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

6
7 June 12, 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:** Angela Aidala, PhD, Randall Bruce, Amber Casey (alt. for
13 Graham Harriman), H. Daniel Castellanos, DrPH, Carrie Davis, Guillermo Garcia-
14 Goldwyn, Lee Hildebrand, DSW, Jennifer Irwin, Anne Lyster, Jan Carl Park
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16 **Members Absent:** Maria Caban, Sabina Hirshfield, PhD, Rosemary Lopez, Frank
17 Machlica, Antonio Munoz, Glen Phillip, Marcy Thompson
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19 **NYC DOHMH Staff Present:** Ralph Molina, Kate Penrose, Nina Rothschild, DrPH
20

21 **Others Present:** Mallory Lowenstein, Pastor Jerome Payne
22

23 **Material Distributed:**

- 24
- 25 • Agenda
 - 26 • Minutes from the May 8, 2014 Meeting of the NA Committee
 - 27 • Needs Assessment Recommendations Unpackaged 5-8-14
 - 28 • Developing Steps for Advancing Priorities 5-12-14
 - 29 • NAC Worktable for Action Steps 6-11-14
 - 30 • Planning Council Calendar for June 2014
- 31

32 **Welcome/Introductions/Moment of Silence/Review of the Meeting**

33 **Packet/Review of the Minutes:** The Committee Co-Chairs welcomed meeting
34 participants. Committee members introduced themselves. Guillermo Garcia-
35 Goldwyn led the moment of silence. Nina Rothschild reviewed the contents of the
36 meeting packet. The minutes from the May 8th meeting of the NA Committee were
37 accepted.
38

39 **Large Group Work: Implementing the Needs Assessment Recommendations:**
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1 The formal needs assessment, approved by the full Planning Council in March 2014,
2 has four sections, each of which has several recommendations. NAC members
3 worked with three of the recommendations from each section, developing 2-3 action
4 steps to implement each recommendation. Daniel Castellanos developed a
5 worktable for implementing action steps, leaving open the timeframe and the point
6 person.

7
8 Committee members assigned a timeframe and a point person to many of the
9 recommendations in the worktable. That worktable is available as a separate
10 document.

11
12 **Next Steps:** Nina Rothschild will fill all the action steps in a large matrix.

13
14 **Thank You to Dr. Lee Hildebrand:** Jan Park thanked Lee for her extraordinary
15 dedication to the NA Committee. Dr. Hildebrand noted that she would like to return
16 on an occasional basis and pick up new information to bring to her own students.

17
18 **Adjournment:** The Committee will reconvene in October. Dr. Aidala expressed
19 interest in a new conversation with NAC members about the Committee's dreams
20 and goals. The meeting was adjourned.