



Meeting of the
NEEDS ASSESSMENT COMMITTEE
Lee Hildebrand, DSW, and H. Daniel Castellanos, DrPH

January 9, 2014
Partnership for the Homeless
305 7th Avenue on the 13th Floor
9:30 am – 11:30 am

Members Present: Angela Aidala, PhD, Randall Bruce, H. Daniel Castellanos, DrPH, Carrie Davis, Lee Hildebrand, DSW, Sabina Hirshfield, PhD, Natalie Humphrey, PhD, Jennifer Irwin, Rosemary Lopez, Anne Lyster, Frank Machlica, Antonio Munoz, Jan Carl Park, Glen Phillip, Marcy Thompson

Members Absent: Maria Caban, PhD, Guillermo Garcia-Goldwyn

NYC DOHMH Staff Present: Amber Casey, Stephanie Chamberlin, Kate Penrose, Nina Rothschild, DrPH, Jacqueline Rurangirwa

Public Health Solutions Staff Present: Derek Coursen, Lauren Feldman Hay

Others Present: James Livigni, Mallory Lowenstein

Material Distributed:

- Agenda
- Minutes from the NA Meeting on December 12, 2013
- Needs Assessment Calendar
- Questions for Guided Review Process
- Planning Council Calendar for January 2014

Welcome/Introductions/Moment of Silence/Review of the Minutes: The Committee Co-Chairs, Drs. Daniel Castellanos and Lee Hildebrand, welcomed meeting participants. Attendees introduced themselves and observed a moment of silence. The minutes from the December meeting were accepted for posting on the Planning Council website at nyhiv.org.

Public Comment: James Livigni questioned the reference to the importance of personal experience in the December minutes. Dr. Castellanos explained what he had meant when he used the phrase to describe what Committee members bring to the discussion.

Discussion Sections: Guided Review: Dr. Lee Hildebrand explained that Committee members will break out into four groups, one focusing on epidemiology, one on service utilization, one on quality of care, and one on funding and policy. Each group will have a facilitator and a note-taker and should develop five major bullet points. The entire NA Committee will reconvene for 15-20 minutes after deliberations by individual groups.

Assessment of Process and Fine-Tuning: NA Committee members reconvened to discuss the process and noted a few highlights of the conversations, such as a recognition of the impact of a peer navigation system in facilitating PLWHAs' entry into and retention in care and a recognition of the gaps in information about the needs of HIV+ prison releasees. Generally, the discussions worked well. Research and Evaluation Unit staff noted that at the next NA meeting on January 21, Committee members will receive a draft of each of the four sections incorporating the deliberations of the work groups.

Adjournment: The meeting was adjourned.