

CDC Meeting Notes of 2/14/19

Names per sign-in sheet: E. Elizondo, N. Kubisky, I. Malave, G. Kelly, D. Admas, W. Cesa, K. Daniels, S. Gonzalez

Start Time 1:10 p.m.; End Time 2:55 p.m.

- Agenda Items I – IV were done.
- Following will no longer appear on the roster for the CDC committee: A. Boatwright, B. McCormick, G. Ferreria
- Attendance records indicate that J. Frederick's absences requires the first step in notification for removal.
 - *Send J. Frederick a removal letter*
 - *Inform A. Boatwright she is nearing the 3 absence mark*
 - *Make announcement at PC meeting that PC is looking for new members*
- The federal reflectiveness (membership matrix) information, was reviewed and discussed. As of today, the total membership is 30 w/PLWH representing 33%.
- A discussion about improving or restructuring Day of Capacity Building took place.
 - *Make announcement at PC meeting that topics and ideas are welcome for Day of Capacity*
- A discussion took place about activities that should be done to prepare in advance for Worlds AIDS Day 2019
 - *Prepare and use an ongoing list of to be done for World AIDS Day – to be held Monday, Dec. 2, 2019*

- The CDC committee read their duties as stated in the by-laws.
- New Business: There was never a response for the committee budget submitted last year. The committee needs to know how to go about it again.
 - *Events, brochures and other activities are at a standstill because the committee does not know how to proceed or what they should be planning to do*
- The committee needs more explanation about holding forums and other sessions, which have recently been brought up as their responsibility.
- An inquiry was made about the lack of a lawyer present that would assist the PC at each meeting.
- **Committee Elections: Chair Eduardo Elizondo, motioned by G. Kelly and seconded by K. Daniels : Vote 5 Yes, 0 No**
 - **Co-chair Nick Kubisky, motioned by G. Kelly seconded by K. Daniels : Vote 5 Yes, 0 No**

WORKING LIST FOR 2019 WORLD AIDS DAY

- In April request Mayor's attendance; Begin Mayor's Proclamation process
- Letter to high schools
- Create a media contact list for announcements, ads, press releases (Channel 12 New Jersey, Channel 77 local Optimum)
- Distribution of flyers
- Social Media
- Invite Elected Officials
- Wayne Cesa: solicit guest speakers, look into gymnasium; red ribbons
- Banner