

**Research & Evaluation Committee
MEETING SUMMARY****Monday, July 17, 2023, from 10:00 AM to 11:11 AM**Videoconference via Zoom: <https://us06web.zoom.us/j/86359953177>

Teleconference: (929) 205 6099 / Meeting ID: 863 5995 3177

PRESENT	EXCUSED	UNEXCUSED
1. Ann Bagchi, Ph.D./DNP (Chair) 2. Sharon Postel (Non-Voting) * 3. Kasny Damas 4. Debbie Mohammed 5. Corey DeStefano (Vice-Chair) 6. Natalie Muhammad		7. Warren Poole

Guests: Lynette Abduwaliyy and Michael Hager**PC Support Staff:** Carla-Ann Alexander, Roberto Benoit, and Destiny Smith**1. Welcome and Moment of Silence**

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

2. Roll Call

- Support Staff conducted a roll call, and a quorum was established.

3. Public Testimony

- There were no public testimonies.

4. Approval of the Meeting Summaries from May 24th and June 28th

The meeting summaries from May 24th and June 28th were motioned to be approved by Damas, Muhammad second. No discussions were required. Destefano abstained from the approval of the May 24th meeting summary and Muhammad and Destefano abstained from the approval of the June 28th meeting summary. All others were in favor, with no opposition. The meeting summaries passed.

5. Updates from other Committees**Continuum of Care (COC) Benoit, Support Staff gave the updates.**

- The COC last met on July 13, 2023.
- The committee reviewed and approved the Mental Health Service standard.
- The committee continued monitoring the 2022-2026 HIV Prevention Care Plan.
- The next COC meeting will be held on Thursday, August 10, 2023, at 10 AM via Zoom.

Comprehensive Planning Committee (CPC) – Support Staff gave the update.

- The Comprehensive Planning Committee last met on July 14, 2023

- The committee discussed and finalized rankings and allocation percentages for the NEMA FY'24 Service categories.
- CPC reviewed, then completed, any remaining tasks for the Priority Setting Reached Allocation report and approved it to be sent out to the Planning Council for a 30-day review.
- The next CPC meeting will be held on Friday, August 11, 2023, at 9:30 am via Zoom.

Community Involvement Activities Committee (CIA) Support Staff gave the update.

- The CIA last met on June 28, 2023.
- During that meeting, the committee worked on Priority Setting and ranked the service standards that were most important to them. The CIA committee then discussed how funds were going to be distributed after the PSRA Process.
- The Committee also hosted an HPV and Cancer Prevention Workshop hosted by cancer specialist, Chantelle James from Rutgers Health.
- The next CIA meeting will be held on Wednesday, July 26, 2023, at 5 pm via Zoom.

Nomination Committee Support Staff gave the updates.

- The committee last met on July 12, 2023.
- The committee discussed vacancies for the treasurer as well as the Secretary position for the planning council.
- The next Nomination committee meeting will be held on Wednesday, August 9, 2023, at 6 pm via Zoom.

6. Old business

- **Update on Epi Data request.**
 - There was no update on the Epi data request, still waiting on the state for the data.
- **Edit and Approve AAM Survey for Distribution.**
 - The AAM Survey was ready for distribution. Just need to have the full committee present to approve it.
 - The Support Staff, Alexander, made the following changes as requested: ***“Impact Of COVID-19”*** was changed to ***“USE OF VIDEO-CONFERENCING AND/ OR ELECTRONIC SIGNATURES ON FY 2023 PROCUREMENT AND CONTRACTING”***.
 - Bagchi requested a motion to approve and distribute the survey. All were in favor, no abstentions or opposition.
- **Review the status of the Needs assessment report.**
 - Postel reminded the committee members that the purpose of the Needs Assessment 2023 Update is to link the individuals that are not linked to HIV Medical Care within 30 days.
 - The committee received all seventy-seven responses as of the close of business on July 11th. Analyses revealed that 71% are linked to care within 30 days and 29% are not. One reason for the failure to link to care on time is the fact that some clients receive services from more than one agency.
 - The most important goal of the study is to determine which factors are under the influence of NEMA. for example, 11 of 17 clients were tested in another sector of the

- health care system (e.g., the Emergency Department, a different practice, or a TB clinic). These clients are less likely to be linked to HIV Medical Care within 30 days.
- Once the committee has the final report, it will share it for follow-up by the Early Intervention and Retention Collaborative.
 - Postel noted that the Federal Project Officer for both Ryan White and the EHE is interested in the findings.

7. New Business

- Guest Speaker: Michael Hager gave a presentation.
 - Michael Hager started a new venture in 2021, called Ready and Innovate, which is seeking to end the epidemic with community input.
 - The purpose of the “My Voice, Our Stories” project in New Jersey is to develop a source of deep qualitative data so that when one looks at health outcomes, finances, and process data, those making decisions will have a much better sense of what is happening inside communities to process the necessary change.
 - To generate deep qualitative data Michael Hagen works with groups like the HPG to identify affected groups and determine the questions or challenges that they face.
 - Agencies and collaborators have developed a codebook. A team of people, who represent many different community characteristics listen and watch the stories, then count how many times they hear themes of racism, misogyny, homophobia, and transphobia.
 - In Newark there is a prolific civil society engagement designed to end the epidemic.
 - In 2022, Hager received commitments from the art community to support and promote the “My Voice, Our Stories” project. The Newark Public Library offered to collect all the written and spoken stories generated once a critical mass of responses has been achieved. They will then bind them in a book and publish it and send it around the Urban League libraries of the United States, making the project’s storytellers published authors.
- **Review the progress on the Resource Inventory.**
 - Benoit, Support Staff gave the updates.
 - The Support Staff has all the Service Directory for the entire EMA but would like a little bit more guidance on what the committee thinks the Resource Inventory should include.
 - The Service Directory lists all the agencies and diverse types of services that they provide within the EMA.
 - Bagchi recommended that the Support Staff should send an email out to all the agencies and ask them for information on the Referral sources and Services that they use. Bagchi suggested that the type of Resources and Services agencies are getting outside of Ryan White would be particularly helpful.
 - The committee identified two different needs. One is to figure out where people are getting tested so the providers can link them to care. The other is to determine what other HIV-related resources exist within the community and outside the Ryan White system.
 - The funding stream analysis is nearly completed, but more information is needed regarding the hours of operation, etc.

- For the next meeting Benoit will have a draft of the Resource Inventory so the committee can go more into depth about it.

8. Administrative Issues

- The Support Staff is currently working on getting people renewed for their PC memberships.
- People who need to renew their membership will be required to attend an Oath Ceremony. The committee does not have a date yet but is currently working with the city of Newark to schedule a time so that people can be sworn in again.

9. Announcements

- Bagchi announced that this Friday, July 21, 2023, The New Jersey Routine HIV Testing Summit will be at the Heldrich Hotel Conference & Center at 10 Livingston Avenue, New Brunswick, 08901 from 9 am to 4 pm. Registration begins at 8 am. Bagchi sent the announcement through email to the Support Staff so they can send it to the committee electronically. A follow-up email revealed that the event was already full and that anyone wishing to attend would be put on a waiting list.

10. Next Meeting

- The next REC meeting will be held on Monday, August 21, 2023, at 10 AM via Zoom.

11. Adjournment

- Damas made a motion to adjourn the meeting and Mohammed seconded. The meeting adjourned at 11:11 AM.