

Comprehensive Planning Committee

MEETING SUMMARY

Friday, June 25, 2021 at 9:30 AM to 12:07 PM

Videoconference via Zoom: <https://zoom.us/j/97674583954>

Teleconference: (929) 205-6099 / Meeting ID: 976 7458 3954#

Present	Excused Absences	Unexcused Absences
1. Denise Brown 2. Allison Delcalzo-Berens 3. Juanita Howell (Secretary) 4. Elizabeth Kocot 5. Julissa Lituma 6. Joann McEniry (Chair) 7. Vieshia Morales 8. Sharon Postel (Non-Voting) 9. Ricardo Salcido 10. Calvin Toler	11. Debbie Morgan 12. Janice Adams-Jarrells	13. Ketlen Alsbrook (Non-Voting) 14. Aliya Roman (Non-Voting) 15. Al-Bayyinah Sloane

Guests: Karen Ehiri, Delia King, War Talley

Support Staff: Tania Guaman, Vicky Saguay

1. Welcome and Moment of Silence

McEniry called the meeting to order at 9:32 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

Support Staff conducted the roll call. Quorum was established during the meeting.

3. Public Testimony

None provided.

4. Approval of the Meeting Summary June 11, 2021

At the last meeting, the committee approved the May 14th meeting summary as presented.

The June 11th meeting summary was sent electronically in advance for review. McEniry asked for a motion to approve the meeting summary as presented. Howell motioned to approve. Toler seconded. No abstentions or oppositions.

5. Standing Committee Updates

- **COC**– Support Staff provided the June 10th COC report as follows:
 - The Outpatient/Ambulatory Health Services Service Standard was reviewed and tabled for the next meeting to incorporate the latest clinical guidance. The tests no longer required on the latest primary care guidance for people with HIV (updated in November 2020) were updated.

The rate of pap smears in the EMA, which are required every year or once every three years after two consecutive negative results was discussed. Members discussed how a pap smear is only required for women who are sexually active, therefore data might be skewed.

- The committee approved a revised version of the Oral Health Service Standard. The service limitations section was updated to have a general statement, which will be used on all service standards, stating that "Parameters for service category spending are determined by the recipient's office and communicated directly to funded organizations by the recipient."
- Lastly, the committee had a housing presentation on the various services that are available for temporary, transitional, and permanent housing for people living with HIV. Anyone interested in knowing more about the Housing ambassador can contact Denise Brown.

The next COC meeting will be held on July 8, 2021, at 10AM via Zoom.

- **REC** - Support Staff provided the June 21st REC report as follows:

- The REC received an update on the Telehealth agency and consumer findings of the Needs Assessment. Telehealth was accessible regardless of age, gender, and race. The quality of care was good. There were a few issues with technology form agency and consumers. It was recommended to do intakes prior to appointments so that providers can be on time for the telehealth visits and to continue using telehealth moving forward.
- The Agency Survey of the Assessment of the Administrative Mechanism was reviewed. The Agency survey found that the process moved along quickly and contracting occurred in a reasonable pace. The full report will be given in July once the report is finished.
- The State has not released the Epidemiologic data yet.

The next REC meeting will be held on Monday, July 19, 2021, at 10am via Zoom.

- **CIA/CC** - Support Staff provided the June 23rd CIA report as follows:

- The committee talked about the importance of the COVID-19 Vaccine for People Living With HIV since their immune system is compromised and the vaccine can be lifesaving.
- There was a testimony from a Long-Term Survivor and his experience on the difficulty of accessing medical care 50 years ago and how many resources are available today.

The next CIA meeting will be held on July 28, 2021, at 5pm via Zoom.

6. Recipient Report

The recipient office did not have any updates since the last CPC meeting.

7. New Jersey HIV Planning Group (NJHPG) Report

The NJHPG has not met since the last CPC meeting.

8. Old Business

No old business.

9. New Business

- Discuss and finalize ranking and percentages for NEMA-wide Service categories for FY'2022
 - The committee reviewed the recommended percentages for the 16-service category that were set at the last meeting. The Priority Setting and Resource Allocation (PSRA) worksheet stated the recommended allocation for FY 2022, and the final allocations for FY 2019-FY 2021.

- **PSRA Updates Overview**
 - The Outpatient/Ambulatory Health Service category was reduced since other funding sources will be available (i.e. increased eligibility for health insurance enrollment).
 - Housing remained the same since it can only support Emergency Transitional Housing.
 - Medical Transportation increased since consumers reported the need for additional transportation services specially in the Tri-County area.
 - Early Intervention Services decreased because utilization has been consistently low in past years.
 - Emergency Financial Assistance increased because service utilization has increased and because these funds also support emergency housing assistance.
 - Oral Health increased to support additional oral health care providers.
 - Food Bank/Home Delivered Meals had a significant increase due to COVID-19. This service category was adjusted based on need and acknowledgment that people were home-bound their house and food was sent home. Consumers also provided feedback that this service was needed.
 - Some services may have low percentage allocations since other funding streams are available.
- The Comprehensive Planning Committee (CPC) will submit the Priority Setting and Resource Allocation Report to the Planning Council for approval. The Planning Council can edit this report and this version will be final.
- **Review of the Priority Setting and Resource Allocation Report before approval**
 - The introduction included the new National HIV Strategy Plan 2022-2025, and the target submission date of the new five-year plan December 2022.
 - The Ending the HIV Epidemic Section included the link to the [New Jersey's Strategic Plan: Essex and Hudson Counties 2020-2030](#) on the NEMA Website.
 - The Direction for HIV Services in FY2022 was updated to list the Outpatient Ambulatory Health Services (Primary Medical Care) first.
 - The Unmet Need Section to include language about the new unmet need framework starting in 2021, which includes new diagnosis, late diagnosis, and viral load suppression or retention. This information was found on [Target HIV](#) and is included in the PSRA report.
 - The new allocation percentage was also included in the report

Motion: McEniry asked for a motion to accept the Priority Setting and Resource Allocation Report for submission to the Planning Council with the edits discussed above. Toler motioned. Salcido seconded. No Abstentions or oppositions.

Support staff will send the final version of the Priority Setting and Resource Allocation Report to the Comprehensive Planning Committee and the Planning Council within the next two days.

10. Announcements

The committee will not meet in July and will resume their meetings on August 13, 2021.

11. Next Meeting

The next CPC meeting will be held on Friday, August 13, 2021, at 9:30 AM via Zoom.

12. Adjournment

McEniry asked for a motion to adjourn the meeting. Salcido motioned. Howell seconded. All agreed. The meeting was adjourned at 10:12AM.