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## Continuum of Care Committee

### MEETING SUMMARY

Thursday, August 11, 2011 at 9:30 AM

#### I. Welcome

Patricia Moore, Chair, called the meeting to order and welcomed all present.

#### II. Moment of Silence

A moment of silence was observed for those living with HIV/AIDS and those who have passed.

#### III. Roll Call

Mario Portilla took the attendance. Quorum was established.

#### IV. Public Testimony and Announcements

- The September meeting of the CHAMP sub-committee has been cancelled. The next meeting will be Thursday October 6, 2011 at the CHAMP office from 10:00 AM to 1:00 PM.
- Catholic Charities hosting a “lunch and learn” about HIV medications on August 24<sup>th</sup> at 12:00. Bristol-Myers Squibb medications will be discussed. Call Kelley Rooney if you would like to attend.
- UNDNJ has started a smoking cessation program.
- ADDP income level has been increased to 500% of FPL.
- ADDP expenditures for NEMA through December 2010 are \$38,912,241 up \$6,011,067 (15.45%) from 2009. ADDP statistics show that the average client is male, 40-49 years of age and Afro-American.

#### V. Approval of Meeting Summary from July 14, 2011 Meeting

The summary was approved as circulated.

#### VI. Committee Reports

- Comprehensive Planning Committee – The committee met on July 29, 2011 at 9:30. Ketlen Alsbrook (Grantee) discussed suggestions for 2012 allocations for Case Management and Medical Case Management. The committee discussed HRSA definitions and finalized the category definitions for 2012-13. The next meeting will be Friday, August 12, 2011 at 9:30.
- Research and Evaluation Committee – The committee met on July 18, 2011. The committee discussed the status of the Needs Assessment and the results of the youth survey. The next meeting will be Monday August 15, 2011 at 10:00 am.
- Community Service Advisory Committee – The committee met on Thursday, July 14, 2011. The committee is in the process of completing their self assessment. They also discussed the future plans of this committee as there has been low attendance.

*“To plan for the development, implementation and continual improvement of the health care and treatment services for People Living With and Affected by HIV & AIDS who reside in the five New Jersey Counties of Essex, Morris, Sussex, Union and Warren.”*

They also began discussion of the 2012 “Day of Learning”. The next meeting will be following this meeting, August 11, 2011 at 2:00 pm.

## **VII. Old Business**

- 2011- 012 Committee Calendar/Work Plan #7  
The committee was asked to make adjustments and determine if additional topics/discussions should be added. The calendar will be reviewed at each meeting and used to complete the Self Assessment tool for next year.
- Self Assessment Tool  
The committee approved the final draft of the Self Assessment tool. The results of the member section were reviewed. A copy will be forwarded to the Research and Evaluation Committee. The recruitment process and demographic representation of the committee was discussed. It was suggested that a letter be sent to all funded agencies requesting their participation in any or all of the Planning Council committees.
- 2011-2012 Needs Assessment  
Retention in Care & Lost to follow-up” – Transient lifestyles, homelessness and substance abuse have a major impact on keeping clients in care. It was found that in most case, those clients who never returned had died or that their medical conditions had worsened. It is recommended that outreach, record keeping and tracking could be improved and that Retention in care be a priority for the Comprehensive Plan.
- Prisoner Release Programs  
Anmarie Daly of Town Total Pharmacy Program described their discharge Planning Program.
- Mental Health Standards  
The committee was asked to comment on the Draft # 3. It was suggested that a statement regarding a Quality Improvement/monitoring Program be added to section IV and that documentation of initial assessment be added to section VIII.
- Substance Abuse Treatment Standards  
The committee asked that the same additions as with Mental Health also be added to the Substance Abuse Standards. (Draft # 2)

The committee was asked to make final comments by August 17<sup>th</sup>. If there are no additional changes the standards will be submitted to the Planning Council for review and approval.

## **VIII. New Business**

- 2010 Utilization and Spending Report  
Ketlen Alsbrook reviewed the Utilization and Spending Report. She emphasized the need for balance between Medical Case Management and Case Management (non medical). She stated that due to the shift to Medicaid managed care, there will probably be a decrease in the number of clients receiving their medical care through Ryan White funding but there will be a continuing need for both Case Managements.
- Case Management Standards  
The standards will be reviewed and amended to reflect the activities of Case Management (non medical) as contrasted with Medical Case Management. Brenda Christine will be asked to review the curriculum being used by AETC. This was distributed a couple of months ago. Please review or request another copy.
- Demographics of PLWHA as of December 31, 2010  
See attached sheet

**IX Date of next meeting**

- September 8, 2011 @ 9:30am at the NEMA Office

**X. Adjournment**

- Meeting was adjourned at 11:20 pm

**Attachments:**

Demographics as of 12/31/10

Draft # 8 Calendar/Work Plan

Draft # 2 Case Management (Non-Medical) Standards

Draft # 2 Medical Case Management Standards