

Ric Miles- Chair & Anjettica Boatwright- Vice Chair

**Bergen/Passaic TGA Steering Committee Monthly Meeting**

**MEETING MINUTES**

Tuesday, October 3<sup>rd</sup>, 2023, 2:00 – 4:00 pm

Meeting via Zoom Teleconference

**ATTENDANCE**

Members	Present	Absent	Recipient Representatives	Present	Absent
Anjettica Boatwright	P		Milagros Izquierdo		O
Jerry Dillard	P				
Peter Gennat	P				
Andriana Herrera	P				
Ric Miles		O			
Karen Walker	P				
Ray Welsh	P				
Gloria Price	P				
<b>PC Support Staff</b>					
Thomas Rodriguez-Schucker		O			
Clifford Barnett	P				
Deryk Jackson		O			
Tatum Townsend - Intern		O			
<b>P= Present    L= Late    A= Alternate    O = Absent</b>					
Guests: Manuel, Ed, Graziela, Christian Diaz					

**AGENDA**

**(1.0) Moment of Silence**

- A moment of silence was observed.

**(2.0) Welcome by the Chair**

- The co-chair Anjettica Boatwright welcomed everyone to the meeting.

**(3.0) Roll Call**

- Support staff took a roll call and established that there was a quorum.

**(4.0) Public Comments (Discussion, all matters in this item are information only)**

- The vice-chair opened the floor for any public comments or discussion.

**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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**(5.0) Review & Approval of Minutes: September 12<sup>th</sup>, 2023, meeting**

- There was a vote to approve the meeting minutes from September 12, 2023, made by Karen Walker and seconded by Peter Gennat. All members were in favor, and the motion carried.

**(6.0) Report of the Chair (Discussion, all matters in this item are information only)**

- The chair reported that she will be meeting with the Project Officer on October 11, 2023, at 10 am for the monthly monitoring call.

**(7.0) Business Items**

**(7.1) Review PCAT Planning Council Activity Timeline - Steering Committee**

**(7.1)1. Receive reports of Standing Committees**

**(7.1)1.1. Planning and Development Committee (P&D)**

- (7.1)1.1.1. The Planning and Development Committee met on September 14th, 2023 and a quorum was established.
- (7.1)1.1.2. The Committee approved its minutes from August 10th, 2023.
- (7.1)1.1.3. While reviewing the Planning Council Activity Timeline for P&D. It was determined that the PCAT should be updated to include a monthly review of the Integrated Plan.
- (7.1)1.1.4. The Committee will reach out to Denise Anderson regarding Integrated Plan tracking.
- (7.1)1.1.5. Jerry Dillard is going to share the New Jersey Strengths and Needs Assessment at the October meeting.
- (7.1)1.1.6. The Review of the Annual Quality Improvement plan will be moved to January/February of the grant year.

**(7.1)1.2. Community Development Committee (CDC)**

- (7.1)1.2.1. The Community Development Committee met Sept 14th, 2023.
- (7.1)1.2.2. They approved its meeting minutes from Aug 10th, 2023.
- (7.1)1.2.3. They discussed the logistics for the Annual Day of Capacity meeting.
- (7.1)1.2.4. They reviewed the agenda for the Annual Day of Capacity meeting.
- (7.1)1.2.5. The Committee discussed the annual community forum.
- (7.1)1.2.6. The Committee will follow up on new applications at the October meetings.

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**(7.1)2. Program Updates and Collaboration with the recipient's office**

- There were no updates from the recipient's office currently.

**(7.1)3. Review and Resolve Parking Lot Items (for possible action)**

- (7.1)3.1. Updates to the meeting dates and times
- (7.1)3.2. The committee talked in depth about the possibility of different meeting times for the next grant year. Times that better align with the lives of people living with HIV.
- (7.1)3.3. The committee discussed different ways changing the times could impact the Planning Council. (ex. Availability of full-time employees)

**(7.1)4. Review Planning Council Meeting Evaluations Results: September 12<sup>th</sup>, 2023, meeting**

- (7.1)4.1. The Committee reviewed the evaluation results from September 12, 2023.
- (7.1)4.2. There were no major findings.

**(7.2) New Jersey HIV Planning Group (NJHPG) Update - Dottie Dowdell**

- There were no updates currently.

**(7.3) Decide Next Month's Training Topic**

- A brainstorming session with Julio Roman regarding ways for the Planning Council to better understand the young Latino males who have sex with males and ways to better engage.
- Ray Welsh will establish communication with Planning Council Support and Julio.

**(8.0) New Business (Discussion, all matters in this item are informational only)**

**(9.0) Announcements (Discussion, all matters in this item are informational only)**

- 89-91 Main Street – CAPCO Resource Center RISE program is now doing testing.
- There will be a World AIDS Day event at the Brownstone on December 1<sup>st</sup> from 1pm – 5pm. During this event they will be presenting the winner of the Gregory Kelly Memorial Fund.
- There will also be a early morning candlelight on the stairs of City Hall on December 1.
- Anjettica will be receiving recognition from Sister Love Inc. Leading Women's Award Society on Friday October 20.
- December 10<sup>th</sup> will be the Annual Tom Hayes Brunch

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**(10.0) Public Comments and Emerging Trends**

**(Discussion, all matters in this item are informational only)**

- The committee talked about potentially establishing the Voices Committee that was specifically for those individuals living with HIV.
- CAPCO informed the committee that there were 10 new diagnoses in the last week.
- The committee asked about a banner for World AIDS day that may be in the recipient's office.
- The committee spoke briefly about the nominations of new vice chairs for the Planning Council and how several members of the committee are slated to end their terms in February and they are not immediately eligible for renewal and will term-off.

**(11.0) Adjournment**

- The meeting was adjourned by Peter Gennat and seconded by Ray Welsh. All members were in favor.

**Upcoming Planning Council Meetings:**

- Steering Committee – Tuesday, November 14<sup>th</sup>, 9:30 am – 11:00 am
- Planning Council Meeting – Tuesday, November 14<sup>th</sup>, 11:30 am – 2:00 pm
- Planning and Development Committee – Thursday, November 9<sup>th</sup>, 10:45am – 12:45pm
- Community Development Committee – Thursday, November 9<sup>th</sup>, 1:00pm – 3:00pm

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

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Name of Commissioner	3/2023	4/2023	5/2023	6/2023	7/2023	8/2023	9/2023	10/2023	11/2023	12/2023	1/2024	2/2024
1. Anjettica Boatwright	P	P	P	P	P	P	P	P				
2. Dillard, Jerry	P	P	P	P	P	P	P	P				
3. Peter Gennat	P	P	P	P	P	P	P	P				
4. Herrera, Andriana	P	P	O	P	P	P	P	P				
5. Ric Miles	P	P	P	P	P	O	P	O				
6. Walker, Karen	P	P	P	P	P	P	P	P				
7. Welsh, Ray	P	P	P	P	P	O	P	P				
8. Gloria Price						P	P	P				
Members Present	7	7	6	7	7	6	8	7				
Recipient's Office	2	0	0	0	0	0	1	0				
Public/Guests	1	2	3	2	0	0	0	4				
Support Staff	2	3	3	4	3	2	3	1				

**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.

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