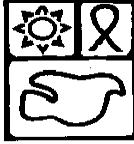


# Newark EMA HIV Health Services Planning Council

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## PLANNING COUNCIL MEETING MINUTES January 16, 2008 NEMA Office: Newark, New Jersey

**1. Meeting was CALLED TO ORDER at 1:30 p.m. Dr. Robert Johnson, Chair**  
Johnson welcomed all in attendance. A moment of silence was observed for those living with HIV/AIDS and for those that have passed on.

**2. ROLL CALL**

Roll was called and quorum was **NOT established with 14 members** present. Total Council membership is 31 members.

<b>Present:</b>	<b>Excused absences:</b>	<b>Unexcused absences:</b>
Blair Frost Bryn Whittle Deloris Dockrey Elena Perez Janice Adams-Jarrells Kendall Clark Michel Graham-Anderson Patricia Moore Robert L. Johnson, MD Shanon Mettlen Wali Bradley Walter Tanks Wesley Tashir-Rodriguez William Wheeler  <b>Council Staff:</b> Dwight Peavy, Executive Director Ka'leef Washington, Office Manager	Borys Abulevsko Brenda Hoggard Carmine Grasso Diana Dunker Diane Silbernagel Glenda Kirkland Kelley Rooney Maria Irizarry Maria Morales-Santiago Yolonda Holmes	Angel Reyes Frankel Denize James Carrington Jason-Cristofe Marcello Jorge Cruz Madeline Corredor Orlando Perez

**3. PUBLIC TESTIMONY**

Lourdes Lazu from NJCRI presented information regarding the National Behavioral Health Survey. Their new cycle is with MSM and many factors have lead to the disappearance of venues to engage MSM. Lourdes requests the council's assistance in identifying venues where MSM congregate. .

#### **4. APPROVAL OF COUNCIL MINUTES DATED DECEMBER 19, 2007**

*There was no quorum, therefore minutes were not approved.*

#### **5. DEMOGRAPHICS AND ASSESSMENT OF THE NEEDS OF PEOPLE WITH HIV IN THE NEWARK EMA**

##### **➤ Report from the Infected/Affected Caucus – Wali Bradley**

Bradley reported that the last meeting held January 10, 2008 was to finalize the Family Day event which will be January 26<sup>th</sup> at 11 Halsey Street from 1pm to 5pm. The Caucus will be screening the movie Life Support with a question and answer session.

Due to poor attendance by committee membership bi-monthly meetings are being considered by the caucus. An update will be provided at the next meeting.

*The next meeting of the Infected/Affected Caucus is scheduled for Thursday February 14, 2008 at 11:30 am.*

##### **➤ Report from the Care & Treatment – Pat Moore**

Pat Moore has been appointed by Dr. Johnson to chair the C&T Committee. The committee will discuss the work plan for the up coming year. Members are awaiting data from the Research Committee. The Care & Treatment Committee will continue to review the Standards of Care to see if there is a need for revisions. Treatment & Adherence standards were mentioned to possibly be included in the review but it is noted that they are part of the Medical Case Management standards and may not require separate attention.

*The next meeting of the Care and Treatment Committee is scheduled for Thursday, February 14, 2008 at 9:30 a.m.*

##### **➤ Report from the Substance Abuse – Maria Morales-Santiago**

No meeting and no report

*The next meeting of the Substance Abuse Committee is scheduled for Wednesday, February 13, 2008 at 9:30am.*

#### **6. Priority Setting Committee Report - Bryn Whittle**

Friday January 11 was the last meeting. Committee reviewed and approved priority setting calendar, reviewed and discussed the OPP with no alterations. The conflict of interest statement and members completed disclosure statement were completed and signed by each member. They discussed 2008 training needs, including the 2008 Needs Assessment, Modernization Act and Priority Setting Process. Discussion continued regarding formulating survey question that would address the impact of the funding shift in the EMA.

*The next meeting of the Priority Setting Committee is scheduled for Friday, February 8, 2008 at 9:30 am.*

#### **7. Grantee Representative Report-Ketlen Alsbrook**

Ketlen Alsbrook reported that January 22-23, 13 health professionals will be doing an external review of 48 proposals. There will be a minimum of 3 reviewers with scores included with internal scores by the monitors. Award letters will possibly be distributed by the end of February.

#### **8. COORDINATION WITH OTHER HIV-RELATED SERVICES**

##### **➤ Report from Community Planning Group (CPG) – Blair Frost**

Last meeting was December 20th at Rutgers University. It was the membership annual business meeting. Nominations were held for community co-chairs at large members and committee chairs were ratified.

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

Deloris Dockrey attended. Top on the agenda was the Syringe Exchange program and all the updates around the status of the 4 sites. Each provided updates of their current state of implementation. There was a presentation by the Evaluation Group from UMDNJ. The group provided an update of the main objectives they were tracking; they match current legislation. Deloris Dockrey mentioned the new legislation regarding testing Pregnant Women in NJ.

**9. THE PLANNING COUNCIL ADMINISTRATIVE ISSUES  
Report from Executive Committee**

Issues discussed at the Executive Committee have already been presented.

**Report from Treasurer- Bryn Whittle**

Everything is on target, preparing to close out for the year and will be ready to present the end of year.

**Report from Personnel Committee –Glenda Kirkland**

No report.

**Report from the Research Committee-Deloris Dockrey**

Last meeting was Monday January 14, 2008. Committee met and discussed the implementation of the proposal from Sharon Postel. Copies of the proposal were distributed to PC Members.

*The next scheduled meeting for this committee is Monday, February 11, 2008 at 12:00 noon at the NEMA OFFICE.*

**Report from Executive Director – Dwight Peavy**

Peavy reported that we have a new Office Manager named Ka'leef Washington. Dwight is looking to hire a Health Planner. Deanna Gibson is providing staff support during our transition. The committee calendar was updated with committee revisions. The Planning Council Follow-up Retreat session will be February 1<sup>st</sup> at 9:00am at the PC office.

**10. STATE AND NATIONAL UPDATE**

2008 Appropriations bill has not been signed by the President. When a new appropriations bill is not signed, the funding is staying at the same level as last year. There is talk about extending the Ryan White Modernization Act another 2 years however many regions are against an extension.

Dwight Peavy and Wesley Rodriguez will attend the CAEAR Coalition winter business meeting February 10-12, 2008.

**11. OLD/NEW BUSINESS**

Dwight welcomed back Alex Richardson, the parliamentarian.

The Planning Council Follow-Up Retreat will be February 1, 2008. There will be continued conversation regarding the structure of the Planning Council and the possibility of restructuring. It is important that the Council pay attention to the work required to do and to meet the HRSA Mandates.

The Quality Management Program will be agenda items this year during Planning Council meetings.

NEMA will complete a 2008 Needs Assessment this year. Council members will update and make revisions to the Administrative Mechanism document this year. There will be several overview presentations of the Needs Assessment process for all committees.

Kendall Clarke announced that the \$301 Million HOPWA bill from Senator Durban. 420 was requested. This is the highest level of HOPWA funding in the history of the program.

Please be mindful of the sidebar conversations as they are rude and distracting.

12. **NEXT MEETING:** The next meeting of the Planning Council will be held on **Wednesday, February 20, 2008 at 4pm at BROADWAY HOUSE, Newark NJ.**

13. **ADJOURNMENT**

The meeting adjourned at approximately 2:45 p.m.

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

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Robert Johnson, Chair

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Date