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

Marc Scott & Anjettica Boatwright, Co - Chairs

Strategic Planning and Assessment Committee Meeting Agenda
Tuesday, July 7, 2026
5:00pm –6:00pm
Newbridge Medical Center
230 E Ridgewood Avenue
Paramus, NJ 07652

Join Zoom Meeting
https://us02web.zoom.us/j/86745137989?pwd=pIaUdVsyFc4gdVgTb047W4bBYVh7CC.1
Meeting ID: 867 4513 7989
Passcode: 940237

1. **Call to Order/Moment of Silence.** *The chair will call the meeting to order and recognize a moment of silence.*

2. **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.*

3. **Welcome from the co-chairs.** *The chair 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 from the May 5, 2026 Strategic Planning and Assessment Committee Meeting.** *The chair will review the minutes from the March meeting and entertain a motion for approval.*

6. **Review of Planning Council Action Timeline (PCAT) – July 2026** *Support staff will review the current PCAT to ensure we are following federal mandates.*

7. **Review and resolve parking lot items** *The chair 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 chair will ask for any reallocation requests from the recipient's office.*

9. **Review Progress and Updates of the Integrated Plan** *The chair in collaboration with support staff will discuss next steps for Planning Council involvement.*

10. **Planning for Special Studies/Needs Assessment** *The chair in collaboration with support staff will discuss a special study/needs assessment that will help inform the GY2027 PSRA process.*

11. **Planning for Day of Capacity (solidify a date, time, location)** *The chair in collaboration with support staff will review Day of Capacity meeting date, trainings, etc.*

12. **Review of Annual Quality Improvement Plan** *This will be presented at a later date.*

13. **Receive award from HRSA/HAB for grant year. Review and approve final allocations based actual award amount.** *The chair in collaboration with support staff will present the partial award received by the City of Paterson.*

14. **Training Presentation on the Updated Bylaws for Review.** *Support Staff will provide the training.*

15. **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.*

16. **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.*

17. **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/PZGC2TQ

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

August Planning Council Meetings (mandatory in person):
Tuesday, August 11, 2026
Steering Committee Meeting: 9:30am – 10:30am

Tuesday, August 11, 2026
Priority Setting & Resource Allocation Training: 11:00am – 4:00pm

Wednesday, August 12, 2026
Priority Setting & Resource Allocation Workshop: 10:00am – 4:00pm

Bergen/Passaic TGA Strategic Planning and Assessment Committee Meeting
MEETING MINUTES
Tuesday, May 5, 2026
12:30pm – 2:30pm
Paterson Free Public Library
250 Broadway
Paterson, NJ 07501

ATTENDANCE

Planning Council Commissioners	Present/Absent	At Large Members	Present/Absent
Bre Azanedo	A	Graziela Ferreira	P
Anjettica Boatwright	P	Shametra Hall	A
Abraham Corsino	P	Gloria Price	A
Manuel Delgado	A	Paula Tenebruso	A
Jerry Dillard	P	Miriam Torres	A
Doris Ezomo	P	Karen Walker	A
Donna Gioffre	P	Ray Welsh	P
Thaisha Gonzalez	A		
Sara Grajeda	A	**GUESTS**	
Deeanne Hackett	P	Barbara McGoey	
Michelle Harvey	A	Wendy Henderson	
Jayden Jackson	A	War Talley	
Edward Marshall	P	Jennifer Montoya	
Ric Miles	P	Peter Gennat	
Robert Schaefer	P	Velisa Greene	
Marc Scott	A	Kerwin Sherwood	
Monique Springer	A		
		Recipient Staff	
PC Support Staff		Milagros Izquierdo	x
Thomas Rodriguez-Schucker	P	Phillip Velazquez	A
Sara Seaburg	P	Maricela Marin	A

1. **Moment of Silence** – Co-Chair Anjettica Boatwright called the meeting to order and observed a moment of silence. The mission statement and Open Public Meeting Act notification were read into the record.

2. **Welcome from the Co- Chair** – Anjettica reminded members to adhere to HRSA guidelines, including confidentiality, conflict of interest, and proper conduct during Planning Council meetings.

3. **Roll Call** - Roll call was conducted by support staff. Members and guests introduced themselves and disclosed conflicts of interest as applicable. Quorum was established.

4. **Public Comments and Emerging Trends –** No public comments were raised at the start of the meeting; however, members acknowledged the recent passing of a family member of a Planning Council Vice Chair

5. **Review & Approval of Minutes from the March 3, 2026 meeting.**
   Abe Corsino made a motion to approve the March 3, 2026 meeting minutes and Donna Gioffre seconded the motion.

   For (8) Boatwright, Dillard, Ezomo, Gioffre, Hackett, Marshall, Miles, Schaefer,
   Against (0)
   Abstain (2) Corsino, Gonzalez

6. **Business Items**
   a. **Review of Planning Council Action Timeline (PCAT) – May 2026**
      Support staff reviewed the PCAT to ensure the Strategic Planning & Assessment committee remains in line with its legislative responsibilities and all activities are on track.

7. **Review and resolve parking lot items –** There are no items at this time.

8. **Review Reallocation Request from the Recipient's Office –** Representatives from the recipient's office were not present.

9. **Review Carryover Request with the Recipient –** There was no carryover request presented.

10. **Review Progress and Updates of the Integrated Plan –**An update on the Integrated HIV Prevention and Care Plan was provided. The Planning Council is awaiting additional guidance and data from the state to support local alignment. A letter of concurrence will be required following review of the finalized plan, and further discussion with the full Planning Council is anticipated once materials are received

11. **Planning for Special Studies/Needs Assessment –** Planning is underway for the triennial needs assessment, which will identify service gaps, barriers, and priority populations. The assessment will include surveys and key informant interviews, with implementation expected mid-year results informing the next three-year grant cycle beginning in 2027.

12. **Discuss GY2027 Priority Setting & Resource Allocation Process -** The PSRA process for GY27 was reviewed, with sessions scheduled for August 11–12 to accommodate the National Ryan White Conference. Due to limited new data, the process will be streamlined and focus on maintaining current priorities while integrating available updates.

13. **Plan for the Day of Capacity -** The Day of Capacity was confirmed for October 6. Early planning discussions emphasized the importance of securing a venue, ensuring accessibility (including parking), and identifying meaningful training topics. Potential partnerships with AETC and pharmaceutical representatives were discussed, along with the development of training topics such as aging with HIV, mental health, substance use, stigma, and treatment adherence. A survey will be distributed to gather broader input on training priorities.

14. **Planning Council Training** - Training was conducted on the Assessment of the Efficiency of the Administrative Mechanism (AEAM). The Planning Council's role in evaluating contract timeliness, payment processes, administrative burden, and communication systems was emphasized, with the goal of ensuring efficient fund distribution and uninterrupted service delivery.

15. **Announcements and Emerging Trends -** members discussed challenges related to ADAP, including delays and barriers to accessing HIV medications, which may impact treatment adherence and viral suppression outcomes. Additional announcements included leadership transitions, workforce opportunities, and upcoming community events.

16. **Public Comments and Emerging Trends**
    There were none.

17. **Planning Council and Committee Feedback –** Members were encouraged to complete the Planning Council feedback survey shared via QR code and link.

18. **Adjournment**
    Anjettica Boatwright made a motion to adjourn the meeting and Donna Gioffre seconded the motion.

    For (10) Boatwright, Corsino, Dillard, Ezomo, Gioffre, Gonzalez, Hackett, Marshall, Miles, Schaefer,
    Against (0)
    Abstain (0)

Planning Council Member Conflicts
Thaisha Gonzalez, Dental Services, Early Intervention Services (EIS), Medical Case Management, Outpatient/Ambulatory Medical Services, and Mental Health Services; **Michelle Harvey**, Early Intervention Services (EIS), Medical Transportation, Medical Case Management, Substance Use Treatment, and Health Education/Risk Reduction Services; **Monique Springer**, Early Intervention Services (EIS), Medical Transportation, Medical Case Management, Substance Use Treatment, and Health Education/Risk Reduction Services; **Jayden Jackson**, Medical Case Management and Treatment Adherence, Early Intervention Services (EIS), Mental Health Services, and Referrals for Health Care and Support Services; **Abraham Corsino**, Psychosocial Support Group Services, Early Intervention Services (EIS), Medical Case Management, Medical Transportation, Mental Health Services, Referrals for Health Care and Support Services, and Nutrition Services; **Ric Miles**, Psychosocial Support Group Services, Early Intervention Services (EIS), Medical Case Management, Medical Transportation, Mental Health Services, Referrals for Health Care and Support Services, and Nutrition Services; **Jerry Dillard**, Psychosocial Support Group Services, Early Intervention Services (EIS), Medical Case Management, Medical Transportation, Mental Health Services, Referrals for Health Care and Support Services, Nutrition Services, Substance Use Services, and Health Education/Risk Reduction Services.