



315 NORTH 6TH STREET, 2ND FLOOR; P.O. Box 7007

NEWARK, NJ 07107

PHONE: 973-485-5220

FAX: 973-485-5085

E-MAIL: NEWARKEMA@NEWARKEMA.ORG

VISIT US AT WWW.NEWARKEMA.ORG

JOIN US ON FACEBOOK AT WWW.FACEBOOK.COM/NEWARKEMA

RESEARCH & EVALUATION COMMITTEE

MEETING SUMMARY

MONDAY, MARCH 21, 2011 AT 10:00 A.M.

- I. **Welcome and Moment of Silence**
Deloris Dockrey, Chair, 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 February 28, 2011**
A motion was then made to approve the summary by Moore and seconded by Postel. The summary was then unanimously approved without discussion...
- V. **Updates from other Committees**

Continuum of Care Committee

COC met on March 10, 2011. Postel reviewed the Epi Data. The Committee discussed possible areas to be emphasized in the Comprehensive Health Plan. The Directory of Services is being verified and amended, and will be ready for inclusion in the Comprehensive Plan. A list of free/reduced co-pay medications has been compiled and will be sent to case managers. COC has reviewed its work plan and will make it available for review by other committees. The CHAMP Sub-Committee has been reactivated and meets at Futurebridge from 10:00am to 1:00pm on March 24, and then every first Thursday of the month thereafter.

Comprehensive Planning Committee

CPC met on March 13, 2011, and reviewed a presentation on the Epi Profile by Sharon Postel. The Committee discussed progress on the 2011 Needs Assessment and the three areas being focused on. A member orientation followed the meeting. CPC has welcomed two new members to its roster. The Continuum of Care committee will next meet on April 8, 2011.

Community Service Advisory Committee

CSAC met on March 10, 2011, and welcomed two new members to its roster. The Committee discussed consumers and the community, as well as the need for recruitment efforts to focus on bringing Committee membership to a higher level. CSAC will next meet on April 14, 2011.

VI. Old/New Business

Continue Discussing the 2011 Needs Assessment

Sharon Postel made a presentation on the 2011 Needs Assessment which included a review of the Epi Profile. It was stated that clients who test positive for HIV infection, e.g. via the Rapid Test, are only reported to CDC upon confirmation by use of the Western Blot test. The question of whether this delay might be a contributing factor to clients being lost to care was discussed. Also discussed was the importance of getting data on the sexual partners of those testing positive for HIV. In addition to the Epi Profile, the presentation covered the three areas of focus for the Needs Assessment: clients Lost to Follow Up, Youth, and Mental Health. A lively discussion of the issues followed each section of the presentation. Discussion included the importance of verification of information before it is entered into CHAMP, and what to do regarding the 1,432 clients who have dropped out of the Ryan White system during the period 2008 to 2010. Regarding the accuracy of CHAMP entry, the importance of correct terminology was discussed, for example, a Mental Health *screening* is done to determine a person's need for a Mental Health *evaluation*, which is done by a licensed medical professional. Also the example of listing the sending of a letter to client who has been missing for a period of time as a unit of service was discussed. It was stated that this makes it appear that the client has returned to care, when in fact, they are still missing. Regarding clients previously lost to care, the question of procedures followed by provider agencies when such a client returns to care was discussed: is this client treated as new, with no regard for previous history, or are they reactivated; is any attempt made to determine why they were out of care, or why they returned to care?

Action Step: Postel to take random samples from the 274 consumers who were active in 2008, but dropped out of care in 2009 and returned in 2010, as well as the 1432 who never returned to care after dropping out in 2009 and do file audits on the samples. Focus is to be primarily on Medical care and investigate why individuals dropped out care, why they returned and whether they were receiving care from another source during their absence from the Ryan White system.

Action Step: Postel to study what the diagnosis of a previously HIV positive client is when they actually do enroll in medical care i.e. still just HIV positive, or AIDS)

Committee members were requested to email Deloris, Dwight or Sharon with any questions not covered in the presentation, or suggestions they may have.

Postel is to indicate any assistance she may need from REC members at the April 18, 2011 meeting.

Continue to Discuss the 2010 Matrix

To be covered at the April 18, 2011 meeting.

Review Committee's Calendar/Timeline

It was stated that the Committee's Calendar would be updated following each meeting to indicate those goals that have been accomplished.

Discuss Self-Assessment Tool for 2011

To be covered at the April 18, 2011 meeting.

VII. Date of Next Meeting: Monday April 18, 2011, at 10:00AM

VIII. Adjournment