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## COMPREHENSIVE PLANNING COMMITTEE

# MEETING SUMMARY

FRIDAY, APRIL 8, 2011 AT 9:30 A.M.

### 1. Welcome/Introductions and Moment of Silence

Joann McEniry, Interim Chair, welcomed all members and visitors in attendance. McEniry asked members and visitors in attendance to do brief introductions. A moment of silence was observed for people living with HIV & AIDS and those who have passed on.

### 2. Roll Call

The roll was called and quorum was established.

### 3. Public Testimony/Announcements

NJ AIDS Walk is Sunday May 1, 2011. Flyers were distributed to those in attendance.

### 4. Approval of the Meeting Summary from March 11, 2011

Wheeler, Jr. motioned to approve the minutes from February 11, 2011, Clark seconded. The motion was unanimously approved without further discussion.

### 5. Updates on other Committees

- **Continuum of Care** (Report by Pat Moore)

Moore reported that the committee has not met since the last CPC meeting on March 11, 2011 and therefore has no report. The next meeting will be on Thursday April 14, 2011 at 9:30am.

- **Community Service Advisory** (Report by Dwight Peavy)

Peavy reported that the committee has not met since the last CPC meeting on March 11, 2011 and therefore has no report. The next meeting will be on Thursday April 14, 2011 at 2:00pm.

- **Research and Evaluation** (Report by Dwight Peavy)

No report. The next meeting will be on April 18, 2011 at 10:00am.

### 6. Grantee Report

Alsbrook reported that the Grantee received a partial award of 37% of the formula/MAI award for FY2011 and is hoping to receive the balance of award from HRSA in early May, pending the approval of the congressional budget. Alsbrook reported that the National Program Monitoring Standards have been received by HRSA and are being integrated and implemented into the Program Monitoring Manual for the Newark EMA.

### 7. Discuss progress on the 2011 Needs Assessment

Committee members discussed the three topic areas (which were noted in the summary from March meeting) and the proposed plan to collect the information.

**8. 2009-2011 Comprehensive Health Plan (CHP) – Begin discussion and review of Part 3 to identify the implications and suggest revisions for the 2012-2014 CHP.**

McEniry divided the attendees into four (4) groups;

- Group 1 reviewed goals 1 and 2
- Group 2 reviewed goal 3
- Group 3 reviewed goal 4
- Group 4 reviewed goal 5

McEniry instructed groups to determine the following:

1. What is the goal?
2. How is the goal to be carried out?
3. What is missing and should be added, or doesn't apply and should be removed?

The following was reported back from the groups:

**Group 1 – Goal 1 and 2**

Group 1 reported that Goal 1 is to gather the information about the HIV/AIDS epidemic and needs of PLWHA in the Newark EMA. It is divided up into different areas; the annual Epi-profile with a highlight on the newly diagnosed, the identification of the impact of epidemiological changes on the continuum of care, and the Needs Assessment and Statewide Coordinated Statement of Need (SCSN). The committee asked Peavy if the NJHPG is still producing a SCSN document with the new structure. Peavy will inquire at the next NJHPG meeting and let the committee know.

Goal 2 is to support and strengthen the HIV care continuum of Part A and non-Part A resources. This is looking beyond what is done in Part A to see what non part-A resources are utilized. Components of this process are the Funding Stream Analysis, Priority Setting and Resource Allocation, and EIIHA. The group suggested decreasing emphasis on Oral Health for this CHP as it was focused on the last time. Jacobus suggested looking at the concept of the Medical Home model. The following are links that were used in the discussion around the Medical Home model.

<http://www.nmac.org/index/news-app/story.571/title.hiv-aids-medical-homes-is-this-our-future->

<http://www.hrsa.gov/about/news/pressreleases/110318medicalhome.html>

<https://grants.hrsa.gov/webExternal/FundingOppDetails.asp?FundingCycleId=2719D73B-503C-41EE-88EF-60BD87B55A8A&ViewMode=EU&GoBack=&PrintMode=&OnlineAvailabilityFlag=&pageNumber=&version=&NC=&Popup>

**Group 2 – Goal 3**

Group 2 reported that Goal 3 is to improve the Quality of Services for Persons in Care. The areas of focus are Quality Management, Standards of Care, Best Practices, Case Management/Medical Case Management training including the Standards of Care, Cultural Sensitivity, and Planning Council trainings. The group suggested creating a tool that identifies best general practices across the program and a cultural competency survey with clients.

**Group 3 – Goal 4**

Goal 4 is to assess and reduce unmet need. This involved completing the Needs Assessment and reviewing the Service Utilization reports. The group recommends enhanced outreach and follow-up.

#### **Group 4 – Goal 5**

The group reported that Goal 5 is to measure and improve Part A outcomes using CHAMP and other tools. The group discussed a better way to use CHAMP to view lost to follow-up/services clients. Ideas were discussed including creating a flat alert when a lost client returns. Members suggested improving the view of HIV Treatment and CD4 levels along with other indicators/issues and look at correlations within the CHAMP System for indicators. Members suggested Quarterly data from the NEMA with a broader report from CHAMP.

#### **9. Begin discussion on the FY'2012 Priority Setting and Ranking Process**

McEniry advised everyone to begin reviewing the documents regarding Priority Setting and that the committee will be held more accountable to statistically justify the rankings for FY'2012. McEniry advised the committee that the "busy season" is about to begin in preparation for FY'2012.

#### **10. Set dates for 2<sup>nd</sup> monthly meetings**

McEniry asked committee members to look at their calendars to determine if the following dates are acceptable for dual meetings, June 24, July 29, and September 23<sup>rd</sup>. Committee members had no conflicts and selected these dates to add to their regular meeting schedule.

#### **11. Old Business**

None

#### **12. New Business**

None

#### **13. Date for the next meeting: Friday, May 13, 2011 at 9:30 a.m.**

#### **14. Meeting adjourned @ 11:43am.**