

NEEDS ASSESSMENT TASK FORCE MEETING

HIV Health Services Planning Council

Meeting Date: January 22nd, 2002
Meeting Place: 25 Van Ness Ave., 330A
Meeting Time: 4:30pm - 6pm
Members Present: Felicia Elizondo; Sam Kaplan; Brad Hume; Catherine Geanuracos
Others Present: Eric Whitney (Council Coordinator); Laura Thomas (SF DPH - AIDS Office); Joseph A. Cecere (DPH); Bobby Cook (Immune Enhancement Project); Richard Bargetto (HIV Consumer Rights Advocate); Michael De Mayo (LFA); and Robert Owens (Council Admin. Asst. - Minutes)
Next Meeting: TBD

Introductions

Announcements

There were no announcements.

Goals

Michael De Mayo began the meeting by presenting the following goals:

- A review of the Consent Form
- A review of questions from the Needs Assessment survey
- A review of the questions concerning Delayed Care/Out-Of-Care

Review of Consent Form & Survey Process

The committee began with a review of the consent form and how the survey is going to be conducted. The issues that were discussed were: how to handle people with literacy problems, what are the interviewers duties and what information they will have, and how confidentiality issues are to be handled. *The committee* requested that the interviewers have information with them about HIV agencies, services, and programs during the survey process.

Review of Survey Questions

The committee and Michael De Mayo began the review of each survey question, item by item. Each question was thoroughly discussed and some questions were

either modified or re-created from their original state on the survey to fit the needs and requirements of HRSA and the objective of the Needs Assessment.

The following questions have been modified:

- #3 *The committee* decided that the racial background should be the same breakdown as in REGGIE
- #4 *The committee* decided to remove “at home” from question.
- #5 *The committee* decided to add “most” to the question
- #7 *The committee* requested that the interviewer have a list of all the San Francisco neighborhoods to assist homeless people in identifying where they live
- #8 *The committee* decided to add “most recently” to the question.
- #9 *The committee* decided to eliminate this question
- #10 *The committee* requested REGGIE categories to be used for this question in order to capture the homeless and people living in SROs
- #11 *The committee* decided to define the number of hours that constitutes full-time status
- #12 *The committee* requested that “household” change to “individual” and give monthly breakdowns for yearly incomes
- #16 *The committee* decided to add “VA” to the list of choices.
- #22 *The committee* decided to add “I have not...” to the list of choices
- #27 & #28 *The committee* decided to add “CD4 count” to the list of responses
- #30 *The committee* decided to move the word ranking and replace it with percentage amount
- #34 & #35 *The committee* decided to add other neighborhood community clinics and other alternative clinics.
- #36 *The committee* decided to add “never” to the list of choices
- #37 *The committee* decided to add “I can’t remember” to the list of choices
- #42 *The committee* decided to separate out “herbal” and “supplemental” from the list of choices
- #44 *The committee* decided to add “HIV” to the Medication response

Michael De Mayo closed to meeting and indicated that further communication will occur through the listserve for the Task Force, and surveying would begin in early February.

Adjournment