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3 Meeting of the
4 **NEEDS ASSESSMENT COMMITTEE**
5 Lee Hildebrand, DSW and H. Daniel Castellanos, DrPH
6

7 May 8, 2014
8 Partnership for the Homeless
9 305 7th Avenue on the 13th Floor
10 9:30 am – 11:30 am
11

12 **Members Present:** Randall Bruce, Maria Caban, PhD, Amber Casey (alt. for
13 Graham Harriman), H. Daniel Castellanos, DrPH, Carrie Davis, Lee
14 Hildebrand, DSW, Sabina Hirshfield, PhD, Rosemary Lopez, Antonio Munoz,
15 Jan Carl Park, Glen Phillip
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17 **Members Absent:** Angela Aidala, PhD, Guillermo Garcia-Goldwyn, Jennifer
18 Irwin, Julie Lehane, PhD, Anne Lyster, Frank Machlica, Marcy Thompson
19

20 **NYC DOHMH Staff Present:** Kate Penrose, Nina Rothschild, DrPH
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22 **Public Health Solutions Staff Present:** Derek Coursen
23

24 **Others Present:** Ron Joyner, L. LaFleur, Mallory Lowenstein, Pastor Jerome
25 Payne
26

27 **Material Distributed:**
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- 29 • Agenda
- 30 • Minutes from the April 10, 2014 Meeting of the Needs Assessment
31 Committee
- 32 • Chart Outlining Recommendations and Length of Time Required for
33 Implementation from the Formal Needs Assessment
- 34 • Planning Council Calendar for May 2014
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36 **Welcome/Moment of Silence/Introductions/Review of the Meeting**
37 **Packet/Review of the Minutes:** The Committee Co-Chairs welcomed
38 meeting participants. Attendees observed a moment of silence and
39 introduced themselves. Nina Rothschild reviewed the contents of the meeting

1 packet. The minutes from the April 10, 2014 meeting of the NAC were
2 accepted for posting on the Planning Council website at nyhiv.org.

3
4 **Unpacking the Needs Assessment Recommendations and Building a**
5 **Road Map:** Committee members broke into four groups to discuss the top
6 three recommendations in each of the sections of the formal needs assessment
7 (epidemiology, funding and policy, service needs and utilization, and
8 accessibility and quality of care). The groups broke down the broad
9 recommendations into discrete steps, some achievable in the short-term and
10 others more likely to be completed over the long-term. The unpacked
11 recommendations are available as a separate document.

12
13 Daniel Castellanos agreed to create a Survey Monkey to query NA Committee
14 members on the next steps to advance selected priorities from the Needs
15 Assessment.

16
17 **Public Comment:** Glen Phillip noted that the Consumers Committee meeting
18 has moved to May 21st.

19
20 **Adjournment:** The meeting was adjourned.