

## Meeting Summary

### Meeting Information

<b>Date</b>	June 18, 2019
<b>Location</b>	Department of Human Services, 1 Medical Drive, Morris Plains
<b>Start Time</b>	11:06am

### Attendance

#### Members

<b>Name</b>	<b>Representation</b>	<b>Affiliation</b>
Shelia Carter	Advisory	Morris County Department of Human Services
Tania Guaman	Advisory	Newark EMA Planning Council
Aliya Onque	Advisory	City of Newark, Ryan White
Geri Summers	Advisory	Rutgers University HIV Prevention
Lydia Sanchez	Morris	Family Health Center
Oscar Ruge	Morris	Zufall Health Center
Allison Delcalzo-Berens	Sussex	Family Health Center
Marisol Knox	Sussex	Hope House
Xiomara Vargas	Warren	Zufall Health Center

#### Guests

<b>Name</b>	<b>Affiliation</b>
Marisol Knox	Catholic Family and Community Services
Heidi Haiken	Rutgers FXB Center
Danielle Morgan	Department of Health
Nahid Suleiman	Department of Health
Francis Ashun	Department of Health
Ophelia Ledeto	City of Newark, Ryan White
Christina Baluja	St. Clare's Services
Kathy Overby	Community
Delia King	Community
Joe Ferrara	Hope House

### Meeting Summary

<p><b>Welcome</b></p> <p>Delcalzo-Berens called the meeting to order at 11:06am and held a moment of silence. The April 16, 2019 minutes were reviewed. Vargas made a motion to approve the minutes with edits. The motion was seconded by Ruge and the motion passed without comment at 11:10am.</p>
<p><b>Presentation: Needs Assessments</b></p> <p>Heidi Haiken provided an overview of human subject research, the IRB process and construction of a needs assessment that is not duplicative of work that is already regularly done but provides meaningful data to help program improvement. Haiken discussed real world examples of needs assessment topics and shared a sample questionnaire. She emphasized the need to consider ethics when developing a needs assessment plan.</p> <p>Committee members made suggestions about issues that may be able to spur ideas for the next needs assessment topic. King noted that there is a need for long-term residential substance use programs. Baluja reported that individuals in long term residential programs are sometimes discharged to homeless situations. Suleiman mentioned that there is a need for transgender behavioral health resources. Delcalzo-Berens reported that she has an interest in looking at the capability of nursing care programs to meet the needs of people living with HIV. Ruge added that many PLWH do not have savings for the costs associated with aging. Committee members discussed these ideas at length.</p>

**Membership**

Sanchez made a motion to elect Marisol Knox as a Sussex County Representative. The motion was seconded by Ruge. Motion carried with comment at 12:10pm

**Strategies for Improvement**

Agency Spotlight Signup: Members were asked to volunteer to bring a speaker to an upcoming meeting in 2019/2020. Delcalzo-Berens distributed a signup sheet.

Provider Subcommittee: One of the strategies recommended from one of the workgroups during the April meeting was to form a subcommittee comprised only of provider representatives to increase inter-agency collaboration. Potential uses for this subcommittee might include case reviews, collaborative program planning and quality improvement activities. Knox made a motion to form a Provider Subcommittee. Ruge seconded the motion and the motion carried without comment at 12:20pm.

**Subcommittee Updates**

Lunch and Learn: Delcalzo-Berens reported that Legal Services will be providing a sixth lunch and learn for 2020.

**Agency Updates**

HIV Prevention: Summers reported that the Resources Unifying Prevention, Care and Treatment Summit is scheduled for this Thursday, June 20<sup>th</sup> and that there are many testing events scheduled for next week in honor of National HIV Testing Day.

Department of Human Services: Carter reported that an annual public forum on mental health will take place tonight at the Frelinghuysen Arboretum from 5:30pm – 8:30pm. She also reported that Navigating Hope, the County's new mobile outreach van has started completing outreach activities around the county. She asked that anyone with a recommendation for locations for this program can provide the recommendation on the website.

Ryan White: Onque reported that HRSA is returning in July for a site visit and that the City of Newark expects HRSA will see 100% of fiscal year (FY) 2018 contracts will have been closed out, 100% FY2019 contracts will have been executed and the early initiation of the development of the FY2020 RFP manual. She also reported that the EMA's third cohort will be reviewed shortly and that EIRCs will be expected to do case studies.

Newark EMA: Guaman reported that a webinar about the Ending the Epidemic initiative hosted by HRSA will take place on June 25<sup>th</sup>. Newark Community Health Center will have a National HIV Testing Day event on June 28<sup>th</sup> from 12-4. The Planning Council is seeking interested consumers for open membership positions.

Zufall: Vargas reported that Johanna Abreu is no longer with Zufall Health Center and a new medical case manager, Lucy Alicea has started recently. Vargas reported that Zufall is recruiting for a new Medical Case Manager.

Family Health Center: Sanchez reported that a new linkage to care coordinator, Kay-Diene Robinson, has started.

Hope House: Knox reported that Linda Lopez will be leaving Hope House and a new medical case manager, Ashley, has started. Knox reported that Hope House is recruiting for a new Medical Case Manager. Summer retreats for consumers will be taking place in June, July and August. Knox also reported that Hope House is moving in July to a location on Bassett Highway.

**Adjourn**

Vargas made a motion to end the meeting with a second from Delcalzo-Berens. The motion passed without comment at 12:37pm.