



Marc Scott & Anjettica Boatwright, Co - Chairs

Strategic Planning and Assessment Committee Meeting Agenda

Tuesday, March 3, 2026

12:30pm – 2:30pm

VIRTUAL ONLY

Join Zoom Meeting

<https://us02web.zoom.us/j/89841196151?pwd=fpMtOR5onElWO3PjZB37Zzsd618uDj.1&from=addon>

Meeting ID: 898 4119 6151

Passcode: 429129

1. **Call to Order/Moment of Silence.** *The co-chairs will call the meeting to order and recognize a moment of silence.*
2. **Roll Call.** *The co-chairs 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 co-chairs 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 November 18, 2026 Strategic Planning and Assessment Committee Meeting.** *The co-chairs will review the minutes from the November meeting and entertain a motion for approval.*
6. **Review of Planning Council Action Timeline (PCAT) – March 2026** *Support staff will review the current PCAT to ensure we are following federal mandates.*
7. **Review and resolve parking lot items** *The co-chairs 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 co-chairs will ask for any reallocation requests from the recipient's office.*
9. **Review Part A Reports by Service Category** *The co-chairs will ask for the recipients office to share this expenditure report.*
10. **Review Progress and Updates of the Integrated Plan** *The co-chairs will ask for updates on the New Jersey Integrated Plan.*

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11. **Report from Executive Committee** - *Ric Miles will give a report from the Executive Committee meeting.*
12. **Planning for Special Studies/Needs Assessment** *The co-chairs in collaboration with support staff will discuss a special study/needs assessment that will help inform the GY2027 PSRA process.*
13. **Receive award from HRSA/HAB for grant year. Review and approve final allocations based actual award amount.** *The co-chairs in collaboration with support staff will present the partial award received by the City of Paterson.*
14. **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.*
15. **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.*
16. **Planning Council and Committee Feedback** *Support staff will share a link to the feedback form as a QR code.* <https://www.surveymonkey.com/r/3SYXXMY>



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

April Planning Council Meetings:

Tuesday, April 7, 2026

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

Tuesday, April 7, 2026

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

LOCATION TBD

Marc Scott & Anjettica Boatwright, Co - Chairs

Bergen/Passaic TGA Strategic Planning and Assessment Committee Meeting

MEETING Minutes

Tuesday, November 18, 2025

1:00pm – 3:00pm

Meeting via Zoom Teleconference

ATTENDANCE

Planning Council Commissioners	Present/Absent	At Large Members	Present/Absent
Bre Azanedo	P	Jerry Dillard	P
Anjettica Boatwright	P	Graziela Ferreira	P
Abraham Corsino	P	Shametra Hall	P
Manuel Delgado	A	Gloria Price	A
Doris Ezomo	P	Paula Tenebruso	A
Thaisha Gonzalez	A	Miriam Torres	A
Sara Grajeda	A	Karen Walker	P
Deeanne Hackett	A	Ray Welsh	P
Michelle Harvey	P		
Edward Marshall	P		
Ric Miles	P	GUESTS	
Robert Schaffer	A	Wendy Henderson	
Marc Scott	P	War Talley	
Dan Smith	P		
Monique Springer	P		
PC Support Staff		Recipient Staff	
Thomas Rodriguez-Schucker	P	Milagros Izquierdo	A
Sara Seaburg	P	Phillip Velazquez	A
		Maricela Marin	A

1. **Moment of Silence** – Ric Miles called the meeting to order and began the meeting with a moment of silent reflection in observance of those with HIV.
2. **Welcome to the Chair** – Ric welcomed everyone to the meeting.
3. **Roll Call** - Support Staff took a roll call of members and established a quorum for the meeting.
4. **Public Comments and Emerging Trends** – There were no comments from the public at this time.
5. **Review & Approval of Minutes from PSRA Day 1 Workshop on September 9, 2025 and PSRA Day 2 Workshop on September 10, 2025.**
While reviewing both sets of minutes there were attendance discrepancies, staff has made these corrections.
There was a motion to approve both sets of minutes with corrections by Jerry Dillard and seconded by Ray Welsh

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.

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For: (13) Boatwright, Corsino, Dillard, Ezomo, Hall, Harvey, Marshall, Miles, Scott, Smith, Walker, Welsh

Against: (0)

Abstain: (3) Azanedo, Ferreira, Springer

6. **Business Items**

a. **Review of Planning Council Action Timeline (PCAT) – November 2025**

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 item at this time.

8. **Review Part A Expenditure Report by Service Category** – Representatives from the recipient's office were not present.

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

10. **Review Carryover Request with the Recipient** – Representatives from the recipient's office were not present.

11. **Review Progress and Updates of the Integrated Plan** – There were no updates at this time.

12. **Planning for Annual Meeting** Staff shared that the meeting will take place on Tuesday, December 2nd from 11am – 2pm and will be in person only. Food will be ordered, details for the candlelight vigil were discussed as well as the annual report which will be sent to Ric for review after this meeting. The group reviewed the agenda and determined that no updates were needed.

13. **Review/Discuss New Planning Council Applications** – Staff presented the names of the 3 applicants who were approved for membership by the Steering Committee. There was a discussion regarding how these applicants will affect the reflectiveness mandate from HRSA and the committee decided to move forward with all applicants, despite concerns about meeting the required percentage of unaligned consumers. Rick is working on filling vacant positions, and June Dowell Burton's swearing-in is expected to help address some mandates.

Dan Smith made a motion to approve the following applicants as Planning Council members, Donna Gioffre, Jerry Dillard and Barbara McGoey and Monique Springer seconded the motion.

For: (16) Azanedo, Boatwright, Corsino, Dillard, Ezomo, Ferreira, Hall, Harvey, Marshall, Miles, Scott, Smith, Springer, Walker, Welsh

Against: (0)

Abstain: (0)

There was a discussion regarding defining the Planning Council roles and Strategic Planning & Assessment roles. We will continue to discuss this next in January.

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14. Review/Update Directives to the Recipient's Office

Support staff presented the current directives, and these were reviewed by all attendees. We will continue to discuss this next month but at this time, there doesn't seem to be a need for any updates.

15. Announcements and Emerging Trends

Ray announced upcoming events including brunch on December 13th and World AIDS Day activities on December 1st at the Hackensack Recreation Department.

16. Public Comments and Emerging Trends

There were none.

17. Planning Council and Committee Feedback – Attendees were given time to complete the meeting feedback for this meeting.

18. Adjournment

Monique Springer made a motion to adjourn the meeting and Abraham Corsino seconded.

For: (16) Azanedo, Boatwright, Corsino, Dillard, Ezomo, Ferreira, Hall, Harvey, Marshall, Miles, Scott, Smith, Springer, Walker, Welsh

Against: (0)

Abstain: (0)

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Bergen/Passaic TGA Strategic Planning and Assessment Committee Meeting

MEETING NOTES NO QUORUM

Tuesday, January 6, 2026

6:00pm – 8:00pm

Meeting via Zoom Teleconference

ATTENDANCE

Planning Council Commissioners	Present/Absent	At Large Members	Present/Absent
Bre Azanedo	P	Jerry Dillard	P
Anjettica Boatwright	P	Graziela Ferreira	P
Abraham Corsino	P	Shametra Hall	A
Manuel Delgado	P	Gloria Price	A
Doris Ezomo	A	Paula Tenebruso	A
Thaisha Gonzalez	A	Miriam Torres	A
Sara Grajeda	A	Karen Walker	P
Deeanne Hackett	A	Ray Welsh	P
Michelle Harvey	P		
Edward Marshall	A		
Ric Miles	P	GUESTS	
Robert Schaefer	A	Stephlyn Buchanan	
Marc Scott	P	Graziela Ferriera	
Monique Springer	P	Donna Gioffre	
PC Support Staff		Recipient Staff	
Thomas Rodriguez-Schucker	P	Milagros Izquierdo	A
Sara Seaburg	P	Phillip Velazquez	A
		Maricela Marin	A

1. **Moment of Silence** – Anjettica Boatwright called the meeting to order and began the meeting with a moment of silent reflection in observance of those with HIV.
2. **Welcome from the Co- Chair** – Anjettica welcomed everyone to the meeting.
3. **Roll Call** - Support Staff took a roll call of members and quorum was not established.
4. **Public Comments and Emerging Trends** – There were no comments from the public at this time.
5. **Review & Approval of Minutes from the November 18, 2025 meeting.**
6. **Business Items**
 - a. **Review of Planning Council Action Timeline (PCAT) – January 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.

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7. **Review and resolve parking lot items** – There are no item at this time.
8. **Review Part A Expenditure Report by Service Category** – Support staff presented the 10 month Expenditure Report by service category which showed that core services like outpatient ambulatory care had a 75% spend requirement, while support services could be bolstered with a waiver. Staff explained that the waiver would allow them to exceed the 75% requirement for core services and move more money into support services. Attendees also reviewed the MAI (Minority AIDS Initiative) spending, which was at 59% for all funding. The group noted that December billing numbers might change slightly as some providers were behind in their overall billing.
9. **Review Reallocation Request from the Recipient's Office** – Representatives from the recipient's office were not present.
10. **Review Carryover Request with the Recipient** – Representatives from the recipient's office were not present.
11. **Review Progress and Updates of the Integrated Plan** – There were no updates at this time.
12. **Planning for Special Studies/Needs Assessment** – Support staff explained that a triennial needs assessment will be required and will look into securing funding for that this upcoming grant year.
13. **Review/Update Service Standards**
Support staff presented the current service standards and will update them in the following ways:
 - Remove non-medical case management and replace it with referral for healthcare and support services.
 - Do a full review of all language to ensure that it complies with all new executive orders specifically DEI language.
14. **Announcements and Emerging Trends**
 - Ray announced upcoming events and support groups at Buddies. There will also be an event with a Valentine's theme, it's pre-Valentine's. It's February 6th, February 6th , at Monster Golf, \$45 per ticket.
 - Jerry announced that the Greg Kelly Memorial Fund Scholarship was awarded. Greg Kelly was a leader of the Planning Council for at least a decade, and very active in the community, and a person living with HIV.
15. **Public Comments and Emerging Trends**
There were none.
16. **Planning Council and Committee Feedback** – Attendees were given time to complete the meeting feedback for this meeting.
17. **Adjournment**
The meeting was adjourned with no motion due to lack of quorum

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STRATEGIC PLANNING & ASSESSMENT TASKS

<i>BERGEN/PASSIAC TGA Strategic Planning and Assessment Committee</i>	<i>Mar</i>
Review Scope of Work & Planning Council Activity Timelines (PCAT)	X
Review and resolve parking lot items	X
Review Reallocation Requests from the Recipients Office	X
Review Part A Expenditure Reports by Service Category	X
Review progress and updates of the integrated plan	X
Planning for Special Study/Needs Assessment	X
Receive award from HRSA/HAB for grant year. Review and approve final allocations based actual award amount. (If a partial award is received, this process could take place again when another award is received.)	X
Review TGA Continuum of Care by Service Category	X