

Continuum of Care Committee

MEETING SUMMARY

Thursday, February 11, 2021 at 10AM

Video-Conference via Zoom: <https://zoom.us/j/95564284395>

Teleconference: (929) 205-6099 / Meeting ID: 955 6428 4395#

Present	Excused Absences	Unexcused Absences
<ol style="list-style-type: none"> 1. Ann Bagchi, Ph.D. (Secretary) 2. Kendall Clark 3. Cezar Dumago 4. Wanda Figueroa, MD 5. Maisel Guzman 6. Pat Moore 7. Vieshia Morales (Chair) 8. Dominga Padilla, MD 9. Lauro Rocha 10. Nancy Scangarello 11. Warren Talley (Non-Voting) 		

Guests: Roxane Barker, Tanzila Salim
Support Staff: Tania Guaman, Vicky Saguay

1. Welcome and Moment of Silence

Morales called the COC meeting to order at 10:02 AM and welcomed all in attendance. A moment of silence was observed for all those living with, those who have passed and those affected by HIV/AIDS.

2. Roll Call

Dr. Bagchi conducted the roll call. Quorum was established during the meeting.

3. Public Testimony

There was no public testimony at this meeting.

4. Approval of Meeting Summary from January 14, 2021

At the last COC meeting, the December meeting summary was approved as presented.

The January 14th meeting summary was sent electronically in advance for review. Morales asked for a motion to approve the January 14th meeting summary as presented. Dr Bagchi motioned to approve. Dumago seconded. There were no oppositions or abstentions.

5. Standing Committee Updates

- CPC – Guaman provided the CPC January report.
 - The committee finalized the review of the Integrated Health Plan.

- The committee reviewed the membership roster, identified the categories that needed additional members and requested to keep this item on the agenda.
- There was a member Orientation which included a review of the Robert' Rules of Order.
- The OPPs were reviewed and will be introduced to the Planning Council in February.
- The members were invited to complete the annual Conflict of Interest and Disclosure Statement.

The February meeting was cancelled. The next CPC meeting will be held on Friday, March 12, 2021 via Zoom.

- REC – Dr. Bagchi provided the February REC report.
 - The committee reviewed the status, and next steps of the Needs Assessment.
 - The committee discussed this year's Full Assessment of the Administrative Mechanism. Agencies will also receive a survey to assess the contracting process.
 - The committee also reviewed their workplan/calendar and their OPPs.
 The next REC meeting will be held on Monday, March 15, 2021 at 10AM via Zoom.

- CIA – Guaman provided the January CIA report.
 - There were 25 attendees.
 - The committee continued the Core Service Waiver conversation. The Recipient attended the meeting, explained the purpose of the core service waiver, and the recommendation to request the waiver for FY'2020 due to the increased request for supportive services due to COVI-19.
 - After the conversation on challenges, barriers and lived experiences, the committee unanimously supported the request for the core service waiver application.
 The next CIA meeting will be on Wednesday February 17, 2021 from 5:00 to 7:00PM via Zoom.

6. Old Business

- Update on Risk Reduction and STI Screening Survey
 - The CPC asked the COC about Risk Reduction and STI Screening practices. The COC requested input form NEMA subrecipients to gather more insight on how these practices are being captured.
 - Eighteen responses were submitted as of February 9, 2021.
 - The committee reviewed the responses and agreed to send the results to the CPC for review.
 - Morales asked to clean up the document before sending it to the CPC. Also, for an easier review, the responses will be grouped instead of having similar individual responses.

7. New Business

- Reformat & Update Food Bank/Home Delivered Meals

The Committee reviewed the Food Bank/Home Delivered Meals and discussed the following:

 - **Goal** – Dumago recommended to add at the end of the goal “and dietary recommendations” to emphasize the dietary recommendations that people diagnosed with diabetes have. Lauro recommended to add “maximize/maintain” since some people need to improve their health and not maintain it. The goal became “The goal of Food Bank/Home Delivered Meals is to help individuals living with HIV to access food necessary to maximize/maintain their health and adherence to prescribed medications and dietary recommendations.”
 - **Service Limitations/Requirements** – The statement under Program Guidance was moved to Service Limitations/Requirements, and the title [Program Guidance [HIV/AIDS Bureau Policy

16-02 Rev. 10/22/2018] was added at the end. This will be done on all service standards for consistency.

- The Policy Clarification revision date will be included on all service standards to know that the latest policy clarification was used.
- **Engagement and retention of clients** – Refer to universal service standard was added to be consistent with other standards.
- The Additional Program Guidance section was deleted.

Morales asked for a motion to approve the Food Bank/Home Delivered Meals with edits. Dumago moved to approve. Scangarello seconded. There were no abstentions or oppositions.

- Reformat & Update Oral Health Care

The Committee reviewed the Oral Health Care and discussed the following:

- **Goal** – Dumago recommended to add “maximize”. The goal became “ To maximize and maintain good oral health, promote adherence to medical treatment and to prevent opportunistic infections and malignancies.”
- **Key Components and Activities** – The information under the outcome section was rephrased and added under the Key Components and Activities. There were also conversations about the difference between an initial screening, annual exams, follow ups and how this information is captured in in CHAMP. The Key Components and Activities statement became “ Initial screening and subsequent annual exams for dental disease and/or oral pathology to prevent common abnormalities associated with HIV disease (i.e., gingivitis/periodontitis and deter dental emergencies), and then as needed to maintain good nutritional intake and improve medical outcomes”.
- **Assessment and Service Plan** – After some conversations, the last bullet of the Comprehensive Oral/Medical Assessment was changed to “Consultation with the care provider as needed, to determine treatment plan and next steps.” Under the Development and Implementation of Oral Treatment Plan, ‘Primary Care Physician’ was changed to ‘care provider’ for consistency and “Consultation with the care provider as needed, to determine treatment plan and next steps.” was added as the last bullet point.
- **Documentation** – “Initial oral health screening/ annual oral exam” was added.
- The title “Engagement and Retention of Consumers” was changed to “Engagement and Retention of Clients” for consistency with other service standards.
- Additional Program Guidance was removed for consistency with previous approved standard.
- Bullet points that were already included in the Universal Standard were deleted.

Morales asked for a motion to approve the Oral Health Service Standard with edits. Scangarello motioned to approve. Dumago seconded. There were no abstentions or oppositions.

- Reformat & Update Mental Health Services

The Committee reviewed the Mental Health Services Service Standard and discussed the following:

- **Goal** – After a discussion on how the Mental Health Goal was specific to the “emotional and psychological aspects of living with HIV disease” and did not consider the emotional and psychological stress that people might experience daily, the committee agreed to not have a goal that is specific to HIV issues. The goal became “The goal of mental health services is to assist people living with HIV/AIDS (PLWHA) to cope with emotional and psychological stressors that promote health care maintenance and positive health outcomes.”

- **Key Service Components and Activities** – After some conversations regarding what should be included under this section, the committee agreed to add 3 bullet points “1) Referral to mental health provider, if applicable”, 2) “Initial assessment (for new patients); six-month reassessment for returning patients; make additional referrals as needed for psychiatric medications and monitoring” and 3) “agencies must maintain memorandums of agreement among other agencies to better coordinate service provision.”
- **Service Limitation/Requirements** – The statement under Program Guidance was added on this section, and the title [Program Guidance [HIV/AIDS Bureau Policy 16-02 Rev. 10/22/2018] was added at the end. The **Additional Program Guidance** section was removed.
- **Assessment and Service Plan** – “Consumer” was changed to “client” and will be changed on all other standards for consistency. The first bullet under the Treatment and coordination of care was changed to “Charting of progress notes, including time, length and modality for each session (face to face/telehealth).” Under Documentation, the last bullet was changed from “CHAMP data” to “CHAMP entry”.

Morales asked for a motion to approve the Mental Health Services with edits. Padilla motioned to Dumago seconded.

- Reformat & Update Medical Transportation
- Discussion about priorities for the review & update of service standards; FY 2021 Workplan

Morales asked for a motion to table the Reformat & Update of Medical Transportation Service Standard and the Discussion about priorities for the review & update of service standards; FY 2021 Workplan. Guzman motioned to table. Dumago seconded. There were no abstentions or oppositions. These items will be added to the agenda for the next COC meeting.

8. Administrative Issues— PC Support Staff

- The Other professional Services Service Standard was introduced to the Planning Council in December and will be approved in February.
- The Substance Abuse Residential, Substance Abuse Outpatient Care, and HIPCS Service Standards approved in January will be introduced to the Planning Council in February.
- The 3 service standards that were approved today will be introduced to the Planning Council in March.
- Support Staff will be sending the Save the dates for the FY’2021 meetings with the new Zoom links after the Planning Council meeting.
- HIV Care and Treatment News on the website will include the latest news and will send the link to the committee when new information is added.

9. Announcements

- NJCRI is doing the clinical studies on the HIV injection drug.

10. Next Meeting

The next COC meeting will be held on Thursday, March 11, 2021 at 10am via Zoom.

11. Adjournment

Morales asked for a motion to adjourn the meeting. Dumago motioned to adjourn. Dr. Padilla seconded. All members agreed. The meeting was adjourned at 12:11pm.