



**Planning Council
MEETING SUMMARY**

Wednesday, June 21, 2023, at 1:32 PM to 2:42 PM

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

Guests: Lemual Boyd Wallace, Chevonne Cato, and Liselle Lewis

PC Support Staff: Carla-Ann Alexander, Roberto Benoit

1. Welcome & Moment of Silence

McEniry welcomed all attendees and called the meeting to order at 1:32PM. A moment of silence was observed for those affected, those who have passed, and those living with HIV/AIDS.

2. Roll Call

The Support Staff conducted the roll call for this meeting. Quorum was established later on in the meeting.

3. Public Testimony

There were no public testimonies.

4. Approval of the Meeting Summary from May 17, 2023

The May 17th meeting summary was distributed electronically. The meeting summary was motioned by Adams-Jarrells, and another attendee seconded, Dumago made a request to make corrections to the May 17th meeting summary. The meeting summary was approved.

5. Report from the Recipient—Aliya Roman

- FY22 has been closed out and the final expenditure report is being adjusted.

- For FY23, twenty of thirty-six contracts have been adopted. Two on May 24th and eighteen on June 7th. The remaining contracts are targeting July's meeting, as the Municipal Council only meets once in June, July, and August.
- The staff is finalizing allocations for 2023.
- The award letters are anticipated to go out next week. The recipient office will be submitting the allocations to HRSA on the 26th.
- The Early Intervention and Attention Collaborative's May meeting was canceled due to the holiday.
- Sub recipients are working on the needs assessments for linkage to care barriers on seventy-seven clients that were not linked in FY22. Out of those seventy-seven clients, responses are still needed from forty clients to complete the summary being submitted to HRSA. These responses are due as soon as possible, for the deadline was May 26th.
- The recipient's office is working on a virtual data entry guide for MCM Care Plans.
- The recipient's office will continue participating in the State Department of Health meetings. The Essex County Ending the Epidemic Plan will be discussed. The Recipient Office will give you more information on cohort 5 after they collect what is available from this State.
- Cohort 4 is just a clean cohort of one hundred and eighty-three clients, that will be monitored under the EHE Program.
- In reference to the Cluster Detection Response Plan, the office will still be meeting with the collaborative on June 22, 2023. During that meeting, they will be working on a survey to capture the EMA's resources should a cluster outbreak occur.
- Priority Setting Introduction was presented to the CIA meeting on May 24, 2023. During the next meeting with the CIA, the Recipient Office will perform the priority setting process.
- The recipient's office is working with City Hall for all re-appointments and new appointments.

6. Standing Committee Updates

- **Continuum of Care (COC)—Vieshia Morales gave the report:**
 - The COC (Continuum of Care) last met on June 8, 2023.
 - The committee reviewed and approved the Outpatient Ambulatory Health Service Standards, the Non-Medical Case Management Standard, and the EFA standards. The committee submitted those for 30 days' review to the planning council.
 - Morales made a motion for approval of the Medical Transportation Service Standard at this meeting; Poole seconded. all in favor, non-opposed and no abstentions. The service standard was approved.

The next COC meeting will be held on Thursday July 13, 2023, at 10am via Zoom.

- **Comprehensive Planning Committee (CPC)— Vieshia Morales gave the report:**
 - The CPC last met on Friday June 9, 2023.
 - The committee had a presentation from the recipient office on the Ryan White Service utilization spending data on the minority initiative eligibility and services.

The next CPC meeting is scheduled for Friday July 14, 2023, at 9:30AM via Zoom.

- **Research and Evaluation Committee (REC)— Support Staff gave an update:**
 - The REC last met on Monday, May 15, 2023, at 10 am via Zoom.
- The next REC meeting will be held on Monday, June 26, 2023, at 10 am via Zoom.

- **Community Involvement Activities (CIA)—Warren Poole gave an update:**
 - The CIA last met on Wednesday May 24, 2023.
 - The committee had an Eating Healthy for Cancer Prevention Workshop.
 - Aliya Roman did a presentation this month for the priority setting.

The next CIA meeting will be held on Wednesday June 28, 2023, at 5pm via Zoom.
- **Nominations Committee – Dr. Walter Okoroanyanwu, gave the updates.**
 - The committee last met on June 14, 2023.
 - The committee was notified that Natalie Mohammad accepted the secretary’s position. The PC is still looking for a treasurer.
 - The committee is still working on the Opp’s.

The next NC meeting will be held on Wednesday July 12, 2023, at 6PM via Zoom.

7. State & National Updates –

- **Report from the NJ Department of Health (NJDOH)**
 - There was report given.
- **Report from the Governor’s Advisory Council (GAC)—Dr. Ann Bagchi**
 - There was report given.
- **Report from the NJ HIV Planning Group (NJHPG) Support Staff**
 - The Planning group’s General Assembly is going to be July 20, 2023.

8. Planning Council Administrative Issues

- **Report from Executive Committee—Joann McEniry**
 - The Executive Committee last met on June 21st.
 - There were no major issues discussed.
- **Report from Treasurer—Patricia Moore**
 - Financially, the Planning Council are basically on track and awaiting their supplemental award to complete the full year’s budget.
 - Patricia Moore (Treasurer at the moment) stated that she will stay on as a holdover until it’s a new treasurer.
- **Report from Planning Council (PC) Support Staff**
 - There was no report given.

9. Old/New Business

- Secretary slot has been filled.
- Aliya Roman did a presentation on the Ryan White part A and the MAI program expenditure and service utilization report.
 - There are twenty-three programs that were funded for FY22 in Essex County.

10. Announcements

- There are two new planning council members, Chevonne Cato and Lemual Boyd. This is their first PC meeting.

11. Next Meeting

The Planning Council meeting will meet on Wednesday, July 19, 2023, at 1:30 PM via Zoom.

12. Adjournment

The meeting was adjourned at McEniry's decree at 2:42 PM.