



Evaluation Quality Assurance & Planning Committee Meeting

April 9, 2026 | 11:00 AM | Zoom

Facilitator(s): Jackie Clarke, Co-Chair, Natasha Ramalagan, Co-Chair, & Saundra Rangel, Co-Chair

Attendees: Miranda Talley, Myra Howie, Carrie Hollinger, Channel Bonner, Jacqueline Clarke, Natasha Ramlagan, Saundra Rangel, Yenicel Ruan, Tiffany Canate (HCSEF), Emily Carmichael (HCSEF)

Excused Absences: Eric Martinez

Minutes

Introductions & Moment of Silence

- J. Clarke called the meeting to order at 11:02 AM and welcomed the group.
- T. Canate conducted roll call.
- J. Clarke then led a moment of silence.

Evaluation Quality Assurance Updates *led by Tiffany Canate*

Review and approval of EQA agenda and previous meeting minutes

- C. Hollinger motioned to approve the EQA agenda and previous meeting minutes as distributed, and C. Bonner seconded the motion.

EQA Discussion

• Review and Update of Quality Assurance Plan Goals and Performance Indicators and Ryan White Report

- T. Canate screenshared a summary report for the first quarter performance data for four required Ryan White measures that C. Hollinger created. C. Hollinger reported:
 - Viral load suppression (goal 90%) was at 59% for the first quarter, compared to 87% at the end of 2025.
 - Antiretroviral therapy (ART) use (goal 90%) was at 80% and is historically a measure the network meets annually.
 - Medical visit frequency (goal 75%) reflects clients attending at least two medical visits per year, spaced at least two months apart. C. Hollinger noted that this measure typically trends low in the first half of the year since many clients have only completed one visit.
 - Annual syphilis screening (goal 50%) was at 3.6%. C. Hollinger explained that although low, the current syphilis screening percentage reflects the timing of lab collection and documentation rather than performance gaps.
 - C. Hollinger emphasized that these measures are monitored through Ryan White reporting requirements and stated that, based on prior year outcomes and a more proactive quality improvement approach this year, the program remains on track to meet its annual targets.
- C. Bonner provided an update on the Ryan White Services Report (RSR), the federal reporting system used to capture client-level service and outcome data:

- Since January 1, 2026, 265 clients have been counted.
- Clients are only included once they receive at least one qualifying core service, such as medical case management, outpatient care, dental services, or pharmacy services.
- Early-year counts are typically lower because many clients have not yet completed their annual recertification, may have moved, or may have exited services.
- C. Bonner also explained that the program is working toward a 95% data completeness standard, which includes fully documenting key fields such as income level, housing status, insurance status, lab results, and ART medication adherence. C. Bonner noted that missing information can trigger reporting errors.
- C. Bonner added that the most recent 2025 RSR submission was completed successfully with no required corrections, indicating strong data quality and compliance.
- No further questions were raised.

• **Linkage to Care Updates**

- T. Canate screenshared a summary report for the March 2026 Linkage to Care data that Y. Ruan created. Y. Ruan reported:
 - 3 newly diagnosed individuals (1 from St. Lucie, 1 from Indian River, and 1 from out of Area 15), all of whom were successfully linked to care.
 - Of 18 previously diagnosed individuals: 16 individuals were retained in care, 1 individual was re-engaged, and 1 was incarcerated.
 - Additionally, 16 individuals had positive HIV status, 2 individuals were in AIDS status, and 12 individuals had suppressed viral loads.
- Y. Ruan confirmed that the reported Linkage to Care data is determined by the residents' ZIP Code, regardless of where the diagnosis was made.
- No further questions were raised.

• **Open Discussion**

- No items were discussed for open discussion.

Planning Updates *led by Natasha Ramalgan, Co-Chair*

• **Review and approval of the Planning agenda and previous meeting minutes**

- C. Hollinger motioned to approve the Planning agenda and meeting minutes as previously distributed, and C. Bonner seconded.

• **Planning Discussion**

• **Needs Assessment Updates**

- T. Canate noted that HCSEF is continuing Needs Assessment outreach efforts and coordinating with partners to promote survey completion and community engagement.
- T. Canate encouraged members to distribute the survey among clients, emphasizing its role in capturing current service needs. T. Canate shared that \$10 food vouchers continue to be offered as an incentive for those who show proof of completion.
- N. Ramalagan highlighted that previous outreach strategies have been successful when combined with testing. She noted that targeted distribution through facilities and partners would be beneficial and offered to support survey dissemination through pharmacy operations and partner networks.
- C. Bonner explained that the survey is designed specifically for individuals already living with HIV and may be better received by the community if kept distinct from testing initiatives. C. Bonner noted that newly diagnosed individuals may find the survey too long. Furthermore, C. Bonner

encouraged partners to coordinate with HCSEF staff to organize structured on-site survey-collection events.

- E. Carmichael confirmed HCSEF's capacity to support outreach with trained staff, and that assistance can be provided in English, Spanish, and Haitian Creole. She noted plans to coordinate recurring tabling events and expand survey engagement opportunities.
- E. Carmichael also shared that key informant interviews and focus groups are being scheduled as part of the process, with findings to be shared with the Area 15 CPN for continued planning use.
- **HIV Prevention Activities**
 - M. Howie provided key updates on behalf of Florida Community Health Centers (FCHC), mentioning an upcoming event scheduled for May 19 (with a flyer currently being developed and further details to follow). She also reported that FCHC's outreach team completed three rapid HIV tests so far in April 2026. Additionally, M. Howie is working to gather more data to share at future meetings.
 - J. Clarke noted that the Department of Health in Martin County (DOH-Martin) will be partnering with FCHC, Promise Fund, and others to host a Health Fair in Hobe Sound on April 23, 2026. She noted that additional details would be provided once available, but that the event will provide HIV testing, education, and other health services to attendees.
 - Regular after-hours testing through DOH-St. Lucie and DOH-Martin:
 - 1st Tuesday of the month from 4:00 PM to 6:00 PM (16401 SW Farm Rd, Indiantown, FL 34956)
 - 3rd Monday of the month from 4:00 PM to 7:00 PM (3441 SE Willoughby, Stuart, FL 34997)
 - 4th Friday of the month from 4:00 PM to 7:00 PM (1701 S. 23rd Street, Fort Pierce, FL 34950)
- **Provider Updates**
 - C. Bonner shared that the April 17, 2026, Women and Girls Summit has been canceled. She also shared that AETC will be providing training on May 29 in St. Lucie West, covering ADAP, linkage to care, PrEP, and motivational interviewing. Lunch will be provided, and registration information was shared via email.
- **Open Discussion**
 - No items brought forth for open discussion.

Closing and Adjourn

- J. Clarke motioned to adjourn, and C. Bonner seconded.

Meeting Adjourned at 11:34 AM.