

Ric Miles- Chair & Anjettica Boatwright- Vice Chair

Bergen/Passaic TGA Steering Committee Monthly Meeting

MEETING MINUTES

Tuesday, June 6th, 2023, 9:30 – 11:00 am

Meeting via Zoom Teleconference

ATTENDANCE

Members	Present	Absent	Recipient Representatives	Present	Absent
Anjettica Boatwright	X		Milagros Izquierdo		X
Jerry Dillard	X				
Peter Gennat	X				
Andriana Herrera	X				
Ric Miles	X				
Karen Walker	X				
Ray Welsh	X				
Gloria Price	X				
PC Support Staff					
Thomas Rodriguez-Schucker	X				
Clifford Barnett	X				
Deryk Jackson	X				
Tatum Townsend - Intern	X				
Guests: Bre Azanedo, Ivette					

AGENDA

- (1.0) Moment of Silence**
 - Ric opened the meeting with a moment of silence.
- (2.0) Welcome by the Chair**
 - The chair welcomes guests to the meeting
- (3.0) Roll Call**
 - Planning Council support staff took a roll call, and a quorum was established.
- (4.0) Public Comments** *(Discussion, all matters in this item are information only)*
 - There were no public comments at this time.
- (5.0) Review & Approval of Minutes: May 2nd, 2023, meeting**
 - Moved by Karen and seconded by Anjettica. All in favor with no objections
- (6.0) Report of the Chair** *(Discussion, all matters in this item are information only)*
 - Ric talked about the project officer’s call. The following items were discussed.

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- The enrollment of new commissioners
- PSRA process
- Community Forum

(7.0) Business Items

- (7.1) Review Steering Committee PCAT
- Reviewed the PCAT for Steering Committee to ensure that we are meeting our legislative requirements.
- (7.2) Review Planning Council Meeting Evaluations Results: May 2nd, 2023, meeting
- The committee reviewed the meeting evaluations from the May 2, 2023, meeting with PC support staff.
 - The Planning Council was interested in creating a directive based off the information from Dr. Muhammad interoperability presentation.
 - It was suggested that the Planning Council request continuum of care data regularly.
 - Support Staff will add this to the PCAT and reminded the Planning Council that it is a living document and can change throughout the year – P&D PCAT - Quarterly
- (7.3) Program Updates and Collaboration with the recipient’s office
- Award letters went out to subrecipients.
 - The planning council had questions about the monitoring reports and what documents were required.
 - The planning council was provided with information to a database where they can find information for data. (New Jersey State Health Assessment Data)
- (7.4) New Jersey HIV Planning Group (NJHPG) Update
- Ric Miles had his interview a week and a half ago and expects an answer by the end of July.
 - It may be a benefit to the planning council to have a representative for NJHPG become a part of the Planning Council
 - Support Staff will draft a letter to send to Greta, Chelsea, and Javon to request participation on the Planning Council
- (7.5) Decide Next Month’s Training Topic
- Next month is training for PSRA.
- (7.6) Planning Council Committee Reports
- (7.6)1. Planning and Development Committee (P&D)
- Reviewed and approved the minutes for April 13, 2023
 - Reviewed the Planning Council Activity Timeline to ensure compliance in meeting our legislative requirements. All the items on the PCAT were covered during the April meeting.

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- The committee reviewed its PSRA process, framework, and meeting logistics. The committee approved a motion to accept the current PSRA process.
- The committee reviewed the TGA’s Care Continuum data for GY2022.
- The committee had a conversation about the review of Service Standards and presenting them in plain language. Members of the PC volunteered to help in this endeavor.
- The committee spoke about the past community forum.
 - Where would we like to have the next forum?
 - What information we would like to collect from participants?
 - Determining end goals once forums are complete.
 - How do we address the voices of the consumers?

(7.6)2. Community Development Committee (CDC)

- The CDC committee met for a business meeting on April 13, 2023
- The committee reviewed the current membership attendance for the current grant year and determined that we should send out a letter to members who have not attended this year.
- Support staff drafted a letter that was sent to the co-chair to go out to members.
- It was reported at the time that there was one new application from an unaligned consumer.
- The committee talked about the vacancy’s federal reflectiveness categories:
 - Local Public Health Agencies
 - Hospital Planning Agencies
 - Recipients under subpart II of Part C
 - Representative of the recently (within 3 years) incarcerated.
- The committee discussed creating a digital new member binder to be utilized by the PC for new members and refresher training.
- The committee started planning for its day of capacity.
 - Discussed topics and speakers.
 - It was suggested that we should find a speaker in North Jersey that can reach the young Latino male population.
- The committee determined the next person to be highlighted in the Commissioner spotlight will be Miriam Torress

(8.0) Review and resolve parking lot items (For possible action)

- There is nothing in the parking lot currently.

(9.0) New Business (Discussion, all matters in this item are informational only)

(9.1) Review Annual Progress Report/Report Terms Report

- CR will investigate the Local Public Health Agency requirements.

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(9.2) Community Forum discussion

- The Planning Council should consider reaching out to Hispanic colleges and community centers.
- The Planning Council should consider having a community forum specifically for the Latinx community.
- The Puerto Rican parade is coming up.
- Consider working with one of the drug reps to produce something that is Latinx focused.

(10.0) Announcements (Discussion, all matters in this item are informational only)

- Anjettica announced an event for a 4-week session for women living with HIV. She will send the information to CR staff to distribute. The location is virtual.
- There will be an event on Thursday in the back of the medical center in the gazebo. If you are interested reach out to Ray Welch
- Capcos Together we RISE program will be having a National Testing Day event June 27th and 28th at 89-91 Main Street in Paterson New Jersey

(11.0) Public Comments (Discussion, all matters in this item are informational only)

- Bre Azanedo from Black Lives Matter Paterson will be hosting an event

(12.0) Adjournment

- The meeting was adjourned at 11:06am

Upcoming Planning Council Meetings:

- Steering Committee – Tuesday, July 11th, 9:30 am – 11:00 am
- Planning Council Meeting – Tuesday, July 11th, 11:30 am – 2:00 pm
- **Priority Setting and Resource Allocation Meeting – Thursday, July 13th, 10:00 am - 4:00 pm**

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. Anjettica Boatwright	P	P	P	P								
2. Dillard, Jerry	P	P	P	P								
3. Peter Gennat	P	P	P	P								
4. Herrera, Andriana	P	P	O	P								
5. Ric Miles	P	P	P	P								

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6. Walker, Karen	P	P	P	P								
7. Welsh, Ray	P	P	P	P								
Members Present	7	7	6	7								
Recipient's Office	2	0	0	0								
Public/Guests	1	2	3	2								
Support Staff	2	3	3	4								

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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