

Needs Assessment Committee

Salus Center 3545 Lafayette Ave.
Room 1412D

Meeting Date: Monday, January 28, 2019

Time: 10:00 a.m.

Minutes are recorded

Members Attending: W. Bradley (co-chair), T. Brown (co-chair), T. Hampton, I. Reid, J. Alexander

Guests: Y. Ineza, Y. Simpson, K. Jupka, S. Modl

Staff Attending: R. November, D. Stepney, S. Scroggins

All members are referred by first initial and last name.

Topic/Discussion
Welcome, Introductions & Announcements <ul style="list-style-type: none">• Welcome• Introductions
Approve Minutes <ul style="list-style-type: none">• 12/17/2018<ul style="list-style-type: none">○ Minutes approved by consensus.
Co-Chair Nominations <ul style="list-style-type: none">• The Committee closed co-chair nominations.• T. Brown was elected as co-chair with no objections.
Client Survey Revisions <ul style="list-style-type: none">• The Needs Assessment Committee made the following revisions to the Client Survey:<ul style="list-style-type: none">○ Question 49: the following changes were made to the responses for this question:<ul style="list-style-type: none">▪ “Yes, I saw a therapist/counselor and a psychiatrist” was added.▪ “No, but I am aware of how to access mental health services” was removed.▪ “No, I wasn’t aware I could access mental health services” was added.▪ “No, but I am aware on how to access mental health services if needed” was added.○ Question 50: “Would you like to receive mental health services through Ryan White?” was removed.○ Question 54:<ul style="list-style-type: none">▪ “Emergency Room referral” was added as a response.

- **Part 10: Quality of Life and Basic Needs:**
 - The questions below are validated tools and will bring back a score of: no food insecurity, moderate food insecurity, or severe food insecurity. Survey respondents answer yes or no to both questions.
 - "Within the past 12 months we worried we would run out before we had money to buy more"
 - "Within the past 12 months, the food we bought just didn't last and we didn't have money to get more" was added.
- **Part 11: Housing Services:** the following question and responses were added:
 - **What is your housing status?**
 - I have stable housing
 - I don't have stable housing
- **Question 62:** "Where do you stay most often?"
 - "Rent/own my apartment or house" was removed as a response.
- **Question 68:** "In the past 12 months, did you receive emergency housing services?" was removed.
- **Question 69:** In the past 12 months, did you receive any housing assistance related to your housing? (Check all that apply)
 - "I received rental assistance" was added as a response.
 - "I received utility assistance" was added as a response.
- **Question 70:** "In the past 12 months, did you receive emergency housing services (temporary housing)?" was removed.
- **Question 73:** "In the past 12 months, did you receive any dental services?"
- **Question 74:** "In the last 12 months, did you try to get dental services, but were unable to? Was there a dental service you needed but couldn't access?"
- **Part 12: Dental Services:** "The reasons I have not been able to access dental services (Check all that apply)"
 - Cost, money, and/or co-pay
 - Transportation to appointment
 - Appointment times don't fit in my schedule
 - I don't know which dentists are available to me
 - The dental services I needed cost more than the cap
 - I missed too many appointments without calling
 - Other _____
 - No one has asked me

- **Next Steps**

- The revised client survey will go to Consumer Advisory Committee (CAC) meeting in February for a practice test and to provide final input before the revised survey goes live.

FY2018 Multi-Year Plan

- **The components of the Multi-Year Plan:**

- Epidemiologic Profile
- Estimates of the Number and Characteristics of PLWH with Unmet Need
- Assessment of PLWH Service Needs and Barriers
- Provider/Resource Inventory
- Profile of Provider Capacity and Capability
- Assessment of Unmet Need/Service Gaps [using data from all needs assessment components along with data from recipient]

- The handout is available upon request

New Business

- **New Meeting Date and Time**

- 3rd Wednesday of every month at 10:00 am.
- Planning Council Support will follow up regarding the room location.

Adjourn

- T. Brown adjourned the meeting.

Next Meeting: Monday, February 20, 2019 at 10:00 a.m. Salus Center – Room #1412D