



Planning Council

MEETING SUMMARY

Wednesday, September 21, 2022, from 1:33PM to 1:59PM

Video-Conference via Zoom: <https://zoom.us/j/83368597496>

Teleconference: (929) 205 6099 / Meeting ID: 833 6859 7496#

Present	Excused Absences	Unexcused Absences
1. Ketlen Alsbrook (Recipient)	14. Dr. Robert Johnson (Chair)	16. Janice Adams-Jarrells
2. Cezar Dumago (Secretary)	15. Kourtney Puliam	17. James Carrington
3. Joann McEniry (Vice-Chair)		18. Jeremiah Cohen
4. Patricia Moore (Treasurer)		19. Kendall Clark
5. Aliya Roman (Non-Voting)*		20. Cynthia Cocagee
6. Sharon Postel (Non-Voting)*		21. Gloria Jones
7. Dr. Walter Okoroanyanwu		22. Tamerla Lawrence
8. Debbie Morgan		23. Vieshia Morales
9. Warren Poole		24. Providencia Rodriguez
10. Dr. Ann Bagchi		25. Natalie Muhammad
11. Dr. Wanda Figueroa		26. Ricardo Salcido
12. Thomas Johnson		27. Calvin Toler
13. Dr. Dominga Padilla		

Guests: None

PC Support Staff: Carla-Ann Alexander and Victor Peralta

1. Welcome & Moment of Silence

Joann McEniry welcomed all attendees and called the meeting to order at 1:33PM. A moment of silence was observed for those affected, those who have passed, and those living with HIV/AIDS.

2. Roll Call

Dumago conducted the roll call for this meeting. Quorum was not established.

3. Public Testimony

There were no public testimonies.

4. Approval of the Meeting Summary from August 17, 2022

Due to lack of quorum, the August 17th meeting summary was not motioned to be approved.

5. Report from the Recipient

- **Aliya Roman gave the report.**

- The recipient's office is working on the Non-Competing Continuation Report that is due to HRSA on October 3rd.
- The recipient's office is working on the Administrative Mechanism.
- The office is making changes to the Program Term Report, which is sent to HRSA, to reflect all allocations for FY22.

- The first virtual site visit for FY22 has been scheduled for October 1st.
- Michelle Thompson of the Northeast Caribbean AETC has developed a Medical Case Management Pilot Program for new case managers. The recipient's office signed up nineteen staff members for the training program.
- The recipient's office connected Zufall and Rutgers' FXB Center to work with HRSA on a project.
- Our fiscal formal award is 51.9% spent, the MAI award is 73.4% spent, and 100% supplemental awards has not been touched yet.

6. Standing Committee Updates

- **Continuum of Care (COC)—Alexander gave the report.**
 - The COC last met on September 8, 2022.
 - The committee submitted the following service standards to the Planning Council for thirty-day review:
 1. Substance Abuse Residential
 2. Substance Abuse Outpatient
 - The committee completed the Section 5 Situational Analysis and submitted the report to the CPC.
 - The next COC meeting will be held on Thursday October 13, 2022, at 10am via Zoom.
- **Comprehensive Planning Committee (CPC)—Joann McEniry gave the report:**
 - The CPC met virtually on Friday September 9, 2022.
 - The committee previously completed the pillars Diagnose and Treat for the Integrated HIV Prevention and Care Plan. This meeting focused on the pillar Prevent. The following goals were drafted:
 - Prevent: Reduce the number of new HIV infections by 75% by 2026.
 - Goal #1: Implement status neutral HIV testing model.
 - Goal #2: Promote access to PrEP for HIV prevention
 - Goal #3: Promote access to treatment as prevention or TasP
 - The committee drafted three objectives for each goal.
 - The next CPC meeting will be held on Friday October 14, 2022, at 9:30am via Zoom. This meeting aims to focus on the Integrated Plan's last pillar Respond.
- **Research and Evaluation Committee (REC)—Dr. Ann Bagchi gave the report:**
 - The REC met virtually on Monday September 19, 2022, via Zoom.
 - Sharon Postel gave an update on preliminary data for the Needs Assessment Draft Summary.
 - The committee is awaiting a response from the Recipient's Office regarding the Administrative Mechanism.
 - The REC's 2022-2023 Workplan was reviewed and updated.
 - The next meeting will be held on Monday, October 17, 2022, at 10 am via Zoom.
- **Community Involvement Activities (CIA)—Carla-Ann Alexander gave an update:**
 - The CIA met virtually on Wednesday August 24, 2022.

- The committee discussed Co-Chair and Secretary responsibilities. The committee plan on holding elections in September.
- A discussion took place about different strategies for recruitment and engagement. The committee also gave opinions about having hybrid meetings in the future.
- Alexander gave a brief overview about all NEMA's subcommittees.
- The next meeting will be held on Wednesday August 24, 2022, at 5pm via Zoom.

7. State & National Updates –

- **Report from the NJ Department of Health (NJDOH)**
 - There were no updates given.
- **Report from the Governor's Advisory Council (GAC)—Dr. Ann Bagchi**
 - The GAC held a discussion about monkeypox.
 - The state has a website specific to monkeypox outbreaks and vaccination locations: <https://www.nj.gov/health/monkeypox/>
- **Report from the NJ HIV Planning Group (NJHPG)—**
 - The General Assembly meeting was on September 15, 2022. Their next meeting is scheduled for October 20, 2022, at 10AM.

8. Planning Council Administrative Issues

- **Report from Executive Committee – Joann McEniry**
 - The Executive Committee held a discussion about Bylaw changes and term limits to meet deliverables given.
- **Report from Treasurer—Patricia Moore**
 - As of August 30th, all lines are within budgeted amounts.
 - Some operating expense lines must be adjusted in the next budget modification to reflect actual expenses.
 - Expenses through August are \$104,586.07, which is approximately 37% of the award.
- **Report from Planning Council (PC) Support Staff—Victor Peralta**
 - Peralta gave a brief overview on the National Ryan White Conference.

9. Old/New Business

- Approval of the FY23 Priority Setting and Resource Allocation Report—this item was tabled due to lack of quorum.
- Ryan White Part A application—Aliya Roman
 - The recipient's office will be submitting a Core Service Waiver document with the Non-Competing Continuation Report to HRSA October 3rd.
 - Roman will be attending the CIA's meeting on September 28th to discuss the Core Waiver process and to get consumer support for the waiver.

10. Announcements

Alsbrook has accepted the role of Director for the Department of Health and CEO for our federally qualified health center. Aliya Roman will be the new Project Director for the Ryan White Program.

11. Next Meeting

The Planning Council meeting will meet on Wednesday, October 19, 2022, at 1:30 PM via Zoom.

12. Adjournment

The meeting ended at 1:59PM.