



**Planning Council
MEETING SUMMARY**

Wednesday, June 26, 2024, from 1:30 PM to 2:00 PM

Video-Conference via Zoom: <https://us06web.zoom.us/j/87025952739>

Teleconference: (929) 205 6099 / Meeting ID: 870 2595 2739

Present	Excused Absences	Unexcused Absences
1) Joann McEniry (Interim Chair) 2) Janice Adams-Jarrells 3) Dr. Ann Bagchi 4) Gloria Jones 5) Sharon Postel (Non-Voting) 6) Aliya Roman (Recipient)* 7) Ricardo Salcido 8) Debbie Morgan (Secretary) 9) Vieshia Morales 10) Cezar Dumago 11) Chevonne Cato 12) Dr. Walter Okoroanyanwu 13) Ashanti Simpson-Little 14) Lynnette Abdulwaliyy 15) Warren Poole		16) James Carrington 17) Cynthia Cocagee 18) Kourtney Puliam 19) Dr. Wanda Figueroa 20) Vereen Gouldburne 21) Natalie Muhammad 22) Lemual Boyd-Wallace 23) Thomas Johnson

Guests: Liselle Lewis. Ashley Bramble

PC Support Staff: Roberto Benoit

1. Welcome & Moment of Silence

McEniry welcomed all attendees and called the meeting to order at 1:32 PM. A moment of silence was observed for those affected, those who have passed, and those living with HIV/AIDS.

2. Roll Call

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

3. Public Testimony

There were no public testimonies.

4. Approval of the Meeting Summary from May 15th, 2024

The May 15th meeting summary was sent out electronically. McEniry called for a motion to approve the May 15th meeting summary. Morales made a motion to approve the meeting summary and Adams-Jarrells seconded. There were no abstentions or oppositions. Morales noted a need for revision to the meeting summary. Under the COC section, it is noted that Medical Case Management, Housing, and Outpatient Ambulatory Health service standard were submitted for 30-day review. It should read “for approval”, instead of 30-day review. The Medical Transportation service standard should read for 30-day review instead. All were in favor of approving the meeting as amended. The meeting summary from May 15th was approved.

5. Report from the Recipient—Aliya Roman

- The recipient reports that the close out for FY 23’s Part A grant is in completion. The total amount of \$128,354.00 was reflective of subrecipient returns and QM administrative vacancies.
- From July 29, 2024, to August 2, 2024, the recipient’s office will be visited by HRSA to conduct site visits.
- In light of this, the Planning Council and Executive meeting will be rescheduled for Tuesday, July 30th. Roman state that notices will be sent from the Planning Council with a schedule and a link with information needed for attendance.
- Roman noted that it is important that committee members attend these meetings, being that there will be voting and HRSA will be present. Roman reiterates that in order for the meeting to be robust and productive member participation is needed.
- The recipient’s office mentioned that the executive meeting will be from July 30th 11:30-12 pm. The planning council meeting will be from 12-1 pm. There will be a 10-minute question-and-answer section. HRSA will be visiting the planning council on site for program review from 2:00 to 4:30 pm. Remote access will be available for HRSA staff in training.
- HRSA will meet with the community on July 31st at Peter Hall Memorial Clinic and conduct a visit of the clinic. HRSA will visit Trinitas the next day on August 1, 2024
- The recipient’s office received full notice of the award for FY24. The full notice of awards was \$12, 598,771. The amount represents a decrease of 0.9 percent. The difference is \$45,258 from the FY23 award.
- The recipient’s office reports that final awards letters are being released. The recipient’s office will be working with subrecipients in uploading their documents into CHAMP and having their monitors review. Roman requested that if subrecipient’s are in need of unit cost revisions or items of that nature, to wait until the full awards are populated in CHAMP.
- The recipients’ office participated in the Building Bridges Equity Conference in Jersey City on May 23rd, 2024. The recipient’s office partnered with the NJ AIDs Education and Training Center. There was a good amount of attendance at the conference.
- Roman reported that ERICs met on Monday June 24, 2024. ERIC reviewed 14 clients that were not linked to care within 30 days. The barriers are being assessed. The most recurring barrier reported was Data entry errors.
- The next bimonthly QM meeting is on July 24. The Cluster Detection Plan and MOU are in development.

- The recipient office assisted in the priority setting and resource allocation meeting on May 19th. The CIA meeting will meet today, June 26th to collect additional information regarding the recommendations that were made.
 - McEniry reiterated the importance of the timeline of deliverables. McEniry reminded the committee members of the HRSA site visit and the importance of the member participation. McEniry mentioned that reminders will be sent to the committee members to attend the planning council rescheduled for Tuesday, July 30th.

6. Standing Committee Updates

Continuum of Care Committee (COC) – Viesha Morales provided the report.

- The committee last met on Thursday, May 9, 2024, at 10 AM via Zoom.
- The COC meeting for June 13 was cancelled due to the Clinical Update Conference
- The Medical Transportation service standard was submitted for approval.
 - The Medical Transportation Service Standard was submitted to the committee for approval. McEniry called for a motion to approve the service standard. James-Jarrells approved and Dumago seconded the motion. All were on favor. There were no abstentions or oppositions. The Medical Transportation service standard was passed.
- The Outpatient Ambulatory Service Standard.
 - Roman mentioned that there was a misinterpretation of the TB testing in the Outpatient Service Standard. Roman informed that TB testing is not required for every new client in the EMA. The misinterpretation may have come from staff turnover. Roman will send an email to the state and send a notification in CHAMP to clarify the information.
 - Morales asked if she needed to make a change to the service standard. Roman will review the HRSA portfolio from 2017 and will inform if changes will be made or not. The recipient's office mentioned that TB testing should only be completed if the client presents TB symptoms.
 - McEniry clarified that Medical Clinical may have other policies in practice in addition to Ryan White service standards. McEniry mentioned that if there are any questions to contact the recipient's' office.
- The next COC meeting will be held on Thursday, July 11, 2024, at 10AM via Zoom.

Comprehensive Planning Committee (CPC)— Salcido provided the report:

- The CPC last met on Friday, May 10, 2024.
- Postel presented the 2024 EPI profile for Newark EMA.
- Newman presented the Ryan White Service utilization, spending data, update on Minority AIDS Initiative (MAI) eligibility and services, *AND Ryan White Part A Partial Allocations for FY' 2023*
 - McEniry mentioned due to the HRSA site visit the timeline has changed. McEniry noted that committee members will have two weeks to review the PRSA after the July 12th meeting and to come prepare for the July 30th meeting with questions.
- The next CPC meeting will be held on Friday July 12, 2024, at 9:30am via Zoom.

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

- The REC last met on Monday, June 17, 2024, at 10 am via Zoom.
- The REC meeting for July 15 was cancelled
- Postel presented the 2024 EPI profile and the needs assessment report
- The committee member discussed the 2024 Administrative Mechanism
- The next REC meeting will be held on Monday Aug 19 at 10 am via Zoom.

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

- The committee last met on Wednesday May 22, at 5PM via Zoom.
- The committee is scheduled to meet today, on June 26, 2024, to collect additional information for the priority setting and resource allocation process.
- Ryan Moulton from Rutgers Cancer Institute will be presenting Genetics and Prostate Cancer
- The next CIA meeting will be held on Wednesday, July 31, 2024.

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

- The committee last met on Friday May 17, 2024 at 12:00 PM
- The committee members selected Janice Adams-Jarrells to represent the community at the Ryan White Conference.
- Dr. Walter mentioned that the treasurer role is open.
 - McEniry noted the importance of the Treasurer position being that the role has a seat at the executive committee. The recipient's office and United Way will support the Treasurer regarding the budget. The candidate does need to have experience in finance.

7. State & National Updates

- **Report from the NJ Department of Health (NJDOH) – Support Staff**
 - Ferrigno, representative from the Department of health, was not able to attend the meeting. She was attending an all-day symposium and forwarded an email. Support Staff mentioned that the HIV/Elixer grants request for application are no longer available for FY24. The grants will be a standard rollover for those receiving the grants.
 - Committee members are encouraged to contact Ferrigno regarding any information needed from the Department of Health.
- **Report from the Governor's Advisory Council (GAC)—Dr. Ann Bagchi**
 - No updates provided. The GAC meeting was cancelled.
- **Report from the NJ HIV Planning Group (NJHPG)—Support Staff Roberto Benoit**
 - There were no update for the NJHPG General Assembly.

8. Planning Council Administrative Issues

- **Report from Executive Committee—Joann McEniry**
 - The Executive Committee held a meeting, prior to the PC meeting at 1:00PM.
 - McEniry mentioned that the executive committee discussed the HRSA site visit extensively.
 - McEniry noted that the executive committee discussed the current vacancies.
- **Report from Treasurer—Roberto Benoit**
 - The expense report was reviewed, Benoit presented the treasury report, noting that the total years to date expenditure was \$56,519.94. The expenditure for the month of May was \$19,453. 04. The remaining balance is \$71,980.06. The budget period will be ending in August.
- **Report from Planning Council (PC) Support Staff**
 - There were no updates reported.

9. Old/New Business

- **Review 2024 Epidemiological Profile**

Postel presented the finding for the Newark EMA EPI Profile:

 - Postel acknowledged the assistance of Roman in finding the newly diagnosed data for FY23. The data was presented in the CPC meeting and used for resource allocation.

- Postel mentioned that in FY22 there were 13527 individuals living with HIV/AIDs in Newark EMA and in FY23 the number decreased to 13443. The individuals living with HIV/AIDS continued to slightly decrease in Newark EMA in 2023
- In the category of gender, 65% of individuals are male and 35% are female. The epidemic continued to increase among male individuals.
- In the gender category, female individuals have declined in Newark EMA
- 72% of PLWHA are 45 and older and the individual 45-54 are aging into the group over 55 years.
- Individuals between 13-24 years old are aging into the group 24-34 and 35-44.
- PLWH of Hispanic ethnicity continued to increase in 2023.
- NEMA epidemic among males continues to increase among MSM.
- In the transmission category IDU's and MSM are decreasing slightly.
- The NEMA epidemic among females continue to decrease among IDU's and increased among those exposed by heterosexual contact.
 - Bagchi mentioned that clinicians should not limit testing only to younger age groups being that the age group from 45 and older remains 72% of the epidemic.
- Postel presented the data for the newly diagnosed individuals for FY22. Postel mentioned that the newly diagnosed individuals that are over 55 years old should have been tested earlier. 41.4% of newly diagnosed individuals over 55 years old tested positive for AIDs. In addition, 25% of diagnosed individual ages 45 and older tested positive for AIDs
 - Bagchi stated that some of the perceptions on non-Ryan White providers is that young adults from 18-35 are the most vulnerable for testing positive.
 - Lynnette acknowledges that data presented in the REC has helped her department raise awareness of the increase of adults over 55 testing positive and expansion of geriatric services.
- In the race distribution, 52.2% were African American and 39.7% were Hispanic/Latino.

10. Announcements

- Bagchi received an email notification that Ryan White will receive allowance funds to be used for rental deposits.
 - McEniry noted that the committee members have been advocating for this issue.
- Dumago shared with the committee member that there has been an increase in patients losing Medicaid.
 - Simpson Little informed the committee that the reason may be the recertification process and Income guidelines changes. Simpson-Little informed that clients have claimed they have not received the recertification letter. Simpson-Little mentioned that her team is enrolling individuals into the marketplace and referring clients to charity care. Simpson-Little Individuals were also waiting to be enrolled in ADDP which can take weeks at a time. Lastly Simpson-Little added that the waiting time is 90 days, but some clients are waiting up to 6 months.

- Abdulwaliyy explained that some individuals do not have addresses and do not receive letters. Abdulwaliyy asked if it's okay to refer the individual experiencing delay in Medicaid to Legal Aid Services for orientation.
- McEniry explained that clients can be referred to Legal Aid services and Community Health Law regarding this concern. McEniry noted that if more clients experience losing Medicaid this matter should be considered in the priority setting and allocation process. The Ryan White medical systems may have to step in. McEniry informed the committee members to pay close attention to the increase of clients losing Medicaid.
- Morales mentioned that her organization utilizes the PE program. The PE program runs, and the services can be activated within one day. Morales noted that she can send more information to committee members that are interested. The patient can be enrolled in PE and later transfer to Medicaid. Morales is offering her assistance for the facilities that need to complete an MOU.
- Dumago informed the committee that there are limited funds to comply with the requirements in CHAMPS, for example STD and screening testing.
 - Roman informed Dumago to contact the Program Monitor as soon as subrecipient noticed the need for funds. The recipient's office can reallocate the funds to reflect the needs of the patient and can allocate funds into Labs.
- Benoit presented the program NEMA Orientation for new members Cato and Simpson Little.
 - McEniry encourages the new members to take part in the dialogue and if they have any questions to communicate. Roman also acknowledges the participation of the new member.

The next Planning Council meeting will be held on Tuesday, July 30, 2024, at 12:00 PM via Zoom.

11. Adjournment

McEniry called for a motion to adjourn the meeting. Cato approved the motion to adjourn and Simpson-Little seconded. There were no objections or oppositions. All were in favor. The meeting was adjourned at 2:30 PM.