



**Planning Council  
MEETING SUMMARY**

**Wednesday, September 18, 2024, from 1:35 PM to 2:14 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) Dr. Ann Bagchi 3) Gloria Jones 4) Sharon Postel (Non-Voting) 5) Aliya Roman (Recipient)* 6) Ricardo Salcido 7) Debbie Morgan (Secretary) 8) Vieshia Morales 9) Cezar Dumago 10) Chevonne Cato 11) Dr. Walter Okoroanyanwu 12) Lynnette Abdulwaliyy 13) Ashanti Simpson-Little 14) Dr. Wanda Figueroa 15) Natalie Muhammad 16) Warren Poole	17) Janice Adams-Jarrells  18) Vereen Gouldburne	19) Thomas Johnson 20) James Carrington 21) Cynthia Cocagee 22) Kourtney Pulliam 23) Lemual Boyd-Wallace

**Guests:** Renee Crillio, Zachary Glaser

**PC Support Staff:** Roberto Benoit, Richell Garcia

**1. Welcome & Moment of Silence**

McEniry welcomed all attendees and called the meeting to order at 1:35 AM. She apologized for the delay, letting the committee know that the executive committee had a closed session meeting, which ran over. 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 July 30, 2024

The July 30<sup>th</sup> meeting summary was sent out electronically. McEniry called for a motion to approve the July 30<sup>th</sup> meeting Summary. Salcido made a motion to approve, and Dumago seconded. All were in favor, there were no objections or oppositions. Muhammed and Poole abstained. The meeting summary from July 30<sup>th</sup>, 2024, was approved.

### 5. Report from the Recipient—Aliya Roman

- Roman informed the committee that the recipient's office is currently working on wrapping up the Ryan White Part A RFP and NOFO. The NOFO is due to HRSA on October 1 and RFP is anticipated to be released to the agencies by the end of September.
- The recipient's office is also working on the EHE RFP and NOFO. The NOFO is due to HRSA on October 20<sup>th</sup>; RFP will be sent to agencies mid-October.
- Lastly, Roman began to thank the committee for their partnership and involvement in the work of the PC. At the National HIV AIDS conference, Newark EMA's Ryan White program was cited as a process to follow for the framework which aligned the EHE program with the that of the national HIV AIDS strategy. HRSA highlighted and quoted the HIV care continuum, and the monitoring that is being done through the EIRCs committee. The Newark EMA was commending for their collaboration and involvement, with a lot of our subrecipient programs being at the table.

### 6. Standing Committee Updates

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

- The committee last met on Thursday, August 08, 2024, at 10AM via Zoom.
- The committee meeting for September was rescheduled for next month.
- There are 3 service standards that are up for approval in today's full PC meeting, Non-Medical Case Management, Mental Health, and Emergency Financial Assistance Service Standards. Additionally, there are 2 service standards that are undergoing 30-day review: Substance Use Outpatient Service Standard, and Medical Nutrition Therapy.
- McEniry called for a motion to approve the following service standards:
  - Mental Health Service Standard
    - Poole made the motion to approve the mental health service standard. Salcido seconded the motion. There was no additional discussion. The motion was moved and properly seconded. All were in favor, no opposition, or abstentions. The MH service standard was approved.
  - Non-Medical Case Management Service Standard
    - Dumago made the motion to approve the non-medical case management service standard. Poole seconded the motion. There was no additional discussion. The motion was moved and properly seconded. All were in favor, there were no oppositions, or abstentions. The Non-Medical Case Management Service Standard was approved.
  - Emergency Financial Assistance Service Standard
    - Poole made the motion to approve the emergency financial assistance service standard. Jones seconded the motion. There was no further

discussion. The motion was properly moved and seconded. All were in favor, no abstentions, or oppositions. The emergency financial assistance service standard was approved.

- Substance Use Outpatient Service Standard, and Medical Nutrition Therapy will undergo 30-day review and will be voted on in the next PC meeting.
- The next COC meeting will be held on Thursday, October 10, 2024, at 10AM via Zoom.

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

- The committee last met on Friday, September 13, 2024, at 9:30 AM
- During the meeting the committee addressed the request to revisit the PSRA Report to make amendments to include Health and Community Based Health Services as a new standard of care. The allocated amount for this service standard was 0.20%; which was taken from the Outpatient Ambulatory Health Service Standard.
- The committee ran the min. and max amounts and were still in range despite the adjustments to allocations.
- McEniry states that this is important to note because the amendment was made in response to many of the requests from long-term survivors of HIV. There have been a lot of conversation in regard to this. Therefore, the committee wants to make sure these individuals have the services they need as people age with HIV. This is just a small way the EMA will be able to make a little bit or more of an impact in that area.
- Salcido made a motion to approve the amended 2025 PSRA report, to include the 0.20% allocation to Home and Community Based Service Standard, which was taken from Outpatient Ambulatory Health. Morales seconded the motion. All were in favor of accepting the 2025 PSRA report as amended. No opposition or abstentions. The 2025 PSRA report was successfully amended.
- Lastly, Salcido additionally reports the committee reviewing 22-26 IHP Progress Report #9, hosted by the research consultant, Sharon Postel.
- The next CPC meeting will be held on Friday, October 11, 2024, at 9:30AM via Zoom.

**Research and Evaluation Committee (REC)— Support Staff provided the report.**

- The REC committee last met on Monday, September 16, 2024 at 10am via zoom
- During this meeting, the committee finalized and approved the 2024 funding stream analysis report
- Additionally, the committee reviewed the final Administrative Mechanism Report and voted for it's approval.
- The administrative mechanism is slated for vote at today's meeting with the PC.
- The next REC meeting will be held on Monday, October 21, 2024, at 10am via Zoom.

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

- The CIA committee last met on August 08, 2024
- During this meeting, Cecila Gomez from Rutgers University presented a workshop on Nutrition for Cancer Prevention.
- Additionally on September 25, at 1PM, the CIA committee will be meeting at Positive Health for a brief presentation and luncheon. Topic of discussion is 'Aging and HIV'.
- The next CIA meeting will be held on September 25, 2024 at 5PM via Zoom

**Nominations Committee (NC) – Dr. Walter Okoroanyanwu provided the update.**

- There were no updates reported.

## 7. State & National Updates

- **Report from the NJ Department of Health (NJDOH) – Renee Crillio**
  - Renee Crillio is filling in for Gabrielle Ferrigno as NJDOH rep.
  - Crillio reports that NJDOH has finished reviewing the applications for NOFA for their harm reduction program. Awards will be going out soon.
- **Report from the Governor’s Advisory Council (GAC)—Dr. Ann Bagchi**
  - Bagchi reports that the committee met on August 15<sup>th</sup>, 2024
  - Bagchi reports the committee having a long discussion on challenges in getting access for people who require non-occupational post exposure prophylaxis. Bagchi explains that these are individuals who are exposed to HIV/infected with HIV outside of work settings. She reports that these individuals have been having a lot of challenges in accessing resources.
  - Additionally, Bagchi reports that Hyacinth staff noted that a few members of their agency received needlesticks and went to the Emergency department (ED) for treatment. Those individuals who went to the Emergency Department were told that the ED does not prescribe PEP. This should be a resource that they have access to. Bagchi reports that more education needs to be done surrounding PEP and the need for ED to provide this.
  - She additionally reports the same issue in urgent care facilities. There is discussion on whether Urgent Cares should have access to these medications and how payments for these medications will be billed/covered. Bagchi reports that she’d like to continue investigating this issue through her research
  - Regarding research, Bagchi reports that she has a project in collaboration with NJDOH to train primary care practices to conduct routine HIV screening. On Monday, Bagchi met with the 13 practices that are currently enrolled in the project. Participants of this project are individuals who are part of federally qualified health centers, a couple small practices and a myriad of residency clinics.
  - According to the data from the project, 1% of eligible individuals are being tested in private clinics, whereas 60% are tested within FQHCs. Bagchi questioned that the low percentage may be due to data collection errors, but nonetheless the low percentage shows room for improvement.
  - Lastly, Bagchi also reports having conducted a presentation on HIV related stigma. A few providers have requested that Bagchi go to their agency to provide another training for the broader audience. Bagchi notes the need for this training, highlighting that the collected surveys from her study showed stigma amongst a few providers; noting that one participant stated that “Those who’ve contracted HIV should be ashamed of themselves”. More training and discussions to follow.
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- **Report from the NJ HIV Planning Group (NJHPG)—Support Staff provided the report**
  - There were no updates reported.

## 8. Planning Council Administrative Issues

- **Report from Executive Committee—Joann McEniry**
  - The Executive Committee held a meeting, prior to the PC meeting at 1:00 PM. To discuss in further detail the planning council full year budget for 2024-2025.
- **Report from Treasurer—Vieshia Morales**
  - Morales provide presented the 2024-2025 full award budget, from March 2024, to February 28 2025, for PC

- The budget was drafted by UWGUC and reviewed with the treasurer to create a comprehensive budget for the PC. Additional expenses were accrued throughout the year for the Ryan White conference expenses and requested purchases for HRSA Site visit meeting.
- The budget was revised, and an amended Full award letter was issued to the planning council.
- McEniry called for a motion to approve the FY 2024-2025 full year budget. Gloria made the motion. Bagchi seconded. There was no further discussion. The motion was properly moved and seconded. All were in favor, no opposition, or abstentions. The 2024-2025 full PC budget was approved.
- **Report from Planning Council (PC) Support Staff**
  - Benoit reported that the PC Support staff will be submitting the budget today, alongside additional contract documents, to the Recipient's office for approval.

## 9. Old/New Business

- **Approval of the 2024 Assessment of the Administrative Mechanism Report**
  - Postel provided brief highlights to the 2024 Administrative Mechanism.
  - She additionally explains the history of the administrative mechanism. Noting that the Planning Council completes one comprehensive assessment followed by two annual updates. The 2024 Assessment of the Administrative Mechanism was a full report.
  - This included surveys of both the Recipient and all RWHAP-funded providers/agencies.
  - Findings of this year's assessment showed that agencies found no deficiencies in the administration of the Newark EMA RWHAP program as related to procurement, contracting, reimbursement, and monitoring/technical assistance during the program year.
  - Attachments were added to the report. These attachments included the monthly monitoring tool used by the Ryan White Unit, tools used on their programmatic and fiscal site visits, quality management, and annual reports. Individuals who are interested can look through all these documents within the Final Administrative Mechanism report.
  - McEniry called for a motion to approve the 2024 Comprehensive Assessment of the Administrative Mechanism. Morales made the motion. Poole seconded the motion. There were no further discussion. The motion was properly moved and seconded. All were in favor, no opposition, or abstentions. The 2024 Administrative Mechanism was passed.

## 10. Announcements

- McEniry announced the selection of Dr. Walter Okoroanyanwu as the Planning Council's new Vice Chair and thanked him for his exceptional service.
- Bagchi announced a survey being conducted by Health HIV. They are conducting a study on aging and HIV. Bagchi encourages those living with HIV to participate or share with their colleagues. She noted that it was a great way to get your voice heard. She additionally notes previous studies conducted by Health HIV, often citing their work on 'HIV and Primary Care, to argue for the need of providers outside of RW to conduct routine HIV testing. Support staff will resend the survey to the planning council to garner more interest.
- Poole announced dinner being hosted on October 8<sup>th</sup>, 2024, for individuals living with HIV and PrEP consumers. Individuals are to contact Poole at 973-861-6479 to register.

The next Planning Council meeting will be held on Wednesday, October 16, 2024, at 1:30 PM via Zoom.

**11. Adjournment**

McEniry called for a motion to adjourn the meeting. Jones made a motion to adjourn and Poole seconded. There were no objections or oppositions. All were in favor. The meeting was adjourned at 2:14 PM.