



Karen Walker & Jerry C. Dillard, Co - Chairs

Planning & Development Committee Meeting

Meeting Date: Thursday, September 10, 2020

Start Time: 10:47 a.m.

End Time: 11:20 a.m.

Location: VIA Zoom

Presiding Chair: Jerry Dillard

Recorder: Thomas Schucker-Rodriguez

Summary of Committee Business Votes

- Approval of June 11, 2020 Meeting Minutes

I. Moment of Silence

Jerry Dillard called the meeting to order at 10:47 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.

IV. Public Comments

V. Review & Approval of Minutes: June 11, 2020 Minutes

A motion to approve the June 11, 2020 minutes by Nick. Kubisky and seconded by Ric Miles.

VOTE: All – In Favor

VI. Review Planning Council Activity Timeline (PCAT)

| | |
|---|----------|
| Review and resolve parking lot items | X |
| Review Reallocation Requests from the Recipients Office | X |
| Review Part A Expenditure Reports by Service Category | X |
| Review progress and updates of the integrated plan. | X |
| Identification of data problems or gaps in data | X |

Mission Statement

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VII. Review Parking Lot Items 9.10.2020 (Discussion)

| ITEM | STATUS |
|---|--|
| Review Q1 Expenditure Report | The committee reviewed the expenditure report that covered the current grant year up to 8/31/2020. |
| Review of Annual Clinical Quality Management (CQM) Plan | This item will be provided after the CQM committee meets. |

VIII. Review reallocation requests from the Recipient's Office

There were no reallocation requests at this time.

IX. Review Part A Expenditures Report by service category

Support Staff presented the expenditure report from the Recipient that covered the start of the Grant year, 3-1-2020 through 8-31-2020. The current percentage target to be expended is 42%.

| From 3/01/2020-08/31/2020 | | |
|---|----------------------|------------|
| Ryan White Part A | Expenditures | |
| Core service Allocations | \$ 2,429,564.00 | |
| Outpatient/Ambulatory Health Services | \$ 160,914.10 | 20% |
| Substance Abuse Outpatient Care | \$ 104,681.47 | 37% |
| Early Intervention Services | \$ 24,284.50 | 15% |
| Medical Case Management Including (Treatment Adherence) | \$ 132,581.82 | 40% |
| Mental Health Counseling | \$ 71,132.19 | 57% |
| Oral Health Care | \$ 84,293.00 | 17% |
| Health Insurance Premium & Cost Sharing Assistance | \$ 6,611.58 | 16% |
| Total Expenditure | \$ 584,498.66 | 32% |
| Available Balance | \$ 1,845,065.34 | |

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

| | | |
|---|----------------------|------------|
| Sub-service Allocations | \$ 679,282.00 | |
| Non-Medical Case Management Services | \$ 171,697.50 | 65% |
| Medical Transportation | \$ 15,227.41 | 52% |
| Food & Bank/Home Delivered Meals | \$ 31,496.30 | 52% |
| Other Professional Services | \$ 12,816.00 | 44% |
| Outreach & Health Ed. | \$ 11,747.00 | 8% |
| Psycho-Social Group | \$ 4,576.50 | 15% |
| Total expenditure | \$ 247,560.71 | 36% |
| Available Balance | \$ 431,721.29 | |

| | | |
|---|----------------------|------------|
| MAI | Expenditures | |
| Service Allocations | \$ 302,111.00 | |
| Substance Abuse Outpatient Care | \$ 55,171.47 | 42% |
| Non-Medical Case Management Services | \$ 47,617.65 | 41% |
| Outreach & Health Ed. | \$ 9,410.00 | 26% |
| Health Education/Risk Reduction | \$ 10,118.00 | 67% |
| Total Expenditure | \$ 122,317.12 | 40% |
| Available Balance | \$ 179,793.88 | |

X. Identification of data problems or gaps in data (*Discussion*)

In preparation of planning for the next needs assessment, the committee discussed a need for data that is more representative of the current population for more informed funding decisions. The committee wants to survey clients needs in the TGA, but especially during this time of COVID-19.

XI. 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.

XII. New Business

No new business currently.

XIII. Announcements

XIV. Public Comments

XV. Adjournment- 11:36 a.m.

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HIV HEALTH SERVICES PLANNING COUNCIL

| Name of Commissioner | 3/3/2020 | 4/9/2020 | 5/14/2020 | 6/11/2020 | 8/13/2020 | 9/10/2020 | | | | | | |
|-----------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|--|--|--|--|--|--|
| 1. Leah B. Ashe | P | O | O | O | O | P | | | | | | |
| 2. Patti Cuffee | O | P | P | P | O | O | | | | | | |
| 3. Khalilah Daniels | O | P | P | P | P | O | | | | | | |
| 4. Jerry C. Dillard | P | P | P | P | P | P | | | | | | |
| 5. Andriana Herrera | O | P | P | P | P | P | | | | | | |
| 6. Nick Kubisky | P | P | P | P | O | P | | | | | | |
| 7. Ivone Malave | O | P | O | P | P | P | | | | | | |
| 8. Ric Miles | P | P | O | P | O | P | | | | | | |
| 9. Priscilla Moschella | O | P | P | P | P | O | | | | | | |
| 10. Ana Munoz | O | P | P | P | P | P | | | | | | |
| 11. Karen Walker | P | P | P | P | O | O | | | | | | |
| 12. Ray Welsh | P | P | P | P | O | P | | | | | | |
| Members Present | 8 | 11 | 9 | 11 | 6 | 8 | | | | | | |
| Recipient's Office | 0 | 1 | 1 | 0 | 0 | 0 | | | | | | |
| Public/Guests | 0 | 1 | 0 | 0 | 0 | 2 | | | | | | |
| Support Staff | 2 | 2 | 2 | 2 | 2 | 2 | | | | | | |

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