



Research & Evaluation Committee

MEETING SUMMARY

Monday, December 16, 2019, 10AM-12PM
 Willing Heart Community Center
 555 Martin Luther King Blvd. Newark, NJ 07102

PRESENT	EXCUSED	UNEXCUSED
1. Ann Bagchi, Ph.D. (Chair) 2. Summer Brown (Secretary) 3. Natalie Brown-Muhammad 4. Kasny Damas 5. Corey DeStefano (Vice-Chair) 6. Karen Ehiri (Non-Voting) 7. Travis Love 8. Debbie Mohammed 9. Patricia Moore 10. Warren Poole 11. Sharon Postel (Non-Voting) 12. Providencia Rodriguez		

Guests: N/A

Staff: Tania Guaman, Vicky Saguary

1. Welcome and Moment of Silence

Ann Bagchi, Ph.D. (Chair) called this meeting to order at 10:05AM. A moment of silence was observed for all those living with, those who are affected by, and for those who have passed from HIV/AIDS.

2. Roll Call

Tania Guaman (Support Staff) conducted the roll call. Quorum was established later during the meeting.

3. Public Testimony

There was no public testimony at this meeting.

4. Review Action Steps

Action Steps	Responsible Party
1. Research on best dissemination practices	Ann Bagchi, Ph.D.
2. Update Workplan/Calendar	Support Staff

Ann Bagchi, Ph.D. (REC Chair) reminded the committee about her presentation last month on Community Based Participatory Research (CBPR). Dr. Bagchi reported that she reviewed several studies on best practices for dissemination of information to the public through CBPR. Common examples of dissemination activities mentioned in the literature include press releases and talking

to the media; however, these activities might not necessarily be aligned with NEMA goals. Bagchi recommended that the Council have a workgroup to translate research findings into actionable activities. For example, Warren Poole could train CIA members on how to write a petition letter. Additional information will be shared via Support Staff to the Council since her findings may provide useful ways to disseminate information for the Newark EMA.

The committee held a discussion about how research findings are currently disseminated in the Newark EMA. Some members stated that information is shared via conversations with clients in groups or individual settings, through CABs, and/or special meetings. Dr. Bagchi acknowledged the role that the CIA committee plays in relaying information to the community and that individual Newark EMA agencies may have mechanisms in place to share information with their clients. However, committee members emphasized that Ryan White consumers might not necessarily be part of a CAB or support group and may not be fully engaged in outreach from the agencies where they receive services. As such, the committee wants to know how to best disseminate findings of research studies conducted by the Planning Council.

Sharon Postel (Consultant) brought back the CIA meeting summary from November in which consumers were asked "Where do you learn or would like to see HIV data and information in the Newark EMA?" Meeting attendees mentioned "Facebook", "Billboards", "Flyers", "Radio Station", and "Government Website". Support Staff also added that the Newark EMA will be launching its website in January. Postel suggested that findings be disseminated in a platform that is easily accessible to the community as a way of giving back to those who participate in research studies.

Dr. Bagchi also mentioned that Support Staff developed a questionnaire to find the best way to reach consumers. The survey will aim to address the question of how consumers like to receive information from the work completed by the Council. Tania Guaman (Support Staff) sent the survey to the executive committee and some members had some concerns about the survey. This questionnaire and topic will be discussed at the next Executive Committee meeting.

At the next meeting, the committee will review the list of best dissemination practices and hold a discussion about how the Council can better disseminate information and interact directly with the community.

5. Approval of the Meeting Summaries from November 18, 2019

The November 18th meeting summary was reviewed. Ann Bagchi, Ph.D. (REC Chair) asked for a motion to approve the November 18 meeting summary. Kasny Damas motioned to approve. Providencia Rodriguez seconded the motion. There were no oppositions or abstentions. The meeting summary was approved.

6. Updates from other Committees

- **COC** – Support Staff provided the COC report. The last Continuum of Care Committee meeting was held on Thursday, December 12, 2019. The following occurred at the meeting:
 - The committee reviewed and approved the new format provided with guidance from the Recipient for the COC Standards of Care. This new format divides the Standards of Care into a Universal Standard and Category Specific Standards in accordance with HRSA's guidance as well as Recipient specific funding restrictions. The Universal Standard will have the eligibility requirements and other components from all services categories. On the

other hand, the Category Specific Standards will have information from each specific service category in accordance to HRSA and any funding restrictions from the Recipient. Support Staff will update the Standards of Care starting with the Housing Standards.

- Dr. Finkel from Rutgers University provided a presentation on Trans Health - Update on Transgender Medical Care in Newark. Her presentation included information on Cultural humility and competence, Stigma, The intersection of stigma and illness, Provider Basics in Cultural Humility and Self-Awareness, Terminology (Gender pronouns), Data on queer youth of color, and immigration in the Transgender population. A list of Transgender service providers in the Essex County area were shared and the Trans Student Educational Resources (TSER) was mentioned as a resource.

The next COC meeting will be held on January 9, 2020 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102. All are encouraged to attend.

- **CPC** – Support Staff provided the CPC report. The last Comprehensive Planning Committee meeting was held on Friday, December 13, 2019. The following occurred during the meeting:
 - The committee reviewed and updated the Integrated HIV Health Care Plan, starting with the objectives for Goal # 1. The activities, target populations, responsible parties and data indicators were identified for each objective and the timeframe was set.
 - At the next meeting, the committee will finalize the review and update of the Integrated HIV/AIDS Prevention and Care Plan.
 - The recent changes on the Food Stamp eligibility will also be discussed at the next meeting since Ryan White clients will be affected by this change.

The next CPC meeting will be held on Friday, January 10, 2020 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102. All are encouraged to attend.

- **CIA/CC** - Support Staff provided the CIA report. The last Community Involvement Activities Committee meeting was held on Wednesday, November 20, 2019 at 555 MLK Jr. Blvd. in Newark, NJ from 5 to 7PM. The following occurred at that meeting:
 - Support Staff provided an overview of the Ryan White Program and the Newark EMA Planning Council which included the story of Ryan White, the legislation and the various program parts, the composition of the Newark EMA and its five counties, the Newark EMA HIV Health Services Planning Council, and the various opportunities where consumers can provide input to the Council as a voice during public testimony, as a member of the Council, or as a meeting participant.
 - Support Staff also provided an overview of the Ending the Epidemic Initiative explaining that both the State and the federal government are working towards ending the HIV/AIDS epidemic.
 - The four ETE Pillars (GOALS) were explained in detail and some questions were asked following the presentation. The questions focused on the barriers and challenges to reaching each goal, as well as recommendations on how to meet those goals from the consumer perspective.
 - Support Staff also asked: Where do you learn or would like to see HIV data and information in the Newark EMA? Consumers said: "Facebook"; "Billboards"; "Flyers";

“Radio Station”; “Government Website”; the Newark EMA will be launching its website in January.

The CIA will meet next the Consumer Holiday Party on December 20, 2019 at the St. Michael’s Clinic located at 268 MLK Jr. Blvd., Newark, NJ 07102.

7. Old Business

- The Committee had discussion about the tentative topics for the 2020 Needs Assessment Update. Ann Bagchi, Ph.D. (REC Chair) brought back some of the topics that were discussed at the last meeting including Housing and its effect as a barrier to achieving viral load suppression and retention in care. Postel (Consultant) also reminded the committee that at the October CIA Meeting, four questions were asked about housing and consumers’ feedback was gathered. In addition to that consumer feedback, Postel noted that the Recipient submitted a request for additional funding for housing through the federal Ending the Epidemic Initiative. To get information on how housing may be a barrier to care, Postel suggested that the committee conduct a provider survey to find a way to address the issue using Ryan White funding. Postel (Consultant) added that one of the issues mentioned in the Federal EHE application was that once a person is evicted, it is difficult to rent another apartment because the individual’s eviction status may lead to higher future rents and limited access to apartments.
- 2020 Needs Assessment Update - Discuss methodology and finalize topics
In preparation for the 2020 Needs Assessment Update, the committee agreed to focus on Housing and its relationship to viral load suppression and retention in care, along with the effects of Eviction Stigma. To make progress on this work, the following steps were recommended:
 - Ann Bagchi, Ph.D. requested that Committee members research what type of policies other states might have in place to address housing issues. Sharon Postel (Consultant) mentioned that some states are using Medicaid to cover funding for housing.
 - Sharon Postel (Consultant) will develop research questions for key informant interviews to be conducted among community experts on housing in the Newark EMA.

The committee then held a discussion about housing experts in the community. Members mentioned the following names as possible candidates for the key informant interviews:

- *Greg Harvey* from the Newark Health Department. Ann Bagchi Ph.D. (REC Chair) suggested that Support Staff invite Greg Harvey to present at one of the REC Meetings to help the committee formulate the questions. Karen Ehiri will contact Greg and invite him to the January meeting.
- *Kendall Clark* from St. James Social Services
- *Kevin Zealand* from St. Claire’s who is also involved with the Housing Committee, which created a hotline for PLWHA who need emergency housing assistance.
- A name from a provider in Montclair will be provided by committee member, Providencia Rodriguez.
- *Isaac Green* from HOPWA
Support Staff will prepare a full list of candidates provided by committee members and bring those for the next meeting.

8. New Business

- FY 2020 REC Committee Workplan Calendar

Ann Bagchi Ph.D. (REC Chair) stated that Support Staff has been doing a good job updating the Workplan Calendar and tracking milestones. In January, the REC is going to focus on the Needs Assessment update. At the next meeting, the REC will look at the workplan calendar and make any necessary adjustments.

Ann Bagchi, Ph.D. (REC Chair) asked if members received the email about the date change for the Meeting in January since it falls on Martin Luther King Day. The date was changed to January 13th. All members agreed to the date change.

The Meeting in February also falls on a holiday - President's Day. The February meeting was changed to February 10th. All members agreed to the date change. Support Staff will send Calendar invites with the new dates.

The Meeting Calendar for FY' 2020-2021 will be looked at again at the next meeting.

9. Administrative Issues

Tania Guaman (Support Staff) asked REC members to complete the meeting evaluations.

10. Announcements

Warren Poole made the following announcements:

- The CIA/Peter Ho Holiday Party will be held on Friday Dec. 20 from 5pm to 8pm
- Poole thanked everyone for their donations for the Holiday Party

11. Next Meeting

The next REC meeting will be held on Monday, January 13, 2020 at 10AM at Willing Heart Community Center at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102.

Ann Bagchi asked for a motion to amend the agenda to update the next meeting date. Warren Poole motioned to amend the agenda and Kasny Damas seconded the motion. The agenda was amended to update the meeting date changed from January 20th to January 13th.

12. Adjournment

Ann Bagchi, Ph.D. (REC Chair) asked for a motion to adjourn the meeting. Warren Poole motioned. Providencia Rodriguez seconded the motion. All members agreed. The meeting was adjourned at 11:11AM.