



Meeting of the
NEEDS ASSESSMENT COMMITTEE
Daniel Castellanos, DrPH, Chair

October 9, 2014
Partnership for the Homeless
305 7th Avenue on the 14th Floor

Members Present: Randall Bruce, Daniel Castellanos, DrPH, Carrie Davis, Timothy Frasca, Guillermo Garcia-Goldwyn, Graham Harriman, Frank Machlica, Jan Carl Park, Jon Reade (for Marcy Thompson), Robert Steptoe (for Rosemary Lopez)

Members Absent: Angela Aidala, PhD, Maria Caban, PhD, Sabina Hirshfield, PhD, Jennifer Irwin, Anne Lyster, Antonio Munoz, Glen Phillip

NYC DOHMH Staff Present: Kate Penrose, Nina Rothschild, DrPH, Wilbur Yen

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

Material Distributed:

- Agenda
- Minutes from the June 12, 2014 Meeting of the Needs Assessment Committee
- Needs Assessment Committee List of Responsibilities, Members, and Member Affiliations
- Contact Information for Needs Assessment Committee Members
- Presentation: Overview of Service Categories Under the RWCA – Definitions, Integration, and Evaluation
- Ryan White Service Category Information in the NY EMA

Welcome/Introductions/Moment of Silence/Review of the Meeting Packet/Review of the Minutes: Dr. Daniel Castellanos, Committee Chair, welcomed meeting participants. Attendees introduced themselves. Guillermo Garcia-Goldwyn led the moment of silence. Nina Rothschild reviewed the contents of the meeting packet. The minutes from the most

recent Needs Assessment Committee (NAC) meeting in June were accepted for posting on the Planning Council website at nyhiv.org.

Selecting a Recurring Meeting Date: Committee members agreed to hold the next meeting on Thursday, November 13th from 9:30-11:30. By that date, new committee members should be appointed from the pool of applicants to the Planning Council. After that meeting, Planning Council staff will do a meeting wizard to determine committee members' preferences for a recurring date/time.

Needs Assessment Committee Action Plan for 2014-2015: The agenda for October, November, and December is the following:

- October: Overview of service categories under the RWCA: definitions, integration, and evaluation
- November: Overview of service data collection and feedback mechanisms for CBOs and the HIV Planning Council
- December: Status of current evaluation and research projects and future directions

Examining service data collection and feedback in November will enable us to better understand how data is utilized by funders, organizations, and the grantee. At the end of the three months, the Committee will develop action steps to achieve the recommendations articulated in the formal needs assessment completed during the 2013-2014 community planning cycle.

Overview of Service Categories: Wilbur Yen, Community Planner in the Care and Treatment Program, provided an overview of Ryan White service categories. A copy of his presentation is posted on the Planning Council website at nyhiv.org.

Jan Carl Park proposed that Planning Council staff provide committee members with an update on the activities of other committees at each meeting. This will enable Needs Assessment Committee members to see cross-pollination at work -- how the information they provide to other Planning Council committees feeds into the Priority Setting and Resource Allocation Committee's ranking of service categories and into the Integration of Care Committee's development of service directives.

Committee members made several points about barriers to remaining in HIV care:

- Housing, food insecurity, substance use, mental health, and employment all impact on retention in/dropping out of care.

- Among a focus group of transgender women, powerful structural socioeconomic concerns are more important than HIV.
- Is there a way to identify the specific characteristic of a service enabling a patient to achieve and maintain viral load suppression? Are there particular elements of housing, for example, that have more of an impact?
- Examining the reasons for not seeking HIV care vs. not seeking care for other illnesses (e.g., diabetes, hypertension) might be helpful.

Next Steps:

- Jan Park noted the importance of understanding more about how information gathered for a variety of systems (s-Share, HRSA, CDC) gets back to consumers. DOHMH should not be just a big data warehouse.
- Daniel Castellanos emphasized the importance of better understanding the needs of the population in order to advocate for services.

Public Comment: No members of the public commented.

Adjournment: The meeting was adjourned.

Items for Follow Up:

- Planning Council staff will send out to all NAC members the invitation to the Part A Quality Management meeting on Tuesday, October 14th.
- Ongoing: provide update on activities of other committees at each meeting
- After the December NAC meeting: develop an action plan to achieve the recommendations of the formal needs assessment completed in 2013-2014