

Needs Assessment & Evaluation meeting

Microsoft Teams

November 24, 2020

9:00 am – 11:00 am

Meeting Summary/Minutes

NA&E Committee Members Present:	
Alissa Fountain	Asneth Omare
Javi-Andrews Mendoza	Sarah Schiele
Lesa Nelson	John Vener, MD
NA&E Committee Members Absent:	
Alejandro Aguilera	DJ Rotz
Thu Danh	
Hennepin County (Part A Representative:	
Aaron Peterson	
DHS (Part B) Representative:	
Dennis London	
MDH (Prevention) Representative:	
Jared Shenk	
Guests:	
Jacob Melson	
MCHACP Staff:	
Richard Puella (minutes)	Carissa Weisdorf (Council coordinator)

I. WELCOME AND INTRODUCTIONS:

Lesla Nelson called the meeting to order at 9:00am, and introductions were made.

II. Review & approval of October meeting minutes & proposed agenda: After review, the October minutes and proposed agenda were unanimously approved.

III. Prepare report on status of Goals 1 and 2 of the integrated plan: Carissa Weisdorf presented the report on goals 1-3 for the council from 2018 and 2019.

- Alissa Fountain asked about next steps, and what happens after any ideas/strategies are developed. Carissa explained that the strategies and ideas from NA&E will be brought to the Planning and Allocations Committee (PAC). PAC will then present this report to the council and share the ideas that committee and council members have come up with. The report is available on the council website and shared with government recipient staff and community members.
- Referring to goal 1, Carissa mentioned that, in the past, folks have asked what the status of some of the recommendations are. She may not always have this information, but providers and government recipient staff can provide these updates, if they have them. However, she

is able to provide an update on the council website and noted that Richard Puella created a new tab on the council's website titled "Where to find services."

- Asneth Omare noted that gaps need to be addressed for goals 2.2 & 2.3 for outcomes of PLWH that are Ryan White consumers vs those who are not, and she asked who would be responsible to work to identify those who are not virally suppressed.
 - Jared Shenk mentioned that in terms of the out-of-care population, Data to Care works on that and the program has been running since 2012. In terms of who would be accountable for the change in numbers, the HIV prevention unit at MDH and the HIV surveillance unit would be responsible.
 - Asneth noted that the numbers from 2016-2018 have been consistent and questioned if those projects for engaging people into care are having an impact.
 - Jared noted the numbers for 2.2 and 2.3 are calculated differently for statewide and Ryan White clients so should not be compared. The committee decided to add a footnote to the monitoring plan that explains how the numbers are calculated.
 - Carissa Weisdorf mentioned that she will bring the report and monitoring table to a meeting with leaders at each government agency and would provide the feedback shared today.
 - Dennis London noted the importance of not overlooking the incremental changes that have occurred over the years.

IV. Reporting needs for 2020 HIV/AIDS Comprehensive Needs Assessment: Aaron Peterson led the discussion and asked the committee to provide feedback and asked what question(s) the committee would like answered from the data collected. This will help guide the data cleaning decisions and which analyses are done first. He suggested reports could focus on geography or different demographics.

- Dennis London asked if the data that was collected would be able to show the distance folks in Greater Minnesota must travel to access care and medications.
 - Jacob Melson noted that questions on time and distance one must travel for care were asked in the survey.

Aaron opened the next topic of discussion, which was how would the committee like to calculate race and ethnicity. The committee agreed to add, "multi-racial American Indian or Alaska Native."

Carissa Weisdorf noted that the plan at this point is for the NA&E committee to have a presentation in January on any data the Needs Assessment team has ready. Which will in turn, be presented to the council in February.

- Aaron asked that the co-chairs be flexible with any data reports as Amy Leite-Bennett and himself have been reassigned to do COVID work.

V. Council and committee meeting evaluation: Carissa Weisdorf presented and reviewed the council and committee meeting evaluation questions. After review of each question, the committee agreed to split question five into two questions:

1. The meeting facilitation allowed me to feel comfortable participating.
2. The meeting facilitation allowed me to make more informed decisions.

VI. New Business/unfinished business: No new business was discussed.

VII. Agenda for next meeting: The committee agreed to cancel the December meeting.

- Agenda topics for January 2021 meeting:
 - Committee Co-Chair Succession Planning
 - Review HIV needs assessment data
 - Review PC meeting evals
 - Data dashboard training/planning

VIII. Announcements: Carissa Weisdorf mentioned that on Tuesday, December 1, 2020 from 10:00am-11:30am, there is a celebration of the 25th anniversary of the Hennepin County Ryan White Program.

IX. Adjourn: Meeting was adjourned at 10:30am

Meeting Summary

- The committee reviewed goal 1 and 2 data on the integrated plan monitoring table and the report on the status of our goals.
- The committee discussed reporting needs for the 2020 HIV/AIDS Comprehensive Needs Assessment.
- The committee agreed on the questions for the *“Council and committee meeting evaluation.”*

Documents distributed for meeting

- 2020.11.24 NA&E agenda
- 2020.10.27 NA&E minutes
- 2020.10.15 Monitoring Plan Reporting Table
- Report on Goals 1-3 for MCHACP
- 2020 council and committee meeting evaluation
- FY 2020 NA&E Workplan