

<b>Date:</b>	Wednesday, March 19, 2025	<b>Type:</b>	Virtual Zoom
<b>Start Time:</b>	10:15 a.m.	<b>End Time:</b>	11:45 a.m.
<b>Leaders</b>	Mitchell Namias (CT DPH Resource Liaison)		
<b>Participants:</b>	11	<b>Next Meeting:</b>	April 16, 2025

### WELCOME AND INTRODUCTIONS

Mitchell Namias opened the meeting by welcoming all participants and facilitating introductions.

### APPROVE FEBRUARY MEETING SUMMARY

The group conducted a brief review of the February meeting summary, which was subsequently approved. Ken Plourd took the opportunity to remind members of the new procedure for distributing meeting materials. Moving forward, meeting agendas will be posted on the CHPC website (<https://www.cthivplanning.org/needs-assessment-projects>) one week prior to each meeting, and meeting summaries will be made available one week following the meeting.

### RYAN WHITE NEEDS ASSESSMENT SURVEY 2025

Mitchell Namias facilitated the discussion by presenting a preliminary draft of the People with HIV (PWH) Needs Assessment Survey for the group's continued review and input. This effort represents a continuation of the work initiated during the previous meeting. The survey is systematically organized into the following categories:

- HIV Care and Satisfaction
- Stigma and Discrimination
- Knowledge and Education on HIV-Related Topics
- Demographics and Sexual Behavior

#### Timing for Data Collection

Mitchell stated that the survey will also be reviewed by the HIV Funders Group and Executive Committee for additional input. Once the survey instrument is revised, it will be field tested (piloted) with a small group of clients (PWH) from: A Place to Nourish Your Health (APNH), Connecticut Children’s Medical Center (CCMC), and Optimus Health.

Data collection is expected to start in July 2025 and will continue through September/October 2025. The survey instrument will be made available for online data collection in three languages (English, Spanish, Haitian Creole) and respondents will have an option to request a \$25 gift card from Walmart or Stop n Shop.

Mitchell thanked the group for their feedback and stated that status updates on the survey will be provided regularly in upcoming NAP meetings.

### OPEN LETTER TO MEDICAL PROVIDERS UPDATE

Mitchell reported that the letter had been revised by Cross Sector Consulting and subsequently submitted to the Department of Public Health (DPH) leadership for final approval. Upon receiving authorization for dissemination, he will circulate the approved version to the group.

### DISCUSSION: NAP AS A FORUM FOR REVIEW OF REGIONAL RW PART B / PREVENTION NETWORKS

Mitch introduced a proposed concept to the group: utilizing the NAP Committee as a platform for the designated “lead entity” and their affiliated partners to present on service delivery within their respective regions. Each presentation would be followed by a structured discussion centered on strengths, weaknesses, opportunities, and threats (SWOT), as well as the identification of service gaps and potential areas for improvement.

To complement these presentations, NAP leadership will develop a one-page summary highlighting key points and outlining identified gaps and opportunities for future service enhancement. These summaries will be made available on the CHPC website. A new regional presenter will be invited to NAP monthly, with a target of hosting five to six presentations per year.

To support this initiative, Mitch shared two reference documents (see link): [NAP as a Forum Presentation](#)

1. A breakdown of Connecticut’s HIV Prevention and Care Service Regions by county and funding source.
2. A guide outlining the qualitative and quantitative data each regional lead or network may provide.

NAP committee members recommended that this concept—positioning NAP as a forum for regional prevention and care discussions—be brought to the main CHPC group for broader consideration. Mitch agreed and stated he will request this item be added to the agenda for the April CHPC meeting.

### ANNOUNCEMENTS

Ken reminded the group that there is still an opening for the NAP Community Co-chair leadership position. If anyone is interested in applying, please visit <https://www.cthivplanning.org/>

### ATTENDANCE

Attendance records are kept on file with the CHPC support staff.

### ADJOURN

The committee meeting ended at 11:45 a.m.