

3. PUBLIC TESTIMONY/ANNOUNCEMENTS

NONE

4. APPROVAL OF COUNCIL MINUTES FROM SEPTEMBER 16, 2009

Clark motioned to approve the Council Minutes from September 16, 2009. Silbernagel 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 the committee met Thursday October 8, 2009. The committee discussed ways to finance the Day of Learning. Stacy Kolba from Abbott Labs gave a presentation on how Pharmaceutical Grants can assist in the implementation of the event. Tasks were assigned to committee members to assist in completing planning tasks, including grant research. Tanks will be meeting with NEMA Staff to coordinate efforts with a 501(c)3 partner. The committee finalized plans for their participation in the National Latino AIDS Awareness Day event being held on October 10th. Tanks suggests that we need a packet of promotional materials for future events. The committee also decided to participate in the World AIDS Day event being held at Symphony Hall. The committee also approved the self-assessment tool. The committee discussed the ongoing research on MSM and what additional information is needed to assist in determining the unmet need.

The next meeting of the Community Service Advisory Committee is scheduled for Thursday, November 12, 2009 at 11:30 AM.

➤ **Report from the Continuum of Care Committee – Patricia Moore**

Moore reported that the committee met on Thursday October 8th. Brenda Christian presented the 2008-09 Primary Care Quality Management Report and compared the results with the previous reports. The matrix being developed by the Research Committee was explained to the committee by Sharon Postel. The CHAMP Sub-committee continues to meet. The sub-category definitions will be finalized at the next meeting. The next CHAMP meeting will be October 27th at 10:30am at Futurebridge. The committee self-assessment tool was discussed and approved. The members present completed the membership section. The Objectives will be reviewed and finalized at the February 2010 meeting and submitted to the Research Committee. Discussion of the 2010-2011 Work Plan was begun. The 2009-2011 Action Plan and the Committee's objectives were distributed to assist in determining the projects for the next fiscal year.

The next meeting of the Continuum of Care Committee is scheduled for Thursday, November 12, 2009 at 9:30 A.M.

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

Whittle reported that the committee met on October 9th. This was a wrap-up session from the Priority Setting and Resource Allocation process where we gather feedback on how the process went and how to improve the process. The committee also began discussion on the committee Operating Policies & Procedures and items to look at for possible revision. Whittle was pleased that the new Vice-Chair, Joann McEniry, was able to effectively facilitate the meeting in her absence.

The next meeting of the Comprehensive Planning Committee is scheduled for Friday, November 13, 2009 at 9:30 A.M.

7. Research & Evaluation Committee Report – Deloris Dockrey (Pat Moore reporting)

Moore reported that the committee met on Monday October 19th. The Matrix of Estimated Need was discussed in depth. (Sharon Postel gave the Planning Council a presentation on the draft Matrix of Estimated Need.) *Moore motioned to require the review and use of the Matrix of Estimated Need as a task in each of the committee's Work Plans for 2010-2011. Ashby seconded. Motioned was approved with one dissenting vote.*

The Assessment of the Administrative Mechanism was discussed. It was noted that the data was incomplete but it will be forthcoming shortly.

The self-assessment tools for the Planning Council and each of the committees were reviewed. The Research & Evaluation Committee self-assessment tool was approved. The self-assessment tool for the Planning Council needs to be approved by the Planning Council. *Moore motioned to approve the Planning Council Self-Assessment Tool. Rooney seconded. The Planning Council Self-Assessment Tool was approved without further discussion.*

The next meeting of the Research & Evaluation Committee is scheduled for Monday November 16, 2009 at 10:00 A.M.

8. Grantee Representative Report - Ketlen Alsbrook

Alsbrook reported that this year, HRSA implemented a new reporting requirement regarding Client Level Data in the Ryan White Service Report for all providers to complete. The Newark EMA submitted 100% of the required information, due in part to the work of Futurebridge/CHAMP in converting data into the required electronic files. Nationally, the compliance rate is 98%. Alsbrook reported that over the last couple of years, Futurebridge/CHAMP has been working with a few providers using EMRs (Electronic Medical Records) to develop a language to allow EMR data entry to feed directly into CHAMP. So far, the process has been successful with the pilot fields. Alsbrook reported that the FY2010 application is due to HRSA on October 30th and she is working diligently with Peavy, Postel and Mettlen on completing the application by its due date.

9. COORDINATION WITH OTHER HIV-RELATED SERVICES

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

Peavy reported that the NJHPG met and had a presentation on the Concurrency which indicates agreement with all of the information provided to put forth the services. A letter was put together and a vote was taken to accept (with reservation). One of the issues in reservation is around Syringe Exchange due to the fact of its non-federal funding. The meetings are every 3rd Thursday of each month.

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

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

Grasso reported that there was discussion around Needle Exchange and the trend data on the aging of HIV positive patients in New Jersey. Grasso will prepare data specific to the Newark EMA and present at a later date. Grasso noted that 20 years ago, 8% of the HIV positive population were over the age of 50, now it is almost 24%, which means additional medical costs with great implications on those who do planning and resource allocation. Grasso also reported that there was a significant discussion on outreach and HIV Testing, especially around outreach vs. engagement. A discussion was had on the hypothetical scenario of: If HRSA is going to begin funding Outreach, what would it look like? What would be the performance measures?

The next meeting for the GAC was not disseminated.

10. THE PLANNING COUNCIL ADMINISTRATIVE ISSUES

➤ Report from Executive Committee

Tanks reported that all issues discussed were presented.

➤ Report from Treasurer- Bryn Whittle, Esq. (Dwight Peavy reporting)

Peavy disseminated the draft FY2010 budget and may be adjusted depending on the final HRSA award amount. Peavy reviewed the budget and highlighted areas of change for FY2010. *Carrington motioned to approve the FY2010 Planning Council Budget, Grasso seconded. The FY2010 Planning Council Budget was approved with no further discussion.*

➤ Report from Executive Director – Dwight Peavy

Peavy acknowledged and presented awards to Yolonda Holmes and Blair Frost in recognition of their many years of dedicated service to the Newark EMA as they move on to other ventures. Yolonda and Blair came up to receive their awards and said a few words.

➤ **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**

Peavy reported that the CAEAR Coalition has been diligently working on the Ryan White HIV/AIDS Treatment Extension Act of 2009 which was approved by the House and Senate and now waiting the signing from President Obama.

12. OLD/NEW BUSINESS

13. NEXT MEETING:

*The next meeting of the Planning Council will be held on **Wednesday, November 16, 2009 @ 1:30pm @ the NEMA Office, Newark NJ.***

14. ADJOURNMENT

Carmine Grasso motioned to adjourn, seconded by Elena Perez. The meeting adjourned at approximately 5:30 p.m.

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

Robert L. Johnson, MD – Chair

Date