PREVENTION MONTHLY AIRS CALL MINUTES – SEPTEMBER 11TH, 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	Agency
Action for a Better Community	La Casa De Salud
AIDS CENTER OF QUEENS COUNTY	La Nueva Esperanza
AIDS Community Resources	Latino Commission on AIDS
Alliance for Positive Health	LOFT: Lesbian & Gay Community Services Center
BOOM! Health	Make the Road NY
Bridging Access to Care	Mary Imogene Basset Hospital
BronxCare Health System	Montefiore Medical Center
BronxWorks	Mount Sinai Medical Center
Brooklyn Legal Services	Osborne Association
CAMBA	Oswego County Opportunities
Caribbean Women's Health Association	Pathstone Corporation
Centro Civico of Amsterdam	Planned Parenthood of Greater NY (Mohawk Hudson)
Chinese-American Planning Council	Planned Parenthood of Greater NY (Nassau)
Circulo de la Hispanidad	Pride Center of Western New York
Community Access Servies	Research Foundation of SUNY Brooklyn
Community Healthcare Network	Safe Horizon
Cornerstone Family Healthcare	Southern Tier AIDS Program, Inc.
Diaspora Community Services	St. John's Riverside Hospital
EOC of Suffolk	Syracuse Model Neighborhood Facility
Erie 1 BOCES	The Audre Lorde Project
Evergreen Health Services	The Osborne Association
Family Services Network of NY	Research Foundation of SUNY, Upstate Medical Center
Gay Men's Health Crisis	The University of Rochester
Harm Reduction Coalition	Trillium Health
Health People Inc.	Turning Point, INC
Hetrick Martin Institute	Urban League of Westchester County
Hispanic Federation	VOCAL-NY
Housing Works	Voces Latinas
Hudson Valley LGBTQ+ Community Center	William F Ryan Community Health Center
Iris house	Women's Prison Association

AIDS Institute Staff: *Alex Restina, Jeannine Tusch, Marum Sadiq, Maureen Burns, Ron Massaroni, Sheri Friedberg, William McCart*

Full Recording

Full Recording Here (approx. 26 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

Backup attestations will be sent out soon.
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 114 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. The next AIRS/Utilities upgrade (estimated release October/November 2023)
   - **Utilities Upgrade** will include improved table repair options, more unified upgrade process, auto generation of Support Tickets (for outlook users), changes to default folder location requirements, password length flexibility, SDOH mappings.
   - 30-40 optional fields will be removed
   - **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. New HCS Security Requirements
   - An email went out about new HCS security requirements. You will need to enter your NYS ID information and setup 2 factor authentication to continue submitting extracts. If you can access this webpage, you're all set. Instructions to set up MFA can be found attached to the October registration email.

5. HCV File Submission Error
    - Some agencies are getting error messages when submitted HCV extracts, we're investigating the issue, please email us if you're experiencing this issue: PreventionDataUnit@health.ny.gov

6. 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

7. 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

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

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 have only 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. New YMSM and YHA mappings are making their way through admin, making data maps is the last step in the process. We estimate that these mappings will be sent in a few weeks, thank you for your patience!

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:

Multifactor Authentication:

- Instructions to setup multifactor Authentication are attached to the October registration email

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 new 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 Tuesday September 10th, 2023, at 10am

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