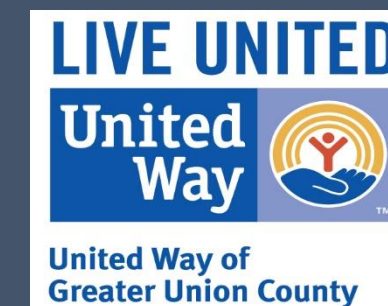




A Brief Outline of Accomplishments

NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL AND COMMITTEES

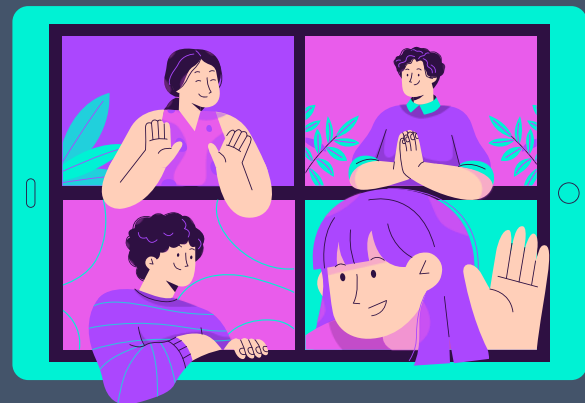
FY' 2020
March 2020 - February 2021



Office of Planning
Council Support

MAJOR EVENTS IN 2020

- Planning Council meetings were held virtually via GoToMeeting starting in April.
- EHE funds, and CARES Act funds were awarded to the Ryan White Unit.
- The National Ryan White Conference was held virtually from August 11 to August 14.
- PC Meetings were switched to Zoom in September.
- World AIDS Day Events were held virtually.
 - Kaleef Morse, former PC member, became the new Director of the Department of Health HIV Service Care and Treatment.
- HRSA held a webinar to discuss multi-year funding. The next NOFO will cover the Fiscal Year 2022, 2023, and 2024. Deliverable's timelines were pushed up.
- RWU applied for a Core Service Waiver to allocate more funds into Support Services due to COVID-19.

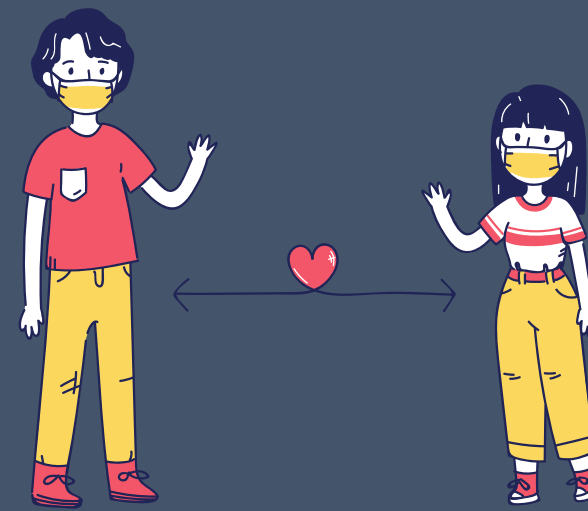


March 2020

- COVID-19 was spreading through the US especially in the Tri-state area.
- Social distancing and face masks became the new norm.

The Executive Committee

- Approved the FY'2020 Planning Council Budget.
- Agreed to cancel all in-person meetings in March.
- Planned to assess the situation in April and to hold meetings via web or conference call, if necessary.



Executive Committee

EXECUTIVE COMMITTEE

March 2020

- Approved the FY'2020 Planning Council Budget
- Decided that meetings should be held via video-conference to ensure the safety of members and guests.

April 2020

- Reviewed the Planning Council Reflectiveness deficiencies
- Updated the Planning Council brochure

May 2020

- Approved the Scope of Work of the Assessment of Administrative Mechanism.
- The contract for the Needs Assessment and Epi Profile was executed. The contract for the Assessment of the Administrative Mechanism will be executed after receiving approval.

June 2020

- Decided that the PC and its Committees will continue to meet virtually until it is safe to meet in person.
- Started the update of the bylaws to guide the Planning Council during health emergencies.

July 2020

- Agreed on a variance from the recommended FY 2020 allocation. This variance in allocation was related to additional incoming funds from COVID-19 for the categories of Emergency Financial Assistance and Medical Nutrition Therapy

EXECUTIVE COMMITTEE – CONT'D

September 2020

- A client directory and a resource directory were developed and posted on the NEMA website.
- An excused absence is a courtesy, but it still counts as an absence.

October 2020

- Approved language changes in the By-laws to be gender-affirming and gender confident using they/them instead of she/he. Two new sections were added: Section 7.5: Virtual Meetings & Section 4.11.14: Leave of Absence.
- HRSA requested a detailed plan to increase consumer engagement since to the Planning Council reflectiveness did not have the 33% consumer representation. Need at least 2 more consumers.

November 2020

- The Northeastern/ Caribbean AETC will collaborate with the PC to create a series of videos to help increase community engagement.
- The PC applied and was accepted to participate in the RWHAP Part A Planning Councils/Bodies Recruitment and Retention Learning Collaborative for technical assistance on consumer engagement strategies.
- Drafted a new timeline with the required deliverables to be submitted on time, in preparation for the multi-year Ryan White Part A application submission.



EXECUTIVE COMMITTEE – CONT'D

December 2020

- Held conversations about the 2020 Core Service Waiver: the Executive Committee agreed to have a public process at the CIA meeting in December
- 2 PC membership applications were received.

January 2021 - No meeting due to the inauguration of Joe Biden as the 46th president.

February 2021

- One-Year in review celebration

Community Involvement Activities Committee (CIA)



COMMUNITY INVOLVEMENT ACTIVITIES COMMITTEE (CIA)

April 2020 - Needs assessment Activity

May 2020 - Needs Assessment Update with a focus on Housing.

- Discussed the impact and challenges of PLWHA are facing due to COVID-19, including the impact on mental health, worries about COVID-19, preparation to go back, doctor visits via telehealth, and getting medications.

June 2020 - Provided input for the prioritization the EMA-funded service categories

- Received an update on the Needs Assessment.
- Telehealth services were listed as a tool that could help clients keep appointments and reach viral load suppression. However, attendees noted that not having access to technology devices was be a big barrier to care.

July 2020 - Provided input on Resource Allocations

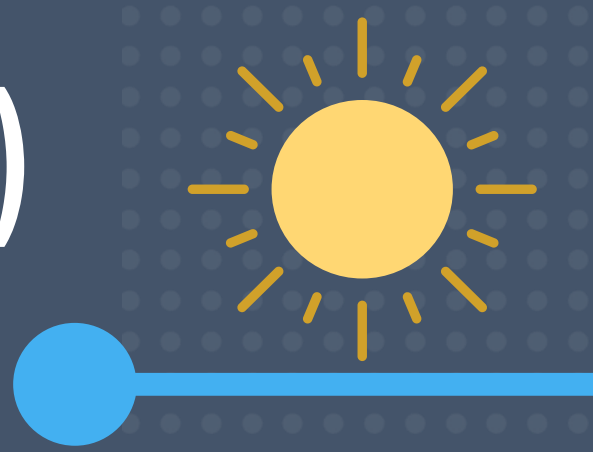
- A consumer reported that Housing programs limit access or prioritize county residents, which is a barrier when trying to move.

September 2020 -

- Held a conversation about recruitment and discussed recruitment efforts.
- Discussed canceling the in-person holiday party due to the social distance measurements.



COMMUNITY INVOLVEMENT ACTIVITIES COMMITTEE (CIA) - CONT'D



October 2020 - "Healthy Living, Healthy Weight and HIV" by Michael Valentin from Janssen.

- Discussed the possibility to have a virtual holiday party.

November 2020 -

- Received a presentation on "Working Behind the Scenes" about the work of the PC and its committees.
- Dr. Bagchi gave an overview on the Research and Evaluation Committee.



December 2020 - Core Service Waiver Conversation Session 1

- Discussed the Core Service Waiver application to fund outside the 75/25 split for core medical and to support services. All attendees agreed to support the core service waiver application.
- Learned about Building a Plan to Manage HIV as a Chronic Disease by Debbie Mohammed and Janssen Pharmaceuticals.

January 2021 - Core Service Waiver Conversation Session 2

- Continued the discussion on the core service waiver application to allocate more funds to support services given the increased need to fund these services due to COVID-19.

February 2021 - Conversation on PrEP as a prevention method for HIV.

Research and Evaluation Committee (REC)

RESEARCH AND EVALUATION COMMITTEE (REC)



April 2020 -

- The Needs Assessment survey was released on April 3rd. The deadline was extended until April 23rd.

May 2020 -

- Needs Assessment survey - 22 out of 32 provider survey responses were received. Postel also provided a preliminary summary of findings from survey responses.
- Reviewed the initial draft of the new funding stream report.

June 2020

- Approved the Tool and methodology for the 2020 Assessment of Administrative Mechanism with questions to help assess the impact of COVID-19 in the Recipient's contracting and payment process.
- Reviewed the 2020 Funding Stream Analysis and Part B was asked to be added to the report.

July 2020

- Reviewed the 2020 Needs Assessment findings of CHAMP data, key informants (the AIDS Resources Foundation provided a housing presentation for the REC, which featured the New Jersey Housing Assistance continuum and the two Ryan White Funded Agencies who have special housing services for clients), Consumer Focus Group, and Agency Key Informant (survey).
- Sent the Assessment of Administrative Mechanism to the recipient.
- Reviewed the final Funding Stream Analysis report.

RESEARCH AND EVALUATION COMMITTEE (REC) – CONT'D

August 2020

- Reviewed the Needs Assessment update conclusions and recommendations was approved with edits.
- Finalized 2020 Funding Stream Analysis Update was with edits.

September 2020

- Presented an overview of the Assessment of the Administrative Mechanism Report.
- Discussed the preliminary findings of the 2020 Epidemiological Profile
- Proposed that 2021 Needs Assessment focus on Telehealth to explore the effects of COVID on NEMA partners



October 2020

- Finalized the 2020 Assessment of the Administrative Mechanism.
- Reviewed the information about newly diagnosed individuals of the 2020 Epidemiological Profile.
- The research question, tools, and the methodology for the Needs Assessment Update were proposed including surveys for clients, agencies, and systems to identify the future use of telehealth.

November 2020

- The EIRC Survey Tool for client case studies was given to the recipient to finalize so the REC can focus on the NA.
- Due to COVID-19 social distancing measures and the client's limited access to technology, it was recommended and agreed to hold the NA focus groups and the key informant interviews until March for discussion.

RESEARCH AND EVALUATION COMMITTEE (REC) – CONT'D

December 2020 -

- Ehiri presented a Quality Management Progress/Performance Report based on FY 19 and FY 20 data up to September (the most recent data available).
- Postel recommended training on the new formula for determining the Unmet Need; this training is still in development by the government.

January 2021 -

- REC reviewed the Integrated HIV Health Plan and discuss the EIRC Tool and the data request for the Epidemiological Profile. The committee agreed to ask for transgender data separately in addition to the data that is requested every year.

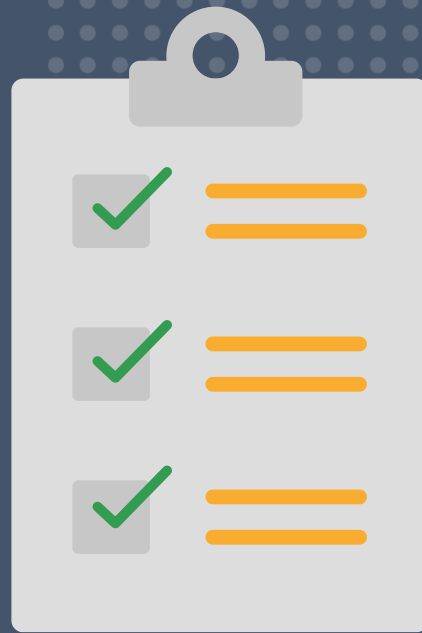
February 2021 -

- The Agency and Consumer surveys were released on February 8, with a return date of Feb 26.
- The committee reviewed and updated the FY 2021 Calendar/Workplan.
- Approved the REC OPPs with edits.

Comprehensive Planning Committee (CPC)

COMPREHENSIVE PLANNING COMMITTEE (CPC)

- **April 2020** - No meeting
- **May 2020** - Began the Priority Setting and Resource Allocation (PSRA) Process by:
 - Reviewed the FY'2020-2021 Priority Setting and Resource Allocation Process; the Ryan White Part A Core Service Model; and the One-year Presentation of CIA Consumer Feedback.
 - Discussed the Core Service Waiver and possible application and approval.
 - Reviewed and finalized the FY'20 Service Category Definitions
 - Prepared questions for other PC committees' recommendations for improvement of the PRSA process.
- **June 2020** - Continued working on the Priority Setting and Resource Allocation (PSRA) by:
 - Received a presentation from the AIDS Drug Distribution Program (ADDP) by Nahid Suleiman, NJDOH
 - Received the Quality Management and Retention in Care and Early Identification of Individuals with HIV/AIDS (EIIHA) Initiative Presentation by Karen Ehiri,
 - Reviewed and Approved the funding Allocation Guidance



COMPREHENSIVE PLANNING COMMITTEE (CPC) – CONT'D



- **July 2020** - Continued working on the PSRA:
 - Received a presentation about the findings of the 2020 Needs Assessment Update by the PC Consultant
 - Received the FY2019 NEMA Expenditure/Service Utilization Report, and the FY2020 allocation plan from the Recipient
 - Reviewed the 2020 Funding Stream Analysis to consider the impact of changes in funding streams.
- **August 2020** - Approved the Priority Setting and Resource Allocation (PSRA) Report with Funding Allocation Guidance to submit to the Planning Council by:
 - Reviewed the Key considerations and Justification worksheet and used the FY 2020 Priority Setting Ranking and Percentages table.
 - Finalized the FY'2021 Minority AIDS Initiative (MAI) priorities; and the 2021 ranking & percentages for NEMA-wide Service Categories
- **September 2020** - Break
- **October 2020** - Began the in-depth review and update/revision of the Integrated Health plan
 - Received the FY 2020 Quality Management Progress/Performance Report by Karen Ehiri.
 - The Newark EMA Early Intervention and Retention Collaborative (EIRCs) Update Report update was postponed for review once EIRCs operations are resumed.



COMPREHENSIVE PLANNING COMMITTEE (CPC) – CONT'D

- **November 2020** - Continued the in-depth review/update of the Integrated Health Plan:
 - Received a risk reduction report with CHAMP data by Postel,
 - Requested COC input for risk reduction and STI screenings practices in the EMA.
- **December 2020** - Continued the in-depth review/update of the Integrated Health Plan.
 - Recommended topics for a series of videos that the Planning Council is working with AETC.
- **January 2021** - Finalized the update of the Integrated Health Plan
 - Reviewed Membership Roster
 - Discussed Membership Recruitment
 - Committee Member Orientation with Parliamentary Procedures
 - Review the Operating Policies and Procedures (OPPs)
 - Completed the Conflict-of-Interest Policy and Disclosure Statement Forms
- **February 2021** - No Meeting




Continuum of Care Committee (COC)

CONTINUUM OF CARE COMMITTEE (COC)


New Format of the Service Specific Standards (February -May)

The COC approved a new format for service standards, which split content into Universal and Service Category Specific Service Standards.






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 United Way of Greater Union County
 33 West Grand Street Elizabeth, NJ 07202
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**SERVICE STANDARDS
FOR
SPECIFIC SERVICE CATEGORY**

Origination Date: March 10, 2016	
Reviewed/approved by the Continuum of Care Committee	
Approved by the Planning Council	



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UNIVERSAL SERVICE STANDARDS

Origination Date: March 10, 2016	
Reviewed/approved by the Continuum of Care Committee	
Approved by the Planning Council	

CONTINUUM OF CARE COMMITTEE (COC) - CONT'D

- **April** - Created subcommittees to review the service standards prior to the meetings.
- **May** - Presentation on new the Service Standards Format.
- **August** - BREAK
- **September 2020** - Portilla resigned from the Council and COC.
- **October 2020** - Morales stepped up to serve as the Acting COC Chair.
- **November 2020** - Morales was appointed as the new COC Chair.
- **December 2020** - No meeting
- **January 2021** - Discussed Risk Reduction and STI screenings practices and made a survey to learn more from other agencies.
- **February 2021** - Reviewed the Risk Reduction survey responses and will send it to the CPC for review.



CONTINUUM OF CARE COMMITTEE (COC)

12 Service Standards were reviewed and approved during FY' 2020

- Outpatient/Ambulatory Health Services **(May)**
- Medical Case Management, including Treatment Adherence **(June)**
- Non-Medical Case Management **(July)**
- Psychosocial Support **(October)**
- Medical Nutrition Therapy **(October)**
- Other Professional Services **(November)**
- Health Insurance Premiums and Cost-Sharing Assistance **(January)**
- Substance Abuse Outpatient Care **(January)**
- Substance Abuse Services (Residential) **(January)**
- FoodBank/Home-Delivered Meals **(February)**
- Oral Health Care **(February)**
- Mental Health Services **(February)**



Newark EMA HIV Health Services Planning Council

NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL

April 2020

- All meetings will continue were held virtually. Some consumers were experiencing depression due to social distancing; therefore, more virtual activities were recommended to help maintain consumers engaged during this crisis.
- The City of Newark established a collaboration with two hotels in the City of Newark to provide emergency shelter for people who test positive for COVID-19, and also for those who are presumed to be positive.

May 2020

- A new Representative from the Department of Health joined the PC meetings.
- A Public Charge Rule Update was provided by Debbie Morgan
- The Recipient reported that the COVID-19 Fund (\$544,000) served as emergency relief.

June 2020

- FY'19 contracts were closed.
- Approved the FY'21 full-year Planning Council budget as presented.



NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL – CONT'D

July 2020

- Reviewed the 2019 NEMA Expenditure/ Service Utilization Report & 2020 Allocation Plan.

August 2020

- Approved the 2021 Priority and Resource Allocation Report.
- Recommended the transition to Zoom due to technical difficulties experience with GoToMeeting.

September 2020

- Approved the Assessment of the Administrative Mechanism as presented.
- Dr. Bagchi presented on “Patient-Centered Telehealth in the COVID Era and Beyond”

October 2020

- The FY 2021 Funding application was submitted to HRSA on October 7.
- Started conversations about consumer engagement strategy to increase the unaligned consumer representation in the Council.

NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL – CONT'D

November 2020 -

- The recipient requested and received the estimated award letter from HRSA.

December 2020 -

- Support Staff requested bids for the Planning Council's deliverables.
- Discussion about the COVID-19 Vaccines
- Legislation Update including information regarding Harm Reduction Efforts.

January 2021 - No meeting due to the inauguration of Joe Biden as the 46th president

- The NJ Housing Collaborative was chosen to receive Newark's Making Homes Initiative grant to develop ten (10) supportive housing units for people living with HIV/AIDS experiencing homelessness in the City of Newark. The units will be located in a mixed-income, multifamily project in the South Ward of Newark and is scheduled to be completed in 2022.

Office of Planning Council Support

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SOCIAL MEDIA AND WEBSITE



NEWARK EMA HIV HEALTH SERVICES
PLANNING COUNCIL WEBSITE

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