



Ric Miles- Chair & Bre Azanedo – Vice Chair

Steering Committee Agenda
Tuesday, November 18, 2025
10:30am – 12:00pm
VIRTUAL ONLY

Join Zoom Meeting

<https://us02web.zoom.us/j/85246077073?pwd=CQulbOg8V14RfSn3mgCnoUQ8Tzy8lQ.1&from=addon>

Meeting ID: 852 4607 7073

Passcode: 691966

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 Chair.** *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: Tuesday, October 7, 2025, meeting.** *The chair will review the minutes from the previous meeting and entertain a motion for approval.*
6. **Business Items.** *The chair will review business items and address any possible actions related to the item.*
 - a. **Review Scope of Work & PCAT Planning Council Activity Timeline – November 2025** *Support staff will review the current PCAT to ensure we are following federal mandates.*
 - b. **Review and Resolve Parking Lot Items** *The chair will review any items that may have been left in the parking lot for possible action.*
 - **Dental Program Updates** *The chair will request current dental program updates.*
 - c. **Review and manage Planning Council Membership Attendance** *Support staff will present the attendance for a 12-month consecutive calendar period for review per the bylaws.*
 - d. **Address membership recruitment campaign(s)** *The Planning Council will address membership recruitment efforts.*
 - **Bring One Campaign**
 - e. **Review membership matrix for compliance with federal mandate** *The chair will review the current membership matrix for compliance.*



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- f. **Review and Manage Planning Council Membership Application Process** *The chair will discuss the new Planning Council application.*
- g. **Directives to the Recipient Review and Update** *The chair will collaborate with support staff and present current directives and review any potential updates.*
- h. **Review Planning Council Support Budget** *The Chair will ask to review the current Planning Council Support Budget through October.*
7. **Program Updates and Collaboration with the recipient's office** *The chair will ask for a report from the recipient staff including current expenditures.*
8. **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.*
9. **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.*
10. **Adjournment** *The Chair will entertain a motion and a second to approve the adjournment of this meeting.*

December Planning Council Meetings:

Tuesday, December 2, 2025

Steering Committee Meeting: 9:30am – 11:00am

Tuesday, December 2, 2025

Planning Council Annual Meeting: 11am – 2:00pm

MANDATORY IN PERSON

Crossroads Ministry

511 East 22nd Street

Paterson, New Jersey 07514

Montclair State or FDU?

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Bergen/Passaic TGA Steering Committee Monthly Meeting

MEETING MINUTES

Tuesday, October 7, 2025

9:00am – 9:30am

ATTENDANCE

Members	Present/Absent	Members	Present/Absent
Bre Azanedo	P	Ric Miles	P
Anjettica Boatwright	P	Marc Scott	P
Abraham Corsino	P	Dan Smith	P
PC Support Staff		Recipient Representatives	
Thomas Rodriguez-Schucker	P	Milagros Izquierdo	A
Sara Seaburg	A	Maricela Marin	A
Tatum Townsend	A	Phillip Velazquez	A
P= Present A= Absent			
Guests: Karen Wasser, Amy Dennis, Jerry Lamar			

- Moment of Silence** – Ric Miles observed a moment of silent reflection and reminded all attendees about the meeting guidelines and the code of conduct.
- Welcome from the Chair** – Ric Miles welcomed everyone to the meeting.
- Roll Call** - Support staff took a roll call of members and established a quorum for the meeting.
- Public Comments and Emerging Trends**
There were none
- Review & Approval of Minutes: Tuesday, September 9, 2025, meeting**
Vote: Anjettica Boatwright made a motion to approve the September 9, 2025 meeting minutes and Dan Smith seconded this.

For: (5) Boatwright, Corsino, Miles, Scott, Smith

Against: (0)

Abstain: (1) Azanedo

6. Business Items

Thomas gave the following report:

- The clinical quality management committee will meet tomorrow and please upload your progress reports if you have not done so.
- Providers should have already uploaded their organizational assessments to the FTP site, to Basecamp.
- They will begin looking at the provider presentations at tomorrow's CQM meeting.

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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- The NCC, or Non-Compete Continuation Report, has been submitted with the approved priority setting and resource allocation outcomes for GY26/27.
7. **Announcements and Emerging Trends (Discussion, all matters in this item are informational only)**
Pathways is doing a fundraiser for Buddies in New Jersey at Monster Ball on 10.21
 8. **Public Comments and Emerging Trends (Discussion, all matters in this item are informational only)**
There were none
 9. **Adjournment**
Abraham Corsino made a motion for adjournment and Dan Smith seconded it.
For: (6) Azanedo, Boatwright, Corsino, Miles, Scott, Smith
Against: (0)
Abstain: (0)

Upcoming Planning Council Meetings:

Tuesday, November 18, 2025

- Steering Committee : 10:30am -12:00pm
- Strategic Planning & Assessment Committee: 1:00pm – 3:00pm

ATTENDANCE THROUGH September

	DOC	SPA	PC	SPA	PC	SPA	PC	SPA	PC	SPA	PSRA	ABSENCES
Name of Commissioner	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Sept	
Bre Azanedo	O	P	P	P	O	P	P	P	P	P	O	3
Anjettica Boatwright			P	P	P	P	P	P	P	P	P	0
Abraham Corsino	P	P	O	P	P	P	P	P	P	P	P	1
Manuel Delgado	P	P	O	P	P	P	O	P	O	O	P	4
Dorris Ezomo	P	O	P	P	P	P	P	P	P	P	P	1
Thaisha Gonzales			P	O	O	P	O	O	P	O	P	5
Sara Grajeda	O	P	P	P	P	P	O	O	O	O	O	6
Deeanne Hackett	P	O	P	P	P	P	P	P	P	O	P	2
Michelle Harvey	P	P	P	P	P	P	P	P	P	P	P	0
Edward Marshall	P	O	P	P	P	O	O	O	P	O	P	5
Ric Miles	P	P	P	P	P	O	P	O	P	P	P	2
Robert Schaffer	O	P	P	P	P	P	P	P	P	O	P	2
Marc Scott	P	P	P	P	O	O	P	O	P	P	P	3
Dan Smith	P	P	P	P	P	P	P	P	P	P	P	0
Monique Springer	O	P	P	P	P	P	P	P	P	P	O	2

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.

STEERING COMMITTEE TASKS	
<i>BERGEN/PASSIAC TGA Steering Committee</i>	<i>Nov</i>
<i>Receive reports of standing committees</i>	X
<i>Program Updates and Collaboration with the Recipient's Office</i>	X
<i>Review and resolve parking lot items</i>	X
<i>Review and manage Planning Council Membership Attendance</i>	X
<i>Address membership recruitment campaign(s)</i>	X
<i>Review and manage membership application process</i>	X
<i>Review membership matrix for compliance with federal mandate</i>	X

Name of Commissioner	DOC	SPA	PC	SPA	PC	SPA	PC	SPA	PC	SPA	PSRA 1	PSRA 2	ABSENCES
	Oct	Nov.	Dec	Jan	Feb	Mar	Apr	May	June	July	Sept	Sept	
Bre Azanedo	O	P	P	P	O	P	P	P	P	P	O	O	4
Anjettica Boatwright			P	P	P	P	P	P	P	P	P	P	0
Abraham Corsino	P	P	O	P	P	P	P	P	P	P	P	P	1
Manuel Delgado	P	P	O	P	P	P	O	P	O	O	P	P	4
Dorris Ezomo	P	O	P	P	P	P	P	P	P	P	P	P	1
Thaisha Gonzales			P	O	O	P	O	O	P	O	P	P	5
Sara Grajeda	O	P	P	P	P	P	O	O	O	O	O	O	8
Deeanne Hackett	P	O	P	P	P	P	P	P	P	O	P	P	2
Michelle Harvey	P	P	P	P	P	P	P	P	P	P	P	P	0
Edward Marshall	P	O	P	P	P	O	O	O	P	O	P	P	5
Ric Miles	P	P	P	P	P	O	P	O	P	P	P	P	2
Robert Schaffer	O	P	P	P	P	P	P	P	P	O	O	P	3
Marc Scott	P	P	P	P	O	O	P	O	P	P	O	P	4
Dan Smith	P	P	P	P	P	P	P	P	P	P	O	P	1
Monique Springer	O	P	P	P	P	P	P	P	P	P	O	O	2

Total Members	15	100%
Total Unaligned	5	33%

Race/Ethnicity	Planning Council Membership		HIV/AIDS Incidence & Prevalence (2021)	
Hispanic	4	27%	1783	42%
White (not-Hispanic)	4	27%	990	23%
African American/Black	6	40%	1409	33%
Asian/Pacific Islander	0	0%	81	2%
Multi-racial	0	0%	0	0%
Native American	0	0%	0	0%
Other/Not Specified	1	7%	22	1%
Total	15		4285	

AGE	Planning Council Membership		HIV/AIDS Incidence & Prevalence (2021)	
<13 years	0	0%	5	0%
13-19 years	0	0%	8	0%
20-44 years	4	27%	1174	27%
45+ years	12	80%	3098	72%
Unknown	0	0%	0	0%
Total	16		4285	

Gender	Planning Council Membership		HIV/AIDS Incidence & Prevalence (2021)	
Male	7	47%	2915	68%
Female	8	53%	1370	32%
Transgender: male-to-female	0	0%	0	0%
Transgender: female-to-male	0	0%	0	0%
Other gender identity	0	0%	0	0%
Total	15		4285	

Directives to the Recipient

2026/27 DIRECTIVES TO THE RECIPIENT

DIRECTIVE 1.1 – RAPID REALLOCATION TOOL FOR THE RECIPIENT

The Recipient may rapidly reallocate funds without Planning Council consent based on the following conditions:

1. Up to 10% of the service category allocation at any time during a grant year;
2. Service category reallocations can be made from support to core, and core to core, and support to support;
3. After October 30 of every grant year, the Recipient's office may reallocate service category allocations without a 10% cap;
4. The Recipient will report all reallocations to Steering Committee at the next scheduled committee meeting following the reallocation.

DIRECTIVE 2.1 PRIORITY SETTING & RESOURCE ALLOCATIONS SERVICE DELIVERY

The recipient will report any service delivery changes prior to the Priority Setting and Resource Allocations process.

DIRECTIVE 3.1 RECIPIENT PARTICIPATION

The recipient will continue to have representation at Planning Council meetings at least quarterly. The recipient's office will provide expenditure reports to the Planning Council at least quarterly with explanations.

DIRECTIVE 4.1 SERVICE SHOWCASE

The recipient will present to the Planning Council at the April meeting the services available in the TGA. The recipient will also present how services are delivered, and providers in each service category.

Planning Council Support Budget

DESCRIPTION	12 MONTH BUDGET	SPENT THROUGH October 2025	REMAINING
Planning Council Support	\$125,000	\$85,050	\$39,950
Planning Council Meeting Refreshments for PC and Committee Meetings	\$5,000	\$1481.82	\$3518.18
Planning Council Support	\$130,000	\$86,531.82	\$43,468.18