



Continuum of Care Committee

MEETING SUMMARY

Thursday, April 9, 2020, 10AM – 11AM
 Willing Heart Community Center
 555 Martin Luther King Blvd. Newark, NJ 07102

Present	Excused Absences	Unexcused Absences
1. Ann Bagchi, Ph.D. (Secretary) 2. Cezar Dumago 3. Wanda Figueroa, MD 4. Vieshia Morales (Vice-Chair) 5. Mario Portilla (Chair) 6. Lauro Rocha 7. Nancy Scangarello 8. Warren Talley	9. Pat Moore 10. Aliya Onque (Non-Voting)	11. Kendall Clark 12. Maisel Guzman 13. Dominga Padilla, MD

Guests: Ricardo Salcido, Roxanne Barker, Martha Dawney, Angela Vivar, Karen Ehiri
Support Staff: Tania Guaman

1. Welcome and Moment of Silence

Virtual conferencing presented some issues for Portilla due to the network security features. On behalf of Portilla, Guaman called the COC meeting to order at 10:04AM. Guaman welcomed all in attendance and called for a moment of silence to be observed for all those living with, those who have passed and those affected by HIV/AIDS.

2. Roll Call

Guaman conducted the roll call and quorum was established.

3. Public Testimony

There was no public testimony at this meeting.

4. Approval of Meeting Summary from February 9, 2020

The Continuum of Care Committee did not hold a meeting in March. The Committee reviewed the February meeting summary and recommended the following edits:

- On page 2, item #6 – correct the spelling from committed to “committee”
- Add a guest to the attendee list – Joan Zanahoria (Alternate for Nancy Scangarello)

Guaman asked for a motion to approve the meeting summary with amendments. Morales motioned to approve. Dr. Bagchi seconded the motion. There were no oppositions or abstentions. The meeting summary was approved with amendments.

A discussion was held about the impact of COVID-19 among People Living with HIV and the importance of staying in touch with clients. Providers noted limitations for clients to participate in COVID-19 including the requirement that a person is symptomatic, the requirement for a prescription, the fact that not every county has a testing site, and the varying requirements of each testing site. For a list of testing sites, the following link was cited <https://covid19.nj.gov/>

5. Standing Committee Updates

- **CPC** – Guaman provided the CPC report. The last Comprehensive Planning Committee did not meet in March or April. The next CPC meeting will be held on Friday, May 8, 2020 via GoToMeeting. All are encouraged to attend.
- **REC** – Dr. Bagchi provided the REC report. The Research and Evaluation Committee last held a meeting on Monday, February 14. The REC is working on the 2020 Needs Assessment Update. The provider survey was sent out and responses are due on April 17. The next REC meeting will be held on Monday, April 20, 2020 at 10AM via GoToMeeting.
- **CIA/CC** – Guaman provided the CIA report. The Community Involvement Activities/Community Conversations Committee did not meet in March or April. However, the CIA will host an “informal check-in” session with consumers on Wednesday, April 22 at 5:00PM via GoToMeeting.

6. Old Business

- Continue the review of the COC Operating Policies and Procedures (OPPs)
The committee continued the discussion on whether or not alternates have voting privileges. Portilla asked for a motion to approve the language stating that alternates should not have voting privileges but can count towards quorum. Morales motioned to approve. Dumago second the motion. All agreed. No abstentions or oppositions.

With these amendments, Portilla asked for a motion to approve the Operating Policies and Procedures. Dr. Bagchi motioned to approve. Scangarello second. All agreed. No abstentions or oppositions.

- Service Standards Update/Discussion
The Service Standards were assigned to various subcommittees for review. Only one person submitted feedback to Support Staff. Committee members were confused with the reformatting process of the Service Standards, and the Project Plan. Committee members requested online collaboration tools that can help facilitate the reformatting process. Support Staff will create Google drive documents and make assignments to one member at a time to review each Service Standard. The Committee will review the edited product at the next COC meeting.

Horizon NJ Health, United Healthcare and ADAP allow three-month medication dispensing medications for patients.

7. New Business

- Review/Update the committee's FY 2020 Workplan
Committee members recommended that presentations during meetings not be scheduled at this time so that members can focus on the reformatting process of Service Standards. However, members two exceptions. Presentations on Navigating Telemedicine or updates on the COVID-19 virus be added, if available.
- Reformat & Update the Outpatient/Ambulatory Health Service Standards and Medical Case Management Service Standards
The two Service Standards will be reviewed at the next meeting. For each standard, one subcommittee member at a time will have responsibility to review within assigned timeframes. Each subcommittee will then be prepared to share those with the overall committee for final approval at the next meeting.

8. Administrative Issues— PC Support Staff

No issues at this time.

9. Announcements

None.

10. Next Meeting

The next COC meeting will be held on Thursday, May 14, 2020 at 10 AM via GoToMeeting.

11. Adjournment

Mario Portilla asked for a motion to adjourn the meeting. Dr. Bagchi motioned to adjourn. Scangarello seconded the motion. All members agreed. The meeting was adjourned at 11:07AM.