



**Research & Evaluation Committee
MEETING SUMMARY**

Monday, May 16th, 2022, from 10:02 AM to 10:39 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) 2. Corey DeStefano (Vice-Chair) 3. Natalie Muhammad 4. Sharon Postel (Non-Voting) 5. Providencia Rodriguez	6. Kasny Damas 7. Debbie Mohammed 8. Warren Poole	

Guests: Stephanie Antoine (Newark DOH)
PC Support Staff: Christine Sadler

1. Welcome and Moment of Silence

Dr. Bagchi called this meeting to order at 10:02AM. 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

Support Team conducted the roll call. Quorum established at this 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. Review draft Agency Survey Tool	Consultant
2. Convert the Recipient& Agency Survey to Survey Monkey and release survey	Support Staff
3. Request committee input for the 2022 Funding Stream Report	Support Staff

5. Approval of the Meeting Summary from March 21st and April 25th, 2022

The March 21st and April 25th meeting summary was sent via email in advance for review. Quorum was established later in the meeting. Meeting summary was approved.

6. Updates from other Committees

Continuum of Care Committee (COC) – Support Staff provided the May 12th, 2022, COC report.

- Members continued working on the Situational Analysis section of the Integrated Plan. Members reviewed Section 5 Situational Analysis for priority populations. These priority populations include youth, transgender, and African Americans.
- Members assigned community members with specific priority populations to outreach to gather information to bring back to the committee for revisions for the next meeting.

The next COC meeting will be held on Thursday, June 9th, at 10AM via Zoom.

Comprehensive Planning Committee (CPC) – Support Staff provided the May 13th CPC report. The Comprehensive Planning Committee (CPC) last held a meeting on May 13th, 2022, via Zoom. At this meeting, the following occurred:

- o The CPC is working on tasks for priority settings and resource allocation process, and the Integrated Plan. Much of this meeting focused on the Integrated Plan task. The CPC worked on deliverables, activities, and strategies that aligned with each pillar in the plan. The goal is to continue working on these deliverables in the June meeting so it can be done for timely submission.
- o Postel gave an update on the Full Needs Assessment. It was reviewed as a group and considered for priority settings and resource allocation process.

The next CPC meeting will be held on Friday, June 17th, 2022, at 9:30am via Zoom.

Community Involvement Activities Committee (CIA) – The CIA April 25th meeting was cancelled.

The next CIA meeting will be held on Wednesday, May 25th, 2022, at 5PM via Zoom.

7. Old Business

Discuss work of the Full 2022 Needs Assessment

- Postel gave an update on the draft agency survey. The survey questions were reviewed and finalized by the RWU. The next step is to upload the survey into survey monkey and sent out to agencies.

2022 - 2026 HIV Prevention and Care Plan – Contributing Data Sets and Assessments & Review progress of the 2022 Funding Stream Analysis-

- The PC support staff gave an update on the Funding Stream report. The current report was presented to the committee for feedback before the report is finalized. The committee approved the current information in the report and there was no feedback. The support staff is waiting on data to complete the report.
- For the 2022-2026 Prevention and Care Plan the goals are to do the data sources, review what was already done and include it in the plan.
- **Finalize the FY'2022 REC Committee Workplan –**

- Committee did not identify any significant changes to the Workplan

8. New Business

- There is no current data available for the Epidemiological report. The final data is due to the CDC by June 30th. Postel will follow up with the RWU.

9. Administrative Issues

- None

10. Announcements

- No announcements

11. Next Meeting

The next REC meeting will be held on June 27th, 2022, at 10AM via Zoom.

12. Adjournment

Dr. Ann Bagchi ended the meeting at 10:39AM.