

RESEARCH & EVALUATION COMMITTEE (REC) MEETING AGENDA

TUESDAY AUGUST 18, 2020 – 3:00PM TO 5:00PM

ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCEING

ELECTRONIC – ONLINE MEETING

Note: all times are approximate

3:05 pm	1. Call To Order and Moment of Silence 2. Welcome and Introductions
3:10 pm	3. Review & Approval of the Agenda for August 17, 2020 4. Review & Approval of the Minutes from July 21, 2020.
3:15 pm	5. Annual Assessment of the Efficiency of the Administrative Mechanism (AEAM) Updates 6. Needs Assessment Discussion/Update
4:15 pm	7. Other Business 8. Future Agenda Items
4:50 pm	9. Announcements and Adjournment
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <u>NEXT RESEARCH & EVALUATION COMMITTEE (REC) MEETING:</u> </div> <div style="background-color: yellow; padding: 10px; text-align: center;"> TUESDAY SEPTEMBER 15, 2020 3:00PM TO 5:00PM ZOOM ONLINE MEETING </div> </div>	

RESEARCH & EVALUATION COMMITTEE (REC) MEETING MINUTES

TUESDAY, AUGUST 18, 2020 - 3:00PM
ZOOM CONFERENCE AND VIDEO CALL
 ELECTRONIC – ONLINE MEETING

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

HIGHLIGHTS

NOTE: This is a draft of the August 18, 2020 Research and Evaluation Committee (REC) Meeting. The final version will be approved at the September 15, 2020 meeting and made available thereafter.

AGENDA

ITEM	DISCUSSION
Call to Order	Meeting called to order at 3:08 pm by Lenora M. followed by a moment of silence. Attendees introduced themselves. Kaleef M. asked for a moment of silence for David Hughes.
Review and Approval of the Agenda	Doug F. motioned to approve the August 18, 2020 Agenda. The motion was seconded by Betelhem M. The motion passed unanimously.
Review and Approval of the Minutes	Dennis M. motioned to approve the July 21, 2020 Meeting Minutes. Natella R. seconded the motion. The motion passed unanimously.

Review of the Annual Assessment of the Efficiency of the Administrative Mechanism (AEAM)	Kaleef M. noted that 37 of 39 Providers have responded and this is the highest response rate that they have ever had. Natella noted that as a provider the AEAM was very easy to complete. Kaleef noted that the main issues have been using the EGMS system and E-Invoicing. The results will be gathered in a report and shared with the Recipient
Needs Assessment Discussion	<p>Lenora noted that last month they decided to gather data for the future. She has posted articles in Basecamp for the committee to begin to review and she encouraged members to post their findings.</p> <p>Leah V. said she attended some sessions at the Ryan White Conference. She spoke with Fernando from Maryland about how Baltimore is conducting their Needs Assessment. She also posted information from the DC Cohort's variables that would be available for REC to request. DeMarc asked if they were adding questions around COVID-19. Natella said that they are developing extensive questions around COVID-19. Ashley Y. said she is working on the Virginia Needs Assessment, and they are putting their survey in Red Cap and will try to work with their rural agencies to reach clients who do not have easy internet access. They hope to launch their survey in September.</p>
Other Business	None
Future Agenda Items	Kaleef noted he asked the Recipient for results from a comparative analysis between the 2019 and 2020 first quarter service utilization.
ANNOUNCEMENTS/OTHER DISCUSSION	
<ul style="list-style-type: none"> Kaleef announced he is leaving the Health Department. He will be here until the end of September. 	
HANDOUTS	
<ul style="list-style-type: none"> August 18, 2020 Research and Evaluation Committee Meeting Agenda July 21, 2020 Research and Evaluation Committee Meeting Minutes 	

MEETING ADJOURNED	3:31 PM	NEXT MEETING	TUESDAY, SEPTEMBER 15, 2020 3:00pm to 5:00pm ZOOM CONFERENCE AND VIDEO CALL
I, as Planning Commission Government Co-Chair, hereby certify the accuracy of the above minutes:		Signature of: _____ Date: _____	
Date the Minutes were approved by the Research and Evaluation Committee (REC):		Ka'leef Stanton Morse, MHS, MBA Government Co-Chair	