

*Ric Miles- Chair & Anjettica Boatwright- Vice Chair*

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

**MEETING MINUTES**

Tuesday, February 7, 2023, 9:30 – 11:00 am

Meeting via Zoom Teleconference

**ATTENDANCE**

Members	Present	Absent	Recipient Representatives	Present	Absent
Anjettica Boatwright	X		Milagros Izquierdo		X
Jerry Dillard	X				
Peter Gennat		X			
Andriana Herrera	X				
Ric Miles	X				
Karen Walker	X				
Ray Welsh	X				
<b>PC Support Staff</b>					
Thomas Rodriguez-Schucker					
Clifford Barnett	X				
Deryk Jackson	X				
<b>Guests: Bre Azanedo,</b>					

**AGENDA**

Item	Discussion, Motions, and Actions	
<b>(1.0) <u>Moment of Silence</u></b>	Ric Miles called the meeting to order at 9:38 am. A moment of silence was observed for those affected by HIV.	
<b>(2.0) <u>Welcome by the Chair</u></b>	The chair welcomed the commissioners, guests, and the public.	
<b>(3.0) <u>Roll Call</u></b>	Support staff took roll call.	
<b>(4.0) <u>Public Comments</u></b>	There were no public comments currently.	
<b>(5.0) <u>Review &amp; Approval of Minutes</u></b>	A motion to approve the January 10, 2023, minutes was made and seconded.	
<b>(6.0) <u>Report of the Chair</u></b>		
<b>(7.0) <u>New Business</u></b>		
<ul style="list-style-type: none"> <li>Review Steering Committee PCAT</li> </ul>	January	<ul style="list-style-type: none"> <li>Receive reports of standing committee</li> <li>Program updates and collaboration with the recipient's office</li> <li>Review and resolve parking lot items</li> <li>Review Planning Council feedback</li> <li>Review Scope of Work &amp; Planning Council Activity Timelines (PCAT)</li> </ul>

**Mission Statement**

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Item	Discussion, Motions, and Actions
	<ul style="list-style-type: none"> <li>• By-Laws Review and Update</li> <li>• Review MOU between Planning Council &amp; Recipient’s Office</li> <li>• Development of Directives to the Recipient</li> </ul>
<ul style="list-style-type: none"> <li>• Review Planning Council Meeting Evaluation Results</li> </ul>	<p>Support staff presented the results of the January 10th Planning Council meeting evaluation.</p>
<ul style="list-style-type: none"> <li>• Recipient Updates</li> </ul>	<p>There were none at this time.</p>
<ul style="list-style-type: none"> <li>• New Jersey HIV Planning Group (NJHPG) Update</li> </ul>	<ul style="list-style-type: none"> <li>• Jerry is currently pursuing membership and encourages others to do the same.</li> </ul>
<ul style="list-style-type: none"> <li>• Planning Council Committee Reports</li> </ul>	<p><b><u>Planning and Development-</u></b></p> <p><b><u>Community Development-</u></b></p>
<p><b>(8.0) <u>Parking Lot Items/ Unfinished Business</u></b></p>	<ul style="list-style-type: none"> <li>• Representation on the NJHPG – The committee discussed the need for representation on the NJHPG from the Bergen-Passaic TGA. Ric is currently pursuing membership.</li> <li>• At-Large committee member – We are still awaiting Deanne’s answer to being an at large-member.</li> <li>• Support Staff will update the bylaws with the addition of term limits and bring back to Steering for final approval. <ul style="list-style-type: none"> <li>○ Motion to approve the changes to the bylaws as written in red. The new term limits for commissioners of Bergen County to take effect on 2/7/23. <ul style="list-style-type: none"> <li>▪ Ray Welch – 1st</li> <li>▪ Anjettica Boatwright – 2nd</li> </ul> </li> </ul> <p>All approved No opposed No abstentions</p> </li> <li>• Support Staff will provide an update on the nominations that were submitted through survey monkey and accepted. <ul style="list-style-type: none"> <li>○ New members will be voted on during full PC meeting.</li> </ul> </li> </ul>

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<b>Item</b>	<b>Discussion, Motions, and Actions</b>
	<ul style="list-style-type: none"> <li>• The committee will finalize and approve directives to the recipient for the upcoming grant year.               <ul style="list-style-type: none"> <li>○ Motion to approve directives 2.1 and 3.1 as written.                   <ul style="list-style-type: none"> <li>▪ Jerry Dillard – 1st</li> <li>▪ Karen – 2nd</li> <li>▪ All approved</li> <li>▪ No opposed</li> <li>▪ No abstentions</li> </ul> </li> </ul> </li> <li>• The MOU was updated last year and does not require revision. The only updates will come if a new Chair and Vice Chair are elected. In the event that new signatures are needed, this document will be signed in March.</li> </ul>
<b>(9.0) <u>Announcements</u></b>	.
<b>(10.0) <u>Public Comments</u></b>	
<b>(11.0) <u>Adjournment</u></b>	The meeting adjourned at 11:08 am.
<b>(12.0) <u>Upcoming Steering Meetings</u></b>	Tuesday, March 7 <sup>th</sup> , 2023 Tuesday, April 4 <sup>th</sup> , 2023

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Name of Commissioner	3/1/2022	4/5/2022	5/3/2022	6/7/2022	7/1/2022	8/2/2022	9/13/2022	10/4/2022	11/1/2022	12/6/2022	1/10/2023	2/7/2023
1. Anjeticca Boatwright	P	P	P	P		P	P	P	P	P	P	
2. Dillard, Jerry	P	P	P	P		P	P	P	P	P	P	
3. Peter Gennat	P	O	O	O		P	P	O	P	P	P	
4. Herrera, Andriana	O	P	P	P		O	P	O	O	O	P	
5. Ric Miles	P	P	P	P		O	P	P	P	P	P	
6. Walker, Karen	O	P	P	O		O	P	P	P	P	P	
7. Welsh, Ray	P	P	P	P		P	P	P	O	P	P	
Members Present	3	6	6	5		4	7	5	5	6	7	
Recipient's Office	0	0	0	0		0	0	0	1	1	1	
Public/Guests	4	0	0	0		1	1	1	2	2	3	
Support Staff	2	2	1	2		2	2	1	2	2	3	

**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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