



Mark Scott & Anjettica Boatwright, Co - Chairs

Strategic Planning and Assessment Committee Meeting Agenda

Tuesday, November 18, 2025

1:00pm – 3:00pm

VIRTUAL ONLY

Join Zoom Meeting

<https://us02web.zoom.us/j/82314042081?pwd=TnnC3frwn7GQ6Lr9PBMvInYuUkna9W.1>

Meeting ID: 823 1404 2081

Passcode: 455726

- 1. Call to Order/Moment of Silence.** *The co-chairs will call the meeting to order and recognize a moment of silence.*
- 2. Roll Call.** *The co-chairs will call the meeting to order and establish a quorum through support staff announcing each participant in the teleconference participants list.*
- 3. Welcome from the co-chairs.** *The co-chairs will welcome everyone to the meeting.*
As a reminder, please follow federal regulations and Planning Council guidelines by avoiding discussions on client information, funding decisions benefiting members, contracting issues, unethical conduct, off-topic matters, lobbying, or actions that violate Ryan White Program rules. Adhere to the Council's code of conduct, state your conflict of interest when necessary, and consult bylaws, policies and procedures, and HRSA guidelines if needed.
- 4. Public Comments and Emerging Trends** (Discussion, all matters in this item are information only). *This is a period devoted to comments and discussion by the public about items listed on this agenda. No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on the agenda as an item upon which action will be taken. Comments will be limited to three minutes per person.*
- 5. Review & Approval of Minutes: Strategic Planning and Assessment Committee – Day 1 and Day 2 Workshops for Priority Setting and Resource Allocation meetings.** *The co-chairs will review the minutes from the previous meeting and entertain a motion for approval.*
- 6. Review of Planning Council Action Timeline (PCAT) – November 2025** *Support staff will review the current PCAT to ensure we are following federal mandates.*
- 7. Review and resolve parking lot items** *The co-chairs will review any items that may have been left in the parking lot for possible action.*
- 8. Review Reallocation Request from the Recipient's Office** *The co-chairs will ask for any reallocation requests from the recipient's office.*
- 9. Review Carryover Requests with the Recipient** *The co-chairs will ask the recipient if there are any carryover requests.*
- 10. Review Progress and Updates of the Integrated Plan** *The co-chairs will ask for updates on the New Jersey Integrated Plan.*

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11. **Planning for Annual Meeting** *The co-chairs will lead a discussion on planning for the 2025 Annual Meeting*
 - a. Date, time, location
 - b. Develop report to Mayor on Planning Council Accomplishments
 - c. Ensure new members are invited to swearing in ceremony
 - d. Candlelight vigil
12. **Review/Discuss New Planning Council Applications** *The co-chairs will discuss the new Planning Council application of Donna Gioffre and on hold applications.*
13. **Announcements and Emerging Trends (Discussion, all matters in this item are informational only)** *This is a moment for Planning Council Commissioners to make announcements or discuss emerging trends in the TGA.*
14. **Public Comments and Emerging Trends (Discussion, all matters in this item are information only)** *This is a moment for members of the public to make public comments or discuss emerging trends in the TGA.*
15. **Planning Council and Committee Feedback** *Support staff will share a link to the feedback survey as well as a QR code.*

<https://www.surveymonkey.com/r/SGWKLY2>



16. **Adjournment** *The co-chairs will entertain a motion and a second to approve the adjournment of this meeting.*

December Planning Council Meetings:

Tuesday, December 2, 2025

Steering Committee Meeting: 9:30am – 11:00am

Tuesday, December 2, 2025

Planning Council Annual Meeting: 11am – 2:00pm

MANDATORY IN PERSON

Crossroads Ministry

511 East 22nd Street

Paterson, New Jersey 07514

Ric Miles- Chair & Bre Azanedo – Vice Chair

Bergen/Passaic TGA PSRA Workshop Day 1 Meeting

MEETING Minutes

Tuesday, September 9, 2025

11:00am – 4:00pm

Crossroads Ministry

511 East 22nd Street

Paterson, New Jersey 07514

ATTENDANCE

Planning Council Commissioners	Present/Absent	At Large Members	Present/Absent
Bre Azanedo	A	Jerry Dillard	A
Anjettica Boatwright	P	Graziela Ferreira	A
Abraham Corsino	P	Shametra Hall	A
Manuel Delgado	P	Gloria Price	A
Doris Ezomo	P	Paula Tenebruso	A
Thaisha Gonzalez	P	Miriam Torres	A
Sara Grajeda	A	Karen Walker	A
Deeanne Hackett	P	Ray Welsh	p
Michelle Harvey	P		
Edward Marshall	P		
Ric Miles	P	GUESTS	
Robert Schaffer	A	Jennete Rodriguez	Wendy Henderson
Marc Scott	P	Mary Gomez	Donna Giofre
Dan Smith	P	Jeffery Waters	June Burton
Monique Springer	A	Jerry Waters	
PC Support Staff		Recipient Staff	
Thomas Rodriguez-Schucker	P	Milagros Izquierdo	P
Tatum Townsend	P	Phillip Velazquez	A
		Maricela Marin	P

- Moment of Silence** – Ric called the meeting to order and began the meeting with a moment of silent reflection in observance of those with HIV.
- Welcome to the Chair** – Ric welcomed everyone to the meeting.
- Roll Call** - Support Staff took a roll call of members and established a quorum for the meeting.
- Public Comments and Emerging Trends**
 - There were several comments regarding the areas of Ryan White funding that are going to be reduced or cut entirely. People were urged to write letter and make call to their local representatives in Washington.

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.

5. Priority Setting and Resource Allocations (PSRA) Training and Data Review

This began with training of the Priority Setting and Resource Allocations Process for GY 26/27. Staff outlined the roles and responsibilities of the Planning Council, including data analysis, service ranking, and coordination with the mayor as the Chief Elected Official. The discussion covered the importance of maintaining current service levels due to limited funding, the need for a waiver to adjust the 75/25 split between core and support services, and the Planning Council's role in service coordination and administrative efficiency assessment. Staff emphasized the significance of the PCAT (Planning Council Activity Timeline) in determining operations and preparing for an upcoming HRSA site visit.

Staff explained the process of creating a final report by multiplying the weight given to data sources with their responses, resulting in a prioritized list of 1 through 28. They emphasized that each TGA would create its own unique list based on local data and priorities, and discussed the resource allocation process, noting that at least 75% of funding must go to core medical services. Staff also covered the definition of early intervention services under Ryan White Part A, highlighting that these services must include targeted HIV testing, which cannot be funded directly under Part A but must be linked to a testing program funded elsewhere.

Staff discussed the components of a referral service, including targeted outreach and coordination with testing sites. They emphasized the importance of identifying underserved populations and working with testing sites to ensure proper follow-up care. They explained the role of rapid response teams and case management in linking individuals to HIV care and treatment. They concluded by highlighting the need for health education and risk reduction services, including counseling on safe practices to prevent HIV and other STIs.

Staff guided participants through evaluating different datasets, including a 2021 needs assessment and service utilization data from 2021-2025. The group decided to use two recent years of service utilization data (2024-25 and 2023-24) as the most reliable sources, rating them as "1" for importance. They also discussed the limitations of older data, particularly from 2021, due to its age and lower response rates. The team agreed to separate demographic data rather than using aggregate data to better represent different populations' needs. Staff emphasized that while some services like outpatient ambulatory care were highly ranked, funding decisions would also consider budget constraints and the ability to serve more people with limited resources.

Anjettica Boatwright made a motion to approve the priorities as shown below and Marc Scott seconded the motion. A roll call vote was taken:

For (11) Boatwright, Corsino, Delgado, Ezomo, Gonzalez, Hackett, Harvey, Marshall, Miles, Scott Smith

Against (0)

Abstain (0)

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Service Category	2026 Ranking
Outpatient/Ambulatory Health Services	1
Non-Medical Case Management Services	2
Medical Case Management	3
Health Education / Risk Reduction	4
Food Bank / Home Delivered Meals	5
Oral Health Care	6
Mental Health Services	7
Medical Transportation	8
Early Intervention Services	9
Other Professional Services: Legal Services & Permanency Planning	10
Psychosocial Support Services	11
Substance Abuse Services-Outpatient	12
Health Insurance Premium & Cost Sharing Assistance	13
Housing Services	14
Medical Nutrition Therapy	15
Emergency Financial Assistance	16
Outreach Services	17
Child Care Services	18
AIDS Drug Assistance Program	19
AIDS Pharmaceutical Assistance - Local	20
Home and Community-Based Health Services	21
Home Health Care	22
Hospice Services	23
Linguistic Services	24
Referral for Health Care and Supportive Services	25
Rehabilitation Services	26
Respite Care	27
Substance Abuse Services - Residential	28

Staff lead a discussion on oral healthcare services and funding challenges. They explained that in 2024, no funding was spent as another payer had already covered services, but there were unmet needs reported by clients. The team is working to secure insurance for preventative care through Horizon Dental, with a potential meeting scheduled for September 23rd. Thomas discussed previous efforts to provide dental insurance through the city but faced legal restrictions in New Jersey. The group also addressed issues with documentation and compliance, emphasizing the importance of following rules and regulations. They concluded by breaking into smaller groups to discuss questions and concerns about oral healthcare services.

The group was then divided into smaller teams to discuss data components in detail, with staff instructing them to focus on service utilization, budget considerations, and percentage allocations for the next day's resource allocation discussions.

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Ric Miles- Chair & Bre Azanedo – Vice Chair

Bergen/Passaic TGA PSRA Workshop Day 2 Meeting

MEETING Minutes

Tuesday, September 9, 2025

11:00am – 4:00pm

Crossroads Ministry

511 East 22nd Street

Paterson, New Jersey 07514

ATTENDANCE

Planning Council Commissioners	Present/Absent	At Large Members	Present/Absent
Bre Azanedo	A	Jerry Dillard	A
Anjettica Boatwright	P	Graziela Ferreira	A
Abraham Corsino	P	Shametra Hall	A
Manuel Delgado	P	Gloria Price	A
Doris Ezomo	P	Paula Tenebruso	A
Thaisha Gonzalez	P	Miriam Torres	P
Sara Grajeda	A	Karen Walker	P
Deeanne Hackett	P	Ray Welsh	P
Michelle Harvey	P		
Edward Marshall	P		
Ric Miles	P	GUESTS	
Robert Schaffer	P	Jennete Rodriguez	Wendy Henderson
Marc Scott	P	Mary Gomez	Donna Giofre
Dan Smith	P	Jeffery Waters	June Burton
Monique Springer	A	Jerry Waters	Shamitra Hall
PC Support Staff		Recipient Staff	
Thomas Rodriguez-Schucker	P	Milagros Izquierdo	P
Tatum Townsend	P	Phillip Velazquez	A
		Maricela Marin	A

- Moment of Silence** – Ric called the meeting to order and began the meeting with a moment of silent reflection in observance of those with HIV.
- Welcome to the Chair** – Ric welcomed everyone to the meeting.
- Roll Call** - Support Staff took a roll call of members and established a quorum for the meeting.
- Public Comments and Emerging Trends**
Staff reminded attendees that they consider the following when making decisions today:
The potential impact of HOPWA being moved to New York and the reduction of 340B services. The transition of HOPWA services to New York was discussed, noting that while there had been previous attempts to move the program, it was now being implemented with a 2026 target date. They clarified that while the City of Paterson would no longer administer HOPWA, the service providers would remain unchanged, though New York's requirements and regulations might differ from those

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Ric Miles- Chair & Bre Azanedo – Vice Chair

in New Jersey. Staff expressed concern about potential changes in service delivery and staffing and confirmed that current service providers would likely continue unchanged for the next 6 months.

Staff discussed medical case management funding and potential changes to Minority AIDS Initiative (MAI) services under the current administration. They explained that MAI funding might be at risk due to political changes, suggesting it could be merged into formula supplemental funding if the term "minority" becomes problematic. The group discussed the need for additional funds to maintain current service levels, particularly as medical case managers take on increased responsibilities.

Staff led a discussion on epidemiological trends of newly diagnosed HIV/AIDS cases, noting that in 2023, there were 33 AIDS and 137 HIV incidents. They highlighted that Hispanic/Latino individuals were disproportionately impacted, and males were more affected than females. They emphasized the importance of connecting newly diagnosed individuals to early intervention services (EIS) and discussed the redesign of EIS to better serve Black and brown communities. It was also mentioned that about a third of newly diagnosed individuals in their TGA system received EIS services, which was seen as a positive indicator.

Staff began reviewing and discussing the budget allocations and service delivery trends for various health and social services categories. They presented data on spending across different areas, including health insurance premiums, mental health services, substance use treatment, and food assistance programs, noting that some categories had not been fully utilized in the past, while others showed increased demand. The group discussed potential reasons for changes in service utilization, including staffing changes and billing practices. It was explained that the state was anticipating cuts to Medicaid funding in the future, which could impact service delivery. The conversation ended with a discussion on how to better allocate resources and improve service delivery based on community needs and feedback.

Finally, staff presented the recommended percentages, which were based on maintain and trending data, and explained how the funding would be distributed between core and support services. The group discussed the possibility of losing \$290,000 in NAI funding and considered contingency plans in place to address such changes.

Anjettica Boatwright made a motion to approve the resource allocation percentages as presented and Dan Smith seconded the motion. A roll call vote was taken.

For (11) Boatwright, Corsino, Delgado, Ezomo, Gonzalez, Hackett, Harvey, Marshall, Miles, Schaffer, Scott, Smith

Against (0)

Abstain (0)

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Service Category	2026/27	2026/27 % Request
Medical Case Management	\$ 800,655	25.0000%
Outpatient/Ambulatory Health Services	\$ 1,216,996	38.0000%
Oral Health Care	\$ 96,079	3.0000%
Early Intervention Services	\$ 128,105	4.0000%
Health Insurance Premium/CSA	\$ 32,026	1.0000%
Mental Health Services	\$ 128,105	4.0000%
Substance Abuse Services (Outpatient)	\$ 160,131	5.0000%
Referral for Healthcare and Support Services	\$ 320,262	10.0000%
Food Bank/Home Delivered Meals	\$ 96,079	3.0000%
Other Professional Service: Legal Services	\$ 32,026	1.0000%
Medical Transportation	\$ 64,052	2.0000%
Health Education/Risk Reduction	\$ 64,052	2.0000%
Psychosocial Support Services	\$ 64,052	2.0000%
Total Request for Services Formula/Supplemental	\$ 3,202,621	100.0000%
15% Grantee Administration	\$ 565,168	
TOTAL REQUEST FOR FORMULA/SUPPLEMENTAL	\$ 3,767,789	

MAI Service Category	2026/27	2026/27 % Request
Substance Abuse Services (Outpatient)	\$ 116,333	40.00%
Early Intervention Services	\$ 29,083	10.00%
Medical Case Management	\$ 116,333	40.00%
Health Education/Risk Reduction	\$ 29,083	10.00%
Total Request for Services MAI	\$ 290,833	100.0000%
15% Grantee Administration	\$ 51,324	
TOTAL REQUEST FOR MAI	\$ 342,157	

Total Grant Request for Services including MAI	\$ 3,493,454
15% Grantee Administration	\$ 616,492
TOTAL GRANT REQUEST	\$ 4,109,946

77.50%	Core Services	\$ 2,707,513.25
22.50%	Support Services	\$ 785,940.86

A discussion on planning The Day of Capacity Planning Council event on October 7th, where Gilead will provide lunch and there will be other presentations. There is a need to finalize topics of interest and coordinate with service providers for potential demonstrations. The group also talked about the importance of a status-neutral approach in HIV services and the need for advocacy work to support funding. Additionally, they discussed ongoing efforts to improve coordination between providers and reduce paperwork burden through updated systems like eCompass.

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STRATEGIC PLANNING & ASSESSMENT TASKS

<i>BERGEN/PASSIAC TGA Strategic Planning and Assessment Committee</i>	<i>Nov</i>
Review Scope of Work & Planning Council Activity Timelines (PCAT)	X
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
Planning for Annual Meeting (solidify a date, time, location)	X