

**Research & Evaluation Committee
MEETING SUMMARY**

Monday, September 18, 2023, from 10:28 AM to 10:50 AM.
 Videoconference via Zoom: <https://us06web.zoom.us/j/89756434893>
 Teleconference: (929) 205 6099 / Meeting ID: 897 5643 4893

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

Guests: Ashley Bramble, Liselle Lewis, Lynette Abduwaliyy
PC Support Staff: Roberto Benoit

1. Welcome and Moment of Silence

- DeStefano called this meeting to order at 10:28 AM. 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 not established.

3. Public Testimony

- There were no public testimonies.

4. Approval of the Meeting Summaries from July 17th and August 21st

- The meeting summary from July 17 and August 21st, was tabled until next month's meeting due to quorum not being established.

5. Updates from other Committees

Continuum of Care (COC) Alexander, Support Staff provided the update.

- The committee last met on September 14, 2023.
- The committee continued monitoring for the 2022-2026 HIV Prevention and Care Plan
- The committee Reviewed/ Updated the Health Insurance Premium and cost-sharing Assistance (HIPCA) for low-income individuals service standard.
- The committee Reviewed/ Updated the Oral Health service standard.
- The next COC meeting will be held on Friday, October 12, 2023, at 10AM via Zoom.

Comprehensive Planning Committee (CPC) – Support Staff provided the update.

- The CPC last met on September 8, 2023.

- Review of Progress Report Performance on the goals/objectives of the 2022-2026 Integrated Prevention and Care Plan
- The next CPC meeting will be held on Friday October 13, 2023, at 9:30am via Zoom.

Community Involvement Activities Committee (CIA) Support Staff provided the update.

- The CIA last met on August 23, 2023.
- Morales gave a presentation on Service Standards and why it's important to the committee.
- The next CIA meeting will be held on Wednesday, September 27, 2023.

Nominations Committee (NC) – Support Staff provided the update.

- The NC last met on Wednesday, August 9, 2023, at 6 PM via Zoom.
- The September NC meeting was canceled due to the completion of all urgent tasks.
- The next NC meeting will be held on Wednesday, October 11, 2023, at 6 PM via Zoom.

6. Old Business

- All Old business for the committee was tabled to next month's meeting, due to the committee not reaching quorum and Postel, who was supposed to give today's presentations, was unable to attend. The forementioned items were tabled until October 16, 2023 for review.
- The following items were tabled for next month's meeting:
 - Review/Update on FY 23 Administrative Mechanism
 - Review/Update on FY 23 Needs Assessment
 - Complete Review/Update of Calendar/Workplan for FY 2023-2024

7. New Business

- Review the draft of the Overview of assigned section 3 Contributing Data Sets and Assessments for the 2022-2026 Integrated Plan
 - This agenda item was completed in FY22, during the development of the Integrated Plan. The committee did not review the draft, being that the final version was already completed in the previous fiscal year.

8. Administrative Issues

9. Announcements

- DeStefano announced to the committee that she will be presenting at a conference on October 16th and will not be able to attend the REC meeting. She is requesting that Kasny fill in while she is away.
- Support staff announced the departure of Alexander who will no longer be working as support staff for Newark EMA but has transitioned into a new role with the Recipient's Office as Ryan White Program Monitor.

10. Next Meeting

- The next REC meeting will be held on October 16, 2023, at 10AM via Zoom.

11. Adjournment

The meeting was adjourned at 10:50 AM.