PATERSON-PASSAIC COUNTY-BERGEN COUNTY
HIV HEALTH SERVICES PLANNING COUNCIL

Marc Scott & Anjettica Boatwright, Co - Chairs

Strategic Planning and Assessment Committee Meeting Agenda
Tuesday, September 1, 2026
12:30pm – 2:30pm
VIRTUAL ONLY

Join Zoom Meeting
https://us02web.zoom.us/j/86745137989?pwd=pIaUdVsyFc4gdVgTb047W4bBYVh7CC.1
Meeting ID: 867 4513 7989
Passcode: 940237

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 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 July 7, 2026 Strategic Planning and Assessment Committee Meeting.** *The chair will review the minutes from the March meeting and entertain a motion for approval.*

6. **Review of Planning Council Action Timeline (PCAT) – September 2026** *Support staff will review the current PCAT to ensure we are following federal mandates.*

7. **Review and resolve parking lot items** *The chair 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 chair will ask for any reallocation requests from the recipient's office.*

9. **Review Progress and Updates of the Integrated Plan** *The chair in collaboration with support staff will discuss next steps for Planning Council involvement.*

10. **Planning for Special Studies/Needs Assessment** *The chair in collaboration with support staff will discuss a special study/needs assessment that will help inform the GY2028 PSRA process.*

11. **Planning for Day of Capacity (solidify a location)** *The chair in collaboration with support staff will review Day of Capacity meeting date, trainings, etc.*

12. **Review of Annual Quality Improvement Plan** *This will be presented at a later date.*

13. **Review TGA Continuum of Care by Service Category** *The chair will ask support staff to present this to all attendees.*

14. **Review of Ryan White Notice of Funding Opportunity / Non-compete continuation report** *The chair will ask support staff to review this and present training that explains the details of this.*

15. **Preparation of PC Letter of Concurrence Ryan White Notice of Funding Opportunity / Non-compete continuation report** *The chair will explain the Letter of Concurrence and how the process.*

16. **Review and approve final allocations based on actual award amount.** *The chair will ask the Recipient to present the final allocations based on the final award amount.*

17. **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.*

18. **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.*

19. **Planning Council and Committee Feedback** *Support staff will share a link to the feedback survey as well as a QR code.*

    https://www.surveymonkey.com/r/PZGC2TQ

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

October Planning Council Meetings:

October 6, 2026

Steering Committee Meeting, 9:30am – 10:30am
Planning Council Day of Capacity, 11:00am – 3:00pm (**MANDATORY IN PERSON)**

LOCATION TBD