

Ray Welsh, Chair

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**Bergen/Passaic TGA Community Development Committee Monthly Meeting**

**MEETING MINUTES**

Thursday, December 9, 2021, 1:00 – 3:00 pm

Meeting via Zoom Teleconference

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**ATTENDANCE**

Members	Present	Absent	Recipient Representatives	Present	Absent
David Adams	X		Milagros Izquierdo		X
Ivonne Malave		X			
Abraham Corsino	X				
Ray Welsh	X				
Ric Miles		X			
Deeanne Hackett	X				
PC Support Staff			Guests	1	
Thomas Rodriguez-Schucker		X			
Deryk Jackson	X				

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**AGENDA**

Item	Discussion, Motions, and Actions	
I. <u>Moment of Silence</u>	Ray Welsh called the meeting to order at 1:10 p.m. A moment of silence was observed for those affected by HIV.	
II. <u>Welcome by the Chair</u>	Chair welcomed the Commissioners, guests, and the public.	
III. <u>Roll Call</u>	Support staff took roll call.	
IV. <u>Public Comments</u>	There were none at this time.	
V. <u>Review &amp; Approval of Minutes</u>	A motion to approve the September 9, 2021, Minutes was made by Deeanne Hackett and seconded by David Adams  <b>VOTE: ALL IN FAVOR</b>	
VI. <u>Review PCAT</u>	December	<ul style="list-style-type: none"> <li>• Review PCAT for Progress</li> <li>• Review and manage Consumer Forums</li> <li>• Review and manage Planning Council Membership Attendance</li> <li>• Develop membership recruitment campaign</li> <li>• Review and manage membership application process</li> <li>• Review membership matrix for compliance with federal mandate</li> <li>• Planning for next grant year Town Hall meetings/Sponsors</li> <li>• Review Scope of Work &amp; Planning Council Activity Timelines (PCAT)</li> </ul>

**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.

Ray Welsh, Chair

<b>Item</b>	<b>Discussion, Motions, and Actions</b>
VII. <u>Parking Lot Items</u>	Attendance Policy: The committee discussed bringing back the attendance policy that was recently suspended during this time of virtual meetings.
VIII. <u>New Business</u>	<p>Motion to refer Yusef Lloyd Bey to be accepted by the general planning council was made by Deeanne and seconded by David Adams.</p> <p>Planning for Annual Meeting: Ray and Thomas will be meeting to nail down the details for the annual meeting in March.</p> <p>Mark Bengé Nominations: Support staff will make sure that the nominations link is posted on the website.</p> <p>Consumer Satisfaction Survey: The committee is going to take a look at forming a consumer satisfaction survey. Support staff will provide examples of such in other jurisdictions.</p> <p>Exit Interview for PC Members: the committee is going to take a look at exit interview examples to see if they can be incorporated into the current membership process.</p>
IX. <u>Review and manage membership application process</u>	<p>The committee reviewed the application process and agreed that the process should be as follows: The CDC to first review the application to determine eligibility and whether the applicant is a consumer, a provider, or a general member of the public. Once eligibility is determined, there will be room for follow-up questions for both the committee and the applicant to get to know the group as whole. CDC will bring to steering the application and once voted on, the vice-chair will follow-up with the applicant and let them know of the decision that was made.</p> <p>The CDC also wanted to review the priority in which applicants were selected to join the Planning Council. The strategy is:</p> <ol style="list-style-type: none"> <li>1. Make priority for those living w/HIV</li> <li>2. Fill in the categories that are legislatively required</li> <li>3. Match the BPTGA “epi” profile- making sure the Planning Council matches the population of the individuals served</li> <li>4. Having proper representation from Bergen County and Passaic County.</li> </ol>
X. <u>Review membership matrix for compliance with federal mandate</u>	The committee reviewed the membership matrix. With a recent resignation, there is currently 19 members, and the council is made up of 31% unaligned consumers.
XI. <u>Announcements</u>	There were none at this time.
XII. <u>Next Community Development Committee Meeting</u>	<ul style="list-style-type: none"> <li>• January 13<sup>th</sup>, 2022</li> <li>• February 10<sup>th</sup>, 2022</li> <li>• March 10<sup>th</sup>, 2022</li> </ul>
XIII. <u>Adjournment</u>	The meeting was adjourned at 2:15 p.m.

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