



Planning Council

MEETING SUMMARY

Wednesday, October 19, 2022, from 1:30PM to 1:57PM
 Video-Conference via Zoom: <https://zoom.us/j/83368597496>
 Teleconference: (929) 205 6099 / Meeting ID: 833 6859 7496#

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

Guests: Audria Russell and Ed Barron
PC Support Staff: Carla-Ann Alexander

- 1. Welcome & Moment of Silence**
 Dr. Johnson welcomed all attendees and called the meeting to order at 1:30PM. 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 established.
- 3. Public Testimony**
 A member of the public, a part of the Research Community Advisory Board and a member of the AIDS Clinical Trial Group (ACTG), recently heard two incidents about clients who have transferred from oral medication to injectables and are no longer undetectable. This is very serious and serve as a red flag. The consumer asks for members to inform of any more incidents by the end of November so they can be reported. Support Staff will be sharing their contact information. Confidentiality will be kept.

- The committee had a brief discussion about this issue.

4. **Approval of the Meeting Summary from August 17, 2022, and September 21, 2022**

The August 17th and September 21st meeting summary were distributed electronically. The August 17th meeting summary was motioned and approved. The September 21st meeting summary was motioned and approved with abstentions from Adams-Jarrells, Padilla, and Toler.

5. **Report from the Recipient**

- **Aliya Roman gave the report.**
 - The Recipient's office submitted the Non-Competing Continuation Report to HRSA, and they are now working on their continuation report template for FY23's contract season. They are also working on confirming an associated technical assistance meeting.
 - The office requested the Projected Formal Letter from HRSA.
 - The Recipient's office is working on the RFP for EHE.
 - The Assessment of the Administrative Mechanism was returned from their office.
 - Virtual Program site visits have begun.

6. **Standing Committee Updates**

- **Continuum of Care (COC)—Vieshia Morales gave the report.**
 - The COC last met on October 13, 2022.
 - The committee reviewed the following service standards:
 1. Health Insurance Premium and Cost-Sharing Assistance (HIPCA)
 2. Oral Health
 3. Foodbank/Home Delivered Meals
 4. Other Professional Services
 - The next COC meeting will be held on Thursday November 10, 2022, at 10am via Zoom.
- **Comprehensive Planning Committee (CPC)—Joann McEniry gave the report:**
 - The CPC met virtually on Friday October 14, 2022.
 - The committee drafted goals, objectives, and strategies for the 2022-2026 Integrated HIV Prevention and Care Plan's Pilar Respond. These goals focused on creating a response to clusters and cluster detection activities.
 - The next CPC meeting will be held on Friday November 4, 2022, at 9:30am via Zoom. This meeting is one week prior to regularly scheduled meeting time (second Friday of the month) due to a holiday on the 11th.
- **Research and Evaluation Committee (REC)—Dr. Ann Bagchi gave the report:**
 - The REC met virtually on Monday October 17, 2022, via Zoom.
 - Sharon Postel gave an update on the Needs Assessment Draft Summary.
 - This survey focused on individuals who are not virally suppressed but are receiving medical care outside of Ryan White but are receiving supportive services within Ryan White.
 - The committee discussed looking into similar groups for key outcomes, engagement, care, etc.
 - The Recipient's Office recently submitted the results of the Administrative Mechanism. Therefore, Postel will begin analyzing data.
 - Sharon Postel gave a brief presentation on Quality Management Outcomes.

- The next REC meeting will be held on Monday, November 21, 2022, at 10 am via Zoom.
- **Community Involvement Activities (CIA)—Carla-Ann Alexander gave an update:**
 - The CIA met virtually on Wednesday September 28, 2022.
 - The committee discussed nominations Co-Chair and Secretary and the requirements for those positions.
 - Aliya Roman held a Core Service Waiver discussion for FY2023. She also gave an overview of next year's planning cycle for PSRA and reviewed the MAI Ranking document. A vote was held, and the committee did not vote against the FY23 Core Service Waiver.
 - Support Staff gave a summary of the Ryan White Conference held in August.
 - The next CIA meeting will be held on Wednesday October 26, 2022, at 5pm via Zoom.

Motion: Dr. Johnson asked for a motion to accept the Standing Committee Updates. Morales motioned. Jones seconded. The vote passed unanimously.

7. State & National Updates –

- **Report from the NJ Department of Health (NJDOH)—Kourtney Pulliam**
 - There were no updates for Part D.
 - Chelsea Betlow is currently acting director and Greta A. is acting assistant commissioner.
- **Report from the Governor's Advisory Council (GAC)—Dr. Robert Johnson**
 - Chris Menschner, Assistant Commissioner for the Division of HIV/STD/TB Services, will be leaving this month.
 - The GAC will be meeting again soon.
- **Report from the NJ HIV Planning Group (NJHPG)**
 - There was no report given.

8. Planning Council Administrative Issues

- **Report from Executive Committee—Dr. Robert Johnson**
 - The Executive Committee held a discussion about Bylaw changes. The committee is doing this due to HRSA's concern on longevity of council members and leadership positions. Some changes include term limits and position term restrictions.
 - The recommended Bylaw changes should be emailed to the Planning Council before the next meeting so the committee can hold a vote.
- **Report from Treasurer—Patricia Moore**
 - All lines are within budgeted amounts as of September 30th.
 - Expenses are \$122,130.65, which is approximately 45% of the award.
- **Report from Planning Council (PC) Support Staff**
 - There was no report given.

9. Old/New Business

- Approval of:
 - Substance Abuse Residential
 - Substance Abuse Outpatient
 - Approval of the FY23 Priority Setting and Resource Allocation Report

Motion: Dr. Johnson asked for a motion to approve all items under old business. Morales motioned. Adams-Jarrells seconded. The vote passed unanimously.

10. Announcements

There were no announcements.

11. Next Meeting

The Planning Council meeting will meet on Wednesday, November 16, 2022, at 1:30 PM via Zoom.

12. Adjournment

The meeting was adjourned at Dr. Johnson's decree at 1:57 PM.