



**Comprehensive Planning Committee
MEETING SUMMARY**

Friday, September 8, 2023, from 9:31 AM to 10:10 AM
 Videoconference via Zoom: <https://us06web.zoom.us/j/85035019580>
 Teleconference: (929) 205-6099 / Meeting ID: 850 3501 9580

Present	Excused Absences	Unexcused Absences
1. Ricardo Salcido (Chair) 2. Sharon Postel (Non-Voting) 3. Aliya Roman (Non-Voting) 4. Viesha Morales (Secretary) 5. Michelle Thompson (Non-Voting) 6. Allison Delcalzo-Berens 7. Denise Brown 8. Al-Bayyinah Sloane 9. Calvin Toler	10. Claudia Ortiz 11. Joann McEniry (Non-Voting) 12. Janice Adams-Jarrells	13. Delia King

Guests: Elizabeth Mayer, Liselle Lewis, Alexia Young,
Support Staff: Roberto Benoit

- 1. Welcome and Moment of Silence**
 Salcido called the meeting to order at 9:31 AM and welcomed all in attendance. A moment of silence was observed for all those living with, those who have passed from, and those affected by HIV/AIDS.
- 2. Roll Call**
 Morales conducted the roll call. Quorum was established.
- 3. Public Testimony**
 There were no public testimonies.
- 4. Approval of the Meeting Summary from July 14th, 2023.**
 The meeting summary from July 14th was sent out electronically and was motioned to be approved by the committee. Corrections to attendance were requested and It was also noted that last month’s meeting did not include a record of a second motion for the Priority Setting and Resource Allocation Report. According to Robert’s Rules of Order, the motion should have died on the floor, but the report was voted on and approved to be sent to the planning council for 30-day review. The PC voted on the PSRA report during their August meeting. Being that the motion technically died on the floor, a second motion is needed. Brown made a motion to accept the July 14th meeting summary as amended alongside the acceptance of the Priority Setting and Resource Allocation report with Core Service

Waiver. Morales seconded the motion. The motion was advanced. All were in favor, no objections, Toler abstained. The July 14th meeting summary, alongside the PSRA report, were passed.

5. Standing Committee Updates

- Continuum of Care Committee (COC) – Viesha Morales provided the COC updates.
 - The committee reviewed updates on the 2022-20226 Integrated HIV Prevention and Care Plan
 - Reviewed the Residential Substance Use Service Standard
 - Reviewed/updated the Substance Use Outpatient Care Service Standard
 - The next COC meeting will be held on Friday, September 14, 2023, at 10AM via Zoom.
- Research and Evaluation Committee (REC) – Support Staff gave the update.
 - The committee last met on Monday, August 21, 2023, at 10 AM via Zoom.
 - During this meeting the Postel gave updates on FY 23 Needs Assessment
 - Discussed updates on the Assessment of the Administrative Mechanism
 - Reviewed the draft Resource Directory
 - Continued monitoring the 22-26 IHAP.
 - Reviewed the National HIV/AIDS Strategy 2022-2025
 - Review/Updated the calendar/work plan for FY 23-24
 - The next REC meeting will be held on Monday, September 18, 2023, at 10AM via Zoom.
- Consumer Involvement Activities Committee (CIA) – Support Staff gave the update.
 - The committee last met on August 23, 2023.
 - Morales gave a presentation on Service Standards and why it's important to the committee.
 - The next CIA meeting will be held on Wednesday, September 26, 2023, at 5 PM via Zoom.

6. Recipient Report – Aliya Roman

- The recipient's office is working on the bi-annual progress report for EHE. The progress report covers the period of March 1 – August 31, 2023.
- Recipient's office is anticipating applications for the FY 24 Ryan White Non-Competing Continuation (NCC) from subrecipients due October 6, 2023. The recipient's office is also working on FY'24 Ryan White Part A NCC to be delivered to HRSA on October 2, 2023.
- The recipient's office is expecting a busy Fiscal year for 2025. This year includes a full administrative mechanism in addition to the annual reports required by HRSA. Being that the agenda for the year will be packed with deliverables, the recipient's office is suggesting that the committee be proactive and begin working on the PSRA and Epi Profile for FY 2025 a closer to the end of the year-- to ensure that the documents are in time for September of next year, ahead of FY'25 RFP.
- The recipient's office has reported the continuous investigation into linkage to care within 30 days. Though the FY 23 Needs Assessment is in completion, the RWU is still investigating linkage to care through their EIRCs meetings. The recipient's office has generated a list of clients who have not been linked to care after the needs assessment was completed and will be assessing these clients for barriers to care. Once the analysis has been completed, updates and feedback will be given to the CQM committee as well as the NEMA PC.
- The next EIRC's meeting is tentatively scheduled for the fourth Monday of October, October 23, 2023

7. Old Business

There was no old business to discuss.

8. New Business

- Review of Progress Report Performance on the goals/objectives of the 2022-2026 Integrated Prevention and Care Plan.
 - Postel reviewed Progress Report #3 of the 2022-2026 Integrated Prevention and Care Plan with the committee.
 - **Key Highlights:**
 - Men who have Sex with Men (MSM) account for 1/4 (26%) of RWHAP clients in the EMA.
 - Black/African Americans are nearly 2/3 of clients - 36% men and 28% women.
 - Youth are 2.7% and most of those are age 19-24. Nearly 1 in 6 are aged 25-34.
 - Nearly half are very low income (receiving Medicaid with incomes <139% Federal Poverty Level).
 - Nearly 1 in 5 are uninsured, possibly low income, and need RWHAP-funded services, especially medical care.
 - **Linkage to Care:** Linkage to care has slightly decreased since Update #2, 77.0% from 78.1% in April. Linkage to Care within 7 days has increased slightly from 48.0% to 50.5%.
 - **Viral Load Suppression (VLS):** Overall, DVLS- 1 year saw a decrease from 81.6% to 81.5%. Total VLS has slightly increased since the last progress report from 89.2% to 89.7%. All target populations saw an increase in VLS except Youth 25-34 which decreased from 86.3% to 85.6%. All top five cities (Newark, East Orange, Irvington, Elizabeth, and Plainfield) saw an increase in VLS, but MSW saw a slight decrease of 94.6% to 94.2%.
 - 3 of 4 VLS measures have improved in 6 months, but 1-year DVLS saw a slight decrease from 81.6% to 81.5%.
 - **DVLS – 1 year:** All target populations saw a decrease in DVLS-1 year. MSM decreased from 82.0% to 81.6%; Black/African Americans decreased from 79.9% to 79.7%; Youth (Age 13-24) decreased from 64% to 60.9%; Youth 19-24 decreased from 66.3% to 61.9%; Transgenders decreased from 75.7% to 75.3%; those new to care decreased from 26.9% to 23.7%; Uninsured decreased from 79.1% to 77.0%. Within the EMA, Essex County decreased from 79.9% to 79.5% and those outside of NEMA decreased from 86.3% to 85.5%, while Union and MSW increased from 83.2% and 88.5% to 83.5% and 88.7% respectively.
 - **DVLS – 2 years:** Overall, DVLS- 2 years saw a slight increase from 71.6% to 72.2%. All target populations saw an increase in DVLS-2 years except for those new to care and uninsured. Those new to care saw a decrease from 26.9% to 23.2%. Uninsured individuals decreased from 68.4% to 68.0%. Those outside NEMA saw a decrease from 79.0% to 77.4%.

9. Announcements

- Support staff announced the departure of Alexander who will no longer be working as support staff for Newark EMA, but has transitioned into a new role, working with the Recipient's Office as Ryan White Program Monitor.

10. Next Meeting

The next CPC meeting will be held on Friday, October 13, 2023, at 9:30 AM via Zoom.

11. Adjournment

Toler made a motion to adjourn the meeting, Sloane seconded the motion. All were in favor, no objections, no abstention, The meeting was adjourned at 10:10 AM.