



K. Walker & K. Daniels, Co-Chairs

Planning Council Meeting Minutes

Meeting Date: Tuesday, March 3, 2020

Start Time: 11:40 a.m.

End Time: 2:00 p.m.

Location: Christopher Hope Building, 1st Fl. 60 Temple St., Paterson, NJ 07522

Presiding Chair: K. Walker

Recorder: D. Jackson

Summary of Committee Business Votes

- **Approval of February 4, 2020 Minutes**
- **Approval of Revised Services Standards**

(1.0) Moment of Silence

K. Walker called the meeting to order at 11:40a.m. A moment of silence was observed for those affected by HIV.

(2.0) Welcome by the Chair

Chair welcomed the commissioners, guests, and the public. Each person introduced themselves, and guests were reminded they'll have an opportunity to speak during the Public Comments portions of the meeting agenda. The Chair also read the mission statement, followed with J. Daniels reading of the open public meeting statement.

(3.0) Review & Approval of Minutes: February 4, 2020 Minutes

A motion to approve the February 4, 2020 minutes was made by N. Kubisky and seconded by A. Boatwright.

VOTE: 18 – In Favor, 0 – Opposed

(4.0) Review Parking Lot Items *(Discussion)*

ITEM	STATUS
Keep a reminder here about collecting the annual dues for CAEAR. If each commissioner contributes \$20.00 the total amount would be covered.	Item open
Send a data request to the QM committee, re: Plan-Do-Study-Act (PDSA) to come up with strategies to improve viral suppression.	At the last QM meeting, support staff passed out reports to each agency representative present of current viral loads, and cd4 count entered into the system. The committee discussed plans to clean up data and get most recent data entered into the system to show a more accurate depiction of current viral suppression in the TGA.
Send notice of next QM meeting	Notifications were sent out and received

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Obtain the survey/focus group results from NJ Housing Collaborative when available	G. Ferrigno to be point of contact when that information is released.
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(5.0) Report of the Chair

The co-chair had a meeting with the mayor and a meeting with the recipient and the director to discuss transparency and the budget information that was requested. There will be a meeting between co-chairs, the recipient, director, and consultants to discuss moving forward with better communication and transparency. J. Dillard brought along a copy of another EMA budget.

(6.0) Report of the Recipient

Bergen – Passaic TGA received partial award for the 20-21 Ryan White Grant Year. Full award to be expected April 1.

All service category expenditures are in good standing except for Treatment Adherence and Substance Abuse. This is a result from staff changes within certain providers. The recipient has reached out to providers to gather all expense information to further inform the decision to reallocate funds to spend down the grant.

Budgets to be requested as soon as the final grant is received.

(7.0) Planning Council Training: Ending the HIV Epidemic: A Plan for America

J. Saperro from CR delivered a presentation “The Beginning of the End of HIV: The Ending the HIV Epidemic Initiative”. The PowerPoint looked at infection rates, plan components of EtHE, and implementation of the plan.

(8.0) Business Items

a. Review Planning Council Action Timeline (PCAT)

b. Planning & Development Committee (P&D) Report

Planning and Development Committee (P&D)

Integrated Plan – Support staff to develop a tracking mechanism to have updates on the integrated plan more streamlined. It will allow all community organizations to utilize a drop-down menu in survey monkey to track progress, opposed to having to remember what you have done in the last 6 months that went along with the objective. This is to assist with updates and report-outs.

The committee passed the directive

Directive 1.1- Rapid Reallocation Tool for The Recipient

The Recipient may rapidly reallocate funds without Planning Council consent based on the following conditions:

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1. Up to 10% of the service category allocation at any time during a grant year;
2. Service category reallocations can be made from support to core, and core to core;
3. After October 30 of every grant year, the Recipient's office may reallocate service category allocations without a 10% cap;
4. The Recipient will report all reallocations to Steering Committee at the next scheduled committee meeting following the reallocation.

The committee approved the service standards with the word change from should to must, as that legally requires actions to be followed.

VOTE: Approve Service Standards with the change from should to must. 18 – In Favor, 0 - Against

a. New Jersey HIV Planning Group (NJHPG) Update

Waiting on approval of EtHE plan. Awaiting for all collaborative partners involved to approve. Only members of the task force have a current copy of the plan and not allowed to share.

c. Community Development Committee (CDC) Report

Community Development Committee (CDC)

The committee will have improved efforts in reminding members of their absences. Once a person reaches a 3 absences within a rolling 12 month period, the committee will draft a letter to that individual with inquiring their intentions of staying on the council.

Ray and Nick are officially the co-chairs of the committee.

Support staff to assist in helping to clean up the reflective matrix

Ray Welsh is commissioner of the month!

Support Staff is going to reach out and find a list of past Mark Benge award receivers

(9.0) New Business

No New Business

(10.0) Planning Council Evaluations

(11.0) Announcements

Rainbow Group: Open to all high school students hosted at Full Service Community Center.

Paterson Public Schools in partnership with OASIS

Buddies hosting an event with Jansen at the Brownstone

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(12.0) Public Comments

(13.0) Adjournment – 2:00 p.m.

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

K. Walker & K. Daniels, Co-Chairs

Name of Commissioner	12/3/19	1/7/2020	2/4/2020	3/3/2020										
1. Adams, D.	Meeting Canceled	Annual Meeting	P	P										
2. Boatwright, A.			P	P										
3. Brown, B.			A	A										
4. Cuffe, P.			A	P										
5. Daniels, K.			A	P										
6. Dillard, J. C.			P	P										
7. Elizondo, E.			P	P										
8. Ezomo, D.			P	P										
9. Ferreira, G.			P	A										
10. Ferrigno, G.			A	P										
11. Friedman, J.			P	P										
12. Herrera, A.			P	P										
13. Johnson, E.			A	P										
14. Kelly, G.			P	P										
15. Kubisky, N.			P	P										
16. Malave, I.			P	P										
17. Munoz, A.			A	P										
18. Obara, J.			P	P										
19. Persuad, P.			A	A										
20. Ponce, A.			A	P										
21. Price, G.			P	A										
22. Rodriguez, F.			P	A										
23. Tenebruso, P.			P	A										
24. Torres, M.			P	P										
25. Walker, K.			P	P										
26. Welsh, R.			P	P										
27. Yee, A.			P	P										
Members Present			19	19										
Alternates Present			0	0										
Recipient's Office			1	2										
M. Izquierdo			P	P										
P.			NA	P										
Public/Guests			9	4										
Support Staff			2	2										
J. Daniel			P	P										
D. Jackson			P	P										

Guests: O. Castillo, A. Vera, L. G(illegible), D. Hackett

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