

# Continuum of Care Committee

## MEETING SUMMARY

**Thursday, October 8, 2020 at 10AM**

Video-Conference via Zoom: <https://zoom.us/j/95564284395>

Teleconference: (929) 205-6099 / Meeting ID: 955 6428 4395#

Present	Excused Absences	Unexcused Absences
<ul style="list-style-type: none"> <li>1. Ann Bagchi, Ph.D. (Secretary)</li> <li>2. Cezar Dumago</li> <li>3. Kendall Clark</li> <li>4. Wanda Figueroa, MD</li> <li>5. Maisel Guzman</li> <li>6. Vieshia Morales (Acting Chair)</li> <li>7. Dominga Padilla, MD</li> <li>8. Lauro Rocha</li> <li>9. Aliya Roman (Non-Voting)</li> <li>10. Nancy Scangarello</li> <li>11. Warren Talley (Non-Voting)</li> </ul>	<ul style="list-style-type: none"> <li>12. Pat Moore</li> </ul>	

**Guests:** Karen Ehiri, Dr. Lucy Efobi, Tanzila Salim, Kathleen O'Brien, Roxanne Barker

**Support Staff:** Tania Guaman, Vicky Saguy

**1. Welcome and Moment of Silence**

Morales called the COC meeting to order at 10:02AM. Morales welcomed all in attendance, thanked everyone for attending the meeting and called for a moment of silence to be observed for all those living with, those who have passed and those affected by HIV/AIDS and COVID-19.

**2. Roll Call**

Dr. Bagchi conducted the roll call. Quorum was NOT established during the meeting.

**3. Public Testimony**

There was no public testimony at this meeting.

**4. Approval of Meeting Summary from July 9 and September 10, 2020**

At the last COC meeting, the meeting summary was not approved due to a lack of quorum.

The July 9<sup>th</sup> and September 10<sup>th</sup> meeting summaries were sent in advance electronically for review. Morales asked for a motion to approve the July 9<sup>th</sup> meeting summary as presented. Dr. Bagchi motioned to approve. Scangarello seconded. No edits were recommended. The meeting summary was approved as presented. No oppositions or abstentions.

Morales asked for a motion to approve the September 10<sup>th</sup> meeting summary as presented. Scangarello motioned to approve. Dr. Bagchi seconded. Guzman recommended an edit on item 7: Old

Business says pints, and should say points. There were no oppositions or abstentions. The meeting summary was approved with edits.

## 5. Standing Committee Updates

- CPC – Guaman provided the CPC report.
  - The CPC did not have a meeting in September
  - The Priority Setting and Resource Allocation report was completed and posted on the Newark EMA website

The next CPC meeting will be held on Friday, October 9<sup>th</sup> via Zoom.

- REC – Dr. Bagchi provided the REC report.

The last Research and Evaluation Committee meeting was held on Monday, September 21, 2020. The following occurred at the meeting:

  - The REC did not have quorum and could not approve the meeting summary.
  - The committee reviewed the Assessment of the Administrative Mechanism. The Assessment of the Administrative Mechanism was approved at the last Planning Council meeting.
  - The committee discussed the preliminary findings of the Epidemiological Profile.
  - The committee finalized the 2020 Needs Assessment and reviewed the Workplan.
  - The committee held discussion on the topic for the 2021 Full Needs assessment topic. The proposed topic was telehealth. The 2021 Needs Assessment Topic will be finalized at the next meeting.

The next REC meeting will be held on Monday, October 19, 2020 at 10AM via Zoom

- CIA/CC – Guaman provided the CIA report.

The last Community Involvement Activities/Community Conversations Committee meeting was held on Thursday, September 24, 2020. The following occurred at the meeting:

  - The September CIA meeting date was changed from a Wednesday to a Thursday due to the CIA Chair having a work conflict.
  - The CIA Committee held discussions on potential topics for the Needs Assessment. However, we only had four attendees. There were conversations about the importance of consumer recruitment and HRSA has been sending the reports requesting a clearer and more robust plan to engage consumers. This will be brought up to the executive committee meeting for further discussion.

The next CIA meeting will be held on October 28, 2020 from 5:00 to 7:00PM via Zoom.

## 6. Old Business

- **Approval of the Psychosocial Support Service Standard** – Morales stated that the Psychosocial Support Service Standard was reviewed at the last meeting, but it was not approved due to lack of quorum. Morales asked for a motion to approved. Scangarello motioned. Rocha seconded the motion. The Psychosocial Support Service Standard was approved.
- **Finalize the Update of the Medical Nutrition Therapy Service Standard** – Morales asked if there were some edits in the Medical Nutrition Therapy Service Standard. At the last meeting, Rocha asked a medical nutrition therapist from his organization to provide feedback on the Medical Nutrition Therapy Service Standard. The following edits were recommended:

- The Indicators Measures Section and the Levels of Care Section will be kept in the Medical Nutrition Therapy Service Standard.
- Service Limitations/ Requirements were added noting that nutrition therapy should be recommended by a physician, and a nutrition plan created by a registered dietician
- Other grammatical errors were corrected throughout the document

Talley reminded the committee that agencies that provide this service were to be contacted to review the service standard. Guaman mentioned that the recipient sent it to agencies to obtain input. Talley checked for the recommendations. No recommendations were received.

Rocha recommended that a presentation be scheduled for the COC to hear about the challenges and experiences of agencies/staff who provide Medical Nutrition Therapy services.

The COC Committee finalized the review of the Medical Nutrition Therapy. Morales asked for a motion to approve the Medical Nutrition Therapy Service Standard with the edits from today's meeting. Rocha motioned to approve. Dr. Bagchi seconded. The updated and approved Medical Nutrition Service Standard will go to the Planning Council for review.

## **7. New Business**

- Reformat & Update the Health Insurance Premium and Cost-Sharing Assistance for Low-Income Individuals Service Standard
- Reformat & Update the Other Professional Service Standard  
Due to time constraints, Morales recommended to table the Health Insurance Premium and Cost-Sharing Assistance for Low-Income Individuals Service Standard and the Other Professional Service Standard until next meeting. Rocha, Dr. Padilla, and Dr. Bagchi agreed. Morales asked for a motion to table these two Service Standard. Dr. Bagchi motioned to approve. Dr. Padilla seconded.
- Assignments for Subcommittee Review of Service Standards – Support Staff mentioned that there are other service standards that were not yet assigned to any subcommittee. Morales will work with Support Staff to assign COC members of the agencies that provide those services to help be a part of subcommittees. Morales recommended to use the Service Directory that was recently created by Support Staff to verify what services each agency offers. The list of subcommittee members will be shared at the next meeting.

## **8. Administrative Issues— PC Support Staff**

Support staff reminded committee members that the Service Standards are shared as Google Documents on the shared Google Drive. When committee members make edits using their google account, the document keeps track of who made the edits. The document can be also edited without having to use a google account, but it would not track the name of the editor. If any member experiences any issues doing the edits, members can contact Support Staff for assistance.

## **9. Announcements**

- Morales shared that NJCRI will host its annual National Latino HIV/AIDS Awareness Day on October 16<sup>th</sup>. The flyer will be sent to support staff for distribution. This event will have social

distancing procedures in place. Also, NJCRI will have a trunk or treat for kids of all ages on October 30<sup>th</sup>.

- Clark shared that St. James Social Services has a turkey and a toy sign-up for HIV positive clients starting. The turkey sign-up will start today at 12 pm . Clients who need turkeys or toys for children ages 1 to 10, please contact Clark to receive a ticket with the pickup date.
- Support Staff mentioned that members are invited to submit event flyers to be posted on the NEMA website. Also, the Planning Council needs unaligned consumer members, so agencies are invited to refer any client who would like to be a member or who would like to learn more about the Planning Council.
- Dr. Padilla mentioned that Kelly Rooney will not return to work due to health issues and asked for recommendations for a program coordinator. If anyone is interested, please call Dr. Padilla.

#### **10. Next Meeting**

The next COC meeting will be held on Thursday, November 12, 2020 at 10AM via Zoom.

#### **11. Adjournment**

Morales asked for a motion to adjourn the meeting. Dr. Bagchi motioned to adjourn. Dr. Padilla seconded. All members agreed. The meeting was adjourned at 11:27 AM.