NEWARK EMA
HIV HEALTH SERVICES PLANNING COUNCIL

LIVE UNITED
United Way
United Way of
Greater Union County

Research & Evaluation Committee
MEETING AGENDA

Monday, April 17, 2023, at 10:00AM
Videoconference via Zoom: https://us06web.zoom.us/j/86359953177
Teleconference: (929) 205 6099 /   Meeting ID: 863 5995 3177

1. **Welcome and Moment of Silence**

2. **Roll Call**

3. **Public Testimony**

4. **Review Action Steps**

Action Steps	Responsible Party
2023 Needs Assessment Survey	Consultant, SS

5. **Approval of the Meeting Summary from March 20, 2023**

6. **Updates from other Committees**
   - Continuum of Care (COC)
   - Comprehensive Planning Committee (CPC)
   - Community Involvement Activities Committee (CIA)

7. **Old Business**

8. **New Business**
   - Review of Baseline 2022 Priority Population Data
   - REC finalize the survey questions (add to SurveyMonkey if needed)
   - Agree on launch date and deadline.
   - Review draft letter to accompany the survey when sent out
   - Support Team will launch the survey to administrators – in collaboration with Recipient's Office
   - Finalize 2023 Tool & Methods, then convert to SurveyMonkey, if applicable
   - Disseminate to recipient with a deadline of August.
   - Review Funding Streams Report Update
   - Present draft Funding streams report and committee provides input.

9. **Administrative Issues**

10. **Announcements**

11. **Next Meeting**
    The next REC meeting will be held on Monday, May 15, 2023, at 10AM via Zoom.

12. **Adjournment**