

# New Jersey HIV Planning Group Data and Research Committee Meeting Agenda

Wednesday, March 26<sup>th</sup>, 2025  
Electronic Meeting via ZOOM Video Conference

**Angela Petrone**  
Co-Chair

**Jessica Diaz**  
Co-Chair

**The Data and Research Committee takes the lead in requesting data from the State and then analyzing and understanding the data received. The Committee is a resource for all other committees and their data needs.**

<b>*Please note all times are approximate</b>		
10:00 am	Welcome & Moment of Silence	Angela Petrone
10:05 am	Establishment of Agenda & Approval Meeting Minutes	Jessica Diaz
10:10 am	Introductions <i>Name &amp; Expertise/Type of Work</i>	Angela Petrone
10:20 am	Review Evaluation & Cycle Work Plan	HCPST
10:30 am	<b>Old Business</b> <ul style="list-style-type: none"> <li>• Review System 5.1 Recommendations</li> </ul>	Jessica Diaz & Angela Petrone
10:45 am	<b>New Business</b> <ul style="list-style-type: none"> <li>• Policy Activity 5.1 Education Didactic</li> <li>• Draft Recommendations for Policy Activity 5.1</li> </ul>	Jessica Diaz & Angela Petrone
11:45 am	Data and Research Committee Agenda <b>Next Meeting: April 23, 2025</b>	Angela Petrone
11:50 am	Announcements	Jess Diaz
11:55 am	Meeting Evaluation	HCPST
12:00 pm	Adjournment*	Angela Petrone

*HCPST – HIV Community Planning Support Team*

**Members of Committee (Quorum: 3): Angela Petrone, John Nelson, Jess Diaz, Rosie Ruiz, & Steve Dunagan**

\*Reminder: Please raise your hand or use the chat box to contribute to the conversation.\*



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**New Jersey HIV Planning Group**  
**Data and Research Committee Meeting Minutes**

**Wednesday, February 26, 2025**  
 Electronic Meeting via ZOOM Video Conference

<b>ATTENDANCE</b>			
<b>NJHPG Member</b>			
Angela Petrone	<b>A</b>	John Nelson	<b>P</b>
James Valentin	<b>P</b>	Rosie Ruiz	<b>P</b>
Luis Otaño	<b>P</b>		
<b>Committee Member</b>			
Jessica Diaz	<b>P</b>		
Steven Dunagan	<b>LoA</b>		
<b>Non-voting Attendees</b>			
Alex Flores, Ayo Ajiboye, Barbara Teh, Emmanuel Gamarra, Ena Omoike, Heidi Haiken, Rekha Damaraju, Shwetha Kamath, Syd Rosen			
<b>HIV Community Planning Support Team</b>			
Dottie Rains-Dowdell	<b>P</b>	Taylor Lightner	<b>P</b>

*P- Present; A- Absent; LoA – Leave of absence*



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<b>AGENDA</b>	
<b>Item</b>	<b>Discussion</b>
<b>Welcome and Moment of Silence</b>	Jessica Diaz welcomed attendees and began the meeting at 10:04am followed by a moment of silence to honor those lost to HIV and those still fighting the virus.
<b>Approval of Agenda &amp; Meeting Minutes</b>	<p>Jess Diaz reviewed the meeting Agenda. James Valentin motioned to approve the agenda, seconded by Rosie Ruiz and was voted on and approved.</p> <p>Jess Diaz reviewed January's Meeting Minutes. Rosie Ruiz motioned to approve the Meeting Minutes, seconded by James Valentin. The Meeting Minutes were voted on and approved.</p>
<b>Introductions</b>	Jessica Diaz asked attendees to introduce themselves and share their expertise/area of work.
<b>January Evaluation Review</b>	<p>The Support Team reviewed January's Meeting Evaluation with attendees. There were 11 people who attended the meeting and 9 people who responded to the evaluation; 3 Committee Members, 1 NJHPG Member, 2 State Representatives &amp; 3 guests.</p> <ol style="list-style-type: none"> <li>1. What questions do you have for DHSTS? <ul style="list-style-type: none"> <li>• None at this time (x2)</li> </ul> </li> <li>2. Final Comments, Questions, or Concerns <ul style="list-style-type: none"> <li>• Great meeting!</li> <li>• I thought recommending surveillance being present at the meetings is a great idea.</li> <li>• Can the beginning of the meeting be streamlined? We can review the evaluation and the previous minutes on our own prior to the meeting, and if needed, ask questions or comment prior to approval.</li> </ul> </li> </ol>



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<p><b>NJHPG Overview</b></p>	<p>The Support Team reviewed the NJHPG Overview PowerPoint presentation. The overview covered the Purpose of NJHPG, the five priority populations, the goal of the Data and Research Committee and the 3P's of making Recommendations to NJDOH. Additionally, the team highlighted the Cycle 4 Work Plan, with a focused discussion on finalizing System Activity 5.1 as part of the committee's work for the day.</p> <p><b>System Activity 5.1</b> – Increase awareness of HIV-related disparities through data collection, analysis, and dissemination of findings.</p>
<p><b>Old Business</b></p>	<p>Jessica Diaz transitioned the Committee to Old Business-Finalizing System Activity 5.1. The recommendations are listed below.</p> <p><b>System Activity 5.1</b> – Increase awareness of HIV-related disparities through data collection, analysis, and dissemination of findings.</p> <p>1. Develop a structure and schedule for data analysis dissemination inclusive of cluster detection findings.</p> <p><i>Stakeholders Involved/Needed:</i></p> <ul style="list-style-type: none"> <li>• DHSTS, DOH Data Team</li> </ul> <p>Is this task <b>measurable</b>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Deliverables;</i></p> <ul style="list-style-type: none"> <li>• Establish a regular schedule (quarterly or biannual) for data dissemination to help PMOs share information with their sites effectively.</li> <li>• Share identified cluster information</li> </ul>



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	<p>with regional providers, healthcare providers and agencies providing prevention services, within 30 days for timely intervention when applicable.</p> <ul style="list-style-type: none"> <li>• Improve understanding and clarify the cluster detection reporting and dissemination policy to ensure effective communication and response. Update policy to include sharing with providers.</li> </ul> <p><i>Due by; 1/01/2026</i></p> <p>2. Develop a statewide integrated tracking system for HIV prevention data to improve monitoring and coordination.</p> <p><i>Stakeholders Involved/Needed:</i></p> <ul style="list-style-type: none"> <li>• DHSTS, DOH Data Team</li> </ul> <p>Is this task <b>measurable</b>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Deliverables;</i></p> <p><i>Due by;</i></p> <p>3. Work with non-HIV specific interdisciplinary providers to collect HIV viral load and HIV antibody/antigen testing data to enhance care, treatment, and prevention efforts.</p> <p><i>Stakeholders Involved/Needed:</i></p> <ul style="list-style-type: none"> <li>• DHSTS, non-Ryan White Agencies</li> </ul> <p>Is this task <b>measurable</b>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Deliverables;</i></p> <ul style="list-style-type: none"> <li>• Add a viral load tracking section to the Communicable Disease Reporting Surveillance System (CDRSS) for improved data collection.</li> <li>• Routine education for Emergency Department staff on the importance of HIV testing and PEP provision.</li> </ul>
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	<ul style="list-style-type: none"> <li>Disseminate the collected data to funded agencies to increase care coordination.</li> </ul> <p><i>Due by; 1/1/26</i></p>
<b>Data and Research Committee Agenda</b> Next Meeting: March 26, 2025	The next meeting will be on <b>March 26, 2025 from 10am to 12pm</b> . HCPST shared the meeting agenda for this meeting.
<b>Announcements</b>	Jessica Diaz transitioned to ask the attendees if there are any new announcements.  There were no new announcements at that time.
<b>Meeting Evaluation</b>	HCPST shared meeting evaluation link for attendees to complete.
<b>Adjournment</b>	Jess Diaz adjourned the meeting at 11:53 am. Motioned by James Valentin, seconded by Rosie Ruiz.
<b>Meeting Documents</b>	
<ul style="list-style-type: none"> <li>Draft Data and Research Meeting Minutes 1/29/25.pdf</li> <li>NJHPG Data and Research Committee Agenda_2.26.25.pdf</li> <li>Draft System 5.1 Recommendations</li> </ul>	



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