

Planning Council

MEETING SUMMARY

Wednesday, December 21, 2022, at 1:30PM

Video-Conference via Zoom: <https://us06web.zoom.us/j/83368597496>

Teleconference: (929) 205 6099 / Meeting ID: 833 6859 7496

Present	Excused Absences	Unexcused Absences
1. Janice Adams-Jarrells 2. Dr. Robert Johnson (Chair) 3. Cezar Dumago (Secretary) 4. Calvin Toler 5. Joann McEniry (Vice-Chair) 6. Patricia Moore (Treasurer) 7. Sharon Postel (Non-Voting) * 8. Vieshia Morales 9. Gloria Jones 10. Dr. Ann Bagchi 11. Tamerla Lawrence 12. Ricardo Salcido 13. Dr. Dominga Padilla 14. Aliya Roman (Recipient) 15. Kourtney Puliam	16. Ketlen Alsbrook (Non-Voting) * 17. Warren Poole 18. Dr. Wanda Figueroa	19. James Carrington 20. Jeremiah Cohen 21. Cynthia Cocagee 22. Providencia Rodriguez 23. Thomas Johnson 24. Debbie Morgan 25. Natalie Muhammad 26. Dr. Walter Okoroanyanwu

1. Welcome & Moment of Silence

2. Roll Call

3. Public Testimony

- Poole informed the council that the Peter Hope Memorial Clinic has disbanded their Consumer Advisory Board (CAB) in September 2022 and hasn't given a tentative date to return. PC Support Staff in collaboration with the Recipient Office will further investigate for more information.

4. Approval of the Meeting Summary from November 16, 2022

- The November 16th meeting summary was motioned by Morales and Second by Adams-Jarrells. No abstentions. Meeting Summary was approved by the Planning Council.

5. Report from the Recipient

- Roman provided the following report:
 - The Recipient's Office is working on the appliance of a partial award which will reflect a 6-month budget period from March - August 2023.
 - Collected the FY '23 NCC, which serves as renewal contracts for FY 2023. These documents were collected on Monday, December 19, 2022.

- Ryan White Ending HIV Epidemic (EHE) RFP will be released Friday, December 23, 2022, with a technical assistance meeting being held on January 4, 2023. Budget documents to be submitted on January 23. Sub recipients will receive email when RFP is available.
- FY '22 Site visits continue until the end of December. In total, there have been 14 programmatic and 19 fiscal visits performed this year.
- The Recipient Office has been invited to a set-recipient presentation of the CQI project. Some will be ready to present in January and February.

6. Standing Committee Updates

- **Continuum Of Care Committee (COC): *Vieshia Morales*** -
- COC – Last met on December 8th, 2022.
 - A new member was voted onto the committee.
 - The committee reviewed and approved the following service standards:
 - Health Insurance Premium and Cost Sharing Assistance
 - Oral Health
 - Foodbank/Home Delivered Meals
 - Other Professional Services
 - Medical Nutrition Therapy
 - Psychosocial Support Services
 - Universal Service Standards
 - Representatives from Rutgers Oral Health Department and Broadway House joined the meeting and gave the committee recommendations/insights pertaining to the following services standards: Oral Health, Medical Nutrition Therapy, and Psychosocial Support Services.
- **Comprehensive Planning Committee (CPC): *Joann McEniry*** –
- CPC – Last met on December 9th, 2022.
 - After routine business and reports, the committee focused on drafting the FY 2023 calendar and workplan.
- The next CPC meeting will be held on Friday January 13, 2023, at 9:30am via Zoom.
- **Research and Evaluation Committee (REC): *Ann Bagchi, Ph.D.***
 - The committee updated their FY22 work plan. They also started a draft for the FY 23-24 work plan.
 - Sharon Postel gave a summary of the FY22 Assessment of the Administrative Mechanism.
- The next REC meeting will be held on Monday January 13, 2023, at 10:00am via Zoom.
- **Community Involvement Activities Committee (CIA): *Warren Poole***
- CIA – Last met on November 16th, 2022.
 - The Community Involvement Activities Committee (CIA) was last held on October 26, 2022. Their meeting scheduled for November 16, 2022, was canceled.
 - They will be meeting Today, December 21, 2022, to conduct their Holiday Party

- The next CIA meeting will be held Wednesday January 25, 2023, at 5PM via Zoom.

7. State & National Updates

- Report from the NJ Department of Health (NJ DOH) – Kourtney Puliam
 - o Acting assistant Commissioner is Gretta Auschwitz and Chelsea is acting Director for the replacement of Khalif Mores.
 - o Additional EHE funding, to be announced. This funding is based off the Part B Committee and state CQM meeting that happened last week.
 - o NEMA CPC meeting report was sent out. NJDOH reports that If any other sites have not received it, please make sure you do so. These reports are due tomorrow, December 22, 2022.
 - o Part C funding has been announced and funding is applicable to any sub-awardees.
 - o NJDOH is applying for Part D supplemental funding for the D-grants, which encompass two of the NEMA sub-awardees.
- Report from the Governor's Advisory Council (GAC) – Dr. Johnson gave the report:
 - o Greta Auschwitz is the acting assistant Commissioner for HIV
 - o Working on restructuring membership and reviewing the bylaws
 - o During the next meeting, they will be looking carefully at how urban planning affects people with HIV/AIDS, in addition to the availability of the Needs Exchange Programs.
- Report from the NJ HIV Planning Group (NJ HPG) – no updates

8. Planning Council Administrative Issues

- Report from Executive Committee -
- Report from Treasurer – Patricia Moore
 - o We are in line with the budget, spent 155,092 56% of the budget and should be in good standing for the rest of the month.
- Report from PC Support Staff – Roberto Benoit and Carla-Ann Alexander
 - o PC Support staff submitted the Non-competing Continuation Report for FY 2023 on December 19, 2022.
 - o PC Support staff, alongside the Consultant and PC committees worked together to develop the 2022-2026 Integrated HIV Prevention and Care Plan (IHPCP) and submitted the final document on December 9, 2022

9. Old/New Business

- Dr. Johnson notified the committee that his term will end at the end of the fiscal year, February 28, 2023. He has recommended to the representative of the city that the mayor appoint the current Vice chair, McEniry, to be the chair of the Planning council.
- McEniry, the chair of the Comprehensive Planning Committee (CPC) is stepping down effective immediately in her role as CPC chair. Dr. Johnson has appointed Salcido to take her place. McEniry will continue to support the CPC through mentoring and guiding the new chair.
- Several members will be reaching the committee's term limits. Elections will be held, and current members will be rolled off in the following fiscal year. These changes will take effect during the next fiscal year, beginning February 28, 2023.

- Motion to appoint Salcido as CPC chair was raised and approved. No abstentions.
- COC Service Standards are up for a 30-day review process.
 1. Health Insurance Premium & Cost-Sharing Assistance (HIPCA) for low-income individuals
 2. Other Professional Services
 3. Foodbank/ Home Delivered Meals
 4. Oral Health
 5. Medical Nutrition Therapy
 6. Psychosocial Support Services
 7. Universal Service Standards
 - Service Standards were motioned and approved for a 30-day review process.
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10. Announcements

11. Next Meeting

The next Planning Council meeting will be held on Wed. January 18, 2023, at 1:30 PM via Zoom.

12. Adjournment

The meeting was adjourned at Dr. Johnson's decree at 2:00 PM.