

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

**TUESDAY FEBRUARY 21, 2023 – 3:00PM TO 5:00PM**

**ZOOM**

**Note: all times are approximate**

3:05 pm	<ol style="list-style-type: none"> <li>1. Call To Order and Moment of Silence</li> <li>2. Welcome and Introductions</li> </ol>
3:10 pm	<ol style="list-style-type: none"> <li>3. Review &amp; Approval of the Agenda for February 21, 2023</li> <li>4. Review &amp; Approval of the Minutes from January 17, 2023.</li> </ol>
3:15 pm	<ol style="list-style-type: none"> <li>5. Needs Assessment Updates</li> </ol>
3:30 pm	<ol style="list-style-type: none"> <li>6. Needs Assessment Current Data Presentation</li> </ol>
4:00 pm	<ol style="list-style-type: none"> <li>7. Other Business</li> <li>8. Announcements and Adjournment</li> </ol>
<p><b><u>NEXT RESEARCH &amp; EVALUATION          COMMITTEE (REC) MEETING:</u></b></p>	<p><b>TUESDAY MARCH 21, 2023          3:00PM TO 5:00PM          ZOOM</b></p>

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

**TUESDAY, JANUARY 17, 2023 - 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>
Clark, Lamont (Govt. Co-Chair)	X		Mitchell, NaToya		X
Corbett, Wallace	X				
Dean, Traci	X				
Fogal, Doug		X			
Hickson, DeMarc	X				
Mekonnen, Betelhem	X				
Rakhmanina, Natella	X		<b>COMMUNITY PARTNERS/ GUESTS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Torre, Andrew	X		Varga, Leah	X	
Yocum, Ashley		X	Wu, Wei	X	
			<b>CONSULTANTS</b>	<b>PRESENT</b>	<b>ABSENT</b>
			Dwyer, Greg	X	
<b>RYAN WHITE RECIPIENT STAFF</b>			<b>COMMISSION SUPPORT STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>
Delao Hernandez, Jose	X		Bailey, Patrice	X	
Orban, Julie	X		Johnson, Alan	X	
<b>HAHSTA STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>			
Wimberly, Ashlee		X			

### **HIGHLIGHTS**

*NOTE: This is a draft of the January 17, 2023, Research and Evaluation Committee (REC) Meeting minutes. The final version will be approved at the February 21, 2023, meeting and made available thereafter.*

### **AGENDA**

<b>ITEM</b>	<b>DISCUSSION</b>
<b>Call to Order</b>	Meeting called to order at 3:05 pm by Lamont C. followed by a moment of silence. Attendees introduced themselves.



<b>Review and Approval of the Agenda</b>	Lamont assumed the motion to adopt the meeting agenda for the January 17, 2023, REC meeting. There were no corrections/additions to the agenda. The agenda was approved as presented.
<b>Review and Approval of the Minutes</b>	The December 13, 2022, meeting minutes were reviewed and approved as presented.

<b>Needs Assessment Discussion</b>	<p>Lamont provided an update on the 2022 Consumer Needs Assessment. He recapped the barriers that the team faced in rolling out the survey. Lamont noted that the Needs Assessment will be relaunched.</p> <p>Alan J. is continuing to work with the GW Graduate Students to prepare a data presentation on the 153 collected needs assessment surveys to share in an upcoming REC Meeting or General Body Meeting. Alan is meeting with the GW students on Thursday to review data. The survey data collection is still a work in progress with a plan for smaller needs assessments in the future.</p> <p>Lamont noted that the committee will request an IRB extension for the Consumer Needs Assessment as the project was set to conclude in April 2023. Julie O. will become the lead on the project. To date, there have been no updates on alternative survey platforms.</p> <p>Furthermore, the Recipient will give a greater push to grantees in DC, MD, and VA to elicit more responses from Persons Living with HIV. Julie noted that an additional push for the 2023 Needs Assessment will be provided in the Sub-recipient kick off meeting next month.</p> <p>Julie noted that Jose D. is researching the process to recruit additional students, as DC Government has a new process for onboarding interns. Clover Barnes. has suggested a DC CFAR intern to support the needs assessment as well. Lamont is looking into the prospect of distributing Uber gift cards to students to support travel associated with data collection. Julie will also reach out to Ashley Y. to see if students in Virginia could assist with data collection. Lamont is going to reach out to the case manager at the primary site in WV.</p> <p>Julie, Jose, and Alan will meet with Accenture to discuss data collection via Salesforce and survey exporting.</p>
<b>Integrated Planning</b>	<p>Julie presented on the updated Integrated HIV Prevention and Care Plan for the DC EMA. The objectives are to:</p> <ul style="list-style-type: none"> <li>• Describe the Integrated Plan.</li> <li>• Describe the planning process and purpose.</li> <li>• Describe the goal, objective, and strategies of the Integrated Plan through 2026.</li> </ul> <p><i>Slides are available upon request.</i> As the Integrated Plan is a living document, Julie is open to questions, comments, suggestions, and feedback.</p>

<b>Other Business</b>	REC 2023 Priorities: The priority for the committee will be to support current Needs Assessment efforts as well as possible mini-Needs Assessments as requested by other COHAH sub-committees.
<b>Future Agenda Items</b>	None noted.
<b>ANNOUNCEMENTS/ OTHER DISCUSSION</b>	Lamont shared that COHAH has an open application process. Please refer those interested in joining COHAH to Lamont or Patrice B.
<b>HANDOUTS</b>	
<ul style="list-style-type: none"> <li>January 17, 2023, Research and Evaluation Committee Meeting Agenda</li> <li>December 13, 2022, Research and Evaluation Committee Meeting Minutes</li> </ul>	

<b>MEETING ADJOURNED</b>	<b>3:57 PM</b>	<b>NEXT MEETING</b>	<b>TUESDAY, FEBRUARY 21, 2023 3:00pm to 5:00pm ZOOM CONFERENCE AND VIDEO CALL</b>
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