



Research & Evaluation Committee

MEETING SUMMARY

Monday, December 20, 2021, from 10:00 AM to 11:34AM

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) 2. Summer Brown (Secretary) 3. Kasny Damas 4. Corey DeStefano (Vice-Chair) 5. Debbie Mohammed 6. Sharon Postel (Non-Voting) 7. Providencia Rodriguez	8. Natalie Muhammad	9. Warren Poole

Guests:

PC Support Staff: Tania Guaman and Unnati Guru

1. Welcome and Moment of Silence

Dr. Bagchi called this meeting to order at 10:00AM. A moment of silence was observed for those who have passed on from HIV and COVID-19, as well as those living with both viruses.

2. Roll Call

Brown conducted the roll call. Quorum was established later during the meeting.

3. Public Testimony

There was no public testimony at this meeting.

4. Review Action Steps

<u>Action Steps</u>	<u>Responsible Party</u>
1. Execute agreement with selected bidder for Pt. 1 (Dec. 2021 to Feb. 2022) work of the 2022 Full Needs Assessment.	Support Team
2. Draft questions for the agency and client survey.	Dr. Ann Bagchi
3. Provide a summary of information or indicators available on CHAMP, including geographical data, strengths, and gaps in the system.	Sharon Postel, Consultant
4. Begin compiling data for the Funding Streams Analysis.	Support Team

The above action steps were completed.

5. Approval of the Meeting Summaries from November 15, 2021

The October 18th meeting summary was approved last month as distributed and is available on the website for public access.

The November 15th meeting summary was sent via email in advance for review.

Motion: Dr. Bagchi asked for a motion to approve the meeting summary as presented. Damas motioned to approve. DeStefano seconded. The vote passed unanimously.

6. Updates from other Committees

- **Continuum of Care (COC)** – Support Staff provided the December 9th COC report.
 - The committee reviewed the Medical Nutritional Therapy Service Standard after receiving feedback provided by experts from organizations funded for this service. After revising the service standard based on the feedback provided, the service standard was finalized and will be presented to the Planning Council in January.
 - Priority populations were reviewed from the National HIV/AIDS Strategy, the State and Essex EHE plans, and the Newark EMA 2017-2021 Integrated Plan as related to Section 4, Item 2 of the Situational Analysis.
 - The Essex and Hudson County situational analysis was also discussed, as provided by War Talley. This item will be further reviewed in the January meeting.
 - A recommendation was provided to develop a survey for EIRCs to provide input on gaps and challenges for HIV prevention. This consideration will be followed up at the next meeting.
 - FY 2022 Meeting dates were reviewed on the Calendar of Meetings, and the dates were finalized. The completed FY 2022 Calendar of Meetings will be available in January once all committee meeting dates are finalized.
 - The COC timeline was incorporated into the overall timeline for their sections of the Integrated Plan.
 - A brief discussion took place regarding the need for further clarification of the six-month recertification requirement in PCN 21-02. The committee is expecting feedback from the recipient at the next meeting.

The next COC meeting will occur on January 13, 2022, at 10 AM via Zoom.

- **Comprehensive Planning Committee (CPC)** – Support Staff provided the December 10th CPC report.
 - The CPC began drafting goals under the four EHE pillars for the Integrated Plan. The tentative goals currently are as follows:
 - **Diagnose:** Promote access to testing so that 100% of persons living with HIV/AIDS know their status by 2026.
 - **Treat:** Increase linkage to care within 30 days of diagnosis to 90% by 2026
 - **Treat:** Increase viral load suppression to 95% by 2026
 - **Prevent:** Reduce the number of new HIV infection by 75% by 2026
 - **Respond:** Respond to Cluster Detection Activities through 2026
 - Dr. Efobi provided a presentation on Rapid Initiation of ART in an HIV Clinic, which discussed challenges, barriers, and opportunities and the provision of same-day treatment.
 - Feedback will be provided from the Early Intervention and Retention Collaborative (EIRCs).
 - There was a reminder of the Status-Neutral approach: what it is and how it impacts everyone throughout the HIV care continuum.
 - At the next meeting, the CPC will finalize goals and begin developing objectives for the Integrated Plan.
- The next CPC meeting will be held on January 14, 2022, at 9:30AM via Zoom.

- **Community Involvement Activities Committee (CIA)** – Support Staff provided the December 15th CIA report.
 - The CIA hosted a laid-back Holiday Social in celebration of the upcoming holidays. The attendees participated on virtual moments of reflection on how people celebrate their holidays, what they do, and their favorite activities. There was also a festive virtual talent show, for which participants will receive certificates of participation.

The next meeting will be held on Wednesday, January 26, 2022, at 5PM via Zoom where the committee will continue to discuss the 2022 to 2026 Integrated Health Plan Guidance.

7. Old Business

- **Draft the tools for the Full 2022 Needs Assessment**
 - The committee reviewed the [client](#) and [agency](#) survey questions drafted by Dr. Bagchi. Some recommendations were made to add questions regarding what tools were being used by agencies to diagnose certain mental and behavioral health conditions, as well as requesting clients to identify which agencies helped fulfil or distributed the client surveys. With the Universal Service Standard as a resource, committee members will consider the survey questions. At the January meeting, the tools will be finalized and sent out to agencies with a large number of preferred non-English language clients for completion.
 - In regards to the information available in CHAMP, Postel provided the following information:
 - As it is not a required item to be captured, Language is not captured in CHAMP, only Hispanic ethnicity.
 - For CHAMP performance outcomes, from all clinics, the BHIP indicators can be used to identify any changes between 2019 to August 2021, such as, but not limited to, PLWH Screened for Depression, PLWH screened for Substance Use, and how many of those who were positive for Depression and/or Substance Use have follow-up plans. There was a difference identified between who has follow up plans for positive mental health screenings (87.59%) versus those with positive substance use screenings (78.74%). The expectation is to have the surveys shed some light for some potential reasons behind these numbers.

Action Steps: The Support Team will send committee members the survey questions and the Universal Service Standard, with the cultural and linguistic competency sections highlighted for consideration, when members review the survey questions for revision.

- **Planning for the 2022-2026 HIV Prevention and Care Plan**

Section 3 Contributing Data Sets and Assessments

 - Discuss data sharing and use
 - The committee reviewed the Essex County EHE plan for methods and goals of data sharing, specifically Goal 2: Develop comprehensive data sharing and data to care system and infrastructure, as it identifies the implementation of a Data Bridge Auto-feed of EHE Data to CHAMP from Electronic Medical Records (EMRs).
 - Postel advised the Data Bridge Auto-feed from EMRs to CHAMP is a priority of the Federal Government, but it will take a long time in New Jersey due to the legal

negotiations needing to take place regarding data sharing and confidentiality of HIV surveillance data.

- After some discussion, Mohammed brought up a question regarding what the benefit or incentive for providers to agree to this data sharing from EMRs to CHAMP, as it was identified the data sharing would only be from EMRs to CHAMP and not vice-versa.
- The Support Team shared the slides from the HRSA HAB Guidance Overview webinar, which identified suggested data sources.

Action Steps: The Support Team will share the HRSA/HAB Guidance Overview webinar and slides to the committee members in preparation of the January meeting to begin identifying data sources being used for the Integrated Health Plan.

8. New Business

- Training needs for FY 2022

- The committee began planning training needs for FY 2022. There was a recommendation to have a training session on Research 101.
- Suggestions for FY 2022 trainings should be sent to the PC Support Staff before the January meeting.

- Open Positions: Secretary and Vice-Chair

- As the Secretary and Vice-Chair positions are now open, nominations should be forwarded to the PC Support Staff. Self-nominations are welcome.
- This item brought up discussion regarding reasons for previous members stepping down from their leadership roles or from the Planning Council entirely. The Support Team suggested the possibility of bringing back meeting evaluations, which would allow for participants to provide feedback for each committee meeting. The committee agreed with the suggestion.
 - There was also a suggestion to begin exit interviews and create a survey for Planning Council and Committee members to share any barriers they may face that prevents them from taking on leadership roles in the Planning Council and Committees. REC members thought this would be beneficial and approved of moving forward with these recommendations.

Action Step: The Support Team will begin drafting questions for the meeting evaluations, barriers to leadership roles survey, and exit interviews for review at a future meeting.

9. Administrative Issues

- The FY 2022 Calendar of Meeting dates for the REC were shared. The committee advised that any dates falling on a holiday be moved to the fourth Monday of the month instead. The meeting dates will be shared once finalized in January.
- The Support Team asked for advisement regarding new membership outreach for the REC. Dr. Bagchi advised to move ahead with social media outreach once a month until further notice.

10. Announcements

- Dr. Bagchi announced she will be away from December 31st to January 16th. The January meeting will be facilitated by DeStefano.

11. Next Meeting

The next REC meeting will be held on January 10, 2022, at 10AM via Zoom.

12. Adjournment

The meeting was adjourned at 11:34AM at Dr. Bagchi's decree.