PREVENTION MONTHLY AIRS CALL MINUTES – OCTOBER 10TH, 2023

***Did someone forward you these meeting minutes**? If you'd like to be added to the distribution list to receive the invites and minutes for the Prevention Monthly AIRS call, please email PreventionDataUnit@health.ny.gov*

Attendees

Agency	
Action for a Better Community	Hudson Valley Community Services
African Services Committee	La Nueva Esperanza
AIDS Center of Queens County	Latino Commission on AIDS
AIDS Community Resources	Long Island Crisis Center
Asian & Pacific Islander Coalition	Make the Road New York
Bronx Movil	Mount Sinai Medical Center
BronxCare Health System	Osborne Association
BronxWorks	Pathstone Corporation
CAMBA	Research Foundation of SUNY Brooklyn
Circulo de la Hispanidad	Safe Horizon
Community Health Action of Staten Island	Sotuh Brooklen Legal Services
Dominicana Women's Development Center	Southern Tier AIDS Program
Erie 1 Boces	St. Johns Riverside Hospital
Family Services Network of New York	Syracuse Model Neighborhood Facility
Haitian Centers Council	The Mary Imogene Bassett Hospital
Harm Reduction Coalition	Trillium
Health People	Urban League of Westchester County
Hispanic AIDS Forum	VOCAL-NY

***AIDS Institute Staff:** Beatrice Heeran, Jeannine Tusch, Marum Sadiq, Maureen Burnes, Sara Seo*

Full Recording

Full Recording Here (approx. 29 minutes)

Important Announcements

AIRS 9.0.54 is here!

Upgrade files can be found at Freshdesk

Please add PreventionDataUnit@health.ny.gov to your emails Safe Sender list so our emails don't bounce back or go to your junk folder!

Please backup your data and verify that its being done correctly

Guide To Backup AIRS using AIRS Utilities & AIRS Backup Protocols

Sign Up to be Notified of Upcoming AIRS Trainings here: AIRSNY Mailing List

Meeting minutes from previous monthly conference calls can be found here

AIRS and ERA

1. AIRS current version -- 9.0.54 (Released 6/29/23)

   - You can find instructions for upgrading and upgrade files at Freshdesk
   - Thank you to all 119 agencies who have responded to our requests to upgrade!
   - If you are having any technical issues while trying to upgrade or after upgrading, please contact NetSmart – SUPPORTAIRS@ntst.com
   - **If you upgraded your system on or after 7/13/2023 your about AIRS about section under the system menu should say [*Special build:9.0.54a *] and this special build includes the patch needed for SEP programs within it.**

2. Upcoming AIRS Upgrade (estimated release October/November 2023)
   - The AIRS upgrade is expected to come out this month and it will not contain and upgrade to AIRS Utilities
     - Utilities upgrade is still planned
   - New services are available for specific initiatives
   - 30-40 optional fields will be removed due to lack of use
   - **You must be upgraded to AIRS Version 9.0.54 before you upgrade to this new version**

3. ERA current version - 1.0.9.8
   - The Data Unit is available to assist you or your IT department with installing or upgrading ERA. Please email: PreventionDataUnit@health.ny.gov for assistance
   - A new version of ERA is underway and stay tuned for a release date!

4. AIRS Training
   - AIRS training documentation and videos can be found at www.airsny.org
   - Online training occurs monthly, and it is recommended to sign up at www.airsny.org to receive notifications of these trainings

5. The future of AIRS is underway
   - This is a slow and steady process; we are currently looking for software developers
   - At this stage, there are no solid dates we can give you for the timeline of this project.
   - Comments and questions about the future of AIRS can be sent to FUTUREAIRS@health.ny.gov

Discussion of Race/Ethnicity

1. New legislation was passed in New York State about detailed data collection on Asian subgroups and there is also a federal task force soliciting feedback on how race and ethnicity data is collected. Their plan is to make changes by Summer 2024
2. We welcome your feedback on this topic since it will eventually affect the options in AIRS. If you have additional feedback, please reach out to us!
3. Summary of Discussion:
   a. Hispanic clients do not feel represented by the current race options. They often have to select Hispanic for ethnicity and they don't always fit into a race category. Many would like the addition of an "Other" or "Chose not to respond" option.

b. Is there a possibility to make the race question optional when Hispanic ethnicity is selected?
c. When Hispanic ethnicity is selected, AIRS does not allow staff to select multiple subgroups, limiting clients and forcing them to identify with just one subgroup
d. On paper forms Hispanic clients often leave race unchecked forcing staff to choose an incorrect race option for them because AIRS requires something to be selected.
e. The Native American option accounts for indigenous clients from North and South America but there is no option to account for Indigenous clients from areas outside of the Americas.
f. People view requiring detailed subgroup information on Asians as a positive thing and they understand the importance of data disaggregation.

Mapping Updates

1. YMSM, YHA, MSA, CDI, and CSP contracts are beginning a new 5-year cycle. Data entry can continue after you receive a new planning file.
2. CSP CDI and MSA contracts will be going through some naming changes, no changes are required on your side to make this change, the updated names will show when you receive your new planning files.
    a. MSA = DOP MSA
    b. CSP = DOP RPSS
    c. CDI = DOP CDI
3. If your agency has both CDI and MSA funding, the two programs will be collapsed, and data entry will only be needed once under one singular MSA program. If you only have CDI funding nothing will change for you.
4. Brand new HHS contractors or contractors who had a break in funding will receive new AIRS systems, William will be in touch.
5. Making data maps is the last step in the process. We estimate that these mappings will be sent within a few weeks, thank you for your patience!

Backing Up

1. Friendly reminder to back up your system on a regular basis
    - If you lose your data and don't have a backup it can take MONTHS to get it back, and it will not be complete
    - Please verify that your backups being run through utilities are being saved to the correct folder and then save them on an encrypted external flash drive as well.
    - Your IT team is responsible for any nightly server backups
    - We will be sending out backup attestations soon to confirm that agencies are following backup protocols

Contact the Prevention Data Unit

- If you have any general questions or requests for the Prevention Data Unit, you can direct those requests to PreventionDataUnit@health.ny.gov

Meeting Minutes Attachments and follow up Materials

Previously shared but always useful:

Backing up:

- AIRS Backup Protocols
- How To Backup AIRS using AIRS Utilities

Running and submitting your AIRS data extracts:

- **Check out the** video tutorial on the new extracts process here

- **Check out the** written instructions on the extracts process here!

How to enter HIV testing in AIRS:

- CTR Module in AIRS: How2 Enter CTR

Getting the most out of ERA for program monitoring and evaluation – Installing, Upgrading and Available Reports

- ERA User Guide

Next Prevention conference call is Monday November 13thth, 2023, at 10am

Suggestions for topics and trainings are always welcome!
PreventionDataUnit@health.ny.gov