



## Community Development Committee (CDC) AGENDA

Thursday, June 11, 2020 **1:00 p.m. to 3:00 p.m.**

VIA ZOOM

**To Join:** <https://us02web.zoom.us/j/85175603293?pwd=OXV1TC83UXY4dEJDMzNuUEc2ek1Kdz09>

**Or Dial-In:** +1 (929) 205 6099

**Meeting ID:** 851 7560 3293

**Password:** 307086

- I. **Moment of Silence**
- II. **Welcome by the Chair**
- III. **Public Comments** (*Discussion, all matters in this item are informational only*)
- IV. **Review & Approval of Minutes: Meetings of April 9, 2020**
- V. **Review Planning Council Activity Timeline (PCAT)**(*Discussion*)
- VI. **Parking Lot Items** (*Discussion*)

ITEM	STATUS
Ask Recipient for assistance in informing sub-recipients, re: need for non-aligned applicants	Ray Welsh to draft a letter.
Letter for when commissioners are out of compliance with attendance	Ray Welsh to draft a letter.
Follow – up w/Collaborative Research & Recipient, re: tri-fold brochure ready for distribution.	Support Staff to update provider list with the Recipient and have it ready for printing and distribution. Motion to approve was tabled until next meeting.
Collect multi-race info from Planning Council	Support staff to collect in next PC evaluation forms
Interview with Applicant	Ray Welsh to reach out to applicant and invite to committee for an interview.

### VII. **New Business**

- Interview new applicant

#### **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.



- VIII. **Review and manage educational forum**
- IX. **Review and manage Planning Council Membership attendance**
- X. **Develop membership recruitment campaign**
- XI. **Review and manage membership application process**
- XII. **Review membership matrix for compliance with federal mandate**
- XIII. **Town Hall Meetings for Input into the Priority Setting and Resource Allocation (PSRA) Process**
- XIV. **Announcements** *(Discussion, all matters in this item are informational only)*
- XV. **Public Comments** *(Discussion, all matters in this item are informational only)*
- XVI. **Adjournment**

**Upcoming Planning Council Meetings:**

- **SPECIAL PRIORITY SETTING AND RESOURCE ALLOCATIONS MEETING: July 9<sup>th</sup>, 9:00am – 3:00pm**
- Steering Committee - Tuesday, August 4<sup>th</sup>, 9:30am – 11:00am
- Planning Council - Tuesday, August 4<sup>th</sup>, 11:30am – 2:30am
- Planning & Development Committee - Thursday, August 13<sup>th</sup>, 10:45am – 12:45pm
- Community Development Committee - Thursday, August 13<sup>th</sup>, 1:00pm – 3:00pm

[www.bergenpassiactga.org](http://www.bergenpassiactga.org)

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***Ray Welsh & Nick Kubisky, Co-Chairs***

**Community Development Committee Meeting Minutes**

**Meeting Date:** Thursday, April 9, 2020

**Start Time:** 1:05 p.m.

**End Time:** 2:33 p.m.

**Location:** Teleconference via Zoom

**Presiding Chair:** Ray Welsh

**Recorder:** Thomas Schucker-Rodriguez

**Summary of Committee Business Votes**

- **Approval of March 12, 2020 Minutes**

**I. Moment of Silence**

Ray Welsh called the meeting to order at 1:05 p.m. A moment of silence was observed for those affected by HIV.

**II. Welcome by the Chair**

Chair welcomed the commissioners, guests, and the public.

**III. Review & Approval of Minutes: March 12, 2020 Minutes**

A motion to approve the March 12, 2020 minutes was made by Nick Kubisky and seconded by Ivonne Malave.

**VOTE: All – In Favor**

**IV. Review Planning Council Activity Timeline (PCAT)**

**V. Review Parking Lot Items *(Discussion)***

<b>ITEM</b>	<b>STATUS</b>
Complete 3 bios/profiles for the PC's social media	This item was tabled until an indefinite date.
Discuss creating a formal motion for Steering Committee re: evening PC meeting time	The committee is considering changing the time it meets to attract potential members who are not able to attend regularly due to work.

**VI. Review and manage Consumer Forums**

The committee discussed holding consumer forums in the evening to see if more people would attend. One of the topics for possible discussion were "how to access Ryan White services". It was suggested that this take place in the evening – once the COVID-19 is no longer a threat. In the meantime, the committee could possibly work on setting up a zoom training for consumers. There are many concerns though about how to reach that population during these times. Other topics were substance abuse.

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- VII. Review and manage Planning Council Membership attendance**  
Committee will be reviewing next meeting.
- VIII. Develop membership recruitment campaign**  
Due to the current situation with COVID-19 the committee has decided to reach out to people they know to try and bring to the zoom meetings.
- IX. Review and manage membership application process**  
Support staff will review by-laws and bring back information on the application process. Support staff also to bring a sample application for committee review and approval for use moving forward. R. Welsh brought forward an application and the committee reviewed. The committee agreed to bring this individual in for an interview to join the council.
- X. Review membership matrix for compliance with federal mandate**  
This item will be reviewed next meeting.
- XI. Town Hall meetings for input into the Priority Setting and Resource Allocation (PSRA) Process**  
The committee discussed the possibility of holding a Town Hall meeting via teleconference to keep engaged with the community and capture the consumer voice for PSRA. The committee also discussed holding education forums with topics:
- How to access services at agencies
  - What services each of the TGA's Ryan White Part A subrecipients provide
- XII. Announcements**
- XIII. Public Comments**
- XIV. Adjournment – 2:33 p.m.**

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

<b>Name of Commissioner</b>	<b>3/12/2020</b>	<b>4/9/2020</b>										
1. David Adams	O	O										
2. Anjetica Boatwright	O	P										
3. Eduardo Elizondo	P	O										
4. Nick Kubisky	P	P										
5. Ivone Malave	O	P										
6. Ray Welsh	P	P										
<b>Members Present</b>	<b>4</b>	<b>4</b>										
<b>Public/Guests</b>	<b>0</b>	<b>2</b>										
<b>Support Staff</b>	<b>2</b>	<b>2</b>										

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