



MEETING SUMMARY

Date:	January 15, 2020	Location:	Chrysalis Center (Hartford, CT)
Start Time:	10:30 a.m.	End Time:	11:55 a.m.
Participants:	Page 3 shows attendance		
Chair:	Laura Aponte	Recorder:	Matt Marcarelli

Meeting Accomplishments

- Participants approved by consensus the August 2019 meeting summary.
- Participants received a status report on the implementation of the Needs Assessment Focus Groups.
- Participants reviewed and discussed priority deliverables from the 2020 work plan.
- Participants reviewed results from the 2019 HIV Workforce Survey, discussed key findings, and identified opportunities for further analysis.
- Participants identified an approach to conduct committee work following the January meeting.

Welcome & Introductions

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 January 15, 2020 NAP Team meeting represented her fifth meeting as co-chair of the Data and Assessment Committee (DAC) and as the NAP Team leader. She added that she is involved with the HIV Funders Group and has been a CHPC member for several years. Ms. Aponte welcomed the new faces in the group and encouraged them to embrace the opportunity to lead and/or contribute.

Ms. Aponte explained the charge of the committee: to complete special projects such as needs assessments, focus groups, and briefing papers that help the CHPC develop its plan. She stated that the group uses a consensus model of decision-making (not voting) to include all voices and perspectives, including public participants, in the process.

Review of August 2019 Meeting Summary

Participants reviewed the August 2019 summary. The NAP Team approved by consensus the August meeting summary with no additions or corrections.

Needs Assessment Focus Groups

Ms. Aponte gave an update on the Needs Assessment Focus Groups and referred participants to a handout. She explained that the CHPC co-chairs were coordinating the focus groups with organizations closely affiliated with the priority population, young and recently diagnosed PLWH. The first focus group was held at the Waterbury Health Department in August 2019. Additional focus groups will be conducted with CCMC in Hartford and APNH in New Haven by February 28. The process was delayed because key personnel were on family/medical leave. However, the CHPC co-chairs remain committed to completing these focus groups before the revised deadline.

Xavier Day expressed concern over the limited representation of New London County in the focus groups, as well as in other needs assessment activities. Ms. Aponte and others explained that the focus groups targeted areas with high concentrations of new HIV infections. Funding and resource limitations make it difficult to conduct needs assessment activities over a broader geographic area.



2020 Work Plan

Ms. Aponte and Mr. Marcarelli explained that each of the CHPC committees is developing a 2020 work plan. The NAP Team's work plan will include the following tasks:

1. Produce a short summary of findings and recommendations from the 2019 HIV Workforce Survey;
2. Review and make any improvements to the PLWH Needs Assessment Survey instrument and methodology (must be completed before the Fall 2020 survey administration);
3. Complete additional tasks identified by the HIV Funders Group and/or G2Z Committee related to developing the next statewide plan.

The group offered several suggestions to improve the statewide plan, such as adding more information about PrEP and Hepatitis C prevention. Participants also suggested that CHPC adopt a rolling plan and apply a greater focus on ending the epidemic.

Mr. Marcarelli assured participants that more time would be provided at the February NAP Team meeting to discuss the 2020 work plan and related matters.

HIV Workforce Survey Results

Mr. Marcarelli provided background information about the HIV Workforce Survey. In 2017, members of Connecticut's HIV workforce completed a survey to identify their demographic information as well as other details about their jobs, such as title, salary, and years in the workforce. In early 2019, the NAP Team began production of the survey's second iteration, using a survey created by the Black AIDS Institute as a starting point. Between March and September 2019, the NAP Team worked to refine the survey questions and the HIV Funders Group provided input on the tool. Online data collection occurred during the period from October 1 to December 18, 2019.

Mr. Marcarelli walked the group through results from each section of the survey. Participants reviewed the results, discussed key findings, and identified opportunities to analyze the data further. The group's most significant observations and suggestions are listed below:

1. Results from Questions 1, which asked respondents to identify their role in the HIV workforce, indicated that case managers, care coordinators, patient navigators, and PrEP navigators accounted for nearly one third of the sample population. Roles that received little representation in the sample population included 'patient/client, peer advocate, or peer counselor,' 'disease intervention specialist (statewide or local),' 'frontline staff involved in prevention,' and 'peer counselor.'
2. Results from the demographic questions (Questions 2-9) indicated that the sample population was fairly representative of the broader HIV community. However, participants noted that the sample population was disproportionately female and heterosexual. Additional insights could be gleaned by breaking down the demographic information by region and by role in the HIV workforce. Furthermore, participants suggested looking at how this demographic information compares to the Needs Assessment Survey results.
3. Participants recommended conducting further analysis on the results from Question 12, which asked respondents to identify the number of community partners they collaborate with. Participants were particularly interested in looking at how responses differed across regions.
4. Questions 13 and 14 asked respondents to identify their preferred methods of receiving information (Question 13) and sharing information with clients/patients (Question 14). Respondents identified webinars, lunch meetings, half-day and full-day in-person trainings, and CT Train as the top methods of receiving professional development and training information. The top methods of communicating information to clients/patients included multilingual staff/peers, case managers/navigators, printed materials, support groups, and social media. Participants suggested looking at how responses to both of



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these questions differed across age groups. Furthermore, the responses to Question 14 should be compared to patient's/client's preferred methods of receiving information, as identified in the needs assessment survey.

5. Participants expressed satisfaction with the results from Question 15, and suggested comparing these results to the needs assessment survey.
6. Results from Questions 16-24, which asked respondents to share their beliefs about the HIV care and prevention system, were largely positive and in-line with expectations. However, participants were curious if there were any differences across workforce roles and/or demographic groups.
7. Overall, results from the 'knowledge' section of the survey (Questions 25-33) indicated that most respondents had a satisfactory understanding of fundamental HIV care and prevention topics. Questions 29 and 30 received the largest proportion of incorrect or 'unsure' responses and therefore require additional scrutiny. Participants also discussed how some of the respondents might have been thrown off by the precise numerical values included in some of the questions.
8. Participants quickly reviewed the workplace environment questions (Questions 34-47) and observed that the results were very positive overall.

Next Steps

The HIV Funders Group will review the HIV Workforce Survey results and direct the NAP team on how to proceed with their analysis of the findings. The CHPC Co-Chairs want to share findings with the full CHPC as early as next month.

Adjournment

Ms. Aponte adjourned the meeting at 11:55 a.m.

Meeting Attendance

Laura Aponte; Marianne Buchelli; Angeliq Croasdale-Mills; Brian Datcher; Xavier Day; Martina De La Cruz; Lynette Gibson; Cynthia Hall