



# Planning Council MEETING SUMMARY

**Wednesday, October 16, 2019 1:30 – 3:00PM**  
 Willing Heart Community Center  
 555 Martin Luther King Blvd. Newark, NJ 07102

Present	Excused Absences	Unexcused Absences
1. Janice Adams-Jarrells 2. Ketlen Alsbrook 3. Ann Bagchi, PhD 4. Natalie Brown-Muhammad 5. Kendall Clark 6. Cezar Dumago (Secretary) 7. Dr. Robert L. Johnson (Chair) 8. Elizabeth Kocot 9. Patricia Moore (Treasurer) 10. Walter Okoroanyanwu, MD 11. Aliya Onque (Non-Voting) 12. Dominga Padilla, MD 13. Warren Poole 14. Mario Portilla 15. Sharon Postel (Non-Voting) 16. War Talley 17. Calvin Toler	18. Juanita Howell 19. Joann McEniry (Vice-Chair) 20. Providencia Rodriguez	21. Wali Bradley 22. James Carrington 23. Wanda Figueroa, MD 24. Vieshia Morales 25. Debbie Morgan 26. Rev. Don Ransom 27. Ricardo Salcido

**Guests:** Angela Vivar, Jeremiah Cohen, Cindy Mimmo (New Jersey Department of Health), Audria Russell, Brian Harris, Lynnette Abdul Waliyy

**Support Staff:** Tania Guaman, Vicky Saguy

**1. Welcome & Moment of Silence**

Dr. Robert L. Johnson, Planning Council Chair called the meeting to order at 1:32 PM. Dr. Johnson welcomed all attendees and called for a moment of silence for those affected, for those who have passed, and those living with HIV/AIDS.

**2. Roll Call**

Cezar Dumago, Planning Council Secretary, conducted the roll call for this meeting. Quorum was established during the meeting.

**3. Public Testimony**

Janice Adams-Jarrells shared her concern about the water problem in Newark. Adams-Jarrells mentioned that the City of Newark stopped distributing bottle water to the affected residents. Adams-Jarrell's also mentioned she was concerned that not all people, especially those with chronic diseases

and seniors, are eligible to get water or water filters. Dr. Robert L. Johnson mentioned that this could not be addressed by the Planning Council since it is a Department of Health issue and not a Ryan White. This issue was address by the City of Newark representative. Ketlen Alsbrook, Recipient, mentioned that Food Bank and Home Delivered Meals Service Category, allows for water filtration systems to be purchased. Ryan White Consumers would have to look for an agency that funds this service category to request for this service.

#### **4. Approval of the Meeting Summary from September 18, 2019**

The September 18 Meeting Summary was reviewed. Dr. Robert L. Johnson (PC Chair) called for a motion to approve the meeting summary from September 18, 2019. Pat Moore motioned to approve. Elizabeth Kocot seconded the motion. All Planning Council members agreed. There were no abstentions. The September 18 Meeting Summary was approved.

#### **5. Report from the Recipient**

Ketlen Alsbrook, Recipient, provided the following report:

- The HRSA Part A Grant Application was submitted on September 27. A total of \$30,129,646 was requested, including 10% for administrative costs, 5% for Clinical Quality Management and approximately \$11.1 Million for Care and Treatment. Under Part A component, the distribution is about 72% for core services and 28% for support services. However, the MAI component brings the distribution approximately to 75/25. There is an additional 1.2 Million in MAI funding for fiscal year 2020.
  
- The HIV End the Epidemic: A plan for America Grant opportunity was released on August 15. This is part of the nation's 10-year plan to reduce HIV infections by 75% in five years, and to less than 3,000 by 2030. It involves multiple health and human service agencies, including CDC, HRSA, The National Institute of Health, Office of the Secretary and SAMHSA. It focuses on the 48 counties with a high proportion of HIV cases, including D.C., San Juan, Puerto Rico, and seven states mostly in the south. There were three tiers of funding. The Recipient's Office applied for tier two with a minimum of \$750,000 and a maximum of \$4Milion. The Recipient requested the maximum amount. This funding opportunity focuses on two of the four End the Epidemic Pillars. Pillar two - which focuses on rapid treatment and linkage and pillar four- which focuses on quick response to HIV clusters. This is a five-year Grant and the total of funding over the 5 years is approximately \$21 Million.

During the first phase of the initiative, the Recipient is including and trying to implement the following in the EMA:

- 10% for administrative cost,
- 15% for Data to care to establish data bridges between our CHAMP system and the Comprehensive HIV Management Program (used for client level data reporting) and the CHAMP System and the Electronic Medical Record (used at 14 Primary Medical Care Sites).

Perhaps in year two or three, the Recipient would try to establish a bi-directional data sharing capability with the CHAMP system and the HIV Surveillance system on a State level.

In the application, the initiative to increase the number of community health workers, particularly in Essex County was included. This was in order to support the efforts to link, engage, and retain clients in care. There will also be funding for a variety of wrap Part A services, including Emergency Financial Assistance (for newly diagnosed clients but not yet connected to a

prescription program to receive medication assistance), Medical Case Management, Non-Medical Case Manager, Medical Nutritional Therapy, Food Bank/Home Delivered Meals. The development of a supportive Housing Program addressing the wait list of the HOPWA Program. This program will focus on low-income People Living With HIV who are virally suppressed but housing is a barrier to maintain their viral suppression or those who are not virally suppressed as an attempt or intervention to get them virally suppressed.

The application was submitted on October 15 where eight primary goals were included:

1. Increasing our Organization Capacity and Collaboration
2. Developing a Comprehensive Data Sharing System and Infrastructure
3. Increasing Viral Suppression to 90% for existing clients
4. Increasing our 30-day linkage and viral suppression for newly diagnosed to 90%
5. Increasing viral Suppression for those hard to reach and in-care
6. Maintaining viral Suppression for low income people who support having services
7. Responding to HIV clusters and other detection activities
8. Evaluation and Planning.

- In addition to the EMA plan that was submitted to HRSA for consideration, the Recipient is also working with State Partners. On October 2, the Recipient met with the Assistant Commissioner Christopher Menschner as well as with Hudson County partners. The State has their own End the Epidemic Plan funded through CDC which establishes a goal of getting viral suppression to 90% and retention of care as well. As part of this statewide effort, Hudson and Essex County will develop a task force to work on furthering the initiatives and objectives outlined in the State plan.
- Lastly, the Fiscal Year 2020 Request for Proposal manual was released on October 4. Letters of Intent are due by October 18. The Grant applications are due on November 4. Contract executions will be done approximately 90 days from the completed negotiation.

Calvin Toler asked if the 4 Million is for the Newark EMA or Essex County and when is the grant period for that fund. Ketlen Alsbrook, Recipient's office, explained that the that the End the Epidemic Grant period is concurrent with the Part A Grant Period from March 1 to February 28. The Recipient also explained that this fund will be available from 2020 through 2025, since it is a 5-year grant. While the funds are being focused on Essex County, there will be funding opportunities for other counties recognizing that Essex County residents seek services in other counties.

## 6. Standing Committee Updates

- **COC: Mario Portilla** [Approval of Housing Standards of Care]  
Dr. Johnson (PC Chair) explained that the Planning Council will have to approve the Housing Standards of Care. Dr. Johnson mentioned that the Housing Standards of Care was presented at the last meeting and members of the council reviewed them. Ketlen Alsbrook, Recipient's Office, mentioned that she was not able to review all Standards presented today but reviewed the Housing Standard. On the Housing Standards, Alsbrook had the following concerns and recommendations:
  - o There are some limitations set by the Recipient that will need to be included in the Service Standard. HRSA recommended the Recipient to use the Standards in their monitoring process. It dictates how the Recipient monitor the services and the sub-recipient's compliance with the definitions and allowable activities covered under that service category.
  - o There are certain elements that are missing in the Housing Standards.

- Recommended that the Program Guidance should be move up to a different section instead of being in the last section since it has critical information.
- A distinction should be made between the type of housing funded under this service category. Short Term Rental Assistance is funded under Emergency Financial Assistance. The Housing Services Category funds primarily transitional housing or short-term emergency housing (shelter situation). The type of housing funded under this program must be reflected.
- Recommendation: When COC is working on Service Standards, the Recipient should have the opportunity to review the Standards and be part of the development process before they are presented to Planning Council for vote.

Dr. Johnson (PC Chair) mentioned it was a good idea for the Recipient to work with COC on developing the Standards.

Pat Moore (Treasurer) asked that since security deposits are no longer covered under Housing, are these cover somewhere else? Ketlen Alsbrook (Recipient) replied that this is not offered under Ryan White, but HOPWA could offer the service. The Recipient mentioned that they will work closely with patient management agencies to be strategic on how housing placements are handled. The Recipient also mentioned that Ryan White could pay up to six months of rent, therefore clients can focus on covering the security deposit. This assumes that the landlord allows them to make installment payments.

Mario Portilla (COC Chair) continued with the COC Report and mentioned the following:

- COC also updated the Early Intervention Services, Medical Transportation and Mental Health Service Standards to reflect the latest Policy Clarification Notice.
- Portilla mentioned that during the review of Medical Transportation Standard, COC recommended to have a section in CHAMP to document any denial of services to monitor the service requests. COC Chair also mentioned that some agencies have limited funds for transportation, and it affects their retention in care. COC also pointed out that after some medical procedures (colonoscopy, endoscopy), patients cannot travel alone and might require to have a buddy system.

The next COC meeting will be held on Thursday, November 14, 2019 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102.

Dr Johnson (Planning Council Chair) thanked COC Chair for the report. Dr. Johnson stated that Housing Standards will be on hold for review by the Recipient as well as the Standards presented at this meeting. Ketlen Alsbrook, Recipient's Office also mentioned that telehealth is included in the service category definition for Outpatient Ambulatory Health Services and Non-Medical Case Management.

- **CPC: Joann McEniry** [FY2020 Priority Setting and Resource Allocation]

Dr. Johnson, PC Chair, stated that CPC did not have a meeting in October. There was no report provided for the CPC.

The next CPC meeting will be held on Friday, November 8, 2019 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102.

- **REC: Ann Bagchi, Ph.D.** [2019 Assessment of the Administrative Mechanism; 2019 Epidemiological Profile]  
Ann Bagchi, PhD. (REC Chair) provided the REC report. The last REC Meeting was held on September 16<sup>th</sup>. The following occurred at the last meeting:
  - The Needs Assessment draft was reviewed. Sharon Postel, Consultant, is still working on a behavioral health cascade.
  - Integrated Prevention and Care Plan outcomes data. A report was drafted based on this presentation, which will be shared with the EIRCS.
  - Assessment of the Administrative Mechanism: there was a change in the contracting timeline in the Recipient's office therefore contracts were executed earlier this year.
  - The Epidemiological Profile Preliminary Report data was reviewed.
  - Kasny Damas no longer works for the City of Newark and is now a Voting member of the REC.

The next REC meeting will be held on Monday, November 18, 2019 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102.

- **CIA/CC: Warren Poole**  
Warren Poole (CIA Chair) provided the CIA Report. The last CIA Meeting was held at King's Restaurant on October 23<sup>rd</sup>. The following occurred at the last meeting:
  - Poole reported that the last meeting was successful with a lot of attendees. The topic was HIV and Aging. During the meeting, the CIA Chair and Support Staff gave an overview of the CIA and Planning Council.
  - Support Staff and CIA Chair are drafting a CIA Work Plan
  - CIA will keep encouraging consumer to become part of the CIA and not only to attend events as guests. There will be education on reason for involvement on the CIA Committee and Planning Council as part of the Work Plan.
  - This Month's topic is 50 and over with HIV from a different presenter.
  - Announcements:
    - This year Holiday Party for Consumers is joining with the Peter Ho CAB on December 20<sup>th</sup>, 2019. Next year, every agencies' CAB could be part of the Holiday Party, incorporating all CABs from the five Counties. Peter Ho CAB will donate the food for the Holiday Party. CIA Chair asked for \$10 gift cards donations to be distributed at the Holiday Party. Petition Letter was given to attendees.
    - Poole is also asking for Donations of socks, scarves, hats, gloves, or monetary donation for Peter Ho's Children consumers. This event is open for Consumer's children (including grandchildren) from all agencies. Flyer was distributed.
    - HIV World AIDS Day will be held on Dec 4 at St. Michael Medical Center. the flyer was distributed.
    - The Peter Ho will have a lunch with the Director of HOPWA, Isaac Green, on October 25<sup>th</sup> at 12 PM. Flyer was provided. Flyer has some questions that consumers could use but they are encouraged to bring their own questions.

The next CIA meeting will be held on Wednesday, October 23, 2019 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102.

Dr. Johnson asked for a motioned to approve all Committee Reports. Mario Portilla motioned to approve all committee reports. Janice Adams-Jarrells and Calvin Toler seconded the motioned. All members approved. There were no abstentions.

## 7. State & National Updates

### - **Report from the NJ HIV Planning Group (09.19.19)**

The last meeting was held on September 19. Tania Guaman mentioned that Christopher Menschner, Assistant Commissioner, provided the following updates:

- Judith Pascarella is the New Commissioner for New Jersey.
- Deputy Commissioner position is still open. They need someone with physician experience. If the Commissioner is not an MD, the Deputy Commissioner must be an MD.
- The new HIV director position is also open, but they were expecting a decision a few weeks ago. An update is expected this Thursday.
- The Epidemiological Services Division Director, Elendira Alfajhd, will start on October 15.
- On October August 21, the harm reduction workshop was held in Trenton. The importance of harm reduction programs to be part of the HIV epidemic was emphasized because CDC is providing funds to the New Jersey Harm Reduction Coalition to address stigma. Data has shown that harm reduction programs work, therefore discussions about expanding harm reduction initiatives are being held. Chris Manchester requested grassroots support to move that forward. There was a \$1.9 million rolled over a funding for harm reduction efforts. All ideas are welcomed including facilitating meetings with elected officials. Union and Elizabeth are having conversations about this, but the counties are waiting on decisions from elected officials.
- There is also new CDC funding for County-based trauma reduction care, where emergency responders would receive trauma informed care training. A social media campaign will be created to educate the public on harm reduction and trauma informed care.
- The Issues Committee proposed to include a Healthy Literacy Program as part of the curriculum for the Rutgers schedule. This is still under review.
- There was a set of questions for Transgender focus groups that were conducted. Five agencies participated and the report is expected to come out soon.
- Tania Guaman, Support Staff, congratulated one of the Morris county consumers for the recommendation to create a Long-Term Survivors event for next year. This event was approved with 18 out of 19 votes of the Issues Committee and will be held on June 2020.
- The End The Epidemic Initiative report was held back because there is an ongoing dialogue within various departments of the New Jersey Department of Health. The New Commissioner is expected to review the report before conversations are continued. Once this is completed, the report will be sent to the Governor's office for review.
- There is a video about the End The Epidemic Initiative created through a collaboration between the Taskforce and the Gay's Men Committee. This video talks about the NJ End the Epidemic by 2025. The link will be shared. The video shows a strong emphasis on U=U, PrEP, leadership support, removing barriers to care by using community health workers and trauma informed care with a focus on stigma and cultural competency.
- Participated on the Gay's Men Awareness Day Conference and stated that the queer glossary was updated. A report of the conference will be included with the NJHPG report.

- **Report from Governor's Advisory Council (09.26.19)**

Dr. Johnson reported that the Governor's Council met on September 26 and the following occurred during the meeting:

- Many of the issues raised in the NJ HIV Planning Group point were discussed at this meeting
- The End The Epidemic Report is still in the Governor's Office. The report is a continuing issue with the Governor's Council because of insurance issues. The way insurance is administered in New Jersey is often impediment to us, to persons with HIV and impediment for continuation and treatment. Ellen Crowley gave an excellent presentation about this.
- The Governor's Council is petitioning Gov. Murphy to appoint new members. They are doing this for several governors and have not had much success.

**8. Planning Council Administrative Issues**

- **Report from Executive Committee**

No executive Committee report was provided.

- **Report from Treasurer**

Pat Moore provided the Treasurer's Report.

- Seven (7) months (58%) into the fiscal year, we have spent approximately 50% of the contractual amount.
- All budget lines are within projected amounts except for consumer travel as noted last month and networking (internal United Way Network).
- Projecting expenses for the next five (5) months, we will probably be able to stay within the budgeted amounts.
- Partial payment for the consultant is being processed. When paid, there will be approximately \$100,000 to meet expenses for the next 5 months.

- **Report from PC Support Staff**

Tania Guaman, Support Staff, reported the following:

- Meeting Evaluations are being passed around. Please, complete them.

**9. Old/New Business**

- **Old Business** – No old Business at this time.

- **New Business** - Public Charge Rule Presentation: Tania Guaman, Support Staff, mentioned that the presenter did not arrive and provided an update on the Public Charge Rule. Support Staff stated that the Department of Homeland Security's Public Charge Rule set to take effect on October 15 has been blocked by a federal court injunction. While the Public Charge Rule remains under review in court, it cannot take effect, but it has not been declared invalid entirely. There is a website that provides updates on the Public Charge Rule and other Immigration Policies, including fact sheets and messaging for clients. This ruling does not include the recently announced proclamation from the Trump Administration suspending immigrant visa-based entry for immigrants without an approved form of health coverage.

Dr. Johnson mentioned that even though the rule is blocked, it still prevents people from getting the services they might need. Dr. Johnson asked if this item will be rescheduled for the next meeting. Support Staff will follow up on this.

## **10. Announcements**

- Claudia Ortiz from Proceed, Inc. and Warren Talley from NCHC announced that the Latinx HIV Awareness Day will be on October 17 from 10 AM until 2PM. Claudia mentioned that this is a collaboration between Newark Community Health Center, Hyacinth Foundation and Proceed.

## **11. Next Meeting**

The next Planning Council meeting will be held on November 20, 2019 at 1:30PM at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102.

## **12. Adjournment**

Dr. Robert L. Johnson, Planning Council Chair, requested a motion to adjourn the meeting. All members agreed. The meeting was adjourned at 2:16 PM.