



Meeting Minutes  
**NEEDS ASSESSMENT COMMITTEE**  
Lee Hildebrand, DSW, Chair

February 29, 2012  
Federation of Protestant Welfare Agencies  
281 Park Avenue South, Conference Room A  
3:00 pm – 5:00 pm

**Members Present:** Randall Bruce, Maria Caban (alt. for Angela Aidala, PhD), Sabina Hirshfield, PhD, Natalie Humphrey, PhD, Jennifer Irwin, Lee Hildebrand, DSW, Tamella McCowen, Ariel Negron, Jan Carl Park, Glen Phillip, Robert Steptoe, Marcy Thompson

**Members Absent:** Martin Bruner, Terri Faulkner, Guillermo Garcia-Goldwyn, Graham Harriman, Rebecca Kim, Julie Lehane, PhD, Frank Machlica, Don McVinney, Freddy Molano, MD, Ricardo Vanegas-Plata, DDS

**NYC DOHMH Staff Present:** Stephanie Chamberlin, Mary Irvine, DrPH, Rafael Molina, Nina Rothschild, DrPH

**Public Health Solutions Staff Present:** Derek Coursen, Wilson, Joseph

**Others Present:** Billy Fields, Muying Hunt

**Material Distributed:**

- Agenda
- Minutes from the January 6, 2012 Meeting of the NA Committee
- Draft of the Comprehensive Plan for HIV/AIDS Services in the New York EMA 2012-2015
- Attachments to the Comp Plan
- HRSA Guidance for the Comp Plan
- PowerPoint Presentation on the Comp Plans
- Planning Council Calendar for March 2012

**Welcome/Introductions/Moment of Silence/Review of the Meeting Packet/Review of the Minutes:** Committee Chair Lee Hildebrand welcomed

meeting participants. Committee members introduced themselves. Randall Bruce led the moment of silence. Nina Rothschild reviewed the contents of the meeting packet. The minutes from the Needs Assessment Committee meeting on January 6<sup>th</sup> were approved for posting on the Planning Council website at nyhiv.org.

**Presentation on the Draft Comprehensive Plan for HIV/AIDS Services in the New York Eligible Metropolitan Area 2012-2015:** Nina Rothschild delivered a presentation on the Comprehensive Plan. A copy of the presentation is available on the Planning Council website. Meeting participants made several comments:

- Dr. Hildebrand inquired whether any data for the comp plan would be available from the Positive Life Workshop. Dr. Mary Irvine responded that Positive Life Workshop staff are back-data entering, just received IRB approval, and are working on expanding the reach of the workshop. Jennifer Irwin noted that staff members are going out of their way to make the program as accessible as possible for potential participants. DOHMH staff agreed to invite staff from the Positive Life Workshop to make a presentation at a future NA Committee meeting.
- Dr. Hildebrand raised the topic of the Statewide Coordinated Statement of Need (referred to in the comp plan), asking whether the document is out of date. Dr. Irvine responded that the New York State Department of Health AIDS Institute is working on a new Statewide Coordinated Statement of Need.
- Dr. Humphrey called attention to the Goals and Objectives in Chapter II, noting that some of the objectives are phrased somewhat passively. Regarding Objectives 5b, Nina Rothschild noted that it was added at the behest of the full Planning Council. The objective reads as follows: “To create a working group comprised of City, State, provider and consumer representatives to take a leadership role in adapting to Medicaid redesign and health care reform and to report back to the full Planning Council.” Jan Park explained that we work together with the New York State Department of Health AIDS Institute, but we don’t have oversight over other City agencies and, therefore, do not necessarily know if they are dealing with HIV/AIDS-related issues. The work that we do collaboratively with other partners has to be done transparently. Meetings on adapting to Medicaid redesign and health care reform will be conducted on an ongoing basis.
- In response to a question, Jan Carl Park explained the HRSA requirement that the EMA allocate at least 75% of its funding to core medical services and 25% of its funding to non-core support services.
- Dr. Hirshfield raised the topic of home testing for HIV. This topic is not discussed in the comp plan. Mr. Park responded by noting that the availability of home-based testing will impact on how we deliver

services and programs. We may be able to reach a subset of people who do not want to be tested in a medical or social service setting.

- In response to a question from Dr. Hirshfield, Nina Rothschild noted that the comp plan contains active references to peers: peers are employed in the EMA's strategy for delivery of treatment and care services both through the Positive Life Network and through the social network strategy for testing.
- Dr. Hildebrand inquired about how health homes are affecting the HIV population in New York State. Jan Park encouraged her to raise that question with Ira Feldman of the NYSDOH, who is dealing with the implementation of health homes and will speak on the topic to the full Planning Council in April.

**Committee Approach to Assessing the Comp Plan:** Jan Carl Park broached the topic of how the NA Committee members would prefer to review the comp plan, offering them the opportunity to divide into four groups, with each group responsible for taking a chapter and teaching the other three groups about that chapter. Committee members, however, expressed a strong preference for being responsible for reading the entire document. Dr. Humphrey asked whether there are questions which can serve as a guide to readers. Both Dr. Hildebrand and Nina Rothschild responded that the guidance from HRSA, included in the meeting packet, outlines precisely the questions which Committee members should bear in mind during their review. Dr. Hildebrand encouraged Committee members to read the document cover-to-cover, along with the guidance, and to come to the March meeting with questions and comments.

**Adjournment:** The meeting was adjourned.