

3. PUBLIC TESTIMONY/ANNOUNCEMENTS

NONE

4. APPROVAL OF COUNCIL MINUTES FROM OCTOBER 21, 2009

Wheeler, Jr. motioned to approve the Council Minutes from October 21, 2009. Rooney 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 did not meet on Thursday November 12th due to low attendance. The committee is still working on the Day of Learning and their participation in the World AIDS Day event. There will be a table set up at the WAD Event at Symphony Hall with PC information. Ka'leef provided an overview of the World AIDS Day Extravaganza being held on December 1st from 4pm – 8pm.

The next meeting of the Community Service Advisory Committee is scheduled for Thursday, December 10, 2009 at 11:30 AM.

➤ Report from the Continuum of Care Committee – Patricia Moore

Moore reported that the committee met on Thursday November 12th and the CHAMP committee met on November 10th. The sub-category definitions were finalized and submitted to the Grantee; they will be included in the RFP. A date for the next meeting was not set. The committee will reconvene in about a month to continue with the additional tasks of this committee. Discussion of the 2010-2011 Work Plan continued. Using the 2009-2011 Action Plan and the Committee's objectives, the committee began identifying tasks for the next fiscal year. Committee members were assigned the following tasks:

1. Review of the Continuum of Care Committee Policies and Procedures
2. Review of the Mental Health Standards as compared to the NJ State standards.

To assist the Research Committee in completing the Matrix of Estimated Service Needs; this committee will determine the average annual cost of providing Primary Medical care to an HIV+ person. Initially, the committee will be collecting information on the cost of laboratory tests.

The next meeting of the Continuum of Care Committee is scheduled for Thursday, December 10, 2009 at 9:30 A.M.

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

Whittle reported that the committee met on Friday November 13th. The members continued to discuss the OPPs and MSW membership and voting structure. The committee also discussed the timeline and calendar and a lengthy discussion on possible research topics to be submitted to the Research Committee.

The next meeting of the Comprehensive Planning Committee is scheduled for Friday, December 11, 2009 at 9:30 A.M.

7. Research & Evaluation Committee Report – Deloris Dockrey

Dockrey reported that the committee met on Monday November 16th and the focus of the discussion was around three broad areas. 1. Matrix of Estimated Service Needs, approved but not completed and will require some action steps by all committees. REC hopes to complete the matrix by May of 2010 and will send each committee chair committee-specific tasks for completion. REC recommends that Sharon Postel, NEMA Consultant present and explain the Matrix to all committees. Dockrey also reported that the committee also discussed evaluating the Planning Council and its committees. The Planning Council evaluation tool was approved and it is recommended that the evaluation tool be distributed at the December meeting and then the PC as a whole will complete the evaluation at the January meeting. The results will be aggregated and the results be presented at a later date. Committee evaluations will begin in March of 2010. Copies of the evaluation tools were made available to all PC members. The committee also discussed the 2010 Needs Assessment and will be asking all committees to begin looking at topics to include in the 2010 Needs Assessment. The process will begin earlier this year in order to complete the 2010 Needs Assessment before the resource & allocation process.

The next meeting of the Research & Evaluation Committee is scheduled for Monday December 14, 2009 at 10:00 A.M.

8. Grantee Representative Report - Ketlen Alsbrook

Alsbrook reported that the HRSA application for FY2010 was sent in to HRSA on Oct 29th and requested \$19 million. The Grantee's office for the next few months will be working on receiving and evaluating proposals for FY2010 Ryan White service provision. All dates have been set and they will be disseminated shortly.

9. COORDINATION WITH OTHER HIV-RELATED SERVICES

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

Peavy reported that the NJHPG has not met since the last meeting. They will be meeting tomorrow in New Brunswick (Rutgers) and there will be some presentation and a panel discussion on Syringe Exchange. There will also be nominations around vacant positions.

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

Dr. Johnson reported that the council is sponsoring a meeting on December 10th at Broadway House and is geared to query the provider and consumer communities around what needs to be done in HIV services and is by invitation only. Feedback from that meeting will be disseminated at the next PC meeting. Dr. Johnson reported that names were submitted for appointment to the GAC, yet no action has happened yet. The GAC is also concerned that it is unknown who will be working on the transition team from the Health side for the new governor.

The next meeting for the GAC will be the December 10th meeting at Broadway House.

10. THE PLANNING COUNCIL ADMINISTRATIVE ISSUES

➤ **Report from Executive Committee**

Johnson reported that all issues discussed were presented.

➤ **Report from Treasurer- Bryn Whittle, Esq.**

Whittle reported that she met with Peavy to discuss the expenses and some of the needs of the office.

➤ **Report from Executive Director – Dwight Peavy**

Peavy reported that Support Staff Deanna Gibson relocated and her last day was yesterday; staff took her to lunch yesterday. Deanna will be missed.

➤ **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**

Dockrey reported that Ryan White HIV/AIDS Treatment Extension Act of 2009. The House passed their Health Reform Bill and we are awaiting the Senate's version.

12. OLD/NEW BUSINESS

13. NEXT MEETING:

The next meeting of the Planning Council will be held on **Wednesday, December 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