

**Planning Council Annual Meeting Agenda**

**MANDATORY IN PERSON**

Tuesday, December 2, 2025

11:00am – 2:00pm

**Crossroads Ministry**

511 East 22<sup>nd</sup> Street

Paterson, New Jersey 07514

**1. Moment of Silence**

*The chair will call the meeting to order and recognize a moment of silence.*

**2. Welcome by the Chair**

*The chair will welcome everyone to the meeting and proceed to read the Mission Statement and Open Public Meeting Statements.*

**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.bergenpassaicga.org](http://www.bergenpassaicga.org). Meeting notices are also posted on the bulletin board at the City of Paterson Grants Management Division- Ryan White/HOPWA Office.*

**3. Roll Call**

*The chair will call the meeting to order and establish a quorum through support staff announcing each participant in the teleconference participants list.*

**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. Report of the Chair (For possible action)**

*The Planning Council chair will provide a report from the last session and present the Mark Benge Award for 2025.*

- Monthly Chair's Report
- Mark Benge Awards

**6. TGA and Committee Updates**

- Program Update and Collaboration with the Recipients Office - Recipient's Report
- Department of HIV, STD, and TB Services (DHSTS) Report (Inclusive of Part B)
- New Jersey HIV Planning Group (NJHPG) Update
- Strategic Planning and Assessment Committee (SPA)

**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.

*Ric Miles- Chair & Bre Azanedo – Vice Chair*

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**7. Business Items (For possible action)**

*The chair will review business items and address any possible actions related to the item.*

- Annual Report to the Mayor
- Appointment of new Planning Council members

**8. Break Out Session (The Chair will work in collaboration with support staff during this portion of the meeting)**

- a. How policy changes may impact our community.
- b. Planning Council success, barriers and improvements.
- c. Planning Council grateful reflections.

**9. Complete Planning Council Meeting Feedback (The Chair will provide time for all participants to complete the meeting feedback for the day's meeting.)**

Survey Monkey Link: <https://www.surveymonkey.com/r/YD3N99X>



**10. 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.*

**11. Public Comments and Emerging Trends (Discussion, all matters in this item are informational only)**

*This is a moment for members of the public to make public comments or discuss emerging trends in the TGA.*

**12. Adjournment**

*The Chair will entertain a motion and a second to approve the adjournment of this meeting.*

**Upcoming Planning Council Meetings:**

**Tuesday, January 6, 2026**

Steering Committee Meeting: 4:00pm – 5:30pm

**Tuesday, January 6, 2026**

Planning Council Annual Meeting: 6:00pm – 8:00pm

**Crossroads Ministry**

**511 East 22<sup>nd</sup> Street**

**Paterson, New Jersey 07514**

**Mission Statement**

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# 2025 ANNUAL REPORT

The Bergen-Passaic Transitional Grant Area (BPTGA) Ryan White Planning Council proudly presents its 2025 Annual Report, reflecting a year of collaborative leadership,



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

data-driven decision-making, and unwavering commitment to improving the lives of people living with HIV (PWH) across the region. Through strategic planning, community engagement, and thoughtful stewardship of Ryan White Part A resources, the Council continues to strengthen a comprehensive system of care for individuals living with HIV in Bergen and Passaic counties.

This would not be possible without the ongoing dedication, collaboration, and support of each of the following individuals, including all Planning Council Commissioners, special guests, and members of the public for their continued commitment and engagement.

We extend our sincere appreciation to:

- **The Honorable André Sayegh**, Mayor of the City of Paterson and Planning Council CEO;
- **Joel D. Ramirez**, Director, Department of Health and Human Services;
- **Milagros Izquierdo**, Director Ryan White Grants Division;
- **Ric Miles**, Chair of the Planning Council
- **Bre Azanedo**, Vice-Chair of the Planning Council;

## Our Mission and Role

The mission of the BPTGA Planning Council is to bring together people living with HIV, community advocates, providers, and local leaders to assess the HIV care needs in Bergen and Passaic Counties, prioritize those needs, and oversee the equitable and effective use of Ryan White Part A funds. Lead by Chair, Ric Miles and Vice-Chair, Bre Azanedo, the Council drives the development of a coordinated, data-informed system of care, ensures underserved populations are represented, and guides long-term planning and service standards so that all people living with HIV in the region can access high-quality medical and support services.

## Key Achievements This Year

### Priority Setting & Resource Allocation (PSRA)

The Council successfully completed its annual Priority Setting and Resource Allocation (PSRA) process, a cornerstone of its responsibility under the Ryan White HIV/AIDS Program. A comprehensive, data-driven review was conducted encompassing client needs assessments,

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service utilization patterns, cost analyses, and epidemiological trends. This evaluation identified critical gaps in care and projected future service demands, enabling more strategic resource alignment. As a result, resources were directed to promote equitable access and improve health outcomes for people living with HIV (PWH) across the BPTGA region.

## Community Engagement & Capacity Building

The Planning Council expanded meaningful consumer involvement. The 2025 Day of Capacity event further strengthened community education and engagement. The event featured a series of impactful presentations designed to inform and engage participants on critical issues in HIV care and advocacy.

The training featured presentations on key issues across the HIV continuum, including HIV and Aging by Kathleen O'Brien (Merck), which examined challenges faced by older adults living with HIV, and HIV Across Communities by Jamir Tuten (Gilead), highlighting disparities and strategies to advance health equity. Participants also received a Bergen-Passaic funded services overview to promote transparency in local resource allocation, followed by an HIV Advocacy keynote from Axel Torres (Hyacinth) emphasizing the importance of policy engagement and community leadership.

## Operational Improvements & Governance

The Steering Committee played a pivotal role in providing essential oversight to ensure the Planning Council operated with integrity and efficiency. Its responsibilities extended beyond routine governance to include maintaining transparency in all decision-making processes, which is critical for building trust among stakeholders and the community.

This year, the Strategic Planning & Assessment Committee lead by co-chairs, Marc Scott and Anjettica Boatwright, strengthened its processes by enhancing data review methods, improving coordination during PSRA, and increasing community engagement in planning activities. The committee refined timelines, improved the clarity of reports, and expanded the use of data to better identify service gaps and inform recommendations. These improvements have resulted in a more efficient, transparent, and responsive planning process for the BPTGA.

## Challenges

People living with HIV often face practical barriers that limit their engagement in Planning Council activities, including competing medical appointments, transportation limitations, unstable housing, or demanding work and caregiving schedules. Many may also struggle with navigating complex healthcare systems, lack awareness of the Planning Council's role, or feel unsure about how to contribute meaningfully. These challenges can make consistent participation difficult, even for those who want to be involved, highlighting the need for flexible meeting options, clear communication, and supportive pathways for engagement.

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## Looking Ahead

The Council will continue fostering collaboration and equity-focused planning to respond to emerging needs and strengthen local HIV services.

**Engaging Consumers and Enhancing Participation** The Council will strengthen outreach to people living with HIV through community organizations and peer networks while providing supports such as transportation assistance or stipends. Safe spaces for open dialogue and virtual meeting options will ensure that diverse schedules and accessibility needs are accommodated, fostering meaningful participation for all.

**Training, Capacity-Building, and Leadership** New commissioners will receive comprehensive onboarding, with ongoing leadership workshops and annual “Day of Capacity” events designed to build skills, confidence, and knowledge. Sessions will cover advocacy, health literacy, and navigating HIV

**Visibility, Awareness, and Community Partnerships** Council initiatives will be promoted through social media, newsletters, and community events, with member contributions highlighted through programs like the Commissioner Spotlight. Collaboration with local health agencies, advocacy groups, and service providers will strengthen engagement efforts and ensure community feedback informs planning and decision-making.

## Conclusion

The BPTGA Ryan White Planning Council sincerely thanks its commissioners, community partners, the Recipient Office, and the Mayor’s Office for their unwavering support and commitment to improving the lives of people living with HIV. This collaboration demonstrates the power of community-driven planning and data-informed decision-making in building an equitable, accessible, and responsive system of care.

Through ongoing engagement and transparent governance, we continue to sustain essential services, drive innovation, and reduce disparities. Our shared vision is to ensure that every person living with HIV can thrive—supported by comprehensive care, empowered by community, and strengthened through partnerships that make meaningful progress possible.