



Ray. Welsh & Nick Kubisky, Co - Chairs

Community Development Committee Meeting Minutes

Meeting Date: Thursday, November 12, 2020

Start Time: 1:05 p.m.

End Time: 2:18 p.m.

Location: Teleconference via Zoom

Presiding Chair: Ray Welsh

Recorder: Thomas Rodriguez

Summary of Committee Business Votes

- **Approval of October 8, 2020**

- 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. **Roll Call**
- III. **Public Comments** – Deanne Hackett announced that Jersey College is looking to hire an administrative assistant as soon as possible. If anyone is interested or knows anyone that might be they are encouraged to apply.
- IV. **Welcome by the Chair** – Chair welcomed the commissioners, guests, and the public.
- V. **Review & Approval of Minutes: (October 8, 2020) (Action)** – A motion to approve the October 11, 2020 minutes was made by Nick Kubisky and seconded by David Adams.
VOTE: All – In Favor
- VI. **Review PCAT**

Review PCAT for progress	X
Review and manage Consumer Forums	X
Review and manage Planning Council Membership attendance	X
Develop membership recruitment campaign	X
Review and manage membership application process	X
Review membership matrix for compliance with federal mandate	X

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 Parking Lot Items 11.12.2020 *(Discussion)*

ITEM	STATUS
Interview with Applicant	The committee will interview the applicant at the next committee meeting that they attend.
Membership Recruitment Campaign	The committee discussed working with the recipient's office for a contact list of individuals in the BPTGA who receive Ryan White services to reach out and tap for possible membership. Email enrollment has been low however, and the committee has now shifted to using the Needs Assessment for a recruitment strategy asking if participants can provide an email, and if provided the committee chair will reach out.

VIII. New Business – There was no new business at this time.

IX. Review and manage Planning Council Membership attendance – The committee reviewed the Planning Council membership attendance current as of 10.6.2020.

X. Review and manage membership application process

XI. Review membership matrix for compliance with federal mandate – The committee reviewed the membership matrix. The Planning Council remains in need of unaligned consumers to meet the federal reflective mandate. One additional member will bring the Planning Council to compliance. The Planning Council also has two membership spots vacant: Hospital Planning Agency and Local Public Health Agency. In addition, during this section of the agenda, the committee reviewed the bylaws for clarification on members having alternates. It will be taken back to the Steering Committee to keep language in on having alternates in the Policy and Procedures manual to match the current bylaws.

XII. Announcements – Ray Welsh informed the committee of a free walking group that meets up on Sundays that walks through Bergen. Anyone interested should reach out to Ray for additional information.

XIII. Public Comments
There were none at this time.

XIV. Adjournment – 2:18 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	6/11/2020	8/13/2020	9/10/2020	10/8/2020	11/12/2020				
1. David Adams	O	O	O	P	P	P	P	P				
2. Anjetica Boatwright	O	P	O	P	O	O	O	O				
3. Nick Kubisky	P	P	P	P	P	P	P	P				
4. Ivone Malave	O	P	O	P	P	P	P	P				
5. Abraham Corsino			P	P	P	O	O	P				
6. Ray Welsh	P	P	P	P	P	P	P	P				
7. Ric Miles						P	P	O				
Members Present	4	4	3	6	5	4	5	5				
Public/Guests	0	1	0	1	0	1	5	1				
Support Staff	2	2	2	2	1	1	1	2				

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