

**Memphis TGA**  
**Quality Management Committee**  
**February 5, 2015**  
**Community Foundation**

Meeting was called to order at 11:35 a.m. Quorum was established.

**MEMBERS PRESENT:** Sulaiman Aizezi, Becky Bayless, Karen Connolly, Felecia Horton, Venus Jordan, Kenneth Lewis, Steve Overman, Jennifer Pepper, Jamie Russell-Bell, Mardrey Wade, Melissa Wright

**MEMBERS ABSENT:** Nycole Alston, Tiffany Bridges, Lisa Brisendine, Ellyn Daniel, Dr. Aditya Gaur, Donna Freeman, Tonnette Henderson, Kenneth Robinson, Maria Sutton, Robert Wilkins, Dorcas Young

**OTHERS PRESENT:** Sylvia Hobbs, Jimmie Samuels

**I. WELCOME AND INTRODUCTIONS**

Jennifer Pepper welcomed everyone to the meeting and everyone participated in introductions.

**II. REVIEW OF 11/06/2014 MINUTES**

Minutes were reviewed and accepted with one correction.

**III. UPDATE ON PART B QM PLAN #1.2– JENNIFER PEPPER**

- Currently working on the Quality Management Plan and will give an update at the next meeting.
- The TN Dept. of Health-HIV Statewide Meeting is March 17<sup>th</sup> – 19<sup>th</sup> in Nashville, TN.

**IV. UPDATE ON PART D QM PLAN #1.2 – KAREN CONNOLLY**

- Continuous working on the Quality Management Plan document
- Karen now has access to the Regional One NextGen system and is able to update all of client's records from the EHRs.
- At the next meeting, plans are to discuss the 2014 Performance Measures and whether or not there is still records issue; if so, how to get that resolved or if not, how to get certain service numbers up.

**V. REVIEW HAB PERFORMANCE MEASURES (QM PLAN #1.5) – STEVE OVERMAN**

- Steve gave an overview of the measures and copies were distributed.

**VI. REVIEW OF IN+CARE CAMPAIGN MEASURES (QM Plan 1.5) – STEVE OVERMAN**

- Steve gave an overview of the measures and copies were distributed.

**VII. UPDATE ON 2014 CLIENT SURVEY (QM PLAN #2.3)**

- Program staff collected two hundred forty-five surveys. The survey will end February 13<sup>th</sup> and a report of the results will be provided at the next meeting.

**VIII. UPDATE ON NEW NON-MEDICAL PERFORMANCE MEASURES (QM PLAN #1.5) – JENNIFER PEPPER**

- Jennifer gave an overview of the Non-Medical Performance measures and copies were distributed. The committee identified the indicators in CareWare.
- The goal is to have all providers on the Central Server very soon.

**IX. REVIEW OF CONSUMER COMMENT CARDS – MARDREY WADE**

- Consumer Comment Cards will be reviewed at the next meeting.

**X. UPDATE ON 2014-2015 QM PLAN PROGRESS**

- The 2014-15 QM plan progress was outlined in the Agenda (updates on plans that are (a) completed, ( b) in progress and (c) continuous).

**NEXT MEETING:** May 7, 2015 at 11:30am, Community Foundation, 1900 Union