



**Comprehensive Planning Committee
MEETING SUMMARY**

Friday, November 8, from 9:30 AM to 10:26 AM

Videoconference via Zoom: <https://us06web.zoom.us/j/85035019580>

Teleconference: (929) 205-6099 / Meeting ID: 850 3501 9580

Present	Excused Absences	Unexcused Absences
<ul style="list-style-type: none"> 1. Ricardo Salcido (Chair) 2. Janice Adams-Jarrells 3. Viesha Morales (Secretary) 4. Aliya Roman (Non-Voting) 5. Al-Bayyinah Sloane 6. Ann Rose Jacquet 7. Joann McEniry (Non-Voting) 8. Delia King 	<ul style="list-style-type: none"> 9. Sharon Postel (Non-Voting) 10. Michelle Thompson (Non-Voting) 11. Claudia Ortiz 	

Guests:

Support Staff: Richell Garcia

1. Welcome and Moment of Silence

Salcido called the meeting to order at 9:33 AM and welcomed all in attendance. A moment of silence was observed for all those living with, those who have passed from, and those affected by HIV/AIDS.

2. Roll Call

The support staff conducted the call. Quorum was established.

3. Public Testimony

There were no public testimonies.

4. Approval of the Meeting Summary from October 10, 2024.

The October 10th meeting summary was sent electronically before the meeting. Salcido called for a motion to approve the meeting summary. Morales motioned to approve the meeting summary; Adams-Jarrells seconded. The motion passed, no abstentions or oppositions.

5. Standing Committee Updates

- **Continuum of Care Committee (COC) – Support Staff provided the report.**
 - The committee met on Thursday, November 14th, 2024, at 10 AM via Zoom.
 - The committee reviewed and updated Other Professional service standards and Psychosocial Support Service standard.
 - The service standards were submitted to the PC for a 30-day review.
 - The COC committee continues to review feedback on the Home and Community Based Service Standard.
 - The COC next meeting will be held on Thursday December 12th, at 10:00 AM via zoom.
- **Research and Evaluation Committee (REC) – Support Staff provided the update.**
 - The committee met on Monday, October 21st, 2024, at 10 AM via Zoom
 - During the meeting, the committee the updated Quality Improvement Plan and benchmarks
 - Th committee reviewed the 2022-2026 Integrated Plan
 - In addition, the committee discussed topics for the FY25 Needs assessment
 - The next REC meeting will be held on November 18th at 10 am via Zoom.
- **Consumer Involvement Activities Committee (CIA) – Support Staff provided the update.**
 - The committee met on Wednesday October 23 at 5:00 via Zoom
 - Bramble provided a presentation on Cohort 4- Non VSL
 - Morales led a discussion on the Home and Community Based Service Standard
 - The next CIA meeting is going to be held on November 18 at 5pm via zoom
- **Nominations committee (NC) – Support Staff provided the update.**
 - The committee last met on July 25, 2004, via zoom.
 - The next nominations committee meeting is tabled until further notice.
 - McEniry clarified that the Nomination Committee is not responsible for member recruitment. The role of the Nominations Committee is to review the nominations and special assignments. An example of the special assignment is the nomination of Janice Adam-Jarrells in attending the RW conference. The chair is responsible for member solicitation and identifying candidates. McEniry a membership recruitment strategy can be established beginning in March 2025. In addition, McEniry recommend inviting the youth population to all the committees.
 - Adams Jarrells added that the best approach in bringing new members is to know the individuals that are committed to and dedicated to the planning council.

6. Recipient Report – Aliya Roman provided the update.

- The recipient's office mentioned that the subrecipients are working on Part A application. The application is due on the 18th.
- Roman mentioned that a peer review panel of at least 25 individuals will meet to evaluate the proposals. In addition, Roman extended an invitation to professional individuals that have experience reviewing HIV related proposals. Interested individuals can contact the recipient office. The information will be available on social media in LinkedIn and Facebook.
- Roman mentioned that the EIRC new project will be related to retention. The processes used on the monitoring Cohort 4 for linkage to care will be adopted and expanded into retention. The EIRC team will be working on documents related to assessing the barriers.
- Roman mentioned that Bramble and herself will be attending a Center of Innovation Quality Improvement Train the Trainer conference from November 18th through November 21st. Roman added that the training will be helpful in the retention efforts at Newark EMA.

- The recipient's office met with AETC in an effort to increase consumer participation. The initiative is to create a consumer forum. The preliminary date is in April.
- The FY25 EHE RSP timeline was adjusted, the anticipated release of the RFP will be in early December.
- Roman mentioned the need to revisit the draft plan on the MOU's for cluster detection and to meet with Salcido in completing a document draft. Salcido added that he will send a timeline with dates to meet in December or January.
- Lastly, the recipient office made a request to the state for the ADDAP program and Medicaid in response to the core service waiver support letter.
 - Adams-Jarrells requested Roman to expand on the consumer forum. Roman added that the workshop day is to get consumers involved in retention, care, and in the CIA etc. The initiative is to collect more consumer information.
 - McEniry added that this can be an opportunity to have individuals get involved in the planning council. The chairs of each committee can talk about their committees.
 - Salcido requested more information on the peer review panel. Roman explained that the peer review panel are individuals with HIV experience and proposal knowledge that don't have conflict of interest in the process. Roman that the individuals are not funded from Newark EMA programs.

7. Old Business

- The committee continued to revise the 2022-2026 Integrated HIV prevention and care plan framework. McEniry suggested to table the plan for the next meeting when information is collected from the Department of Health.
- The support staff and Salcido will follow-up with Ferrigno from the NJ Department of Health.
- The Support Staff will provide an update on the Baseline Report of PrEP providers Newark EMA

8. New Business

9. Administrative Issues— PC Support Staff

- There were no administrative issues.

10. Announcements

- McEniry announced that AIDS Watch is on March 16th-18th 2025.
- NJCRI is hosting Annual Holiday Harvest Lunch for November 21 from 11am-3pm
- Morales/NJCRI is hosting a Thanksgiving lunch on November 28th 10-12 pm
- McEniry mentioned that Edge NJ is hiring for the Harm Reduction Program. The first position is a specialist position, with a high level of expertise in harm reduction. The second position is an assistant position. The harm reduction team is a mobile team.

The next COC meeting will be held on Thursday, December 13th, 2024, at 9:30AM via Zoom.

11. Adjournment

Salcido called for a motion to adjourn the meeting. Morales adjourned and Adams-Jarrells second the motion. All were in favor, no opposition, or abstentions. The meeting was successfully adjourned at 10:26 AM.