

Needs Assessment Project (NAP) Team CHPC Data and Assessment Committee

Meeting Notes / March 17, 2021



MEETING SUMMARY

Date:	March 17, 2021	Location:	Virtual Meeting	
Start Time:	11:00 a.m.	End Time:	12:00 p.m.	
Participants:	Melanie Alvarez, Laura Aponte, Marianne Buchelli, Jean Brown, Angelique Croasdale-Mills, Luis Diaz, Maria Diaz, Xavier Day, Martina De La Cruz, Dante Gennaro, Cynthia Hal and Venesha Heron, Moneca Liz and Khelsey Smith			
Chair:	Laura Aponte			
Recorder:	Lisa Mason			

ACCOMPLISHMENTS

- Participants approved the January 2021 and February 2021 NAP meeting summaries with corrections noted below.
- Participants debriefed the first pilot NAP HIV workforce training, **Boundaries, Ethics and Self-Care,** facilitated by Melanie Alvarez of ACT, on March 16, 2021.
- Participants planned for upcoming trainings including Confidentiality in April 2021 and Trauma Informed Care as a possible substitution in April or in May, and identified potential trainers for Motivational Interviewing and Trauma Informed Care trainings.

WELCOME AND INTRODUCTIONS

Marianne welcomed participants to the meeting, and participants introduced themselves.

APPROVAL OF PRIOR MEETING SUMMARY

NAP members approved the January 20, 2021 meeting summary with two corrections, the correct spelling of Luis Diaz's name and addition of Gina D'Angelo in the list of DPH staff as CT Train administrators.

NAP members approved the February 17, 2021 meeting summary with one correction, the correct spelling of Luis Diaz's name.

HIV WORKFORCE TRAINING PILOTS

First Training: Boundaries, Ethics and Self Care

NAP debriefed the first NAP pilot HIV workforce training, **Boundaries, Ethics and Self-Care on March 16, 2021,** conducted by Melanie Alvarez and declared it a success. NAP members who participated reported very positive feedback. Comments included participants were engaged in the training and comfortable asking questions, and the training felt more like a dialogue than a training. Melanie explained that people's shared experiences makes the training more meaningful. People already know the information, but the training provides the opportunity to bring it out. Lisa liked how Melanie used the discussion on boundaries as a foundation for professional ethics and emphasized how self-care is one way to prevent unethical behavior.

Melanie reported that approximately 40 of the 68 registrants participated. NAP members discussed possible registrants did not attend including overbooking their schedule or assuming they can view a recording later. Melanie did not record the training as a three hour training is too long. Instead she offered to record audio for any slides that DPH staff selected from this training for posting on CT Train. Melanie offered to conduct the training again later this year or next year. Evaluations will be emailed to participants for additional feedback.

There was a hiccup with the registration process. Since it was already on the ACT website, it was challenging to register people on CT Train, too. The NAP Committee decided to use only one training registration site, CT Train, for all upcoming trainings. People will need to create accounts on CT Train to register.





UPCOMING TRAININGS

Laura Aponte and Angelique Croasdale-Mills contacted the trainers for the **Confidentiality** training in April 2021 and are waiting to hear back. The NAP Committee agreed to schedule future trainings on Tuesdays or Thursdays. If either trainer is unavailable in April 2021, the committee can select another topic for April and postpone confidentiality to May 2021.

Motivational Interviewing was another priority training topic. Marianne Buchelli reminded the committee the trainer she recommended had retired. Melanie Alvarez offered to ask a colleague at CT Coalition to End Homelessness for a suggestion. Luiz Diaz will reach out to Julienne Girard from DMHAS regarding motivational interviewing, too.

Angelique reported that the trainer recommended for Trauma Informed Care, Marlene Moranino, announced she is leaving her position. Angelique will contact her today. Xavier knows Dr. Jose-Michael Gonzalez at DHMAS, another trauma trainer. Luiz reached out to Julienne Girard from DMHAS regarding motivational interviewing.

Save the Date announcements can be sent while the training registration is set up. Promoting the trainings with space is limited, and sending a reminder that a few spaces are available might help with the no-shows. The DPH zoom account can handle 1,000 participants so there is need for waiting lists.

A recommendations was made to identify a cohort of providers who will forward the invitation. In addition to posting on CT Train, training announcements will be forwarded by ACT, CHPC, and the planning councils. A second suggestion was to add language to contracts requiring providers to attend a certain number of trainings. Laura supported this, and explained that DPH is currently updating contract language.

NEW BUSINESS

Marianne recommended quarterly meetings with other HIV workforce training providers such as Bob Sideleau, Melanie Alvarez, etc. to discuss training gaps. Bob reported he is available to help the Committee.

Angelique announced a Men of Color conference (2.5 days) with Harold Phillips and other speakers focusing on HIV, trauma, mental health/substance abuse, criminal justice, and conducting health assessments. A faith-based component will be included.

NEXT MEETING

The next NAP Committee meeting is scheduled for April 21, 2021 at 11:00 am.

ADJOURNMENT

Laura adjourned the meeting at 12:00 pm.

Training chart updated, March 17, 2021

HIV Training Topics	Training Providers	Training Updates and Next Steps
Mental Health/Substance Misuse Disorders <i>*Top 3</i> priority	 Establish collaboration with DMHAS training and focus on specifically on people living with HIV Elia Vechietto, CRT 	• Laura contacts Elia
Trauma Informed Care *Top 3 priority	 Marlene Moranino CT Community Health Assoc. (no fee) Dr. Jose-Michael Gonzalez, DMHAS 	 Angelique will contact Marlene as Marlene is leaving her position. Xavier suggested Dr. Jose Michael Gonzalez



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Confidentiality *Top 3 priority	 Greater Hartford Legal Aid knows an attorney who provides training, Sue Garten. DPH HIPPA Attorney 	 Angelique contacts Sue. Laura contacts DPH attorney Selected for April training
Motivational Interviewing	 The trainer Marianne Buchelli identified retired. Julienne Girard, DMHAS recommended by Luis Diaz 	 Marianne Buchelli will identify another trainer Melanie Alvarez will contact CT Coalition to End Homelessness for a recommendation.
Self-care for HIV workers	Melanie Alvarez, ACT conducted Boundaries, Ethics and Self-Care on March 16, 2021 for 40 participants.	 Training conducted Presentation slides to be selected and audio recorded for CT Train upload.
Cultural Humility & Cultural Competency	 Embracing Your Diversity is a training that Melanie and colleagues at ACT have conducted. 	Melanie Alvarez