



## STEERING COMMITTEE AGENDA

Tuesday, September 1, 2020 - **9:30 a.m. to 11:00 a.m.**

VIA Zoom

**To Join:** <https://us02web.zoom.us/j/86479650025?pwd=bjYvZi9oamc1eDVCbWhKd2JSSjNrQT09>

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

**Meeting ID:** 864 7965 0025

**Password:** 650920

- I. **Moment of Silence**
- II. **Welcome by the Chair**
- III. **Roll Call**
- IV. **Review & Approval of Minutes:** August 11, 2020 meeting
- V. **Parking Lot Items** (*Discussion*)

ITEM	STATUS
Policies & Procedures Manual	Support Staff will provide updates on P&P manual and committee will review manual in sections.
Extend membership terms by 1 year	This item was sent to the Community Development Committee for review on each member's terms. The committee will bring back to Steering to vote on as a slate.
Emphasize to Commissioners the importance of completing the evaluations	This item is ongoing

- VI. **Report of the Chair** (*For discussion*)
- VII. **Business Items** (*For possible action*)
  - a. Review Steering Committee PCAT
  - b. Review Planning Council Meeting Evaluations Results: August 11, 2020 meeting
  - c. Decide next month's training topic for Planning Council
  - d. Planning Council Committee Reports
    - i. New Jersey HIV Planning Group (NJHPG) Update
    - ii. Planning and Development Committee (P&D)
    - iii. Community Development Committee (CDC)

### 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. Unfinished Business** *(For possible action)*

- a. Planning Council Corrective Action Response to HRSA Site Visit Report
  - i. Planning Council Policies & Procedures review and updates
- b. Review and approve carryover request from the Recipient's Office
- c. Membership terms- possibility of extending membership terms by one year due to the impact COVID has had on PC and committee meetings

**IX. New Business** *(For possible action)*

- a. Preparation of PC letter to accompany 2021 Part A grant application.
- b. Review results from the 2019 Assessment of the Administrative Mechanism

**X. Next Steering Committee Meeting:** Tuesday, October 6, 2020 9:30 a.m., via zoom

**XI. Adjournment**

**Upcoming Planning Council Meetings:**

- Planning & Development Committee – Thursday, September 10<sup>th</sup>, 10:45am – 12:45pm
- Community Development Committee – Thursday, September 10<sup>th</sup>, 1:00pm – 3:00pm
- Steering Committee – Tuesday, October 6<sup>th</sup>, 9:30am – 11:00am
- Planning Council – Tuesday, October 6<sup>th</sup>, 11:30am – 2:30pm

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

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