**Date** June 19, 2019

**Location** Chrysalis Center - Hartford, CT **Time** 12:40 p.m. – 1: 45 p.m.

**Attendance**  See team summaries for roster of CHPC members and public participants.

**Welcome**

DAC members moved directly into their team meetings after lunch, at roughly 12:40 p.m.

**Team Meeting Accomplishments**

The DAC participants assembled directly into two teams [Needs Assessment Projects (NAP) and Quality Performance Measures (QPM)] and did not meet as a full DAC group. Each team:

* Completed tasks as described in the first page of the meeting summaries for each team (page 2 and page 5).

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* Identified next steps and tasks for completion prior to the July 2019 DAC meeting.

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**Other Business**

No other business was introduced at the team meetings.

**Adjournment**

Team meetings adjourned at or before 1: 45 p.m.

**Meeting Notes**

**Participants:** Cinque Barlow, Clifford Batson, Sara Burns, Allison Champlin, David Colbert, Daniel Davidson, Martina De La Cruz, Shawnee Estes, Brittany Gardner, Shanay Hall, Marcelin Joseph, Dionne Kotey, Sarah Macone, Erin Malgioglio, Angel Medina, Zenovia Melendez, Mukhtar Mohamed, Consuelo Muñoz, Mitchell Namais, Peta-Gaye Nembhard, Delita Rose-Daniels

**Facilitator:** Nilda Fernandez **DPH Liaison:** Susan Major **Recorder:** Dave Bechtel

**Meeting Accomplishments**

The team accomplished the following tasks:

* **PrEP-to-Need Ratio (PnR) Indicator**. The team agreed to add PnR as a progress indicator.
	+ Baseline PnR in 2017 = 4.3
	+ 2021 Goal = 5.1
* **Quality Summit**. Dave Bechtel shared a brief update on planning for the summit scheduled to occur September 18, 2019 in Hartford, CT. Participants agreed to **extend the deadline to July 17** for presenters to submit Best Practice Carousel proposals. See below for assignments.

**Identified Tasks**

1. Sue Major will work with DPH staff to see if it is feasible to compile additional PnR data -- including national data for females, for states in the Northeast, and Medicaid data presented at the PrEP Summit. In 2020, DPH hopes to share the first full year of data on PrEP use at state-funded HIV testing sites.
2. Dave Bechtel will check with Dante Gennaro about taking photos and video at the Quality Summit, and contact Abbie Kelly (Hands On Hartford) about participating in the Best Practice Carousel at the Summit.
3. David Colbert and his GBAPP colleagues will check with Nancy Kingwood about participating in the Best Practice Carousel.
4. All participants will reach out to potential presenters for the Best Practice Carousel.
5. Peta-Gaye Nembhard will create a promotional video for the Summit. Cross Sector will post the video to the CHPC website.

**Welcome**

DAC Co-chair Nilda Fernandez welcomed everyone to the Quality and Performance Measures (QPM) Team meeting at 12:35 pm. QPM reviews and discusses data, develops indicators to track progress in HIV prevention and care, and seeks to improve the quality of HIV care through the Cross Part Collaborative. QPM meetings are participatory, open to the public, and use a consensus model for making decisions.

**May Meeting Summary**

Ms. Fernandez asked participants to review the May 2019 QPM team meeting summary. In May, Ramon Rodriguez-Santana presented data on the Syringe Services Program.

The team approved the meeting summary without changes.

**PrEP-to-Need Ratio (PnR) Presentation**

Susan Major presented detailed information on the PrEP-to-Need Ratio (PnR) which QPM is considering as a potential indicator (see PowerPoint presentation for details). Themes from the presentation included:

* **Definition**. The PrEP-to-Need Ratio (PnR) is the ratio of the number of people taking PrEP compared to the number of people newly diagnosed with HIV. It reflects whether PrEP use reflects the need for HIV prevention. A higher PnR suggests more effective HIV prevention efforts.
* **Data Source**. It is difficult to access detailed information on PrEP use. Ms. Major stated that the best current source is [AIDSVu](https://aidsvu.org), which includes data from Gilead on Truvada prescriptions.
* **Connecticut Data**. Ms. Major shared baseline data for Connecticut, which had a PnR of 4.3 in 2017. This is higher than the national average (2.5), and lower than the average for the Northeast (4.7). The Connecticut PnR has increased every year since 2012. In addition:
	+ Data by gender shows a much lower PnR for females vs. males. Participants suggested that Connecticut needs to conduct more outreach to women, especially women of color. Ms. Major stated that DPH can also compare the Connecticut rate for females with the national average.
	+ Data by age range shows a PnR close to the state average for youth under age 25 (3.9) and the highest rate for adults ages 25 to 34 (5.9).
* **Limitations**. PnR data is not available by race/ethnicity. Mukhtar Mohamed cited a recent news article stating that most PrEP users were White men, due in part to access to health insurance. Ms. Fernandez noted that Connecticut has not done enough to promote PrEP among women and people of color. Participants also noted that some groups may resist PrEP due to concerns about the long-term impacts.

Participants discussed alternative data sources. DPH started collecting PrEP data for state-funded HIV testing sites in November 2018 (in the EvalWeb data system). This could provide more detailed data on PrEP use by race/ethnicity and location. There is also data from Medicaid on Truvada prescriptions; this was presented at the PrEP Summit. Mr. Mohamed stated that access to Medicaid data has been limited; they are reluctant to share data. Ms. Major will also ask Luis Diaz if it is possible to share the Medicaid data presented at the PrEP Summit.

The team agreed to **add the PrEP-to-Need Ratio as an indicator**, and set the 2021 goal at 5.1.

**Quality Summit Update**

Dave Bechtel provided an update on planning for the Quality Summit, to be held on September 18, 2019 (see Handout 2 for details). While several agencies have verbally agreed to participate in the Best Practice Carousel, Mr. Bechtel has not received any written proposals (i.e., brief summaries of the quality improvement project, lessons learned, and results).

Participants suggested the following next steps:

* All participants will reach out to potential presenters for the Best Practice Carousel. Presenters can submit proposals by the **July 17** CHPC meeting.
* Mr. Bechtel will follow up with Abbie Kelly from Hands on Hartford about participating in the Best Practice Carousel.
* David Colbert and his GBAPP colleagues will check with Nancy Kingwood about participating in the Carousel.
* Peta-Gaye Nembhard will create a promotional video for the Summit. Cross Sector will post the video to the CHPC website.
* Mr. Bechtel will check with Dante Gennaro about taking photos and video at the Summit, and the best way to get release forms (e.g., as part of registration).

**Meeting Feedback**

Participants appreciated the meeting, but several stated that the room was too cold. [Update: There is only one thermostat for the entire building, so we are not able to change the temperature just for the QPM room. Participants can bring a jacket or sweater to future meetings.]

**Adjourn**

The meeting adjourned at 1:35 pm.

**##End QPM Notes##**

 **MEETING SUMMARY**

**Date:** June 19, 2019 **Location:** Chrysalis Center (Hartford, CT)

**Start Time:**  12:35 p.m. **End Time:** 1:45 p.m.

**Participants:** Page 2 shows attendance

**Chair:** Laura Aponte **Recorders:** Emily Jablonski, Matt Marcarelli

**Meeting Accomplishments**

* Participants approved by consensus the May 2019 meeting summary.
* Participants reviewed an updated draft tool for Connecticut’s upcoming HIV workforce survey which focuses primarily on skills, abilities, knowledge, and competencies.
* Participants identified an approach to conduct committee work between the June and July meetings.

**Welcome & Introductions**

Ms. Laura Aponte (NAP Team chair) welcomed participants to the meeting and asked everyone to introduce themselves by name and organizational affiliation or town. Ms. Aponte explained that the June 19, 2019 NAP Team meeting represented her second meeting as co-chair of the Data and Assessment Committee (DAC) and the NAP Team leader. She added that she is involved with the HIV Funders Group and has also been a CHPC member for multiple years. Ms. Aponte welcomed the new faces in the crowd and encouraged them to embrace the opportunity to lead and/or contribute.

Ms. Aponte outlined the importance of creating an environment of acceptance and respect, and organizing the discussion to produce results. The NAP Team: a) completes special projects such as needs assessments, focus groups, or briefing papers that help the CHPC develop its plan and achieve its goals; and b) uses a consensus model of decision-making (not voting) to include all voices and perspectives – including public participants in the process.

**Review of May 2019 Meeting Summary**

Participants reviewed the May 2019 summary, which outlined a discussion and relevant changes connected to an earlier draft of the workforce survey. Ms. Aponte encouraged participants to make sure that any suggested changes made during the April meeting were reflected in the notes.

The NAP Team approved by consensus the May meeting summary without changes.

**PLWH Needs Assessment Focus Group Update**

Ms. Emily Jablonski noted that the needs assessment survey captured quantitative data about the needs, gaps, and barriers faced by people living with HIV (PLWH) in Connecticut. She noted, however, that the survey represents only one data point. It is important to gather feedback in other settings, including a candid focus group setting. Further, the survey engaged some populations more than others, and focus groups represent a chance to collect input from priority populations. The priority population will be represented by younger, newly diagnosed individuals. The CHPC will host three (3) focus groups. A member of the CT DPH data team has identified a set of organizations with a high volume of clients representing the priority population listed in CAREWare. CHPC co-chairs will work together and with representatives from these agencies to set up focus groups for summer 2019. Logistics include recruiting participants, setting up the focus groups, and identifying leads from each agency as well as among CHPC leaders and staff.

**HIV Workforce Survey**

NAP Team participants reviewed a comprehensive survey tool that was revised by a small workgroup before the June CHPC meeting. The work group included Ms. Aponte, Mr. Dante Gennaro, Ms. Andrea Lombard, Mr. Angel Ruiz, Ms. Venesha Heron, and Ms. Gina D’Angelo. Participants thanked Mr. Gennaro, who created the first iteration of the survey, for his diligence and leadership.

The NAP Team reviewed each section of the tool and made a small set of changes. Most changes were connected to word choice or semantics (e.g., remove the word “infected” from any question). Some changes were substantive (e.g., adding a question on whether the individual uses harm reduction approaches in their word). Overall, the NAP Team agreed that the survey felt strong and they did not identify many improvement areas.

**Next Steps**

* CHPC staff will continue to work with members of the NAP Team work group if needed.
* CHPC staff will share the current version of the workforce survey with members of the HIV Funders Group, and ask them to provide input on the *content* of the draft survey.
* CHPC staff will engage individuals from CT DPH to gain input on the survey tool *instrument*.
* CHPC staff will collect feedback and share it with NAP Team members in advance of or at the July 2019 meeting.
* CHPC staff will create a June 2019 meeting summary.
* CHPC staff will conduct any additional follow-up tasks as needed.

**Other Business**

Mr. Matt Marcarelli will replace Ms. Jablonski as the lead CHPC NAP Team staff person in July 2019.

**Feedback**

Ms. Aponte thanked everyone for providing input and helping to shape the next iteration of workforce survey questions, and reminded them that the HIV Funders Group would review the tool as it currently stands. She asked participants to place any additional meeting feedback on the CHPC general meeting feedback form.

**Adjournment**

Ms. Aponte adjourned the meeting at 1:45 p.m.

**Meeting Attendance**

Laura Aponte; Samuel Bowens; Erick Carrión; Belinda Clark; Reina Cordero; Dante Gennaro; Deborah Gosselin; Aurelio Lopez; Erika Mott; Juan Nunez; Angel Ruiz; Donna Sciacca