



Karen Walker & Gloria Price Co-Chairs

[www.bergenpassiactga.org](http://www.bergenpassiactga.org)

**Bergen/Passaic TGA Planning & Development Committee Monthly Meeting**

**MEETING MINUTES**

Thursday, November 9<sup>th</sup>, 2023, from 10:45am – 12:45pm

Meeting via Zoom Teleconference

**ATTENDANCE**

Members	Present	Absent	Recipient Representatives	Present	Absent
Anjettica Boatwright	P		Milagros Izquierdo		O
Jerry Dillard		O	Phillip Velazquez		O
Andriana Herrera		O			
Ric Miles	P				
Gloria Price	P				
Miriam Torres	P				
Karen Walker	P				
Ray Welsh	P				
Michelle Harvey	P				
Monique Springer	P				
<b>PC Support Staff</b>					
Thomas Rodriguez-Schucker		O			
Clifford Barnett	P				
Deryk Jackson	P				
<b>Guests:</b> Marie Hill, Dan Smith, Michelle Rivera					

**AGENDA**

- (1.0) Moment of Silence**
  - A moment of silence was observed by the chair.
- (2.0) Welcome by the Chair**
  - The chair welcomed everyone to the meeting.
- (3.0) Roll Call**
  - Support staff took a roll call and established a quorum.
- (4.0) Public Comments** *(Discussion, all matters in this item are information only)*
  - There were no public comments currently.

**Mission Statement**

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- (5.0) Review & Approval of Minutes from October 12<sup>th</sup>, 2023**
- A motion to approve the minutes from October 12 was made by Anjettica and seconded by Miriam. All members were in favor.
- (6.0) Review New Developments of “Ending the Epidemic, A Plan for America” and State of New Jersey’s Ending the Epidemic Initiative (Discussion)**
- There were no updates currently.
- (7.0) Business Items**
- (7.1) Review PCAT Planning Council Activity Timeline – Planning and Development Committee**
- **Review and resolve parking lot items.**
  - **Review Reallocation Requests from the Recipients Office.**
    - Reallocations were completed in August 2023.
  - **Review Part A Expenditure Reports by Service Category.**
    - Expenditure reports will be provided by the recipient’s office.
    - The recipient’s office provided an updated 8 month expenditure report. The committee noted that some of the numbers were extremely low.
    - It was noted that the recipients office would have updated information in Novembers meeting.
  - **Review progress and updates of the Integrated Plan**
    - There were no significant updates to the Integrated Plan
    - Review viral load suppression from TGA Care Continuum Data
    - They reviewed the findings of the Integrated Plan. It may be beneficial for us to have a meeting to have folks talk about some of the activities they are doing.
    - This would be planned by this committee and the recipient’s office. This is something we can work on doing after the holidays.
    - The committee requests that the recipient’s office send out an reminder to sub-recipients along with what forms need to be submitted for the continuation grant.

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- **Review of Service Standards**
    - The committee reviewed the updated plain language service standards.
    - It was noted in section 1.0 that partner or spouse should be included.
    - It was asked for more clarification on syringe exchange by the recipient's office.
  - **Review Unobligated Balance Estimate (UOB)**
    - This will be reviewed at the November meeting.
    - Support staff will follow up to ensure this is available at the next meeting.
- (8.0) New Business** *(Discussion, all matters in this item are informational only)*
- (8.1) New Jersey Strengths and Needs Assessment – Jerry Dillard**
- This item was placed in the parking lot. This will be included in the December packets as well.
- (9.0) Announcements** *(Discussion, all matters in this item are informational only)*
- (10.0) Public Comments** *(Discussion, all matters in this item are informational only)*
- (11.0) Adjournment**
- The meeting was adjourned by Anjettica and seconded by Ric. All members were in favor.

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**Upcoming Planning Council Meetings:**

- Steering Committee – Tuesday, December 5<sup>th</sup>, 9:30 am – 11:00 am
- Planning Council Meeting – Tuesday, December 5<sup>th</sup>, 11:30 am – 2:00 pm
- Planning and Development Committee – Thursday, December 14<sup>th</sup>, 10:45am – 12:45pm
- Community Development Committee – Thursday, December 14<sup>th</sup>, 1:00pm – 3:00pm

Name of Commissioner	3/2023	4/2023	5/2023	6/2023	PSRA	8/2023	9/2023	10/2023	11/2023	12/2023	1/2024	2/2024
1. Anjettica Boatwright	P	P	P	P	P	P	P	P	P			
2. Jerry Dillard	P	P	P	P	P	P	P	P	O			
3. Andriana Herrera	O	O	O	O	P	O	O	O	O			
4. Ric Miles	P	P	P	P	P	P	P	P	P			
5. Gloria Price	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	P			
6. Miriam Torres	P	P	P	O	P	O	P	P	P			
7. Karen Walker	P	P	P	P	P	P	P	P	P			
8. Ray Welsh	P	P	P	P	P	P	P	O	P			
9. Michelle Harvey	P	P	O	P	P	P	P	P	P			
10. Monique Springer	P	P	P	P	P	P	P	P	P			
Members Present	9	9	8	8	10	8	9	8	8			
Alternates Present	0	1	1	0	1	0	0	0	1			
Recipient's Office	0	0	1	1	2	0	0	0	0			
Public/Guests	0	0	3	1	1	1	1	2	2			
Support Staff	2	2	3	4	2	3	2	2	2			

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