



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

R. Welsh & N. Kubisky, Co - Chairs

Community Development Committee Meeting Minutes

Meeting Date: Thursday, March 12, 2020

Start Time: 1:40 p.m.

End Time: 3:00 p.m.

Location: Paterson Free Library, 250 Broadway Paterson, NJ

Presiding Chair: R. Welsh

Recorder: D. Jackson

Summary of Committee Business Votes

- **Approval of February 13, 2020 Minutes**

(1.0) Moment of Silence

R. Welsh called the meeting to order at 1:40 p.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 T. Schucker reading of the committee description. The committee would like to revisit that description.

(3.0) Review & Approval of Minutes: February 13, 2020 Minutes

A motion to approve the February 13, 2020 minutes was made by N. Kubisky and seconded by G. Kelly.

VOTE: All – In Favor

(4.0) Review PCAT

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

ITEM	STATUS
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.
Ask Recipient for assistance in informing sub-recipients, re: need for non-aligned applicants	The committee chair will draft a letter in efforts to
Complete 3 bios/profiles for the PC's social media	Committee agreed to go away with this. New Support Staff does not have access to the PC FB page.

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.



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.
Collect multi-race info from PC	This item is still open.

(6.0) 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.

(7.0) Review and manage Planning Council Membership attendance

Committee decided to look at this at the next meeting.

(8.0) Develop membership recruitment campaign

The committee discussed the “bring-one” campaign where members each bring one person who could potentially be a member.

(9.0) Review and manage membership application process

This item was tabled for this meeting.

(10.0) Review membership matrix for compliance with federal mandate

This item was tabled for this meeting

(11.0) Town Hall meetings for input into the PSRA Process

Due to COVID-19, this might not happen this year before the PSRA is scheduled.

(12.0) Announcements

Due to COVID-19 a lot of the workshops and educational forums have been cancelled in the month of March. Please watch for any notifications as this is a rapidly changing event and updates are happening frequently.

(13.0) Public Comments

There were none

(14.0) Adjournment – 3:00 p.m.

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

Name of Commissioner	3/3/2020											
1. D. Adams	A											
2. E. Elizondo	P											
3. G. Kelly	P											
4. N. Kubisky	P											
5. I Malave	A											
6. R. Welsh	P											
Members Present	4											
Recipient's Office	0											
M. Izquierdo	A											
Public/Guests	0											
Support Staff	2											
T. Schucker	P											
D. Jackson	P											

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