

RESEARCH & EVALUATION COMMITTEE (REC)

MEETING MINUTES

TUESDAY – APRIL 23, 2019 – 3:00PM TO 5:00PM

DC HEALTH-HAHSTA - 899 N. CAPITOL ST., NE; 4TH FLOOR; WASHINGTON, DC 20002

ATTENDEES/ROLL CALL					
COMMISSIONERS	PRESENT	ABSENT	GUESTS	PRESENT	ABSENT
Wallace Corbett	X		Akua Boatema	X	
Traci Dean	X		Martha Cameron	Cc	
Doug Fogal	Cc		Greg Dwyer	Cc	
DeMarc Hickson (Chair)		X			
David Hughes	X				
Jenne Massie		X			
Dennis McBride		X			
Lenora McClain	X				
Betelhem Mekonnen	X				
Kaleef Morse	X				
Natella Rakhmanina		X			
Ron Simmons	Cc				
Andrew Torre	X				
HAHSTA/ ADMINISTRATIVE AGENT STAFF	PRESENT	ABSENT	COMMISSION SUPPORT STAFF	PRESENT	ABSENT
Leah Varga	X		Patrice Bailey	X	
Messay Zerga	X		Lamont Clark	X	

AGENDA	
Item	Discussion
Call to Order	Meeting called to order at 3:05pm by Lenora M. followed by a moment of silence. Attendees introduced themselves.
Review and Approval of the Agenda	Wallace C. motioned to approve the April 23, 2019 Agenda. The motion was seconded. Motion Passed.

<p>Review and Approval of the Minutes</p>	<p>Wallace C. motioned to approve the March 12, 2019 Minutes. Andrew T. seconded. Motion Passed.</p>
<p>Consumer Survey Discussion</p>	<p><i>Research Question Discussion</i></p> <p>Lenora noted that the committee should be focused on trying to come up with research questions as per the conversation from the previous meeting. David H. asked if this survey was the same as the target group from the previous survey. Lamont C. noted that this group’s task as an integrated body is to get information that would help the system as it is or as it should be, and that information will be totally different from the last survey which was done by a Part A body. He also noted that Leah V. had discussed how the group could end up actually producing at least three different surveys to get information from people and Kaleef M. also pointed out that the committee could design a survey that was status-neutral.</p> <p>Wallace stated that he thinks the research should include four different areas which would include: Medical, Prevention, Care, and Outcome. Traci D. suggested looking at what a client’s perception of what their need for services are, what keeps clients engage in care, and what is the client’s perception of what is “healthy”? Ron S. noted he would like to find out how many people are going through intervention services?</p> <p>Leah noted that on the last survey their main goal (research question) was to understand what clients knew about service categories and what were the barriers that prevented them from accessing services? She stated that what they missed out on were the people who were not in care. Lamont noted that when coming up with research questions the committee wants to start out broad enough so that they can design survey questions that will capture the data that can answer the questions. Lenora suggested people start putting questions into Basecamp and then creating themes are around those questions. The themes may then help to develop a research question. Leah noted that developing a research question may take a while, but a couple of themes have already been discussed during the meeting: <i>Perceptions of services that are available</i> and <i>Access to those services</i>.</p> <p>The group agreed to put their ideas/questions on Basecamp. Wallace asked how soon would they need to have questions? Leah noted that the data collection would happen over the course of the next year. She noted the process takes time with the various steps including: developing research questions, developing the instrument, putting it through IRB, then disseminating it. She noted that while the committee has time, be aware that time can pass quickly. Lenora stated the committee would probably have to develop sub-committees in order to ensure that they are able to stay on task.</p> <p><i>Existing Data Discussion</i></p> <p>Lenora stated that the data that they currently believe is available to the committee is the DC Cohort data, HAHSTA Epidemiological data and CAREWare system data. She asked should they begin discussing what they</p>

	<p>want from these entities or should they first focus on developing the research questions? Leah suggested holding off on reaching out to these sources until the committee knows what they are actually seeking.</p> <p>Lenora asked how would the committee gain access to data from any of the sources. Leah stated that the committee would have to put in a request with each entity. She noted that DC Cohort data could take six to eight weeks to get back. Epi data and CAREWare data would both need requests, but the turnaround is a lot shorter.</p> <p><i>Survey Design</i></p> <p>Members noted how they liked the design of the Philadelphia EMA survey. Lenora noted she liked the Rhode Island EMA survey. The committee will try to look at survey designs from four different EMAs.</p>
ANNOUNCEMENTS/OTHER DISCUSSION	
<p>Wallace stated that if there is an incentive, precautions must be in place for anyone who takes the survey online.</p> <p>Patrice B. reminded people who are not on Basecamp to contact Kaleef and he would add them. She also noted that the CEEC committee would be having a Listening Session on May 16th at the Benning Neighborhood Library.</p>	
HANDOUTS	
<ul style="list-style-type: none"> - April 23, 2019 Meeting Agenda - March 12, 2019 Meeting Minutes - 2017 Consumer Survey - Philadelphia Consumer Survey 	

MEETING ADJOURNED	4:43 PM
NEXT MEETING	May 14, 2019 @ 3:00pm DC Health-HAHSTA 899 N. Capitol St. NE; 4 th Floor Washington, DC 20002