health and Wellness Fair at the Finn Center on July 23 from 9:00 AM to 1:00 PM.
 - Regular after-hours testing through DOH-St. Lucie and DOH-Martin:
 1. 1st Tuesday of the month from 4:00 PM to 6:00 PM - 16401 SW Farm Rd, Indiantown, FL 34956
 2. 3rd Monday of the month from 4:00 PM to 7:00 PM - 3441 SE Willoughby, Stuart, FL 34997
 3. 4th Friday of the month from 4:00 PM to 7:00 PM - 1701 S. 23rd Street Fort Pierce, FL 34950

5. Open Discussion

- No items were provided during open discussion.

6. Closing and Adjourn

- S. Rangel thanked the partners for their time and contributions.
- C. Hollinger motioned to adjourn and J. Clarke seconded. The meeting adjourned at 11:20 AM