



Meeting of the
Needs Assessment Committee
Susan Abramowitz PhD & Eli Camhi LMSW, Co-Chairs

Friday, February 4, 2005, 10:00–12:00 PM
APICHA

Members Present: Eli Camhi LMSW, Susan Abramowitz PhD (Co-Chairs), Ruth Finkelstein ScD, Susan Forlenza MD MPH, Robert Gass MA MPH, Myron Gold, Janet Goldberg, Joanne Hilger, Alison Chi (alt. for Peter Jensen), Howard Marcus PhD, Ann-Gel Palermo

Members Not Present: Angela Aidala PhD, Ken Butler, Christine Campbell, Ryan Chavez, Mary Ann Chiasson DrPH, Joel Hernandez, Julie Lehane PhD, Eric Rude, Melissa Shurkin, Gregg Weinberg, Elena Wiesenthal

Guests: Orbit Clanton

OAPC Staff Present: Grace Moon, Beth Cohen Barusek, Robert Shiau

Materials Distributed:

- Meeting Agenda
- Meeting Minutes, January 7, 2005
- Data Day Evaluation Summary
- Access to and Maintenance in Care Research Matrix
- Access to and Maintenance in Care Annotated Bibliography
- *Draft Addendum to the Needs Assessment Update 2004*, McClain & Associates
- CHAIN Report: “Service Gaps and Utilization in the Continuum of Care in New York City”
- “Service Needs and Gaps,” *Update to the 2002 Needs Assessment Update*, McClain & Associates
- Determining Service Needs and Service Gaps: Sample Matrix by Data Source and HRSA Ranking/NY EMA Service Category
- Press Release: *Scott E. Kellerman, MD MPH Named Assistant Commissioner for HIV/AIDS Services for the New York City Health Department*
- Announcement of New Planning Council Community Co-Chair: Patrick McGovern
- PC Meeting Calendar: February 2005

I. Welcome/Introductions/Review of Minutes/Announcements

Mr. Camhi opened the meeting and introductions were made. Minutes from the January 7, 2005, meeting were reviewed. There being no quorum, approval of the minutes were shelved until the next meeting.

II. PLWHA

Mr. Gold addressed policy changes to Medicare/Medicaid and their implications for PLWHAs, who may lose essential services. He stressed the importance of Planning Council advocacy. Ms. Moon stated that representatives from the Kaiser Family Foundation and the Office of Medicaid are presenting on this issue at the March Planning Council meeting.

III. Data Day 1 Debriefing

Mr. Camhi stated that Data Day 1 was an informative and productive day. Ms. Moon stated that the objective of Data Day 1 was to unveil the Integration of Care Committee's Comprehensive Model of Care and have participants, particularly members of the Access to and Maintenance in Care Subcommittees, delineate services that promote access to and maintenance in care. She thanked the Needs Assessment Committee for an excellent job.

IV. Priority Setting and Resource Allocation Committee Meeting (PS&RA), February 1, 2005

Mr. Camhi reported that the PS&RA Committee reviewed different spending scenarios should there be a cut in the Ryan White award, and voted to recommend to the Executive Committee an across the board cut in a range of 5% to 15%, stating it had no data upon which to base its decisions.

Mr. Camhi expressed concern that there was no strategic examination of the portfolio. As an example, he addressed one of the programs, the "Air Bridge Project," which was funded before Puerto Rico had its own EMA, and that at least, this was a program that warranted review. Dr. Marcus informed the Committee that he had recently interviewed a young HIV+ woman in the Bronx who had come back from Puerto Rico, received Ryan White services there, and had not heard of the "Air Bridge" program."

Mr. Camhi informed the NAC that in the aftermath of the vote, the PS&RA Committee formed a subcommittee to develop a mechanism whereby strategic priority setting and resource allocation decisions can be made moving forward to Year 16. In outlining the mandate of the subcommittee, Mr. Camhi stressed that the focus is not on examining individual program performance but on need for services. He further stated that there is a moral obligation to maximize Ryan White funds, and that the NAC take responsibility to provide to the PS&RA Committee with criteria in order to rationalize the Ryan White portfolio.

V. Planning for Data Day 2

Dr. Abramowitz recommended that Data Day 2 be dedicated to characterizing the portfolio in a way that is useful for priority setting and resource allocation for Year 16. Mr. Camhi stressed the need for "rationale determination" for services currently funded and those funded in the future. Dr. Abramowitz stated that the primary goal of providing data to the PS&RA Committee should be framed in terms of access to and maintenance in care.

There was an extensive discussion regarding measures that assess need for services. Ms. Hilger stated that a first step is to examine neighborhoods, populations and morbidity and mortality. Dr. Finkelstein stated that there is a profound difference between need, unmet need and demand. She stated that there are Ryan White services that may be anachronisms and a starting point in assessing need may be mortality differentials. Mr. Gass stated that "need" must be defined. Additionally, he recommended that a facilitator be utilized on Data Day 2. Dr. Forlenza stressed the importance of determining and utilizing indicators. Dr. Finkelstein stressed the importance of "weighting" service need. Mr. Camhi asked Mr. Gass, Dr. Forlenza and Dr. Finkelstein to work together to integrate these data "dimensions" into a tool that will help the NAC in assessing need.

Dr. Abramowitz stated that we need data from ADAP to better inform the process. Ms. Moon stated that a representative from ADAP will be presenting at the April Planning Council meeting. Dr. Abramowitz stated that the representative should present to the Needs Assessment Committee first before the Planning Council meeting. Mr. Camhi stated that we should also put in a request for relevant Medicaid data. Ms. Moon stated that a representative from the AIDS Institute will present on Medicaid at the March Planning Council meeting.

Mr. Camhi asked the Committee to review the draft document “Determining Service Needs and Service Gaps: Sample Matrix by Data Source and HRSA Ranking/NY EMA Service Category.” There was an extensive discussion regarding the utility of the matrix as a basis for the subcommittee’s work. Suggested elements for a comprehensive needs assessment analysis include: 1) research and evaluation; 2) unmet need framework; 3) service utilization; 4) identified service elements; 5) indicators; 6) time frames and end points; 7) trends and projections; 8) policy shifts; 9) epi data/shifts; 10) geographic differentials; 11) special populations; 12) quality management data; 13) consumer input; and 14) published needs assessments.

Being the meeting had run out of time, Ms. Moon recommended that the Committee meet within the next two weeks and dedicate the agenda to planning Data Day 2.

VI. Other Business

Mr. Shiau announced that there was a 9.7 million dollar cut to NYC’s FY 2005 HORWA grant. Scott E. Kellerman, MD MPH, has been named Assistant Commissioner for the Bureau of HIV/AIDS Services. Patrick McGovern has been elected as the Planning Council’s Community Co-Chair.

VII. Adjournment

I. Follow-Up Issues

	Due	Responsible Party
⇒ Coordinate NAC meeting dedicated to planning Data Day 2.	Immediately	OAPC: Beth Barusek
⇒ Revision of “Determining Service Needs and Service Gaps: Sample Matrix by Data Source and HRSA Ranking/NY EMA Service Category.”	Before next meeting	OAPC: Beth Barusek
Develop needs assessment tool to incorporate measures, indicators and time frames/projections.	Ongoing	Robb Gass, Dr. Forlenza, and Dr. Finkelstein
⇒ Work in partnership with PS&RA subcommittee to provide information and data that will inform priority setting and resource allocation.	Data Day 2/ Ongoing	NAC