



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

**Community Development Committee**

**Meeting Minutes Meeting Date:** Thursday, June 11, 2020

**Start Time:** 1:04 p.m.

**End Time:** 2:10 p.m.

**Location:** Teleconference via Zoom

**Presiding Chair:** Ray Welsh

**Recorder:** Thomas Schucker-Rodriguez

**Summary of Committee Business Votes**

- **Approval of April 9, 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: April 9, 2020 Minutes**

A motion to approve the April 9, 2020 minutes was made by Nick Kubisky and seconded by Ivonne Malave.

**VOTE: All – In Favor**

**IV. Review PCAT**

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

ITEM	STATUS
Updated Brochure with Current Provider Information	Support Staff will provide updated brochure at next committee meeting.
Collect Multi-Race information on PC members during PSRA Process	Support Staff collected multi-race information from council members during the Priority Setting and Resource Allocation workshop.
Interview New Applicant	Ray Welsh to reach out to new applicant to invite her to next committee meeting to be interviewed.

**VI. Review and manage Consumer Forums**

The committee reviewed the LMS training system that is an online, on-demand training provided to the commissioners. With this system, the committee can request trainings they would like to see, get progress updates from support staff on rates of completion, and brush up on topics that are provided in the Planning Council Primer.

**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.



- VII. Review and manage Planning Council Membership attendance**  
The committee reviewed membership attendance. Members noticeably absent since the move to virtual meetings will be reached out to by Ray to assess if there are any barriers to them joining the meetings via Zoom.
- VIII. Develop membership recruitment campaign**
- IX. Review and manage membership application process**  
The committee has reviewed the one new application at the last committee meeting in April. Ray Welsh has been in contact to get the applicant to attend a committee to be interviewed.
- X. Review membership matrix for compliance with federal mandate**  
The committee reviewed the matrix for compliance with the federal reflectiveness mandate. There has been concern that an individual who holds a mandated slot has not been attending meetings regularly and has not been sworn into the council as a commissioner. Recruiting efforts to fill all vacant spots will ramp up after the pandemic is over and it is safe to meet in person.
- XI. Town Hall meetings for input into the PSRA Process**
- 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

Name of Commissioner	3/12/2020	4/9/2020	5/14/2020	6/11/2018								
1. David Adams	O	O	O	P								
2. Anjetica Boatwright	O	P	O	P								
3. Nick Kubisky	P	P	P	P								
4. Ivone Malave	O	P	O	P								
5. Abraham			P	P								
6. Ray Welsh	P	P	P	P								
<b>Members Present</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>6</b>								
<b>Public/Guests</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>								
<b>Support Staff</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>								

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