

Ric Miles- Chair & Peter Gennat- Vice Chair

Bergen/Passaic TGA Steering Committee Monthly Meeting

MEETING MINUTES

Tuesday, March 5th, 2024, 9:30am – 11:00am

Meeting via Zoom Teleconference

ATTENDANCE

Members	Present	Absent	Members	Present	Absent
Peter Gennat	P				
Ric Miles	P				
Andriana Herrera	P				
Michelle Harvey	L				
Manuel Delgado	P				
Abraham Corsino	P				
PC Support Staff			Recipient Representatives		
Thomas Rodriguez-Schucker		O	Milagros Izquierdo		O
Clifford Barnett	P		Phillip Velazquez		O
Deryk Jackson	P				
P= Present L= Late A= Alternate O = Absent					
Guests: Contance Leverett, Bre Azanedo					

AGENDA

1. **Moment of Silence**
 - The chair recognized a moment of silence.
2. **Welcome by the Chair**
 - The chair welcomed everyone to the meeting.
3. **Roll Call**
 - Support staff took roll call and established a quorum.
4. **Public Comments (Discussion, all matters in this item are information only)**
 - There were no public comments at this time.
5. **Review & Approval of Minutes: January 9th, 2024, meeting**
 - Support staff reviewed the minutes from January.
 - A motion to approve the minutes was made by Manuel and seconded by Peter. All members supported the motion and the motion passed.
6. **Report of the Chair (Discussion, all matters in this item are information only)**
 - The chair provided the Planning Council Chairs report from February.
7. **Business Items**
 - a. Review PCAT Planning Council Activity Timeline – March 2024
 - Support staff noted that the PCAT was updated to distinguish SPA and Planning Council activities.
 - SPA will approve the PCAT for SPA and Planning Council will approve the PCAT for the Planning Council next month.
 - There were no changes to the activities.

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.

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- b. Receive reports of Standing Committees
 - Planning and Development Committee (P&D)
 - Support staff provided the report for the Planning and Development Committee meeting from February 8, 2024.
 - Community Development Committee (CDC)
 - Peter Gennat provided the Community Development reports from February 8, 2024.
- c. Program Updates and Collaboration with the recipient's office.
 - Support staff reviewed the current expenditures in the TGA.
 - The committee noted that the numbers looked more on par than they did in the previous month.
 - There was a request to provide a resource inventory on food pantries in the area outside of Ryan White. The conversation then focused on other services that individuals may be receiving from providers outside the realm of Ryan White. This could potentially play a part in future funding decisions.
- d. Review and Resolve Parking Lot Items
- e. Review Planning Council Meeting Evaluations Results
 - There was some concern related to transportation to the meetings and how this affects the participation of community members.
- f. Review and manage Planning Council Membership attendance
 - Planning Council Support Staff reviewed the attendance of commissioners over the last 12 consecutive months as required by the bylaws.
 - In reviewing the attendance it was noted that this is the least amount of members the TGA has had in some time.
- g. Address membership recruitment campaign(s)
 - We are looking to use the forum as a tool for us to reach out to young Latino males.
 - The committee is also utilizing the bring one campaign, with hopes of bringing a new consumer to every meeting.
 - We are also looking at non-traditional hours for new committee members.
- h. Review and manage membership application process
 - The committee reviewed a new application.
 - The committee was motioned into executive session by Peter and seconded by Manuel.
 - The committee was motioned of executive session by Peter and seconded by Manuel.
- i. Review membership matrix for compliance with federal mandate.
 - The committee reviewed the current membership matrix for compliance and made some notable changes.
 - Michelle Harvey was moved into the role of representative of the formerly incarcerated due to her prison testing program.
 - Ric noted that he would reach back out to 2 FQHC providers including North Hudson and request their participation on the meetings.
 - The committee would also like for support staff to follow up on the letter that was sent out informing organizations of their legislative requirements to attend.

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- j. Receive award from HRSA/HAB for grant year. Review and approve final allocations based actual award amount. (If a partial award is received, this process could take place again when another award is received.)
 - Currently awaiting the partial award letter from HRSA.
- k. Negotiation of PC budget amount with recipient
- 8. Parking Lot Items (for possible action)**
 - a. Appoint at large members to the Steering Committee
 - Ric would like to appoint Abraham Corsino as a member of the Steering Committee.
- 9. New Business (Discussion, all matters in this item are informational only)**
 - Review Bylaw updates (for possible action)
 - Planning Council support provided the updates to the bylaws to be reviewed and voted on at the April meeting.
 - Next month's training topic – Bylaws Review
 - Support reviewed the changes to the bylaws in relation to alternate attendance at meetings.
 - It was noted that the structure of the removal process has changed due to the change in committee structure.
 - Several other areas were noted to have a change in terminology due to the changes in committee structure.
 - The Planning Council would like to offer an emergency exception to be able to bring consumers to the Council at any time. The goal is to get our 33% up. The concern was rather or not the mayor could get them sworn in timely.
- 10. Announcements (Discussion, all matters in this item are informational only)**
 - Ray shared some interesting information about leap year.
 - Planning Council support staff reminded everyone that he included the updated calendar in the meeting packets for everyone's reference.
- 11. Public Comments and Emerging Trends (Discussion, all matters in this item are informational only)**
- 12. Adjournment**
 - A motion was made by Peter and seconded by Michelle to adjourn the meeting.

Upcoming Planning Council Meetings in March:

- Tuesday, April 2nd, 2024
 - Steering Committee Meeting – 9:30 am – 11:00 am
 - Full Planning Council Meeting – 11:30 am – 2:00 pm
 - **At Crossroads Ministry Center, 511 E22nd Street**

www.bergenpassaicga.org

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Name of Commissioner	4/2023	5/2023	6/2023	7/2023	8/2023	9/2023	10/2023	11/2023	12/2023	1/2024	2/2024	3/2024
1. Peter Gennat	P	P	P	P	P	P	P	O	P	P	P	P
2. Herrera, Andriana	P	O	P	P	P	P	P	O	P	P	P	P
3. Ric Miles	P	P	P	P	O	P	O	P	P	P	P	P
4. Michelle Harvey										P	A	P
5. Manuel Delgado											P	P
6. Abraham Corsino										P	P	P
Members Present	7	6	7	7	6	8	7	6	8	4	4	6
Recipient's Office	0	0	0	0	0	1	0	0	1	0	0	0
Public/Guests	2	3	2	0	0	0	4	1	2	5	1	2
Support Staff	3	3	4	3	2	3	1	2	2	3	1	2

Key: Present (P), Late (L), Alternate (A), Absent (O)

*Alternate was present at the time of roll call. The Commissioner arrived afterward.

**Resignation received on this day.

Ric Miles

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Steering Committee Minutes - March 5, 2024


Final Audit Report


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