



Ray Welsh, Chair

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**Bergen/Passaic TGA Community Development Committee Monthly Meeting**

**MEETING MINUTES**

Thursday, February 10, 2022, 1:00 – 3:00 pm

Meeting via Zoom Teleconference

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**ATTENDANCE**

| Members                       | Present | Absent | Recipient Representatives | Present | Absent |
|-------------------------------|---------|--------|---------------------------|---------|--------|
| David Adams                   |         | X      | Milagros Izquierdo        |         | X      |
| Ivonne Malave                 |         | X      |                           |         |        |
| Abraham Corsino               | X       |        |                           |         |        |
| Ray Welsh                     | X       |        |                           |         |        |
| Ric Miles                     | X       |        |                           |         |        |
| Deeanne Hackett               | X       |        |                           |         |        |
| <b>PC Support Staff</b>       |         |        |                           |         |        |
| Thomas Rodriguez-Schucker     |         | X      |                           |         |        |
| Deryk Jackson                 | X       |        |                           |         |        |
| <b>Guest: Yusuf Lloyd-Bey</b> |         |        |                           |         |        |

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**AGENDA**

| Item                                       | Discussion, Motions, and Actions   |   |
|--|--|---|
| I. <u>Moment of Silence</u>                | Ray Welsh called the meeting to order at 1:05 p.m. A moment of silence was observed for those affected by HIV.                           |   |
| II. <u>Welcome by the Chair</u>            | Chair welcomed the Commissioners, guests, and the public.  |   |
| III. <u>Roll Call</u>                      | Support staff took roll call.  |   |
| IV. <u>Public Comments</u>                 | There were none at this time.  |   |
| V. <u>Review &amp; Approval of Minutes</u> | A motion to approve the December 9, 2021, Minutes was made by Deeanne Hackett and seconded by Ray Welsh<br><br><b>VOTE: ALL IN FAVOR</b> |   |
| VI. <u>Review PCAT</u>                     | February   | <ul style="list-style-type: none"> <li>Review PCAT for Progress</li> <li>Review and manage Consumer Forums</li> <li>Review and manage Planning Council Membership Attendance</li> <li>Develop membership recruitment campaign</li> <li>Review and manage membership application process</li> <li>Review membership matrix for compliance with federal mandate</li> <li>Planning for next grant year Town Hall meetings/Sponsors</li> <li>Review Scope of Work &amp; Planning Council Activity Timelines (PCAT)</li> </ul> |

**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.

Ray Welsh, Chair

| Item   | Discussion, Motions, and Actions   |
|--|--|
| VII. <u>Parking Lot Items</u>  | <p><b>Attendance Policy:</b> The committee discussed, at length, bringing back the attendance policy that was recently suspended during this time of virtual meetings. The committee utilized the current planning council bylaws to draft an official attendance policy for the Planning Council Policy &amp; Procedure Manual. A motion to approve the attendance policy was made by Peter Gennat and seconded by Abraham Corsino.</p> <p><b>Mark Benge Nominations:</b> Ray Welsh nominated Vici who runs pathways out of Buddies of New Jersey for a Mark Benge Award.</p> <p><b>Consumer Satisfaction Survey:</b> The committee discussed coming up with a consumer satisfaction survey. Currently in the TGA clients are asked to complete a brief survey after each service they touch. This form of data collection has not been working. The committee agreed to send this to the clinical quality management committee for further discussion.</p> <p><b>Exit Interview for PC Members:</b> Support staff will find examples of exit interviews for review and discussion at the next committee meeting.</p> |
| VIII. <u>New Business</u>  | There was no new business at this time.  |
| IX. <u>Review and manage membership application process</u>            | This item was removed as a standing item on the agenda.  |
| X. <u>Review membership matrix for compliance with federal mandate</u> | <p>There are currently 16 members on the Planning Council with 30% unaligned consumers. There are 4 vacant membership categories; representatives of Hospital Planning Agencies, Local Public Health Agencies, Representatives of individuals who were Federal, State, or local prisoners, and Part B Representative.</p> <p>Gabriel is no longer associated with Part B on the state level, therefore she had to resign. Alma Yee is planning for retirement, and has resigned from the Planning Council effective March 1.</p> <p>There are currently four members waiting to be brought on to the Planning Council at the March 1<sup>st</sup>, Annual Planning Council Meeting:</p> <p>Peter Gennat<br/>Yusuf Lloyd-Bey<br/>Richard Miles<br/>Deeanne Hackett</p> <p>Support Staff is still awaiting response for the mayor's office to see if the swear in ceremony can be performed virtually.</p>   |
| XI. <u>Announcements</u>   | There were none at this time.  |
| XII. <u>Next Community Development Committee Meeting</u>               | <ul style="list-style-type: none"> <li>• March 10<sup>th</sup>, 2022</li> <li>• April 14<sup>th</sup>, 2022</li> <li>• May 12<sup>th</sup>, 2022</li> </ul>  |
| XIII. <u>Adjournment</u>   | The meeting was adjourned at 1:55 p.m.   |

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