



## **IHIPC Epidemiology/Needs Assessment Committee Meeting Minutes**

**Thursday December 5th 2019, 10am – 11am**

**Attending:** M. Andrews – Conrad, **Co-Chair** J. Charles, J. Filicette, C. Hicks, K. Hoffman, C. Jackson, J. Kowalski, F. Ma, A. Meirick, P. Murphy, J. Nuss, C. Rodriguez, C. Ward, R. Wheeler

**Absent:** **Co-Chair** M. Maginn, J. Maras

**Welcome and Introductions** - Name, Agency/Region, Preferred Pronouns (optional). See above.

- 1) Review 2019 presentations of HIV epi, making recommendations for 2020. Presentations for 2020 should be less data dense - presenting the information with more narrative highlights in order to encourage discussion.** – J. Nuss informed the committee that 30 minutes should be set aside for discussion leaving 30 minutes for the presentation itself. Suggestions included finding more simple tables or representations of the data and including key takeaways of the tables as bullet points in the slide title. These led the committee to agree that an outline of the information in brief with an appendix including the complete epi report may be the most useful for presenting to the IHIPC membership. C. Ward informed the committee that a draft presentation should be available for review at the February meeting.
- 2) Review 2020 objectives** – J. Nuss informed the committee that 2020 objectives are finalized.
- 3) Review the Vetting of New Priority Populations Recommendations Process** – J. Nuss informed the committee that M. Maginn will give a presentation to the IHIPC at the December 12<sup>th</sup> webinar. He will include suggestions on where to find supporting research for any priority populations that may not be currently included. The goal is to demystify the process and encourage individuals to make suggestions for any populations that they feel should be highlighted.

**Next meeting: January 9<sup>th</sup>, 2020, 10am – 11am.**