

CQM COMMITTEE MEETING

SEPTEMBER 30, 2024

In Attendance:

Jeremy Hurley

Jessica Rios

Binila John

Tonia Atencio

Lorianna Angel-Guadram

Erin Arreola

Susana Gonzalez

Azucena Ledezma Rubio

Sandra Najuna

Clare Waller

Carolyn Chavez

Josefa Ozaeta

Frances Ashley

Karina Ponce

Agenda:

1. Attendance:

- a. Jeremy took attendance

2. Office of HIV Updates

- a. Brief overview of staff changes within the office.
- b. G. Hurley reminded sub recipients about using the shared email inbox.
- c. G. Hurley reminded sub recipients about the process of submitting event flyers for approval before being sent out to all sub recipients. Informed committee that there may be some changes once the new RWPB Coordinator is hired.

3. Quality Improvement Projects

- a. Service standards to be addressed and discussed.
- b. No other comments regarding bullet points.

4. Outreach Meeting

- a. Informed sub recipients that the outreach meeting is no longer part of the CQM committee meeting.
5. Data updates
- a. Viral suppression rate as of 09/24/2024:
 - i. Virally Suppressed: 2409
 - ii. Non-Virally Suppressed: 214
 - iii. Unknown: 2317
 - iv. Number of RWPB clients as of 09/20/2024: 4940
 - b. Sub recipient progress reports can be found at endhivnevada.org
6. Quality Improvement Projects
- a. One project needs to be chosen and submitted to Jeremy for approval for the December meeting. The project can be from the list provided or the sub recipient can choose an area that needs to be improved upon on their own.
 - i. Project should be a 4–6-month project
 - ii. Part B CQM is available for TA or capacity building if needed
 - iii. Use a PDSA template
7. Quality Improvement Planning
- a. Data Quality and Reporting
 - b. Make sure that data that we are putting into CAREWare is accurate and correct the first time.
 - c. We will be looking at doing SWOT analysis and Organizational assessments in 2025 for each sub recipient.

- d. Continually evaluate and adjust as needed.
 - e. Make sure that we are collaborating and communicating between all sub recipients and between all Ryan White Parts.
 - f. Use TargetHIV for Videos and training, it is a great resource for information to help our programs.
8. How do we get PLWHA involved?
- a. G. Hurley looking into incentives
 - b. Agency and sub recipient recruitment is a constant activity
 - c. G. Hurley will work with Part A
 - d. G. Hurley has discussed with the Outreach funded sub recipients about using this service to gather feedback and input
9. Emerging Issues
- a. If you are submitting your RFR's, make sure that you have your data in CAREWare. If it is not in CAREWare then your RFR cannot be verified.
 - b. No other issues identified at this time
10. Performance measures examples
- a. G. Hurley went over the Performance Measure Reports and how to run them in CAREWare.
 - b. G. Hurley discussed that there will be more discussions during site visits about performance measures.

- c. G. Hurley showed what the Performance Measure reports will look like once they are run.
- d. Jessica Rios explained that once the CAREWare systems for Part A and Part B are combined it will be a benefit for all sub recipients.
- e. Jessica Rios also advised that Part A's Performance reports are run the same way with the only difference being the code that they are labeled as
- f. Discussion went back and forth about the code for identifying the performance measures. It can be labeled and coded as whatever is decided between the sub recipient and the CQM Coordinators.
- g. It was discussed that the performance codes will eventually be added to the CQM plan at a later date once G. Hurley has an opportunity to work with each sub recipient on them.

11. Education and Training

- a. G. Hurley advised the sub recipients to look into overcoming barriers to address the unknown viral suppression numbers to see if there may be an issue there that needs to be addressed.

12. Feedback and Collaboration

- a. G. Hurley will send the Part B revised CQM plan to Jessica Rios for review to provide feedback.

- b. G. Hurley asked all of the sub recipients to read the CQM plan and provide any and all feedback that they could.

- 13. Any success stories?
 - a. None currently

- 14. Next Steps and Action Items
 - a. G. Hurley will distribute the meeting minutes

 - b. Make sure we are continuously communicating with one another

 - c. Sub recipients will decide on Quality Improvement Projects and submit them to Part B CQM for approval before the December meeting

 - d. G. Hurley will get with each sub recipient during site visits in October and November to discuss 2023 data

 - e. Site visits are coming up so make sure that you are getting your organizations ready for the visits

 - f. In the near future, we will be looking into doing SWOT Analysis and Organizational Assessments for each sub recipient

- 15. Next meetings – 12/18/2024 10:00AM, 01/29/2025 10:00AM, 02/26/2025 10:00AM