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## RESEARCH & EVALUATION COMMITTEE

### MEETING SUMMARY

MONDAY, FEBRUARY 28, 2011 AT 10:00 A.M.

- I. **Welcome and Moment of Silence**  
Pat Moore, Vice Chair Emeritus, welcomed those in attendance. A Moment of Silence was observed for those living with HIV/AIDS, and for those who have passed on.
- II. **Roll Call**  
The Roll was called, and Quorum was established.
- III. **Public Testimony/Announcements**  
None
- IV. **Approval of Meeting Summary of January 24, 2011**  
It was noted that the date of the next meeting should be February 28, 2011, rather than March 21, 2011. A motion was then made to approve the amended summary by Haim and seconded by Suttles. The summary was then unanimously approved without further discussion.
- V. **Updates from other Committees**

#### Continuum of Care Committee

COC met on February 10, 2011. The Committee approved its Operating Policies and Procedures and reviewed the second draft of the 2011/2012 Work Plan.

A list of pharmacies and other outlets where medications can be obtained for free or for a small co-pay has been compiled. The list of email addresses will be sent to all case managers. A list of the specific medications will be available upon request, from the Planning Council.

The Committee discussed Part 1 of the 2009/2011 Comprehensive Plan to better understand what will be needed to develop the 2012/2014 Plan.

COC initiated a new aspect to its meetings: at each meeting functions of the Planning Council will be discussed for 5-10 minutes. At its February 10, 2011 meeting, the make-up and responsibilities of the Planning Council was outlined by Dwight Peavy.

#### Comprehensive Planning Committee

No Report

## Community Service Advisory Committee

No Report

### VI. Old/New Business

#### Continue Discussing the 2011 Needs Assessment

It was stated that even the amount of work that would be required of agencies by the current draft of the Needs Assessment would be more than any one provider agency could accomplish, the work would actually be divided among all Ryan White provider agencies, thus making the task far more manageable. Postel cited that CHAMP would be of assistance, since it would supply a lot of important information, as well as filtering out patients no longer in care, by suspending those absent for an extended period. These would then be further investigated to learn the reason for their absence, e.g. death, incarceration, change of location, etc. Also discussed was whether those who were receiving support services under Ryan White were also enrolled in medical care, as required.

- Presentation of Final Draft of the Committee's Chosen Topics:
  - Postel presented the final form of the Committee's three chosen topics for the 2011 Needs Assessment as follows:
    - #1 – The number of people who dropped out of Ryan White care, who they are; have they re-entered the system; are they getting support services from Ryan White and medical care elsewhere?
    - #2 – Regarding Youth (13 – \*30) study how long a period elapses between diagnosis and entry into care; is there an increase in the infection rate among members of the minority African American MSM and Transgender community in NEMA?
    - #3 – What levels of Mental Health Therapy are provided by Ryan White Part A/F according to the revised service subtypes implemented in FY 2010 based on CHAMP service utilization data; what is the level of referrals outside Ryan White; is there a waiting list for care?
- \*This is a change from the original draft, which showed ages 13 to 24.

A motion was made to accept the topics as shown above was made by Black, and seconded by Moore. The topics were then unanimously approved without further discussion.

It was stated that it was important to gather information from agencies that serve the African American, Latino and African American MSM and Transgender Communities.

#### Continue to Discuss the 2010 Matrix

A presentation on the annual per patient cost of medical was made by Postel. It was stated that the Table 2 figure in the presentation, which did not include the costs of labs and medication, would be higher by about \$8,000 if it did include them, according to data compiled by CPC.

#### Review Committee's Calendar/Timeline

To be addressed at March 21, 2011 meeting

**Discuss Self-Assessment Tool for 2011**

The Committee discussed the Self Assessment Tool, addressing the issue of having a recruitment process in its OPPs, as addressed by Question 5 of the Tool. It was stated that while the question applies to the Planning Council, but not necessarily to committees, it should be left in the Tool.

**VII. Date of Next Meeting: Monday March21, 2011, at 10:00AM**

**VIII. Adjournment**