



# Research & Evaluation Committee

## MEETING SUMMARY

**Monday, August 16, 2021 from 10:00 AM to 11:36 AM**

Videoconference via Zoom: <https://zoom.us/j/95271275360>

Teleconference: (929) 205 6099 / Meeting ID: 952 7127 5360#

PRESENT	EXCUSED	UNEXCUSED
1. Ann Bagchi, PhD/DNP (Chair)	8. Summer Brown (Secretary)	9. Karen Ehiri (Non-Voting)
2. Kasny Damas		10. Travis Love
3. Corey DeStefano (Vice-Chair)		11. Natalie Muhammad
4. Debbie Mohammed		
5. Warren Poole		
6. Sharon Postel (Consultant Non-Voting)		
7. Providencia Rodriguez		

**Guests:** Denise Brown

**PC Support Staff:** Tania Guaman, Vicky Saguy

### 1. Welcome and Moment of Silence

Dr. Bagchi called this meeting to order at 10:00AM. A moment of silence was observed for those living with, those affected by, and those who have passed from HIV/AIDS.

### 2. Roll Call

Support Staff conducted the roll call. Quorum was established.

Due to non-compliance with the committee's attendance policy, the Secretary and Chair requested that the Support Team remove Muhammad and Travis until they can reapply and recommit as a REC members.

### 3. Public Testimony

There was no public testimony at this meeting.

### 4. Review Action Steps

<u>Action Steps</u>	<u>Responsible Party</u>
1. On behalf of REC, submit the 2021 Assessment of the Administrative Mechanism to the Planning Council for approval	PC Support Staff

The Assessment of the Administrative Mechanism was submitted for Planning Council approval.

### 5. Approval of the Meeting Summaries from July 19, 2021

The June 21<sup>st</sup> meeting summary was approved last month as amended.

The July 19<sup>th</sup> meeting summary was sent electronically in advance for review. Dr. Bagchi asked for a motion to approve the meeting summary as presented. Mohammed motioned to approve. DeStefano seconded. The vote passed unanimously.

## 6. Updates from other Committees

- **Continuum of Care (COC)** – Support Staff provided the COC report.
  - The COC did not meet in August. However, the committee introduced the Outpatient/ Ambulatory Health, Housing, and Emergency Financial assistance service standards to the Planning Council last month. Those service standards are slated for approval by the Planning Council on August 18, 2021The next COC meeting will be held on September 9, 2021, at 10AM via Zoom.
  
- **Comprehensive Planning Committee (CPC)** – Support Staff provided the CPC report.
  - The CPC did not meet in July and August. The Comprehensive Planning Committee (CPC) will talk about the 2022-2026 Integrated Plan at the next meeting.The next CPC meeting will be held on September 10, 2021, at 9:30AM via Zoom.
  
- **Community Involvement Activities Committee (CIA)** – Support Staff provided the July 28<sup>th</sup> CIA report.
  - War Talley provided a presentation on the federal Ending the HIV Epidemic initiative. Attendees provided feedback on how to reach and support the community with prevention services, and retention in care. The notes from this meeting and the presentation will be available on the website in the next few weeks.
  
  - **HRSA Learning Collaborative** – Poole provided a brief update on the HRSA Learning Collaborative Initiative.
    - The HRSA Learning Collaborative created a recruitment and retention strategy to recruit and engage new Planning Council members. The recruitment will target key populations including, youth, MSM, transgender, and Latinx.
    - An acronym list was developed and will be used to help new members understand the HIV terms and acronyms used during meetings.
    - The Mentorship Program is looking for a committee member to volunteer to be mentor for a new Planning Council member. Anyone interested in being a mentor, please reach out to Warren or Support Staff.

## 7. Old Business

- **Review and approve the final written 2021 Needs Assessment Update Report**  
Postel highlighted the following:
  - Information on the number of clients who received telehealth services for Medical Case Management (MCM), Non-Medical Case Management, Outpatient Substance Use, Mental Health and Medical Nutrition Therapy was added to the CHAMP Section. Clients received these services via telehealth in March, April and May and then the telehealth usage decreased with the exception of Medical Nutritional Therapy. As mentioned in the previous meeting, the number of individuals who received telehealth services was also updated from 11% to 37%.

**Discussions/Recommendations:**

- The EMR systems in use is outdated. If the EMR is updated, it can help with some of the issues the agencies faced.
- For 2021, the number of clients who continued to use telehealth by subtype will be analyzed since the use of telehealth has decreased. One of the Clinical Quality Management projects is to update the Medical Case Management Care Plan. Some agencies were able to update the care plan using telehealth.

**Motion:** Dr. Bagchi ask for a motion to approve the 2021 Needs Assessment report as presented. DeStefano motioned to approve. Mohammed seconded. The vote passed unanimously.

- **Discuss updates of the Annual 2021 Epidemiologic Report**

- The Recipient followed up with NJDOH on the request for FY 2020 data for the Grant Application. The Recipient received FY 2019 epidemiological data. However, the FY 2020 data is required for the Unmet Need Framework and the Grant Application.

**8. New Business**

- **Presentation on the National HIV/AIDS Strategy 2021-2025 by Dr. Debbie Mohammed**

- The updated strategy has the following focus areas (1) Diagnosis including Rapid START, PrEP, ART, (2) Viral Load Suppression including durable viral suppression, (3) Scale up PrEP, (4) Address stigma, discrimination, and other social and structural determinants of health (Rutgers stigma intervention), and (5) support development and implementation of innovative approaches to mitigate past and present trauma. The plan also calls for action to address syndemics, which refer to multiple epidemics going on at the same time. The [CDC Social Vulnerability Index link](#) was shared with the committee.
- The National HIV/AIDS Strategy 2021-2025 goals are:
  - 1) Prevent new infections by increasing awareness of HIV, increasing the knowledge of HIV status, enhance prevention strategies, and increase capacity of healthcare system.
  - 2) Improve health outcomes by linking people to care, engaging and reengaging people not in care, achieving viral load suppression, and increasing the capacity of healthcare system.
  - 3) Reduce HIV-related disparities and health inequities by reducing HIV-related stigma and discrimination, reducing disparities along the care continuum, creating and/or promoting public leadership opportunities at all levels, and addressing the social determinants of health for people living with HIV or at risk.
  - 4) Achieve coordination by integrating programs to address syndemics; increasing coordination of HIV programs at all levels; enhancing the quality, accessibility, sharing and use of data; as well as identifying, evaluating, monitoring, reporting, and disseminating progress toward achieving organizational, local, and national goals.
- This presentation will be shared with the committee and posted on the NEMA Website.

## **9. Administrative Issues**

- Support Staff requested committee input to start drafting the Consulting bid for the FY 2022 needs assessment, as required by the recipient. To prepare the bid, Support Staff would like guidance on the expected scope of work for the Needs Assessment. In the past, the committee has done the following: (1) drafted the research question and (2) developed research tools. The work of the Needs Assessment overlaps between two fiscal years (now until February 2022 and then March 2022 to June/July 2022). The scope of work done by the consultant requires approval by the Executive Committee.
- In the past, the Support Team (Dwight) did some of the analysis when compiling survey data, but United Way has failed to budget for the costs of data collection. The general approach for the Needs Assessment, whether an Update or a Full assessment, is to have some key informant interviews, and/or agency feedback, as well as CHAMP analysis. The FY 2022 Needs Assessment will use a comprehensive research approach. The committee recommends looking at past budgets to develop the budget for next year's Full Needs Assessment.
- Tentatively, the committee can work on developing the research questions and research tools between now and February. The analysis can begin after March. The committee will discuss the topic and work of the FY 2022 Needs Assessment at the next meeting. Dr. Bagchi asked the Support Staff to continue this discussion offline.

## **10. Announcements**

- No announcements.

## **11. Next Meeting**

The next REC meeting will be held on September 20, 2021, at 10AM via Zoom.

## **12. Adjournment**

Dr. Bagchi asked for a motion to adjourn the meeting. Mohammed motioned to adjourn. DeStefano seconded. The vote passed unanimously. The meeting was adjourned at 11:36 AM.