



Needs Assessment Project (NAP) Team
CHPC Data and Assessment Committee
 Meeting Notes / February 17, 2021



- The previous survey instrument was long and collected a large amount of information. Unfortunately, responses were difficult to analyze (due to responses of yes, no and other and open ended questions.)
- NAP members expressed hope for a more collaborative process for this survey including the need for front line workers’ input earlier in the process.
- Members questioned whether this was the purpose of the NAP Committee and if they should be working on it all along. The HIV Funders Group started the process in fall when the NAP team was not scheduled to meet and the focus of the NAP team was still on the workforce training pilots.
- NAP committee members understood that DPH subject matter experts in data and epidemiology completed the analysis. Participants asked about who is responsible for interpretation. Dante explained that in the past the results were shared with NAP and the HIV Funders to identify the most important findings. The information was then presented to the full CHPC for additional discussion.

It was agreed that Dante would email the survey as a word document to NAP members and ask for their feedback by Monday, Feb. 22, 2021 so it could be shared with the Funders Group. Marianne recommended providing a short explanation for the context of the survey such as the statewide PLWH survey was required by the federal funders as part of the planning process.

Committee members suggested that a joint meeting of NAP members and the Funders Group would be appropriate to discuss the survey process and feedback. Another option is to invite funders to a future NAP Team meeting.

HIV WORKFORCE TRAINING PILOTS

Venesha reported that DPH staff continues work with the University of Rochester to adapt previously used training contents for use on CT Train. She explained that data about training participants will be useful to the NAP Team as future trainings are considered and planned. As a reminder, these trainings provide introductory, basic content. NAP identified training content will be presented virtually by subject matter experts, and recorded for the DPH on-demand system for increased access.

NAP team members discussed which of the priority trainings to offer first, starting in March if possible. Melanie Alvarez agreed to conduct and record the virtual training **Boundaries, Ethics and Self-Care on March 16, 2021 from 9:30 – 11:30**. She will edit the recording and provide it to DPH staff along with any materials for uploading to CT Train. Melanie’s organization, ACT, will produce the training flyer and register participants. Melanie will plan on intentional breaks to divide the training into segments. She will also administer polls and provide quizzes. The training capacity is 100 participants so NAP members agreed to limit the participants to HIV workers including prevention care providers, medical case managers, people working in HIV housing, and supervisors and not open it to other prevention communities.

NAP members agreed to conduct trainings in April, May and June but not in July or August as participation is generally lower with people on vacation. The table below captures the discussion about scheduling.

Confidentiality was selected as the April training topic. Marianne reported that trainer she identified for **Motivational Interviewing** retired and she is currently identifying alternative options.

HIV Training Topics	Training Providers	NAP TEAM Point of Contact
Mental Health/Substance Misuse Disorders <i>*Top 3 priority</i>	<ul style="list-style-type: none"> • Establish collaboration with DMHAS training and focus on specifically on people living with HIV • Elia Vechietto, CRT 	<ul style="list-style-type: none"> • Laura contacts Elia
Trauma Informed Care <i>*Top 3 priority</i>	<ul style="list-style-type: none"> • Marlene Moranino CT Community Health Assoc. (no fee) 	<ul style="list-style-type: none"> • Angelique contacts Marlene



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HIV Training Topics	Training Providers	NAP TEAM Point of Contact
Confidentiality <i>*Top 3 priority</i>	<ul style="list-style-type: none"> • Greater Hartford Legal Aid knows an attorney who provides training, Sue Garten. • DPH HIPPA Attorney 	<ul style="list-style-type: none"> • Angelique contacts Sue. • Laura contacts DPH attorney • Selected for April training
Motivational Interviewing	<ul style="list-style-type: none"> • Trainer Marianne Buchelli identified has retired. 	<ul style="list-style-type: none"> • Marianne Buchelli will identify another training
Self-care for HIV workers	Melanie Alvarez, ACT, will conduct and record training.	<ul style="list-style-type: none"> • Boundaries, Ethics and Self-care March 16, 2021, 9:30 – 12:30
Cultural Humility & Cultural Competency	<ul style="list-style-type: none"> • Embracing Your Diversity is a training that Melanie and colleagues at ACT have conducted. 	<ul style="list-style-type: none"> • Melanie

NEXT MEETING

The NAP will meet next on March 17, 2020 at 11:00 a.m. to 12:30 p.m.

ADJOURNMENT

Marianne adjourned the meeting at 12:05 p.m.