



Planning Council MEETING SUMMARY

Wednesday, December 16, 2020 at 1:30PM

Video-Conference via Zoom: <https://zoom.us/j/92573189900>

Teleconference: (929) 205 6099 / Meeting ID: 925 7318 9900#

| Present | Excused Absences | Unexcused Absences |
|----------------------------------|---------------------|-------------------------|
| 1. Janice Adams-Jarrells | 16. Elizabeth Kocot | 19. Wali Bradley |
| 2. Ketlen Alsbrook (Recipient) | 17. Vieshia Morales | 20. James Carrington |
| 3. Ann Bagchi, PhD | 18. Warren Poole | 21. Jeremiah Cohen |
| 4. Kendall Clark | | 22. Wanda Figueroa, MD |
| 5. Cezar Dumago (Secretary) | | 23. Natalie Muhammad |
| 6. Juanita Howell | | 24. Dominga Padilla, MD |
| 7. Dr. Robert L. Johnson (Chair) | | 25. Rev. Don Ransom |
| 8. Joann McEniry (Co-Chair) | | 26. Ricardo Salcido |
| 9. Patricia Moore (Treasurer) | | |
| 10. Debbie Morgan | | |
| 11. Walter Okoroanyanwu, MD | | |
| 12. Sharon Postel (Non-Voting) | | |
| 13. Providencia Rodriguez | | |
| 14. Aliya Roman (Non-Voting) | | |
| 15. Calvin Toler | | |

Guests: Gerri, Liz Woodfield (VIIV), Axel Torres Marrero, Glory Rodriguez, Louis Delgadillo, Charla Cousar, Sonali Patel, Zhanshai W.

PC Support Staff: Tania Guaman, Vicky Saguy

1. Welcome & Moment of Silence

Dr. Johnson welcomed all attendees and called the meeting to order at 1:30 PM. A moment of silence was observed for those affected, for those who have passed, and for those living with HIV/AIDS.

2. Roll Call

Dumago conducted the roll call for this meeting. Quorum was established.

3. Public Testimony

None at this time.

4. Approval of the Meeting Summary from November 18th, 2020

The October meeting summary was approved as presented and posted on the NEMA website.

The November 18th meeting summary was sent electronically in advance for review. Moore mentioned that there was an error on the treasurer's report. The report stated that no letter of intent was sent. However, a letter of intent was sent. Dr. Johnson asked for a motion to approve the meeting summary as amended. Adams-Jarrells motioned to approve. Toler seconded. No oppositions or abstentions.

5. Report from the Recipient

Alsbrook provided the following report:

- **FY 2021 RFP Process Update** – The recipient received 39 applications on December 10th. One application was submitted after the deadline and will not be considered for funding for 2021.
- **2021 Estimated Award Letter** – The total estimated formula funding award is of \$8,325,315 which does not include supplemental and MAI funding. This is about 66% of the fiscal year 2020 award and should allow the recipient to budget for the first seven to eight months of the grant period. The recipient's office will be submitting the request to apply and accept these funds to the municipal council at the first or second meeting in January 2021.
- **Core Service Waiver** – Due to the challenges of the Covid-19 pandemic during the Fiscal Year 2020, the HIV/AIDS Bureau is allowing to submit the core waiver request for FY 2020 to all Part A jurisdictions until January 29, 2021. The EMA is interested in submitting the core service waiver request for fiscal year 2020 by the January 29 deadline. The Ryan White application had service plan that was non 75/25 with 71.95% of funds for core medical and 28.05% for supportive services. To successfully submit the request, the recipient needs:
 1. A letter from the Part B Program Director
 2. To demonstrate evidence that all core medical services, regardless of whether those services are funded by Ryan White are available and accessible within 30 days for all identified and eligible individuals with HIV/AIDS in the EMA.
 3. Evidence of a public process which documents that the applicant has sought input from the affected communities, including consumers and the Ryan White program funded core medical service providers related to the availability of core medical services and the decision to request a waiver. This public process may be the same one used for obtaining input on community needs as part of the annual Priority Setting Process, but it does need to speak to the desire to request a waiver for fiscal year 2020. During the executive level discussions, it was agreed to incorporate this public process into the next CIA meeting. In addition to what the Planning Council sends out, the recipient's office will send a notice to all service providers encouraging them to have their clients participate at the CIA meeting.
 4. This public process must be endorsed by the Planning Council Chair and the State HIV/AIDS Director. The recipient will work on getting those endorsement letters once the public process has been completed.
 5. Lastly, with the core service request, there is a narrative that needs to be submitted.

6. Standing Committee Updates

- **COC: Vieshia Morales** – Guaman provided the report.
 - o The committee did not have a meeting this month.
 - o The Other Professional Services Standard will be introduced today for a 30-day review period. The next COC meeting will be held on January 14, 2020 via Zoom.
- **CPC: Joann McEniry** – McEniry provided the December 11th report.
 - o The committee finalized the update/revision of the Integrated Health Plan. The plan guides activities through 2021. Due to COVID-19 and changes in operations brought about by the pandemic, the plan's timeline was also revised to ensure key goal completion.

- While reviewing the plan, a concern was identified that some of the CHAMP outcome data, specifically that related to medical visit gap, may be impacted by the unforeseen need to switch to remote operations in March due to the COVID-19 pandemic, as well as some of the challenges agencies faced implementing telehealth services in such a short period of time. While many of these challenges have been resolved with agencies, barriers related to accessing reliable technology remains a barrier for some patients. The needs assessment findings from the REC regarding telehealth, will be helpful in further planning activities related to gap in medical visits.
- In addition, the CPC reviewed and discussed some topics for the informational videos. Topics suggested to date include:
 - Consumer video: 3-4 consumers provide testimony about how they make a difference through their PC membership; inspire/invite others to join the council.
 - Planning Council Introduction: What is a Planning Council? What do members do?
 - Youth or former youth: Video targeting this specific population encouraging their involvement in PC work.
 - Services video: Video showcasing the RWHAP support and medical. services funded in the Newark EMA (not agencies, service categories).
 - Older population: Video catered for seniors and/or long-term survivors.

The next CPC meeting will be held on Friday, January 8, 2021 at 9:30am via Zoom.

- **REC: Ann Bagchi, Ph.D.** – Dr. Bagchi provided the December 21st report.
 - The committee have been working on finalizing the tools for the Needs Assessment. The Needs Assessment is going to be an update and not a Full Needs Assessment. The committee had originally talked about doing surveys and focus groups, key informant interview; however, it is going to be done through surveys. At the last meeting, the committee added some questions related to COVID-19. The tools will be finalized at the next meeting.

The next REC meeting will be held on December 21, 2020 via Zoom.
- **CIA/CC: Warren Poole** – Guaman provided the November 18th report.
 - There were 12 consumers from Essex County and one from Union County, 2 Support Staff and 3 Planning Council members.
 - Dr. Bagchi provided an overview of the Research and Evaluation Committee.
 - There was a conversation regarding the expansion on the delivery of services by using telephones due to COVID-19 and its social distancing measures and the possibility of no longer being able to offer services though telephones once the COVID-19 pandemic is over.
 - One consumer stated: “COVID-19 crisis in a way pushed things in a direction that was necessary and so our goal is to ensure that it continues because I've used the telehealth” and it has been helpful. The consumer added: ”I really like to see that in place so whatever I can do to aid in that quest.”
 - Different ways of participating in the Planning Council were shared as well as some updates regarding the work the Planning Council is doing.
 - There was a presentation about Healthy Living and HIV.

The next CIA meeting will be held on December 18, 2020 via Zoom.

Dr. Johnson asked for a motion to receive the Committees’ Reports. The reports were approved. There were no abstentions or oppositions.

7. State & National Updates -

- **Report from the NJ HIV Planning Group (n/a)** – The NJHPG will not meet this month.

- **Report from the Governor’s Advisory Council (n/a)** – Dr. Johnson reported that at the last Governor’s Advisory Council, the council wanted to make sure that the state does not shift its attention on HIV since there has been an intense attention on COVID-19 and the COVID-19 vaccine. The council is preparing a letter to the governor regarding this concern. Another issue is that the Governor needs to appoint new council members. There were also some discussions regarding the Ending the Epidemic Effort and some policies. Axel is here to talk about these policies changes in more detail.

- **Report from the NJ Department of Health** – Louis Delgadillo reported that the Department will start the RFP Process after New Year’s and more information will become available. Every Agency can apply for the available funds. There is a new Director of Care and Treatment.

8. Planning Council Administrative Issues

- **Report from Executive Committee** – Dr. Johnson mentioned that the Planning Council needs to write a letter of endorsement for the City’s application and discuss how public input will be gathered.

- **Report from Treasurer** – Moore provided the Treasurer’s report. Expenses through November (75% of the fiscal year) are \$169,502, which is approximately 72% of the Budget. We are within budget in this fiscal year. The only lines that were over budget were expenses related to the computer, but due to the virtual meetings our budgeted costs for staff parking and meeting space will make up for these deficits. The only expected large expense are the final payment for the consultant and the audit. After the holidays, we will review the budget and submit a final modification.

- **Report from PC Support Staff**
 - At the last Planning Council meeting, there was a discussion regarding some zoom issues. Support Staff tested different options and will continue to screen everyone carefully before admitting them in the meetings.
 - Support Staff is requesting bids for the Planning Council’s deliverables including the Epidemiological Profile, the Need Assessment Update, and the Full Assessment of the Administrative Mechanism. This request will be posted in the Newark EMA and United Way of Greater Union County Websites.
 - The Get Involved page on the Newark EMA Website has been updated and it contains the Planning Council membership application which can be fill out online. The website also contains tips for Public Testimony and a request to submit public testimony can be found on the website.
 - United Way of Greater Union County submitted a proposal for Planning Council Support.
 - The Learning Collaborative was approved. The Learning Collaborative is a virtual opportunity to learn about community engagement and retention strategies starting on February and ending in June. Congratulations to Adams-Jarrells, Toler and Poole!

9. Old/New Business

There was no Old Business.

New Business: Dr. Johnson commented that it was hard to believe that the Planning Council had an in-person meeting last year and went through a difficult transition but manage to conduct the meetings online. Dr. Johnson mentioned that there have been significant loses of individuals and their memories should be honored. With the arrival of vaccines in the state and throughout the county, the Planning Council hopefully will meet in-person at the next December meeting and probably have food in the meeting.

10. Announcements

- Dr. Bagchi thanked Dr. Johnson for the encouraging words and leadership. Dr. Johnson mentioned that having people who are dedicated to the caused makes it very easy.
- Clark also thanked Dr. Johnson for his great leadership and the Ryan White Staff for their technical support, for extending EFA funds, which helped the community much more and for helping to gain some insights on mental health status of clients.
- **COVID-19 Vaccine Conversations:**
 - o The Federal Government decides who gets the vaccine first and then they make allocations to the States. The NJ Governor prioritized frontline workers in hospital and senior centers because of the high transmission rates and mortality rates of these groups.
 - o Currently, the vaccines are being stored in 6 hospitals that have the capacity to refrigerate the vaccines and from there the vaccines will go to the rest of the hospitals in the state.
 - o There will be 5 or 6 sites in Essex County and 2 run by the City of Newark including the Health Department and Essex County College. The county is taking reservation at the website. All Vaccines are FREE and will not be available at doctor's offices.
 - o **Vaccine Considerations:** For the Moderna vaccine, individuals cannot be under 18 years old and for Pfizers, individuals cannot be less than 16 years old.
 - o Dr. Johnson advised to go to the CDC site for each of the vaccines to read the specifications. During the Moderna Vaccine presentation, it was mentioned that HIV+ individuals were not excluded from the studies. If the viral load is undetectable meaning that the CD4 count is 200 or less, they are not immune compromised.
 - o There is a national effort to encourage people to get the COVID-19 vaccine as well as endorsement efforts, and 3 former presidents received the COVID-19 vaccine. It is important for leaders to endorse the vaccine and encourage people to get the vaccine in Ryan White Programs. People are giving presentations regarding the Vaccine including people from Black and Brown Communities. Some surveys show that acceptance is at 40%; however, it needs to be 75% to reach immunity. Currently, the national acceptance rate is 89%.
 - o Johnson and Johnson is working on a one-shot vaccine.
- Axel Torres Marrero provided a Legislation Update including information regarding Harm Reduction Efforts.

11. Next Meeting

The next Planning Council meeting will be held on Wednesday, January 20, 2021 at 1:30PM via Zoom.

12. Adjournment

The meeting was adjourned at 2:40 PM by Dr. Johnson's decree.