

**Research & Evaluation Committee
MEETING SUMMARY**

Monday, June 26, 2023, from 10:00 AM to 11:04 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. Debbie Mohammed	5. Corey DeStefano (Vice-Chair)	6. Warren Poole 7. Natalie Muhammad

Guests: Lynette Abduwaliyy
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 not established.
- 3. Public Testimony**
 - There were no public testimonies.
- 4. Approval of the Meeting Summaries from May 24th**
 - The meeting summary From May 24, 2023, was tabled until next month’s meeting due to not meeting quorum.
- 5. Updates from other Committees**

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

 - The COC last met on June 8, 2023.
 - The committee reviewed and approved the outpatient ambulatory Health service standard. They also reviewed the Non-Medical Case management standard.
 - Aliya Roman and Ashley Ramble gave presentations on part A MAI and the EHE, respectively.
 - The committee also continue monitoring for the 2022 to 2026 IHAP plans.
 - The next COC meeting will be held on Thursday, July 13, 2023, at 10AM via Zoom.

- Comprehensive Planning Committee (CPC) – Alexander gave the update.**
- The Comprehensive Planning Committee last met on June 9, 2023

- The recipient's office gave a presentation on FY 2023 Ryan White service utilization spending data and gave an update on MAI.
- The next CPC meeting will be held on Friday, July 14, 2023, at 9:30am via Zoom.

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

- The CIA last met on May 24, 2023.
- During that meeting, the committee held a discussion about the Co-chair position.
- Aliya Roman joined the meeting and gave an Introduction to Priority Setting and Resource Allocation (PSRA) presentation.
- Rutgers hosted an Eating Healthy for Cancer Prevention workshop.
- The next CIA meeting will be held on Wednesday, June 28, 2023.

Nomination Committee Alexander gave the updates.

- The committee last met on June 14, 2023.
- The committee reviewed the Secretary and Treasurer Position Service Requirements, found within the Bylaws.
- The committee discussed potential candidates for treasurer position.
- The committee also discussed the role of a Nominations Committee on planning councils, including the committee's responsibility for filling.
- The committee also discussed drafting their own OPPs.
- The next Nomination committee meeting will be on Wednesday, July 12, 2023, at 6pm via zoom.

6. Old Business

No old business

7. New Business

● **Funding Streams Report**

- Support Staff reviewed the final updates of the Funding Stream Analysis. Bagchi called for a motion to approve the FY 2023 Funding Stream Analysis. Mohammed made the motion. Damas seconded. The motion successfully passed. All were in favor, no objections. The FY 23 Funding Stream Report was approved.

● **REC to review Interim written Needs Assessment report.**

- Postel gave a brief overview of the interim needs assessment.
 - Data is still being collected. Data for 40 out of 77 client ID's have been processed. Staff will ask the Recipient's office to request agencies to send data.
 - Postel has prepared SPSS Files to tabulate data and compare Ryan White demographics from these agencies. Preliminary analysis was conducted this morning.
 - The first question: "Was the client diagnosed in your agency or someplace else": Out of the 40 total clients—6 clients were tested within the agency; 34 were tested elsewhere: 9 were tested within a hospital within the EMA; 5 were tested within the EMA, but non-RW Provider; 1 tested by Home Test Kit; 10 were tested within agency's

healthcare system (e.g., ER, Adult Medicine, TB Clinic, etc.); 0 tested outside of the EMA in New Jersey; 3 were tested outside EMA in NYC; 3 were tested in another state; 1 was tested in another country, Chile; 2 were unknown.

- According to the data there are about 25% of issues within linkage to care that are outside our control/jurisdictions, but we should be able to make improvements for 50-75% of the clients.
 - According to Postel, responses have been good so far, but there are a few issues including: issues regarding the date of diagnosis/testing (Agencies inputting the wrong date); agencies needing to be clear on what linkage to care is (the time between HIV diagnosis and first Medical Visit); and delayed responses from agencies.
 - Once more data arrives the committee can start discussing solutions and strategies to address the needs.
- **Update on Epi Data Request**
 - Postel informed the committee that the request was made to NJDOH and is currently awaiting a response.
 - Expected to hear back by the end of June or early July.
 - **Review Assessment of Administrative Mechanism survey**
 - The committee reviewed and discussed updates to last year's Administrative Mechanism Survey.

8. Administrative Issues

- There were no issues reported.

9. Announcements

- The CIA is having an HPV Cancer Prevention workshop on June 28, 2023, at 5pm via Zoom.

10. Next Meeting

- The next REC meeting will be held on Monday, July 17, 2023, at 10AM via Zoom.

11. Adjournment

- The meeting ended at 11:04AM.