

3. PUBLIC TESTIMONY/ANNOUNCEMENTS

None

4. APPROVAL OF COUNCIL MINUTES FROM DECEMBER 17, 2008 AND JANUARY 21, 2009

Walter Tanks motioned to approve Council Minutes from December 17, 2008 and January 21, 2009. Pat Moore seconded. Motioned unanimously approved without further discussion.

5. DEMOGRAPHICS AND ASSESSMENT OF THE NEEDS OF PEOPLE WITH HIV/AIDS IN THE NEWARK EMA

➤ Report from the Community Service Advisory Committee – Walter Tanks

Tanks reported that they haven't had sub-committee meetings for the Day of Learning and decided that the Day of Learning for 2009 would be postponed until 2010 as there is not enough time to put it together. Peavy added that a lot of research was done in terms of contributions, donations and funding for the Day of Learning and found that there was no way to put on this event with the current availability of funds.

The next meeting of the Community Service Advisory Committee is scheduled for Thursday, April 9, 2009 at 11:30 AM.

➤ Report from the Continuum of Care Committee – Patricia Moore

Moore reported that the committee has not met since the last Planning Council meeting as they cancelled the March 12th meeting to attend the Research and Evaluation Committee's Capacity Building Training session.

The next meeting of the Continuum of Care Committee is scheduled for Thursday, April 9, 2009 at 9:30 A.M.

6. Comprehensive Planning Committee Report – Bryn Whittle, Esq.

Whittle reported that the committee met on February 13th and March 13th and discussed the membership needs to fill the roster. Members have been asked to finalize recruitment efforts and present their finalized rosters at the April meeting. They also discussed training needs and will try to incorporate mini-trainings during their meetings. They successfully hosted a mini-training on Team Building at their March 13th meeting. The workgroup created to finalize the calendar and timeline presented their final calendar and timeline which was approved at the February 13th meeting.

The next meeting of the Comprehensive Planning Committee is scheduled for Friday, April 17, 2009 at 9:30 A.M.

7. Research & Evaluation Committee Report – Deloris Dockrey

Dockrey reported that the committee met on February 9th and approved the work-plan and started discussion on what to look at in preparation for the 2009 Needs Assessment. MSM is high on the list but the finalized criterion is not complete. They are also discussing the evaluation process for evaluating the Planning Council and the Committees. They had a great training on Thursday March 12th entitled "Capacity Building around Research Methodology". Sharon Postel presented an overview of the Needs Assessment process which the committee suggests is presented at a Planning Council Meeting. Pat Moore discussed committee member involvement and why we should be involved in the research project and Deloris looked at the definitions/terms used in research methods and how it parallels with our current work. There were approximately 25 participants. The March 16th meeting was cancelled.

The next meeting of the Research & Evaluation Committee is scheduled for Monday April 20, 2009 at 10:00 A.M.

8. Grantee Representative Report - Ketlen Alsbrook

Alsbrook reported that the service providers received notification of their partial award for FY2009. Once the full award is given from HRSA, additional award notices will go out to reflect the full award for FY2009. The finalized award should be coming soon and notification will go out shortly thereafter. The grantee is closing out FY2008. Sharon Postel and Ketlen are working on the application for MAI FY2009 and have included Mental Health in addition to Primary Medical Care, Transportation and Oral Health Care. Questions were asked regarding contracting and documentation preparation for some service providers in attendance.

9. COORDINATION WITH OTHER HIV-RELATED SERVICES

➤ Report from New Jersey HIV Planning Group (NJHPG) – Dwight Peavy

Peavy reported that the newly formed New Jersey HIV Planning Group had their first meeting on February 19th and is meeting on March 19th again. They are in the process of formalizing the structure of this new group, including bylaws.

The meeting of the NJHPG will be in New Brunswick, NJ on Thursday, March 19, 2009.

Report from the Governor's Advisory Council on HIV/AIDS & Other Blood-Borne Pathogens (GAC) – Robert Johnson

Dr. Johnson reported that the GAC met on Thursday March 12th at Hyacinth in New Brunswick. New Members are needed and the recruitment process is ongoing. The GAC has a preliminary report on the results from the Needle Exchange project. There were a significant number of needles given out yet referrals to treatment were good at some projects but not others; Newark specifically having low numbers. There was a discussion on the needle exchange concept and implementation process. The GAC also discussed the Governor's budget and the inclusion of co-pays to ADAP. Carmine Grasso briefed the Planning Council on the Governor's proposal on co-pays to ADAP. The GAC also discussed insurance coverage for HIV tests in New Jersey. The State is also looking at another method to confirm a Rapid HIV Test by administering another confirmatory Rapid HIV Test. So far, results look promising.

The next meeting for the GAC will be June 11th possibly in Iselin, NJ

10. THE PLANNING COUNCIL ADMINISTRATIVE ISSUES

➤ Report from Executive Committee

They are reviewing a draft of new Planning Council Operating Policies and Procedures prepared by NEMA staff based upon the current bylaws. The Executive Committee will review and provide revisions, if necessary. The Planning Council will receive a draft version for review at April's meeting.

➤ Report from Treasurer- Bryn Whittle

Bryn reported that they are in the process of finalizing the FY2009 budget. A draft was submitted at January's Executive meeting and additional modifications have been made. A conference call of the Executive Committee will be scheduled to approve the FY2009 budget and then will submit to the Planning Council for ratification.

➤ Report from Executive Director – Dwight Peavy

Peavy reported that there will be a Mandatory HRSA training on April 24th. Peavy and a few other PC members attended an event sponsored by Mildred Crump and highlighted a new social marketing campaign entitled "It Takes a Big Man". The Landlord provided upgrades to the NEMA office and Rob Armstrong of the Comprehensive Planning Committee would like to showcase his watercolors of Newark in our conference room. Installation will occur in a few new weeks. There are two new part-time support staff, Hina Aslam and Charmaine Dockrey-Martin. Members are encouraged to join the standing committees as it is mandated by the Planning Council bylaws. Peavy also requests that PC members supply information for inclusion in the next NEMA News.

➤ Report from Nominations Sub-Committee

No report

➤ **Report from By-Laws Sub-Committee**

No report.

➤ **Report from Grievance Sub-Committee**

No report.

➤ **Report from Personnel Sub-Committee**

No report.

11. STATE AND NATIONAL UPDATE

➤ **CAEAR Coalition Update**

No report

12. OLD/NEW BUSINESS

Deloris Dockrey announced the availability of the Executive Summary of the Assessment of the Administrative Mechanism. Copies are available by request to the NEMA office.

Dr. Johnson called for a motion to ratify the Executive Committee's approval of the Comprehensive Health Plan 2009-2011. Pat Moore motioned to ratify, Elena Perez seconded the motion. The motion was unanimously approved.

13. NEXT MEETING:

*The next meeting of the Planning Council will be held on **Wednesday, April 15th @ 1:30pm @ the NEMA Office, Newark NJ.***

14. ADJOURNMENT

The meeting adjourned at approximately 4:55 p.m.

I, as Planning Council Chair, hereby certify the accuracy of the above minutes:

Robert L. Johnson, MD – Chair

Date