



Evaluation Quality Assurance & Planning Committee Meeting

February 12, 2026 | 11:00 AM | Zoom

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

Attendees: April Ganzy, Carrie Hollinger, Channel Bonner, Jacqueline Clarke, Janice Martin, Miranda Talley, Natasha Ramalagan, Saundra Rangel, Yenichel Ruan, Tiffany Canate (HCSEF), Emily Carmichael (HCSEF)

Excused Absences: Eric Martinez

Minutes

Introductions & Moment of Silence

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

Evaluation Quality Assurance Updates *led by Jackie Clarke*

Review and approval of EQA agenda and previous meeting minutes

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

EQA Discussion

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

- C. Hollinger reported updates for the Ryan White Service Report and the Quality Assurance Plan simultaneously.
- C. Hollinger shared that the Ryan White Service Report was in the final stages of submission, and the Department of Health in St. Lucie County (DOH – St. Lucie) was completing final corrections and data quality checks.
- C. Hollinger highlighted key service metrics:
 - 60.0% of clients had two or more provider visits in 2025. C. Hollinger expressed that while the percent of clients who had two or more provider visits in 2025 was lower than the previous year, it was attributed to a data transfer issue that the quality and case management teams are working diligently to overcome.
 - 91.0% of clients had CD4 and viral load labs entered into the system.
 - 86.6% of clients achieved viral suppression.
- C. Hollinger thanked all partners who supported data entry and client engagement.

- C. Hollinger also announced that the Statewide Clinical Quality Management Plan had been released. She explained that a local version aligned with the state plan is currently being developed.
- J. Clarke asked about the reporting timeline.
- C. Hollinger clarified that while the Ryan White Service Report is submitted annually, directly to HRSA, but data is run quarterly at the local level.
- C. Bonner reiterated this, noting the quarterly reports help ensure accurate and timely data entry for annual submission.
- No further questions were raised.

• **Linkage to Care Updates**

- T. Canate screen shared a summary report that Y. Ruan created.
- Y. Ruan shared January 2026 data:
 - 3 newly diagnosed individuals (2 from St. Lucie, 1 from Indian River) were successfully linked to care.
 - 8 previously diagnosed individuals: 5 individuals were retained in care, 2 individuals were re-engaged, and one could not be located, though outreach continues.
 - Additionally, 10 individuals had positive HIV status, 1 individual was in AIDS status, and 5 individuals had suppressed viral loads.
- Y. Ruan reflected that although closed case numbers were low, she believes this may reflect the effectiveness of prevention and education efforts.
- No further questions were raised.

• **Open Discussion**

- No items were discussed for open discussion.

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

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

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

• **Planning Discussion**

• **Needs Assessment Updates**

Preliminary Survey Results

- T. Canate presented a high-level overview of key findings from the survey responses received through January 2026. She noted that while 208 responses were submitted through The AIDS Institute (TAI) portal for Area 15, only 192 were included in the pre-liminary analysis. Sixteen were excluded: 15 respondents only answered the question about who was completing the survey (self-complete or with assistance), and one individual indicated they were not living with HIV.
- T. Canate highlighted data points related to respondent demographics, top service priorities, unmet needs, and awareness of HIV prevention and treatment options.
- E. Carmichael underscored the importance of these early insights in helping shape the upcoming focus groups and key informant interviews.
- The group expressed appreciation for the data and found the information informative and helpful.

Focus Group and Key Informant Interview Tools

- T. Canate screen-shared the draft Focus Group and Key Informant Interview tools developed for the 2025–2026 Area 15 Needs Assessment process, and E. Carmichael provided an overview.
- E. Carmichael explained that after the FCPN announced no official tools would be released, HCSEF staff reviewed materials from previous Area 15 assessments and other regional examples to develop the drafts. With input from this group, the Planning Committee will finalize the tools and begin outreach

to schedule sessions and confirm logistics. The goal is to ensure the resulting data is actionable and supports future planning.

- The resident focus groups will explore themes such as access, barriers, prevention, and community engagement.
- The key informant interviews will focus on provider insights related to needed services, barriers, and opportunities for improvement.
- C. Bonner recommended revising one question on the Key Informant Interview tool to improve clarity by asking about “ideas” or “solutions.”
- The group expressed support for both tools, with no further edits suggested, and confirmed readiness to move forward with scheduling sessions.

- **HIV Prevention Activities**

- J. Clarke reported on behalf of the Department of Health in Martin County (DOH-Martin)
 - DOH-Martin will provide testing and education services at LAHIA (1760 SE Salerno Rd, Stuart, FL 34997) on February 20, and the after-hours clinic event at DOH-Martin in Stuart (3441 SE Willoughby, Stuart, FL 34997) is rescheduled from February 16 to February 23.
 - DOH-Martin had success at a recent St. Lucie Mobile Village event that included HIV testing and screenings (mammograms, pap smears), with over 30 participants in each category.
 - Y. Ruan reported on behalf of DOH-St. Lucie:
 - Regular outreach with Liberty’s Food Pantry (504 N. 24th St, Fort Pierce, FL) on the second and fourth Wednesdays of the month.
 - Conducted testing with 14 individuals at their January after-hours event.
 - Tested 14 more individuals at Liberty’s Food Pantry on Wednesday, February 11, 2026.
 - T. Canate highlighted two events that were submitted for inclusion on the Outreach Events calendar:
 - “Love at First Test” event at White Diamonds (100 N 26th St, Fort Pierce, FL 34947) on Friday February 13, 2026 from 11:00 AM to 2:00 PM.
 - “Bread of Life” outreach at a Liberty’s Food Pantry (504 N. 24th St, Fort Pierce, FL) at 9:00 AM. Y. Ruan noted this is the event she had mentioned before and is part of the DOH-St. Lucie’s efforts to bolster faith-based community collaborations and engagements.
 - 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**

- N. Ramalghan announced that Jackson Drugs opened a new Health & Wellness Clinic for uninsured clients, offering services from pediatrics to adults, including primary care, weight loss, and hormone therapy.
- No further provider updates were shared.

- **Open Discussion**

- No items addressed during open discussion

Closing and Adjourn

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

Meeting Adjourned at 11:39 AM.