



Karen Walker & Jerry C. Dillard, Co - Chairs

Planning & Development Committee Meeting

Meeting Date: Thursday, June 11, 2020

Start Time: 10:47 a.m.

End Time: 11:36 a.m.

Location: VIA Zoom

Presiding Chair: Karen Walker

Recorder: Thomas Schucker-Rodriguez

Summary of Committee Business Votes

- Approval of May 14, 2020 Meeting Minutes

I. Moment of Silence

Karen Walker called the meeting to order at 10:50 a.m. A moment of silence was observed for those affected by HIV.

II. Roll Call

III. Welcome by the Chair

Chair welcomed the commissioners, guests, and the public. Each person introduced themselves, and guests were reminded they will have an opportunity to speak during the Public Comments portion of the meeting agenda. The Chair also read the mission statement, followed the Open Public Meeting statement.

IV. Public Comments

V. Review & Approval of Minutes: May 14, 2020 Minutes

A motion to approve the May 14, 2020 minutes by Nick. Kubisky and seconded by Patti Cuffe.

VOTE: All – In Favor

VI. Review Planning Council Activity Timeline (PCAT)

VII. Review Parking Lot Items *(Discussion)*

| ITEM | STATUS |
|--|--|
| Finalize Meeting Logistics for Priority Setting and Resource Allocation (PSRA) | The PSRA will be held virtually this year due to COVID-19. |
| Administration of Priority Setting and Resource Allocation (PSRA) Data Packets | Support Staff will email and mail-out meeting packets to all PC members and guests who want to attend. |

Mission Statement

We strive to identify all individuals living with HIV/AIDS or at risk of HIV infection in Bergen and Passaic Counties and provide access to prevention, continuous care and support services.



VIII. Review reallocation requests from the Recipient's Office

There were no reallocation requests currently

IX. Review Part A Expenditures Report by service category

This report was not ready at the time of the meeting due to other HRSA financial reports the Recipient had to complete. This will be reviewed at next committee meeting.

X. Review New Developments of "Ending the Epidemic, A plan for America" And State of New Jersey's End the Epidemic Initiative

No updates were given at this time.

XI. Review of needs assessment outcomes and data

This item will be on hold until after the enrollment numbers in E2 go up.

XII. Priority Setting and Resource Allocation (PSRA) – Review framework and meeting logistics for PSRA

Support staff reviewed how the 2021 PSRA session will be implemented virtually this year. The session will occur over two days- Day 1 the Data Training Workshop with the Red Ribbon Activity, and Day 2- Priority Setting and Resource Allocation.

XIII. Priority Setting and Resource Allocation (PSRA) – Identify datasets for PSRA

This year's datasets will be:

- 2019/2020 Service Utilization
- 2019/2020 Funded Service Categories
- 2019/2020 Consumer Forum Red Ribbon Survey Results
- 2019/2020 Client Satisfaction Survey Results
- 2020 Planning Council Red Ribbon Survey Results
- 3-year trend of Service Utilization Data (2017, 2018, 2019)
- 3-year trend of Expenditure Data (2017, 2018, 2019)

XIV. Review TGA's Care Continuum by Service Category

XV. New Business

No new business currently.

XVI. Announcements

XVII. Public Comments

XVIII. Adjournment- 11:36 a.m.

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PATERSON-PASSAIC COUNTY-BERGEN COUNTY
HIV HEALTH SERVICES PLANNING COUNCIL

| Name of Commissioner | 3/3/2020 | 4/9/2020 | 5/14/2020 | 6/11/2020 | | | | | | | | |
|------------------------|----------|----------|-----------|-----------|--|--|--|--|--|--|--|--|
| 1. Leah B. Ashe | P | O | O | O | | | | | | | | |
| 2. Patti Cuffee | O | P | P | P | | | | | | | | |
| 3. Khalilah Daniels | O | P | P | P | | | | | | | | |
| 4. Jerry C. Dillard | P | P | P | P | | | | | | | | |
| 5. Andriana Herrera | O | P | P | P | | | | | | | | |
| 6. Nick Kubisky | P | P | P | P | | | | | | | | |
| 7. Ivone Malave | O | P | O | P | | | | | | | | |
| 8. Ric Miles | P | P | O | P | | | | | | | | |
| 9. Priscilla Moschella | O | P | P | P | | | | | | | | |
| 10. Ana Munoz | O | P | P | P | | | | | | | | |
| 11. Karen Walker | P | P | P | P | | | | | | | | |
| 12. Ray Welsh | P | P | P | P | | | | | | | | |
| Members Present | 8 | 11 | 9 | 11 | | | | | | | | |
| Recipient's Office | 0 | 1 | 1 | 0 | | | | | | | | |
| Public/Guests | 0 | 1 | 0 | 0 | | | | | | | | |
| Support Staff | 2 | 2 | 2 | 2 | | | | | | | | |

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