

**Research & Evaluation Committee
MEETING SUMMARY**

Monday, June 26, 2023, from 10:00 AM to 11:04 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, PhD/DNP (Chair) 2. Sharon Postel (Non-Voting) * 3. Kasny Damas 4. Debbie Mohammed	5. Corey DeStefano (Vice-Chair)	6. Warren Poole 7. Natalie Muhammad

Guests: Lynette Abduwaliyy
PC Support Staff: Carla-Ann Alexander and Destiny Smith

- 1. Welcome and Moment of Silence**
 - Dr. Bagchi called this meeting to order at 10:00AM. 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 roll call. Quorum was not established.
- 3. Public Testimony**
 - There were no public testimonies.
- 4. Approval of the Meeting Summaries from May 24th**
 - The meeting summary From May 24, 2023, was tabled until next month’s meeting due to not meeting quorum.
- 5. Updates from other Committees**
 - Continuum of Care (COC) Alexander, Support Staff gave the updates.**
 - The COC last met on June 8, 2023.
 - During this meeting, the committee reviewed and approved the outpatient ambulatory Health service standard. They also reviewed and approved the Non-Medical Case management standard.
 - Aliya Roman and Ashley Ramble gave presentations on part A MAI and the EHE, respectively.
 - The committee also continued monitoring of the 2022-2026 IHAP plan.
 - The next COC meeting will be held on Thursday, July 13, 2023, at 10AM via Zoom.
 - Comprehensive Planning Committee (CPC) – Alexander gave the update.**
 - The Comprehensive Planning Committee last met on June 9, 2023

- During this meeting, the recipient's office gave a presentation on FY 2023 Ryan White service utilization spending data and gave an update on MAI spending.
- The next CPC meeting will be held on Friday, July 14, 2023, at 9:30am via Zoom.

Community Involvement Activities Committee (CIA) Alexander gave the update.

- The CIA last met on May 24, 2023.
- During that meeting, the committee held a discussion about the Co-chair position.
- Aliya Roman joined the meeting and introduced the Priority Setting and Resource Allocation (PSRA) process.
- Lastly, Rutgers Cancer Institute hosted an Eating Healthy for Cancer Prevention workshop.
- The next CIA meeting will be held on Wednesday, June 28, 2023 at 5pm via Zoom.

Nomination Committee Alexander gave the updates.

- The committee last met on June 14, 2023.
- The committee reviewed the Secretary and Treasurer Position Service Requirements, found within the Bylaws.
- The committee discussed potential candidates for the treasurer position.
- The committee also discussed the role of a Nominations Committee on planning councils, including the committee's responsibility for filling certain positions.
- The committee also discussed drafting their own OPPs.
- The next Nomination committee meeting will be on Wednesday, July 12, 2023, at 6pm via zoom.

6. Old Business

No old business

7. New Business

● **Funding Streams Report Update**

- Support Staff provided an update on the progress of the report. Support staff is still awaiting Information from the NJDOH.

● **REC to review Interim written Needs Assessment report.**

- Postel gave a brief overview of the interim needs assessment report.
 - Data is still being collected.
 - Data for 40 out of 77 client ID's have been processed.
 - Support Staff will coordinate with the Recipient's office to request agencies to send additional data.
 - Postel has prepared SPSS Files to tabulate data and compare Ryan White demographics from these agencies. Preliminary analysis was conducted this morning.
 - The first question: "Was the client diagnosed in your agency or someplace else":
 - Out of the 40 total clients—6 clients were tested within the agency; 34 were tested elsewhere:

- 9 were tested within a hospital within the EMA; 5 were tested within the EMA, but non-RW Provider; 1 tested by Home Test Kit; 10 were tested within agency's healthcare system (e.g., ER, Adult Medicine, TB Clinic, etc.); 0 tested outside of the EMA in New Jersey; 3 were tested outside EMA in NYC; 3 were tested in another state; 1 was tested in another country, Chile; 2 were unknown.
- According to the data there are about 25% of issues within linkage to care that are outside our control/jurisdictions. but of the results received, Postel noted that "we should be able to make improvements for 50-75% of the clients".
 - According to Postel, responses have been good so far, but there are a few issues including: issues regarding the date of diagnosis/testing (Agencies inputting the wrong date); agencies needing to be clear on what linkage to care is (the time between HIV diagnosis and first Medical Visit); and delayed responses from agencies.
 - Once more data arrives the committee can continue discussing solutions and strategies to address the needs.
- **Update on Epi Data Request**
 - Postel informed the committee that the request was made to NJDOH for epidemiological data and is currently awaiting a response.
 - Expected to hear back by the end of June or early July.
- **Review Assessment of Administrative Mechanism survey**
 - The committee reviewed and discussed updates to last year's Administrative Mechanism Survey, no changes were made.

8. Administrative Issues

- There were no issues reported.

9. Announcements

- Support staff reported that he CIA is hosting an HPV Cancer Prevention workshop on June 28, 2023, at 5pm via Zoom. All are welcome to attend.

10. Next Meeting

- The next REC meeting will be held on Monday, July 17, 2023, at 10AM via Zoom.

11. Adjournment

- The meeting was adjourned at 11:04AM.