

Needs Assessment Committee

Salus Center 3545 Lafayette Ave.
Room 1412D

Meeting Date: Monday, December 17, 2018

Time: 10:00 a.m.

Minutes are recorded

Members Attending: W. Bradley (co-chair), T. Brown (co-chair), E. Burries, T. Hampton

Guests: D. Gassett, K. Jupka, Y. Ineza, Y. Simpson

Staff Attending: R. November, D. Stepney

All members are referred by first initial and last name.

Topic/Discussion
Welcome, Introductions & Announcements <ul style="list-style-type: none">• Welcome
Approve Minutes <ul style="list-style-type: none">• 11/19/2018<ul style="list-style-type: none">○ Minutes approved by consensus.
Open Co-Chair Nominations <ul style="list-style-type: none">• W. Bradley nominated T. Brown.<ul style="list-style-type: none">○ T. Hampton seconded this nomination.○ T. Brown accepted the nomination.
Client Survey Revisions <ul style="list-style-type: none">• Needs Assessment made the following revisions to the client survey.• Client Survey Revisions<ul style="list-style-type: none">○ If a person answers as a transgender identity, there will be a question with skip logic about housing and homelessness. If they identify as transgender in Question 3, then the housing and homelessness question can follow.○ The committee discussed that if triggering questions were going to be in the survey then the committee needs to make sure they use the data, especially, questions surrounding rape and intimate partner violence.○ Added the question “Has intimate partner violence caused a problem with your housing?”

- Added the question “Has your transgender identity affected your access to housing (with skip logic to Question #)”
- Question #8: “In what language are you comfortable speaking or understanding?” was removed
- Question #9: “In what language do you prefer to receive services?”
 - “English, Spanish, Mandarin, German, Croation, Bosnian, French, Arabic, Other (please specify)”.
 - If “English” is selected the respondent skips to the next section of the survey. If any language other than English is selected, the respondent answers the following questions:
 - Add the question “Have you been offered an interpreter?”
 - Add the question “Are forms available in the language you need them in?”
 - Question #11: the response WellCare replaced Meridian and Harmony.
 - Question #12: “What are barriers to getting health insurance coverage?” The following options were added as responses:
 - “I can’t afford coverage”
 - “I don’t know how to apply”
 - “I get denied”
 - “The process is long and confusing”
 - “I missed Open Enrollment”
 - “Other (please specify)”
- Questions #14 & #15:
 - Flipped in terms of their order.
 - Have the PC Program Evaluator look to see if these are validated questions.
 - Move these questions to the Quality of Life and Include Basic Needs section
- Question #16: “Have you ever been incarcerated (~~spent time in jail or prison~~)?”
 - The following responses were added:
 - “Yes, in jail” “
 - Yes, in prison”
 - “Yes, in jail and prison”
 - “No”
- Added the question “When were you last released?” in between Questions #17 & #18
- Question 21:
 - ~~“I do not prefer to be contacted by my case manager, I would prefer to see my case manager in person”~~ was revised.

- “I prefer to contact my case manager” was added as a response.
- “Do not contact” was removed as a response.
- Moved under “Part 3: Case Management”
- Question #22: Is it ok to contact and leave information?” was removed.
- Questions #23 & #24 were moved to “Part 2: Medical Care.”
- Question #23: This question will be revisited later for more discussion.
- Question #24 “How long have you been diagnosed with HIV?” was changed to “What year were you diagnosed with HIV?”
- Question #25:
 - “medical” was added before “providers.”
- Added the question “Have you had barriers accessing medical care?”
- Question #26: “doctors” was changed to “medical providers”
- Question 28 “How often does your HIV medical provider communicate with you in a way that you clearly understand?” was removed
- Question 29 “Did your provider review and explain your most recent HIV lab test results, and what they mean for your health? (such as CD4 and viral load)?” was removed
- Question #32:
 - “I stopped taking my medication this many times ____” was removed
 - “I stopped and started taking my medication” was added in as an option
- Question #33: “I feel like my medications ~~doesn't~~ don't work” was revised
- It is ok for a provider to request a version of the results of this client survey that is specific to the clients from that agency that participated in the survey. The logistics have to be worked out.
- Needs Assessment will pick up on this survey at the next meeting.

FY2018 Multi-Year Plan

- The FY2018 multi-year plan was provided to the Committee.

New Business

- January 2019 Meeting
 - The January Needs Assessment meeting was moved to January 28th.
- The committee will rethink meeting on Monday due to the in-depth discussions that are required and those are hard to have on a Monday morning.
 - The Co-chairs, PC Support, and GA will compare schedules and send out a doodle poll to other members.

Adjourn

- T. Brown adjourned the meeting.

Next Meeting: Monday, January 28, 2019 at 10:00 a.m. Salus Center – Room #390