

Ric Miles- Chair & Anjettica Boatwright- Vice Chair

Bergen/Passaic TGA Planning Council Meeting

MEETING Minutes

Tuesday, July 11th, 2023, 11:30 – 2:00 pm

Meeting via Zoom Teleconference

ATTENDANCE

Planning Council Members		Planning Council Members		Recipient Staff		Support Staff	
David Adams	O	Yusuf Lloyd-Bey	O	Milagros Izquierdo	P	Thomas Schucker	
Anjettica Boatwright	P	Ric Miles	P	Phillip Velazquez	P	Deryk Jackson	
Jerry C. Dillard	P	Gloria Price	P			Clifford Barnett	
Dorris Ezomo	P	Freddy Rodriguez	O				
Graziella Ferreira	P	Paula Tenebruso	P				
Jeff Friedman	O	Miriam Torres	P				
Peter Gennat	P	Karen Walker	P				
Deeanne Hackett	P	Ray Welsh	P				
Andriana Herrera	P						
P= Present L= Late A= Alternate Absent = O							
Guests: Marie Hill, Ola Osunkayode, Dan Smith, Micheal Valentin, Jokebed, Michelle Harvey, Bre Azanedo, Abraham Corsino, Monique Springer, Tyesha Gonzalez, Bashier Fields, Shemetra Hall							

AGENDA

(1.0) Moment of Silence

- The chair opened with a moment of silence

(2.0) Welcome by the Chair

- The chair welcomed everyone to the meeting and read the mission statement and Open Public Meeting Statement

Reading of 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

Reading of Open Public Meeting Statement

Open Public Meeting Act Statement– In compliance with the Open Public Meetings Act of the State of New Jersey, notification of this meeting has been sent to The Record and the Herald News and notices have been posted on the Planning Council webpage at www.bergenpassaicnga.org. Meeting notices are also posted on the bulletin board at the City of Paterson Grants Management Division- Ryan White/HOPWA Office.

(3.0) Roll Call

- Support staff took roll call and established a quorum.

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- (4.0) Public Comments** *(Discussion, all matters in this item are information only)*
- No public comments at this time
- (5.0) Review & Approval of Minutes: June 6th, 2023, meeting** *(For possible action)*
- A motion was made by Jerry and seconded by anjettica
- (6.0) Report of the Chair (For possible action)**
- The chairs provided some updates regarding the project officer call including:
 - The upcoming PSRA process
 - Community Forum planning
 - The committee reviewed the meeting feedback from May 2nd meetings and were interested in developing a directive based off the information from Dr. Muhammad's interoperability presentation.
 - Support staff suggested that the Planning Council add a request for continuum of care data regularly and that we add it to the PCAT (Planning Council Activity Timeline) quarterly.
 - The committee was informed that award letters went out to subrecipients.
 - The committee was provided with information to a database where they can find public information for a data resource (New Jersey State Health Assessment Data)
 - Ric provided updates on his New Jersey HIV Planning Group (NJHPG) application and is looking to have a response by the end of July
 - Ric suggested as a benefit to the council that someone else consider membership on NJHPG
 - The training for July is on PSRA data
 - The committee heard reports from P&D and CDC committee chairs.
 - There was a conversation on having the community forum specifically for the LatinX population and reaching out to Hispanic colleges and community centers for involvement.
 - With the Puerto Rican pride parade coming up, we may want to consider working with a drug rep to produce something LatinX focused
 - The Planning Council went through a training on Medicaid unwinding with Phyllis Melendez
 - Mark Benge Awards: Accepting Nominations Year-Round
- (7.0) Recipient's Report – Program Updates and collaboration with the Recipients office (Discussion)**
- They are still closing out fiscal year 2022 and should have a final report by the end of the week.
 - Still missing plan of actions from last year's monitoring
 - Subrecipients are missing vouchers from March-June
 - A meeting with the PO officer is tomorrow as we have fallen behind on submitting reports.
 - Needs another 2 weeks to finalize Delta dental and we will have a better understanding of the process at the next PC meeting.
- (8.0) Business Items (For possible action)**
- Review Planning Council Action Timeline (PCAT)

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- **Receive reports of standing committees**
- **Planning & Development Committee (P&D) Report**
 - Planning and Development Committee met on June 8th, 2023.
 - A quorum was not immediately established at the start of the meeting but would be later as the meeting progressed allowing for approval of the May 11th meeting minutes.
 - The committee reviewed the PCAT (Planning Council Activity Timeline) for compliance with the Federal mandates.
 - The committee discussed possible contingency plans for PSRA in the event of a public health emergency.
 - In planning for the Needs Assessment, it was discussed that we should be gathering more specific data from consumers during the community forums.
 - Looking at what services clients are unable to access,
 - Some key factors that are making people successful with their viral suppression. (Resiliency factors)
 - Looking at the conditions of community housing
 - We reviewed the HRSA/CDC review of the Integrated Plan Report
 - The Council wanted to reach out for clarification on who they are referring to regarding staff turnover.
- **Community Development Committee (CDC) Report**
 - A quorum was established, and the meeting minutes from April 13th, and May 11th, 2023 were approved.
 - The committee reviewed the PCAT (Planning Council Activity Timeline) for compliance with the Federal mandates.
 - The committee discussed the application process and went into executive session to review the applications recently received.
 - The committee discussed having a Planning Council Orientation in February with the goal of having everyone sworn into their roles by December.
 - It was determined that Miriam Torres will be spotlighted as part of the monthly Commissioner Spotlight.
 - The committee discussed the day of capacity as possible topics
 - Young Latino Males
 - HIV and cognitive dementia
 - HIV and Aging
 - Ending the HIV Epidemic
 - Elevate from NMAC would be willing to do a presentation virtually.
 - Ray is going to reach out to the Commission on AIDS for a speaker in North Jersey that may be able to garner the attention of young Latino males.
 - The committee discussed ideas for the Planning Council Training Binder including:
 - History of HIV in the TGA
 - Responsibilities of the Planning Council
 - Acronyms cheat sheet
 - Roberts Rule of Order overview

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- Review of how the meetings are conducted.
 - Agendas
 - Surveys
 - How they can contribute to the conversation
 - The climate of the TGA and Needs
 - Program updates and collaboration with the Recipients office
 - No updates at this time
 - Review and resolve parking lot items.
 - No updates at this time
 - Department of HIV, STD, and TB Services (DHSTS) Report (Inclusive of Part B)
 - Closeout reports are due on July 10th.
 - New Jersey HIV Planning Group (NJHPG) Update
 - The next meeting is July 20th in Galloway New Jersey
 - PSRA – Priority Setting Session for 2024/25 Grant Year
 - Reviewed the PSRA data packet for service utilization
 - It would be a good idea to provide a list of different service providers not covered by Ryan White, but it would be easier for service providers to come up with. For example, a Google Doc that everyone can add to.
 - Some clients may be afraid to say what some of their needs are. We need to come up with a patient feedback survey designed to gauge consumer needs in the community.
 - PSRA – Resource Allocations Session for 2024/25 Grant Year
- (9.0) New Business (for discussion)**
 - Planning Council Training: PSRA Data Training
 - Commissioner Spotlight – Miriam Torres
 - Destiny and dedication drove her to be a part of the planning council
 - It was proposed that she become a member in 2014
 - Consumer Feedback Survey
 - Regarding Ryan White Services
 - What are the consumers needs and wants?
 - What services are consumers currently utilizing?
 - Give brief service definitions.
- (10.0) Planning Council Evaluations (Discussion)**
 - The committee completed the Planning Council evaluations for todays meeting
- (11.0) Announcements (Discussion, all matters in this item are informational only)**
 - No announcements at this time
- (12.0) Public Comments (Discussion, all matters in this item are informational only)**
- (13.0) Adjournment**
 - Motion made by Anjettica and seconded by Jerry

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Upcoming Planning Council Meetings:

- **Priority Setting and Resource Allocation Meeting – Thursday, July 13th, 10:00 am - 4:00 pm**
- Steering Committee – Tuesday, August 1st, 9:30 am – 11:00 am
- Planning Council Meeting – Tuesday, August 1st, 11:30 am – 2:00 pm
- Planning and Development Committee – Thursday, August 10th, 10:45am – 12:45pm
- Community Development Committee – Thursday, August 10th, 1:00pm – 3:00pm

www.bergenpassaicga.org

Name of Commissioner	3/2023	4/2023	5/2023	6/2023	7/2023	8/2023	9/2023	10/2023	11/2023	12/2023	1/2024	2/2024
1. Adams, David	P	O	O	O	O							
2. Boatwright, Anjettica	P	P	P	P	P							
3. Dillard, Jerry C.	P	P	P	P	P							
4. Ezomo, Dorris	P	P	P	P	P							
5. Ferreira, Graziella	P	O	P	P	P							
6. Friedman, Jeff	O	O	O	O	O							
7. Gennat, Peter	P	P	P	P	P							
8. Hackett, Deeanne	P	P	P	P	P							
9. Herrera, Andriana	P	P	O	P	P							
10. Lloyd-Bey, Yusuf	O	P	P	O	O							
11. Miles, Ric	P	P	P	P	P							
12. Price, Gloria	P	P	P	P	P							
13. Rodriguez, Freddy.	O	O	O	O	O							
14. Tenebruso, Paula	P	P	P	P	P							
15. Torres, Miriam	P	P	P	P	P							
16. Walker, Karen	P	P	P	P	P							
17. Welsh, Ray	P	P	P	P	P							
Members Present	13	12	12	13	13							
Alternates Present	0	0	0	1	1							
Recipient's Office	0	0	1	2	2							
Public/Guests	7	7	20	7	11							
Support Staff	2	3	3	4	3							

Key: Present (P), Late (L), Alternate (A), Absent (O)

*Alternate was present at the time of roll call. The Commissioner arrived afterward.

**Resignation received on this day.

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