

CQM COMMITTEE MEETING

September 29, 2025

Meeting started at 10:00am – ended at 11:44am

In Attendance:

Jeremy Hurley	Jessica Rios	Erin Arreola
Azucena Talavera	Frances Ashley	Ronny Soy
Carolyn Chavez	Sandra Najuna	Lorianna Angel-Guadron
Tory Johnson	Marcos Paez	Victor Hernandez
Heidi Foreman	Kristopher Pre	Yajaira Rios
Karina Ponce	Angelica Hall	Sherria Taylor
Fabiola Tannahill		

Agenda:

1. Attendance:
 - a. G. Hurley took attendance.
2. Office of HIV Updates
 - a. G. Hurley informed the committee that the discussions with the Larson Institute are paused but ongoing.
 - b. G. Hurley informed the committee that any questions or concerns should be emailed to the shared email address.
 - c. G. Hurley informed the committee that the grant year status charts are updated and published on the website and the data is current through 9/1/2025.
 - d. T. Johnson informed the committee that the program is working on getting funding out to the subrecipients with the latest round of funding.
3. Current Focus Area
 - a. G. Hurley informed subrecipients about the updates to the current focus areas of CQM.
 - i. Increasing community engagement - G. Hurley had drafted a survey to present to the committee but he is having to recreate that survey and will send it out to the committee once it is created for their feedback.
 - b. Improving retention in care through innovative feedback mechanisms – G. Hurley advised that the next step is to connect with the subrecipients to assess their current feedback process and to pilot a standardized approach.

- c. Addressing subrecipient involvement challenges –
 - i. Working to identify barriers to sub-recipient involvement and engagement. Focusing on clearer expectations, better communication, and potential TA needs.
- 4. Quality Improvement Planning
 - a. Data Quality and Reporting – (Should be using RWISE for some things starting 9/29/2025)
 - b. G. Hurley advised that we want to be focusing on accurate data collection, validation, cleaning, and transparent reporting.
 - c. G. Hurley advised that he is rebuilding the SWOT Analysis and Organizational Assessment documents and once that is complete, he will send those out to be completed by each subrecipient.
 - d. Continuously evaluate and adjust as needed.
 - e. Always collaborate and communicate.
 - f. CCHHS asked about what other subrecipient were doing their quality improvement projects around (subgrant wise). G. Hurley advised that each subrecipient's project is different and that it could be related to their funded subgrant or it could be administrative, it all depends on what they are trying to improve within their organization. G. Hurley stated that he will provide a copy of what each agency is funded for so that everyone can collaborate with each other on projects if they desire to do that.
- 5. Engagement of PLWHA
 - a. G. Hurley talked about recruitment efforts that he has been doing. He has been out in the community talking with individuals and has been running across the same talking points.
 - b. A. Hall brought up about agencies talking with the clients/consumers to get involvement through conversation and participation in the committee throughout the year.
 - c. G. Hurley asked the subrecipients what the consumers have been saying.
 - i. The feedback has been mostly positive with some of the feedback being negative about wanting more things such as food vouchers.
 - ii. Communication has been a pain point for clients/consumers.
 - iii. K. Pre brought up about making sure that we are asking clients/consumers about other things that may be affecting them that may not be medical. Taking a more holistic approach to addressing some barriers.
 - d. G. Hurley requested that if anyone has any activities/events going on throughout the community, they forward those to the shared email so it can be shared with everyone.
- 6. Quick Wins & Small Changes
 - a. There was a new TA request form that was shared with all subrecipients on 8/19/2025.

- b. There was a newly created State of NV Office of HIV CQM RWPB Subrecipient Quarterly Report that should be used to send updates on subrecipient activity every quarter. That was sent out by G. Hurley on 07/23/2025.
 - c. G. Hurley stated that the remediated CQM Plan has been uploaded to the website as of 9/18/2025.
- 7. Discussion of Emerging Issues
 - a. Barriers – No barriers brought up.
 - b. Subrecipient Concerns – No concerns brought up.
 - c. Questions – There were questions regarding RWISE in which T. Johnson is working with AHN to get that figured out and get a remedy.
 - d. Data submission challenges – There were concerns regarding RWISE and the way that data is transferred from the system to CAREWare, T. Johnson is working with AHN to get examples of the things they are seeing and will work with the vendor to address these challenges.
 - e. Labs – G. Hurley advised the subrecipients to remind the clients/consumers to get their labs done at least once a year, preferably twice a year.
 - f. Approach clients/consumers with Care, Compassion, and a Helping nature.
 - g. G. Hurley advised the subrecipients to always reference the Service Standards and Common Guidance documents on the website.
- 8. Performance Measures
 - a. G. Hurley showed the committee/subrecipients the 7 performance measures that the program will be measuring based off of the HRSA tiered service utilization matrix.
 - b. G. Hurley advised the subrecipients that if they wished to establish performance measures specific to their program, he would help them.
- 9. Education and Training Needs
 - a. G. Hurley asked the subrecipients if they had any preferred trainings that they would like to see. They did agree that they would like more training on RWISE.
 - b. G. Hurley stated that he is having to rebuild the trainings for: (once these trainings are rebuilt, he will set dates for the trainings to be completed)
 - i. Data Collection and Best Practices for Ryan White Part B and ADAP
 - ii. Client Retention and Engagement in Ryan White Part B and ADAP
 - iii. Implementation Plan
 - c. The TargetHIV website is down with no date for being back up currently.
- 10. Feedback and Collaboration
 - a. The revised CQM Plan was sent out to all subrecipients.
 - b. All data needs to be input into CAREWare/RWISE accurately and timely.
 - c. G. Hurley asked the committee/subrecipients if they had any improvements that they would like to see with CAREWare – Nothing was brought up.

- d. G. Hurley advised all subrecipients to provide their contact information for Fiscal, Program, and CQM to the shared CQM email address so that the Office of HIV can build a new contact list.
- 11. Success Stories
 - a. Non currently
- 12. Initial Assessments/Reassessments
 - a. G. Hurley brought up the Health and Wellness Contact Assessment section of Outreach/RiC in the service standards document. He shared 2 documents and asked the subrecipients/committee for their feedback/suggestions on which format they would like for the assessment.
 - i. There was discussion from the committee about making sure that all of the correct information was covered in the document and that it is clear.
 - ii. J. Rios suggested that the document be a shorter document, maybe a one pager that could be used.
 - iii. Some subrecipients/committee members liked the RWPA MCM screening tools that G. Hurley showed. G. Hurley stated that this document was very detailed and had a lot of information and he wanted to make sure that the subrecipients were comfortable filling out the form for their Outreach activities.
 - iv. The committee/subrecipients provided feedback on what they would like to see on the form, and they ultimately settled on the form that G. Hurley created as long as it will be a fillable PDF file.
 - b. G. Hurley advised the subrecipients about the importance of initial assessments and reassessments.
- 13. Next Steps and Action Items
 - a. G. Hurley will distribute the meeting minutes.
 - b. Feedback collection.
 - c. Make sure that we are all staying in constant communication.
 - d. If we find any resources that would be beneficial to each other, please share them with the committee.
 - e. G. Hurley will recreate the SWOT analysis and the Organizational Assessment documents and get those sent out to the subrecipients once completed.
- 14. Next Meeting
 - a. Tentatively scheduled for 12/17/2025 @ 10:00am