



**Research & Evaluation Committee  
MEETING SUMMARY**

**Monday, April 25th, 2022, from 10:00 AM to 11:03 AM**  
 Video Conference 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. Sharon Postel (Non-Voting) 4. Providencia Rodriguez	5. Natalie Muhammad 6. Debbie Mohammed	7. Warren Poole 8. Kasny Damas

**Guests:** Stephanie Antoine (Newark DOH)  
**PC Support Staff:** Christine Sadler and Juanita Vargas

- 1. Welcome and Moment of Silence**  
 Dr. Bagchi called this meeting to order at 10:03AM. 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 was not 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

**5. Approval of the Meeting Summary from March 21, 2022**

The March 21<sup>st</sup> meeting summary was sent via email in advance for review. Quorum was not established. Meeting summary was not approved.

**6. Updates from other Committees**

**Continuum of Care Committee (COC)** – The COC April 14<sup>th</sup>, 2022, was cancelled. The next COC meeting will be held on Thursday, May 13<sup>th</sup>, at 10AM via Zoom.

**Comprehensive Planning Committee (CPC)** – Support Staff provided the April 8<sup>th</sup> CPC report. The Comprehensive Planning Committee (CPC) last held a meeting on April 8<sup>th</sup>, 2022, via Zoom. At this meeting, the following occurred:

- The Recipient provided a report on Retention in Care and Early Identification of Individuals with HIV/AIDS (EIIHA) Initiative Update from the Recipient.
  - The EIRC case studies showed where the base numbers were from, barriers clients faced, and which interventions were used to link clients to care and ensure treatment adherence.
- The CPC membership roster was reviewed, and the Secretary and Vice-Chair positions remain vacant.
- Members provided suggestions for new membership recruitment, both for the CPC and the Planning Council. Suggestions include:
  - Sharing vacancies with Ryan White Part A sub-recipients routinely
  - Using visual marketing such as flyers with various partners and agencies
  - Targeted outreach to RW sub-recipients who are not currently represented on the Planning Council
  - Highlight the Planning Council is a place where providers can share knowledge and know what they are missing in terms of tools, updates, and conversation
  - Provide training for consumers to help them feel knowledgeable and up to speed on information. It would also allow more accessibility for newly diagnosed consumers and for those not yet knowledgeable about Ryan White.
  - Review how consumers are being recruited: providers may only refer clients who are “good” and would provide good feedback on the provider, where as word of mouth from consumers to others would allow for more balance and fair feedback
  - Consider offering transportation, wi-fi assistance, and/or zoom training to consumers who may not have the same level of access
- The Support Team presented the CPC Membership Orientation and went over the CPC Operating Policies and Procedures, as well as the Conflict-of-Interest policy.

The next CPC meeting will be held on Friday, April 8, 2022, at 9:30am via Zoom.

**Community Involvement Activities Committee (CIA)** – Support Staff provided the March 23<sup>rd</sup> CIA report. The Community Involvement Activities Committee held a meeting on Wednesday, March 23, 2022, at 5PM via Zoom. The following occurred at the meeting:

- Aliya Roman facilitated a discussion for a Core Service Waiver. Attendees did not have any questions regarding reducing the minimum 75% requirement for core services funding.
  - Out of the nineteen attendees present at the CIA meeting, zero rejected the waiver and it was unanimously approved.
- Continued conversations about Community Engagement highlighting that outreach materials had been shared with all subrecipients. It was acknowledged that the increase in consumers present at the meeting was a direct result of this activity. In addition, the flyers serve as outreach for consumer engagement in the development of the Integrated plan.
- Discussion regarding the Newark EMA’s approach to Ending the HIV Epidemic. The Committee identified the following practices critical for this work:
  - Promoting access to testing
  - Ensuring the availability of home test kits with instructions on who to contact if results are positive, how to get counseling, and what should be done next.

- The importance of reminding individuals that the diagnosis and care does not just affect them but that it affects other people.
- Providing information that it is not the end of the world if tested positive using mainstream media to promote this.
- Promoting the importance of using condoms.
- Creating a 24-hour hotline for individuals who need help. A member shared that he/she is working on this concept to support people who test positive for people who need a little more support.
- Informational pamphlets with a list of agencies that individuals can contact for help can be created/shared.
- The Committee engaged in a discussion on the importance of having a Vice Chair and Secretary for the Committee.
  - Ms. Vargas and Ms. Roman shared that committee members that hold positions (Chair, Vice Chair, Secretary) must also be members of the Planning Council.
  - The Committee discussed updating the bylaws to include this guidance and that any additional guidance from HRSA also be included.
- Mr. Poole explained that to maintain confidentiality of Consumer's and appropriately record meeting summaries, comments, recommendations, etc. CIA members would be identified by a number and not by name.

The next CIA meeting will be held on Wednesday, April 27, 2022, at 5PM via Zoom.

## 7. Old Business

### Discuss work of the Full 2022 Needs Assessment

Postel created a draft agency survey for people who do not have a medical visit and are not virally suppressed. An agency study will be the subject of the research moving forward. Base on the CHAMP data 27% (1600) of individuals did not have a medical visit and of those about 300 are not virally suppressed. EMA wide 83% are virally suppressed versus 89% virally suppressed with a medical visit.

- The purpose of the survey is to:
  - 1) confirm current VL,
  - 2) confirm source of VL report,
  - 3) determine if CHAMP VL is correct & to update if not.
- The remaining questions concern:
  - 1) if they received medical care
  - 2) if not, reasons

One of the concerns are of the 301 client that did not have a medical visit and are not virally suppressed 82% were seen by Ryan White funded medical providers.

### 2022 - 2026 HIV Prevention and Care Plan – Contributing Data Sets and Assessments

- Review progress of the 2022 Funding Stream Analysis-
- Finalize the FY'2022 REC Committee Workplan –
  - Committee did not identify any significant changes to the Workplan

**8. New Business** - No new business was discussed.

**9. Administrative Issues**

- The Support Team continue to transition Christine Sadler. They are also interviewing candidates for the Program Assistant position.

**10. Announcements**

- No announcements

**11. Next Meeting**

The next REC meeting will be held on May 16, 2022, at 10AM via Zoom.

**12. Adjournment**

Dr. Ann Bagchi ended the meeting at 11:03AM.