

**Research & Evaluation Committee
MEETING SUMMARY**

Monday, May 15, 2023, from 10:00 AM to 10:44 AM
Videoconference via Zoom: <https://us06web.zoom.us/j/86359953177>
Teleconference: (929) 205 6099 / Meeting ID: 863 5995 3177

PRESENT	EXCUSED	UNEXCUSED
1. Ann Bagchi, PhD/DNP (Chair) 2. Sharon Postel (Non-Voting) * 3. Kasny Damas 4. Natalie Muhammad 5. Debbie Mohammed	6. Corey DeStefano (Vice-Chair)	7. Warren Poole

Guests: Denise Brown
PC Support Staff: Carla-Ann Alexander and Destiny Smith

- 1. Welcome and Moment of Silence**
 - Dr. Bagchi called this meeting to order at 10:00AM. A moment of silence was observed for all those living with, those who have passed, and those affected by HIV/AIDS.
- 2. Roll Call**
 - Support Staff conducted roll call. Quorum was established.
- 3. Public Testimony**
 - There were no public testimonies.
- 4. Review Action Steps**

<u>Action Steps</u>	<u>Responsible Party</u>
2023 Needs Assessment Survey	Consultant

- 5. Approval of the Meeting Summaries from April 17th**
 - The meeting summary From April 17th was sent out electronically. Dr. Bagchi made a motion to approve the meeting summary from April. Damas seconded. The meeting summary was approved.
- 6. Updates from other Committees**

Continuum of Care (COC) Alexander, Support Staff gave the updates.

- The COC last met on May 11, 2023.

- The committee reviewed the Outpatient Ambulatory Health Service Standard and gave some recommendations.
- The committee also voted on a new member.
- The committee reviewed and approved the Medical Transportation Service Standard.
- The committee also continued reviewing/monitoring for the 2022 IHAP.
- They also reviewed the progress report that Postel shared.
- The next COC meeting will be held on Thursday, June 8, 2023, at 10AM via Zoom.

Comprehensive Planning Committee (CPC) – Alexander gave the update.

- The Comprehensive Planning Committee last met on May 12, 2023
- Support Staff presented the FY 2022 CIA consumer feedback presentation.
- The CPC Committee voted on new a member.
- Postel gave a Needs Assessment update.
- The next CPC meeting will be held on Friday, June 9, 2023, at 9:30am via Zoom.

Community Involvement Activities Committee (CIA) Alexander gave the update.

- The CIA last met on April 26, 2023.
- During that meeting, the committee held a discussion about the Co-chair.
- The Committee finalized their OPPs.
- A state farm agent joined the meeting to host a financial foundation workshop.
- The next CIA meeting will be held on Wednesday, May 24, 2023.

7. Old Business

- **Funding Stream Report**

Support Staff gave an update on the progress of the report. Information is still needed from the NJDOH.

- Prevention, Care plan, Monitoring Status Update.
 - The champ report is to look at the newly diagnosed individuals and a percentage of all new diagnosis based on our populations. After developing a resource inventory, Postel noted that she will then review the individual cases that were not linked to care through CHAMP and then use the findings to develop the needs assessment research question.
 - From there, the progress of linkage to care will be monitored throughout the year via NEMA's CQM committee which will provide reports to the Planning Council and committees as part of the Integrated HIV Prevention and Care Plan 2022-2026 performance monitoring.
 - To increase linkage to care within thirty days of diagnosis to 95 by 2026, it follows the national HIV strategy goal to link newly diagnosed individuals.
- Needs Assessment Updates
 - The questionnaire and cover letter were finalized.
 - There are seventeen agencies that had one or more clients who fell within the target population.
 - The Needs Assessment's focus is on linkage to care within thirty days.
 - Postel first identified the number of clients from calendar year 2022 that were not linked to care within 30 days. In terms of demographics:
 - 56% were black, not Hispanic, 29% were Hispanic Latino
 - 73% were male.
 - 45 are on Medicaid.

- 51% were in stable, permanent housing, and 49% were in temporary housing. None were in unstable housing. None were in homeless shelters or homeless or emergency shelters.

8. New Business

- The committee discussed training needs, but no specific topics were suggested.

9. Administrative Issues

- There were no issues reported.

10. Announcements

- The CIA is having an Eating Healthy for Cancer Prevention workshop on May 24, 2023 at their usual 5pm meeting time.

11. Next Meeting

- The next REC meeting will be held on Monday, June 26, 2023, at 10AM via Zoom.

12. Adjournment

- The meeting ended at 10:44AM.