

## **RESEARCH & EVALUATION COMMITTEE (REC) MEETING MINUTES**

**TUESDAY, JUNE 16, 2020 - 3:00PM**  
**ZOOM CONFERENCE AND VIDEO CALL**  
 ELECTRONIC – ONLINE MEETING

<b>ATTENDEES/ROLL CALL</b>					
<b>COMMISSIONERS</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMITTEE MEMBERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Corbett, Wallace		X	Flores, Hellen	X	
Dean, Traci	X		Hein, Krista	X	
Fogal, Doug	X		Mitchell, NaToya	X	
Hickson, DeMarc (Chair)	X				
Hughes, David	X				
McBride, Dennis		X			
McClain, Lenora (Vice-Chair)		X	<b>COMMUNITY PARTNERS/ GUESTS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mekonnen, Betelhem	X				
Morse, Ka'leef	X				
Rakhmanina, Natella	X		<b>CONSULTANTS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Torre, Andrew	X		Dwyer, Greg	X	
Yocum, Ashley	X		Seiler, Naomi		X
<b>RYAN WHITE RECIPIENT STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMISSION SUPPORT STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>
Varga, Leah	X		Bailey, Patrice	X	
<b>HAHSTA STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>	Clark, Lamont		X

**HIGHLIGHTS**  
*NOTE: This is a draft of the June 16, 2020 Research and Evaluation Committee (REC) Meeting. The final version will be approved at the July 15, 2020 meeting and made available thereafter.*

<b>AGENDA</b>	
<b>ITEM</b>	<b>DISCUSSION</b>
<b>Call to Order</b>	Meeting called to order at 3:10 pm by DeMarc H. followed by a moment of silence. Attendees introduced themselves.
<b>Review and Approval of the Agenda</b>	David H. motioned to approve the June 16, 2020 Agenda. The motion was seconded by Andrew T. The motion passed unanimously.
<b>Review and Approval of the Minutes</b>	Andrew motioned to approve the May 19, 2020 Meeting Minutes. Kaleef M. seconded the motion. The motion passed unanimously.



<p><b>Needs Assessment Discussion</b></p>	<p>The REC is not able to partner with the DIS team in conducting the Needs Assessment survey because they are still detailed to the COVID-19 response. Leah had suggested that the data collected by the PS-1906 community engagement project be used as a resource for the Needs Assessment. Leah indicated that she spoke with Fernando in Baltimore, Maryland who is having the same challenges in identifying other data sources that can feed into the Needs Assessment. A summary of the PS-1906 online community engagements with providers (of which were not recorded, however, multiple notetakers combined their summaries to be the official record), medical information from DC Cohort data, and data collected from HAHSTA staff combined with what Ashley Y. provides from Virginia, has been identified as resources to inform the Needs Assessment. All of it in the context of how services are changing because of COVID-19.</p> <p>Ashley was able to extract some of the information from last year’s Needs Assessment from Virginia. Most people surveyed were from Northern Virginia, six (6) from DC, and three (3) from Maryland. She extracted the most frequent answers to questions regarding needed services, self-reported retention,(i.e. the last time a physician and/or case manager was seen, etc.) and ACE scores data from the ACE questionnaire on the back of the survey. The Virginia survey is usually focused on a particular topic. Last year the focus was on trauma informed care. This year, it is on transportation. Ashley is working on finalizing the report this week and will provide a short summary and the actual survey to the committee. The 1906 surveys were targeting different communities regarding the Ending the Epidemic (EHE) plan.</p> <p>Betelhem M. suggested that questions surrounding COVID be included in the survey. Leah indicated that there are some COVID questions asked in the 1906 groups. Ashley indicated that a short survey was done on information surrounding COVID, (i.e. services that have been affected, barriers to accessing services, etc.). She is unable to extract that information in terms of jurisdictions because the survey did not ask demographic information. However, she can share that information with the committee.</p> <p>DeMarc indicated that the DC CFAR or NIH has released some supplements around understanding the impact of COVID and asked if was possible to partner with the DC CFAR to submit a supplement application around that. Greg D. indicated that from a logistical standpoint it should not be a problem, particularly if it is for next year. Leah indicated that there are some small Rapid Response supplements on COVID and the impact of HIV that started June 1, 2020. Leah and Carlos Rodriguez-Dias received an award to study the impact of COVID on providing care in Latinos. Therefore, there will be some data coming out. The last full Needs Assessment was done in 2018. Another one should be done in 2021.</p>
<p><b>Review of the Annual Assessment of the Efficiency of</b></p>	<p>Ka’leef indicated that Lenora posted the edited Provider Survey in Basecamp. The survey has been reduced to 9 questions to include the areas within the scope that can be asked by the REC. Kaleef motioned to approve the</p>

<b>the Administrative Mechanism (AEAM)</b>	<p>provider survey for the AEAM for GY 29. Betelhem seconded. The motion was passed unanimously.</p> <p>Kaleef presented the revised Recipient Survey that has been shortened to 11 questions from 22 in the following categories: Procurement, Contracting, Reimbursement, Use of Funds, a chart about how things are done, and a section for Additional Comments. Ashley motioned to approve the Recipient Survey for the AEAM. Doug F. seconded the motion. The motion was passed unanimously. Kaleef suggested a due date of July 31 to get it translated into RedCap, disseminated out to the providers, and to get it back in time to do the reporting for the grant allocation. It is planned to release it on July 6, 2020.</p>
<b>Other Business</b>	None
<b>ANNOUNCEMENTS/OTHER DISCUSSION</b>	
<ul style="list-style-type: none"> <li>• Kaleef congratulated the DC Cohort for receiving a new grant award. Kaleef asked Leah to prepare what the request would look like to get access to their data requirements for the Needs Assessment, to help enhance what will be put together for this year. Leah indicated that there are about 3 forms to fill out. One of which is a concept sheet which requires putting together a proposal. They have a list of variables and a letter must be written.</li> <li>• Kaleef sent an email inviting members to register for a conversation around “COVID and Sex”. Please register if you are interested.</li> <li>• Krista announced that Safeway is now included in the Ready, Set, Prep Program. They can now take the billing information for patients who do not have insurance. A list of all participating pharmacies are listed on the Safeway website.</li> </ul>	
<b>HANDOUTS</b>	
<ul style="list-style-type: none"> <li>• June 16, 2020 Research and Evaluation Committee Meeting Agenda</li> <li>• May 19, 2020 Research and Evaluation Committee Meeting Minutes</li> </ul>	

<b>MEETING ADJOURNED</b>	<b>3:55 PM</b>	<b>NEXT MEETING</b>	<b>THURSDAY, JULY 21, 2020 3:00pm to 5:00pm ZOOM CONFERENCE AND VIDEO CALL</b>
<b>I, as Planning Commission Government Co-Chair, hereby certify the accuracy of the above minutes:</b>		<b>Signature of: _____ Date: _____</b>	
<b>Date the Minutes were approved by the Research and Evaluation Committee (REC):</b>		<b>Ka’leef Stanton Morse, MHS, MBA Government Co-Chair</b>	