



Karen Walker & Gloria Price Co-Chairs

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Bergen/Passaic TGA Planning & Development Committee Monthly Meeting

MEETING MINUTES

Thursday, October 12th, 2023, 10:45 – 12:45 pm

Meeting via Zoom Teleconference

ATTENDANCE

Members	Present	Absent	Recipient Representatives	Present	Absent
Anjettica Boatwright	P		Milagros Izquierdo		O
Jerry Dillard	P		Phillip Velazquez		O
Andriana Herrera		O			
Ric Miles	P				
Gloria Price	P				
Miriam Torres	P				
Karen Walker	P				
Ray Welsh		O			
Michelle Harvey	P				
Monique Springer	P				
PC Support Staff					
Thomas Rodriguez-Schucker		O			
Clifford Barnett	P				
Deryk Jackson	P				
Guests: Marie Hill, Bre Azanedo					

AGENDA

(1.0) Moment of Silence

- Karen opened with a moment of silence.

(2.0) Welcome by the Chair

- The chair welcomed everyone to the meeting.

(3.0) Roll Call

- Support Staff took roll call and established a quorum.

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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(4.0) Public Comments (*Discussion, all matters in this item are information only*)

- 10/28 BLM Paterson has the monthly grocery distribution & BBQ, please send folks over at 245 Broadway, Paterson, 07504. 11am-2pm. We will be having testing, our law clinic doing consultations, and all our other partners coming out with some resources. We currently only have a couple spots open for TA for groups who would like harm reduction & or naloxone training. We can also supply folks with naloxone & testing strips. Also, we also have emergency contraceptives available for anyone who may need some. Y'all can reach out to us through email at BLMPatersonhrc@gmail.com or call us at the office 732-590-6066 or my cell 973-330-1609.

(5.0) Review & Approval of Minutes: Meetings of September 14th, 2023

- A motion was made to approve the minutes by Anjettica and seconded by Gloria. All members were in favor and the minutes were approved.

(6.0) Review New Developments of “Ending the Epidemic, A Plan for America” and State of New Jersey’s Ending the Epidemic Initiative (*Discussion*)

- There were no updates currently.

(7.0) Business Items

(7.1) Review PCAT Planning Council Activity Timeline – Planning and Development Committee

(7.1)1. Updates to the PCAT

- Moved Review of the Annual Quality Improvement Plan to January/February.
- A motion to accept the changes to the PCAT was made by Anjettica and seconded by Ric. All members were in favor and the motion was approved.

(7.1)2. Review and resolve parking lot items.

- No updates currently

(7.1)3. Review Reallocation Requests from the Recipients Office.

- Reallocations were done at the August meetings.

(7.1)4. Review Part A Expenditure Reports by Service Category.

- Expenditure reports will be provided by the recipient’s office at the November Planning Council meetings.

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(7.1)5. Review progress and updates of the Integrated Plan

- There was a meeting with Stakeholders, Project Officers, HRSA and the CDC to review the feedback for the Integrated Plan.
- There were no significant findings during this meeting. Other than talks regarding how the plan could be tracked.
- Dotti Dowdell from NJHPG was present for the meeting.

(7.1)6. Review Quality Assurance Site Visit Results

- This information was reviewed in March of this year.
- It was suggested that we look at them in case we want to incorporate them into the service standards.
- Section 2c: Does the re-evaluation of the care plan every 6 months appropriate?
- This goes along with the 6-month recertification and makes it easier for the providers and case managers to remember that it needs to be completed.
- Create another column or something similar to remind providers to complete the reevaluation every 6 months.
- **Support Staff:** will share the QA performance measures with the committee for review at the November meeting.
- **Support Staff:** The providers have a technical assistance request for help from the office of the recipient as to where to access the standards of care if they don't know and how to set up the reminders and emails from e2.
- Information should be reviewed at the Quality Improvement meeting.
- Sections blocked out are to count information with the open columns being the totals on the input information.
- The QA document provides indicators on the standards for the case managers to follow.
- Each meeting we will tackle a few new performance measures.

(7.1)7. Review of Service Standards

- It would be helpful to have the service standards in the meeting packet for review prior to the meeting.
- **Support Staff:** Will ensure that the committee receives copies of the current service standards.
- **Support Staff:** Follow up on the simplification of the service standards. Support staff will send this information to the committee for review. The committee would like to have the draft for the November consumer forum.

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(8.0) New Business *(Discussion, all matters in this item are informational only)*

(8.1) New Jersey Strengths and Needs Assessment – Jerry Dillard

- Jerry will send the information to support staff to send out to the committee. We will review this information at the November meetings.

(9.0) Announcements *(Discussion, all matters in this item are informational only)*

- World AIDS Day breakfast at NBMC save the Date December 1st.
- Tom Hayes Holiday Brunch save the date for the Brownstone on December 10th.
- BLM Paterson announcements are in the Public Comments above.
- CAPCO is offering HIV testing at the 89-91 Main Street site in Paterson from 9-5 and Mondays and Wednesday from 12-7pm. There will be one Saturday a month. Testing is free and there will be incentives involved.
- The Greg Kelly Memorial Fund Scholarship Applications were sent out and a winner will be announced on December 1st on World AIDS Day. Applications are due by October 25th by 3pm. The prize is \$500.
- There will be an event at the Brownstone on Paterson on World AIDS day, December 1st. The event is from 1pm - 5pm and there are limited seats that will require registration.
- Anjettica Boatwright was nominated for the Women's Leaders Society
- Anjettica will be graduating with her associate degree in culinary arts in November.

(10.0) Public Comments *(Discussion, all matters in this item are informational only)*

(11.0) Adjournment

- The meeting was adjourned by Anjettica and seconded by Miriam. All members were in favor and the meeting was adjourned.

Upcoming Planning Council Meetings:

- Steering Committee – Tuesday, November 14th, 9:30 am – 11:00 am
- Planning Council Meeting – Tuesday, November 14th, 11:30 am – 2:00 pm
- Planning and Development Committee – Thursday, November 9th, 10:45am – 12:45pm
- Community Development Committee – Thursday, November 9th, 1:00pm – 3:00pm

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