



**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 called for a motion to approve the meeting summary from April. Muhammad made the motion. Damas seconded. The meeting summary for April 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 presented the Funding Stream Report. Support Staff noted that they were still awaiting data from the DOH.
- **Prevention, Care plan, Monitoring Status Update.**
 - Sharon Postel reviewed the first bi-monthly Progress Report that showed changes in the 2022-2026 IHAP.
 - This document sets forth the first update of the 2022 Baseline data required to evaluate progress of the Newark EMA in achieving the Goals and Objectives in the Integrated HIV Prevention and Care Plan (IHP) 2022-2026 submitted to HRSA on December 9, 2022.
 - In reference to goal 1.1, one hundred and eighty-seven clients were newly diagnosed in 2022. As of February 2023, there has been a slight increase in target populations: youth ages thirteen to twenty-four, medicaid, and the uninsured. There has been an increase in linkage to care within seven days.
 - This work is by the City of Newark DHCW, Ryan White HIV/AIDS Program, EHE in Essex County, and the Newark EMA Planning Council and its committees.

● **Needs Assessment Updates**

- The Needs Assessment survey and cover letter were finalized. The focus is linkage to care within thirty-days of diagnosis.
- The survey was sent out to agencies by the Recipient's Office on Friday May 12th. All surveys are due on May 26th, unless an extension is requested to the Recipient's Office.
- Postel stated that one hundred and eighty-seven clients were newly diagnosed in 2022. Support staff emailed the committee a document that includes a summary of

Commented [CAA1]: This section needs to be proofread. There are a lot of commas, typos, etc.

Although, I am not sure if you should keep all of this information. Maybe you should just write, "Support Staff gave an update on the progress of the report. Information is still needed from the NJDOH."

When the full report is completed, we can include the information in the meeting summary. We have to confirm with Roberto.

Commented [CAA2]: Review this section. This sounds word for word what Sharon stated but we have to type in the correct format. Remember to check for run on sentences, don't use words like "they" or "us", check for unnecessary commas, etc.

characteristics for all target populations in the NA. Postel reviewed this document with the committee.

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 committee is hosting 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.

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Also, check everything is the same font/color.