

Ric Miles- Chair & Peter Gennat- Vice Chair

**Bergen/Passaic TGA Steering Committee Monthly Meeting**

**MEETING MINUTES**

Tuesday, February 6<sup>th</sup>, 2024, 9:30am – 11:00am

Meeting via Zoom Teleconference

**ATTENDANCE**

| Members  | Present | Absent | Members                          | Present | Absent |
|--|---------|--------|----------------------------------|---------|--------|
| Peter Gennat   | P       |        |                                  |         |        |
| Ric Miles  | P       |        |                                  |         |        |
| Andriana Herrera   | P       |        |                                  |         |        |
| Michelle Harvey  | O       |        |                                  |         |        |
| Manuel Delgado   | P       |        |                                  |         |        |
|  |         |        |                                  |         |        |
| <b>PC Support Staff</b>                                    |         |        | <b>Recipient Representatives</b> |         |        |
| Thomas Rodriguez-Schucker                                  |         |        | Milagros Izquierdo               |         | O      |
| Clifford Barnett   |         |        |                                  |         |        |
| Deryk Jackson  | P       |        |                                  |         |        |
| <b>P= Present    L= Late    A= Alternate    O = Absent</b> |         |        |                                  |         |        |
| Guests: Ray Welsh  |         |        |                                  |         |        |

**AGENDA**

1. **Moment of Silence**
  - Ric opened the meeting with a moment of silence.
2. **Welcome by the Chair**
  - Ric welcomed everyone to the meeting.
3. **Roll Call**
  - Support staff took roll call and established a quorum.
4. **Public Comments** (*Discussion, all matters in this item are information only*)
  - There were some concerns from members related to the amount expended for Dental. There was 63% not spent. What will happen to people who have been asking about dental services and the money in that category?
  - The original plan for dental did not go through. There has been a pivot in the plan and updates will come from the recipient’s office.
5. **Review & Approval of Minutes: January 9<sup>th</sup>, 2024, meeting**
  - The committee reviewed the minutes from January 9<sup>th</sup>, 2024
  - There was a motion to approve the minutes with some proposed changes to page 2, section 6.0 to change to Capco Resources and page 5, name change to Abraham Corsino by Manuel Delgado and seconded by Adriana Herrera. All members were in favor and the motion passed.
6. **Report of the Chair** (*Discussion, all matters in this item are information only*)

**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.

7. **Business Items**
  - a. **Review PCAT Planning Council Activity Timeline – February 2024**
    - The committee reviewed the PCAT for progress
  - b. **Receive reports of Standing Committees**
    - Planning and Development Committee (P&D)
      - Ric reviewed the Planning and Development Committee report
    - Community Development Committee (CDC)
      - Ric reviewed the Community Development Committee
  - c. **Program Updates and Collaboration with the recipient’s office**
    - The committee reviewed the current expenditure report from the recipient’s office. Noting the areas with low and high expenditures.
  - d. **Review and Resolve Parking Lot Items (for possible action)**
    - **Proposal for the Creation of SPA Strategic Planning and Assessment Committee**

The proposal suggests merging CDC and P&D meetings into a unified committee called SPA (Strategic Planning and Assessment Committee) to optimize the organizational meeting structure. The main goal is to streamline the committee framework, reducing time commitments for participants and enhancing efficiency and effectiveness in strategic planning processes.
    - Appoint at large members to the SPA committee
  - e. **Review Planning Council Meeting Evaluations Results**
    - The committee reviewed the Meeting results of the previous meetings
  - f. **Bylaws review and updates**
    - The committee reviewed the proposed changes to the bylaws.
    - It was noted that there would be additional changes to the bylaws once changes are made to the committees. These will be brought to the committee for review.
  - g. **Review MOU between Planning Council and Recipients Office**
  - h. **Development of Directives to the Recipient**
    - The committee reviewed the proposed directives for 2024/25
8. **New Business (Discussion, all matters in this item are informational only)**
  - Decide next month’s training topic – Bylaws Review
9. **Announcements (Discussion, all matters in this item are informational only)**
10. **Public Comments and Emerging Trends (Discussion, all matters in this item are informational only)**
11. **Adjournment**
  - A motion to adjourn was made by Manuel and seconded by Peter.

**Upcoming Planning Council Meetings in March:**

- Tuesday, March 5<sup>th</sup>, 2024
  - Steering Committee – 9:30 am – 11:00 am
  - Planning Council Meeting – 11:30 am – 2:00 pm
    - **At Crossroads Ministry Center, 511 E22nd Street**

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[www.bergenpassaictga.org](http://www.bergenpassaictga.org)

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*Ric Miles- Chair & Peter Gennat- Vice Chair*

| 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. Peter Gennat      | P      | P      | P      | P      | P      | P      | P      | P       | O       | P       | P      | P      |
| 2. Herrera, Andriana | P      | P      | O      | P      | P      | P      | P      | P       | O       | P       | P      | P      |
| 3. Ric Miles         | P      | P      | P      | P      | P      | O      | P      | O       | P       | P       | P      | P      |
| 4. Michelle Harvey   |        |        |        |        |        |        |        |         |         |         | P      | A      |
| 5. Manuel Delgado    |        |        |        |        |        |        |        |         |         |         |        | P      |
| Members Present      | 7      | 7      | 6      | 7      | 7      | 6      | 8      | 7       | 6       | 8       | 4      | 4      |
| Recipient's Office   | 2      | 0      | 0      | 0      | 0      | 0      | 1      | 0       | 0       | 1       | 0      | 0      |
| Public/Guests        | 1      | 2      | 3      | 2      | 0      | 0      | 0      | 4       | 1       | 2       | 5      | 1      |
| Support Staff        | 2      | 3      | 3      | 4      | 3      | 2      | 3      | 1       | 2       | 2       | 3      | 1      |

**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.

*Ric Miles*

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# Steering Committee - February 6

Final Audit Report

2024-05-17

|                 |  |
|-----------------|--|
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