



**Continuum of Care Committee  
MEETING SUMMARY**

**Thursday March 14, 2023, from 10:09 AM to 11:23 AM**

Videoconference via Zoom: <https://us06web.zoom.us/j/82086702402>

Teleconference: (929) 205-6099 / Meeting ID: 820 8670 2402

Present	Excused Absences	Unexcused Absences
1. Viesha Morales (Chair) 2. Ann Bagchi, Ph.D. (Secretary) 3. Lauro Rocha 4. Nancy Scangarello	5. Cezar Dumago 6. Dr. Wanda Figueroa	7. Janet Hemingway 8. Dr. Lucy Efobi 9. Sharon Postel

**Guests:** Vereen Goulbourne, Ashley Bramble, Ashanti Simpson-Little, Kyra Watts, Tyrone Mans

**Support Staff:** Roberto Benoit

**1. Welcome and Moment of Silence**

Morales called the meeting to order at 10:09 AM and welcomed all in attendance. A moment of silence was observed for all those living with, those who have passed, and those affected by HIV/AIDS.

**2. Roll Call**

Bagchi conducted the roll call. Quorum was not established.

**3. Public Testimony**

There was no public testimony at this meeting.

**4. Approval of Meeting Summaries from February 8th**

The February 8<sup>th</sup> meeting summary was distributed electronically and was motioned to be approved by the committee. The Meeting Summary was not approved at the meeting being that quorum was not established.

**5. Standing Committee Updates**

**Research and Evaluation Committee (REC)— Bagchi provided the report:**

- The REC last met on Monday, March 18, 2024, at 10 am via Zoom.
- During this meeting, the committee reviewed and updated the 2024 Needs Assessment Survey and the assessment of Administrative Mechanism.

- The committee also reviewed the recipient's survey during the meeting and will review the service provider's survey on April 15, 2024.
- The FY24 Funding Streams Analysis is currently being reviewed by the committee.
- The next REC meeting will be held on Monday, April 15, 2024, at 10AM via Zoom.

**Comprehensive Planning Committee (CPC) – Support Staff provided the update.**

- The CPC last met on Friday, March 08, 2023.
- During the meeting, the committee reviewed the priority setting and resource allocation process, the Ryan White Part A core service model and discussed the historic need of core service waiver application.
- The committee discussed priority setting and resource allocation questions for other committee chairs, for input or recommendations in the upcoming PRSA process.
- Lastly, the committee reviewed the FY24 service categories definitions and supplemental material to identify changes for the FY25 definitions.
- The next CPC meeting will be held on Friday April 12, 2024, at 9:30am via Zoom.

**Community Involvement Activities Committee (CIA) – Support Staff provided the update.**

- The CIA last met on Wednesday, February 28, 2023, at 5PM via Zoom.
- The committee continued to work on FY 24 Committee Calendar and Workplan
- The support staff hosted the annual Members Orientation with Parliamentary Procedures.
- The next meeting will be held on March 27, 2024, at 5PM via Zoom.

**Nominations Committee (NC) – Support Staff provided the update.**

- The NC last met Wednesday on August 09, 2023, at 7:00 pm
- Benoit reported that all the information was sent to the Newark clerk's office for the Oath Ceremony and members are waiting for a date for the ceremony.
- Roman requested a reflective roster from support staff. Roman will expedite a request when the reflective roster is received. The ceremony date will be confirmed by the recipient's office, being that the ceremony is virtual.
- The Nominations committee meeting has been tabled until an oaths ceremony date has been established.

**6. Old Business**

- Vote for Membership:
  - Simpson-Little and Gouldburne are scheduled to be voted new members in today's meeting. The committee decided to table the vote for the next meeting, due to lack of quorum.

**7. New Business**

- **Monitoring for the 2022-2026 HIV Prevention and Care Plan**
  - There were no updates.
- **Review/ Update Medical Case Management, including treatment adherence service standard.**

- During the meeting, the committee members reviewed and updated the Medical Case Management standards. The committee is waiting for clarification on HRSA new care plan guidelines and will update the service standard accordingly.
- **Review/ Update Housing Service Standard.**
  - The committee members reviewed and updated the Housing Services standard. The standards were not approved being that quorum was not established. The service standard is slated to be voted on in the next meeting.
  - **Presentation:** Tyrone Mans/Kyra Watts (HOPWA)
    - Morales introduced Tyrone Mans and Kyra Watts, two housing providers within the EMA, called into the meeting to improve the service standard.
    - Morales gave a brief overview of HOPP program, mentioned that the HOPP program is another housing resource. The HOPP program is funded by the city and requires income to participate.
    - Mans recommended time limits for the clients that are in the program. The time limits can be between five to ten years. Mans mentioned that program funds are decreasing but the rent is increasing. Man noted the need to follow up and visit the client at their apartments. Mans mentioned the need to transition clients to other housing opportunities. Mans requested new referrals to the program.
    - Watts mentioned that assessments are to be made in union with other agency partners. Watts noted that partnership with other agencies helps the clients' needs in mental health, finance, and housing. HOPWA is partnering with agencies and organizations that provide emergency shelters.

#### **8. Administrative Issues— PC Support Staff**

- There were no administrative issues.

#### **9. Announcements**

- Morales announced the conference, Clinical communication at the end-of-life. The conference will take place on April 11<sup>th</sup>. The conference will inform social workers and case managers on how to support clients in end-of-life decisions. The participants earn CEU credits for attending. Support staff will distribute the flyers to the committee.
- Bagchi announced an initiative to address routine HIV testing in primary care practices. Bagchi mentioned the project initiative may contact the agency if the patient tests positive. The quality improvement initiative is in partnership with the NJ Academy of Family Physicians.

The next COC meeting will be held on Thursday, April 11, 2024, at 10AM via Zoom.

#### **10. Adjournment**

Morales called for a motion to adjourn the meeting. Nancy made the motion. Rocha seconded the motion. All were in favor. No objections. The meeting was adjourned at 11:23 AM.