

Ric Miles- Chair & Anjettica Boatwright- Vice Chair

Bergen/Passaic TGA Planning Council Annual Meeting

MEETING Minutes

Tuesday, April 4, 2023, 11:30 – 2:00 pm

Meeting via Zoom Teleconference

ATTENDANCE

Planning Council Members		Planning Council Members		Recipient Staff		Support Staff	
David Adams	O	Yusuf Lloyd-Bey	O	Milagros Izquierdo	O	Thomas Schucker	
Anjettica Boatwright	P	Ric Miles	P			Deryk Jackson	
Jerry C. Dillard	P	Gloria Price	P			Clifford Barnett	
Dorris Ezomo	P	Freddy Rodriguez	O				
Graziella Ferreira	O	Paula Tenebruso	P				
Jeff Friedman	O	Miriam Torres	P				
Peter Gennat	P	Karen Walker	P				
Deeanne Hackett	P	Ray Welsh	P				
Andriana Herrera	P						
P= Present L= Late A= Alternate Absent = O							
Guests: Marie Hill, Monique Springer, Mary Beth-Ali, Michelle Harvey, Donna Wilson, Benjamin Roman – CAPCO, Dan Smith – Passaic Alliance							

AGENDA

Item	Discussion, Motions, and Actions
(1.0) <u>Moment of Silence</u>	<ul style="list-style-type: none"> Ric Miles called the meeting to order at 11:36 am and a moment of silence was observed for those affected by HIV.
(2.0) <u>Welcome by the Chair</u>	<ul style="list-style-type: none"> Ric Miles welcomed the Commissioners, guests, and the public. A reading of the Bergen-Passaic TGA Mission Statement, and Open Public Meeting Statement followed.
(3.0) <u>Roll Call</u>	<ul style="list-style-type: none"> Support staff took roll call. A quorum was established at 11:39am
(4.0) <u>Public Comments</u>	<ul style="list-style-type: none"> There were no public comments at this time.
(5.0) <u>Review & Approval of Minutes</u>	<ul style="list-style-type: none"> There was a motion made by Karen and a second by Ray to accept the minutes from the February 7, 2023, meeting. With the adjustment of Peter Gennats name. Adrianna abstained and everyone else was in favor. Motion carried.

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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(6.0) <u>Report of the Chair</u>	<ul style="list-style-type: none"> • Ric Miles went to the recipient’s office to negotiate the planning council budget and what Collaborative Research responsibilities are. • Community forums are not specifically in the contracts for the cycle that we are currently in. The recipient’s office is willing to work with the Planning Council via discussion. The correct route is to present it for the next years contract. • Try to schedule forums in between meetings and consider adding it to the PCAT since it is a living document. • The recipient’s office was open to a meeting with the sub recipients to sit down and ask questions that may not have been answered or we may not have gotten the answer we are looking for. Primarily an opportunity for her to come give us some depth into some of our questions. • The goal is to have better communication and give the recipients office a better opportunity to respond to the PC’s questions
(7.0) <u>Recipient’s Report</u>	<ul style="list-style-type: none"> • Final notice of awards will be slightly delayed • HRSA sent out a letter on March 31st saying there was a mistake and awards will not be out in April. • The recipient’s office reached out early in order to find out about the funding of the formula awards. • Part A is on a non-compete continuation. The entire grant application will have to be written in 2024
(8.0) <u>Business Items</u>	<ul style="list-style-type: none"> • Review Planning Council Action Timeline (PCAT) <ul style="list-style-type: none"> ○ The Planning Council reviewed the PCAT as of April 2023 to ensure compliance • Planning and Development Committee – Met on March 9th <ul style="list-style-type: none"> ○ The committee discussed the meeting dates for this year’s Priority Setting and Resource Allocation meeting. The Data presentation will take place on Tuesday, July 11th and the workshop will take place on July 13th. ○ Support Staff presented the Quality Assurance Site visit results for all service categories to the committee for discussion. A final copy will be sent out after monitoring reports have been finalized. • Community Development Committee – Met on March 9th <ul style="list-style-type: none"> ○ The CDC committee continues to work on recruitment. It was noted that a focus needs to be on trying to recruit young LatinX males to the council to be representative of the Bergen population. ○ The committee is also working actively on the bring one campaign, to promote all members to bring at least one person with them to meetings. ○ Town Hall will be taking place on Wednesday, May 3, 2023 at 6:30 pm.

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	<ul style="list-style-type: none"> ○ CDC discussed making exceptions for people’s attendance that work in a clinical setting such as Public Health Agencies, Hospital Planning Agencies or other Healthcare Planning Agencies, and Part C recipients. ● Department of HIV, STD, and TB Services (DHSTS) Report (Inclusive of Part B) <ul style="list-style-type: none"> ○ Submit a request to the state for representation. ○ There was an email sent in January to reach out for representation. ● DHSTS Report (Inclusive of Part B) ● New Jersey HIV Planning Group (NJHPG) Update <ul style="list-style-type: none"> ○ Ric Miles reached out to become a member. It was advised that others from the planning council should join. If they have any questions about what they do, they can reach out to Ric Miles.
(9.0) New Business	<ul style="list-style-type: none"> ● Review of the Bylaws <ul style="list-style-type: none"> ○ What are bylaws? Bylaws are a set of rules or laws established by and organization or community, so as to regulate itself as allowed or provided by some higher authority. ○ Reviewed the role of the Planning Council ○ Members of the council are appointed by the mayor’s office. ○ At a minimum there should be 33% non-conflicted consumers ○ Reviewed the mandated positions. ○ Term limits and times were explained, based upon the steering committees’ decisions. ○ Discussed the removal of commissioners from the Planning Council. ○ It was recommended that we send out a letter to remind commissioners of the attendance policy. ○ Policies and Procedures manual is under PC essential resources on the Planning Council website ● Commissioner Spotlight <ul style="list-style-type: none"> ○ Gloria Price ● CR will create a membership directory. <ul style="list-style-type: none"> ○ Terms of service ○ Categories people represent <ul style="list-style-type: none"> ▪ The definition of community members was defined so that PC members understand and it is not stigmatizing
(10.0) <u>Planning Council Evaluations</u>	<ul style="list-style-type: none"> ● The PC in person were provided paper polls to complete and there were also links sent out for people to complete the surveys online after the conclusion of the meeting.

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(11.0) <u>Announcements</u>	<ul style="list-style-type: none"> • There were none at this time.
(12.0) <u>Public Comments</u>	<ul style="list-style-type: none"> • Are clients aware of changes in insurance? <ul style="list-style-type: none"> ◦ A training on what their insurance covers, copays, and deductible education • Are we addressing issues in providers office with creating stigmatizing environments for clients? • There are no public comments on the agendas because there are not people showing up and making them. This is an opportunity for clients to have their voice heard. • Kickoff Party for the New Jersey Aids Walk on Friday, April 21st from 8pm till 12am and there will be a \$35 cover and \$40 at the door. This includes buffet. • The AIDS walk is Sunday, May 7th at Saddle Brook County Park. CR will send out the information from Ray Welch • Deanne has a part time IT position available at Jersey College. You can email her at dhackett@jerseycollege.edu
(13.0) <u>Adjournment</u>	<ul style="list-style-type: none"> • The meeting was adjourned at 1:45pm.

Upcoming Planning Council Meetings:

- Planning & Development Committee – Thursday, April 13th, 10:45 am – 12:00 pm
- Community Development Committee – Thursday, April 13th, 1:00 pm – 3:00 pm
- Steering Committee – Tuesday, May 2nd, 9:30 am – 11:00 am
- Planning Council Annual Meeting – Tuesday, May 2nd, 11:30 am – 2:00 pm

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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. Adams, David	P											
2. Boatwright, Anjettica	P											
3. Dillard, Jerry C.	P											
4. Ezomo, Dorris	P											
5. Ferreira, Graziella	P											
6. Friedman, Jeff	O											
7. Gennat, Peter	P											
8. Hackett, Deeanne	P											
9. Herrera, Andriana	O											
10. Lloyd-Bey, Yusuf	O											
11. Miles, Ric	P											
12. Price, Gloria	P											
13. Rodriguez, Freddy.	O											
14. Tenebruso, Paula	P											
15. Torres, Miriam	P											
16. Walker, Karen	P											
17. Welsh, Ray	P											
Members Present	13											
Alternates Present	0											
Recipient's Office	0											
Public/Guests	7											
Support Staff	2											

Key: Present (P), Late (L), Alternate (A), Absent (O)

*Alternate was present at time of roll call. Commissioner arrived afterward.

**Resignation received on this day.

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