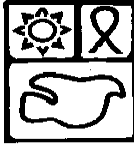


Newark EMA HIV Health Services Planning Council

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PLANNING COUNCIL MEETING MINUTES

March 19, 2008

NEMA Planning Council Office - Newark, New Jersey

1. Meeting was CALLED TO ORDER at 1:30 p.m. Dr. Robert Johnson, Chair

Dr. 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 established with 20 members present. Total Council membership is 30 members.

| Present: | Excused absences: | Unexcused absences: |
|---|---|--|
| <ol style="list-style-type: none">1. Angel Reyes2. Blair Frost3. Carmine Grasso4. Deloris Dockrey5. Diana Dunker6. Diane Silbernagel7. Elena Perez8. Glenda Kirkland9. Janice Adams-Jarrells10. Kendall Clark11. Maria Irizarry12. Maria Morales-Santiago13. Patricia Moore14. Robert L. Johnson15. Shanon Mettlen16. Wali Bradley17. Walter Tanks18. Wesley Rodriguez19. William Wheeler20. Yolonda Holmes <p>Alex Richardson-Parliamentarian</p> <p>Council Staff: Dwight Peavy, Executive Director Ka'leef Washington, Office Manager Deanna Gibson, Staff Support</p> | <ol style="list-style-type: none">1. Brenda Hoggard2. Bryn N. Whittle, Esq.3. James Carrington4. Jason-Cristofe Marcello5. Kelly Rooney-Bierwirth | <ol style="list-style-type: none">1. Borys Abulevsko2. Frankel Denize3. Madeline Corredor4. Michel Graham-Anderson5. Orlando Perez |

3. PUBLIC TESTIMONY

No public testimony.

4. APPROVAL OF COUNCIL MINUTES DATED FEBRUARY 20, 2008

William Wheeler motioned to approve the minutes dated February 20, 2008. Janice Adams-Jarrells seconded the motion. Motion approved.

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

➤ Report from the Infected/Affected Caucus – Wali Bradley

Bradley reported that at Caucus last meeting on March 13th, the committee reviewed the 2008 activities calendar and decided to plan more Movie Days, an Advocacy Training, and other activities. The Caucus also finalized the survey questionnaire for consumers.

The next meeting of the Infected/Affected Caucus is scheduled for Thursday, April 10, 2008 at 11:30 AM.

➤ Report from the Care & Treatment Committee – Patricia Moore

Moore motioned to approve the Primary Medical Standards that were submitted for approval at the February meeting. Walter Tanks seconded. Motion approved without further discussion. The Operating Policies and Procedures; although submitted for approval at the February meeting, will go to the Transition Committee for review and will be submitted with the other recommended Committee's Operating Policies and Procedures for approval.

The next meeting of the Care and Treatment Committee is scheduled for Thursday, April 10, 2008 at 9:30 A.M.

➤ Report from the Substance Abuse Committee – Maria Morales-Santiago

Morales-Santiago reported that the committee met on December 12th, they discussed the funding cuts and the potential impact on Substance Abuse Services. Members also continued formulating the Consumer Survey Tool. Committee member Aura Caicedo provided answers to questions regarding the evaluation summary from the Committee's Forum held at Broadway House. Members also discussed integrating the findings from the evaluation summary into the implementation of the next forum.

The next meeting of the Substance Abuse Committee is scheduled for Wednesday, April 9, 2008 at 9:30 A.M.

6. Priority Setting Committee Report – Bryn Whittle, Esq. (D. Peavy reporting for Chair)

Peavy reported that the committee met Friday March 14th. Alex Richardson, Council Parliamentarian provided a Parliamentarian Procedures overview. The membership roster for 2008 was presented and discussed. The final membership will be determined at the April meeting. Disclosure and Conflict of Interest forms were processed; however there were still additional members forms that were outstanding. The election of the Vice-Chair was tabled until the next meeting. Members were asked to review the Operating Policies and Procedures to understand the process involved in electing a new Vice-Chair. The grantee representative provided an explanation and discussed the changes needed to the Priority Setting allocation of resources for Essex and Union counties.

The next meeting of the Priority Setting Committee is scheduled for Friday, April 11, 2008 at 9:30 A.M.

7. Grantee Representative Report - Wesley Rodriquez

Wesley reported that the FY2008 Ryan White funding amount is \$12,754,923.00 with subsequent award letters disseminated to the agencies. Some of the allocations had to be adjusted in order to meet the need of some of the service categories. The changes in allocations were approved by the Executive Committee on March 13th. Wesley disseminated the updated allocation report noting the changes for Essex and Union Counties. Dr. Johnson explained to Council members the significance of the allocation process.

8. COORDINATION WITH OTHER HIV-RELATED SERVICES

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

Frost reports that he was not at the last CPG meeting, therefore there was no report. The next CPG meeting will be Thursday March 20th.

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

The GAC has not met since the last Planning Council meeting; however there was clarification from the Centers for Disease Control and Prevention around recommended Routine HIV Testing for everyone between ages 12-55 in routine healthcare. The State Health Department asked the GAC if NJ should adopt the CDC's recommendation. The GAC advised the Commissioner of the State Health Department of their support of the CDC's recommendation for Routine HIV Testing. Recently, the guidance was provided to Healthcare providers to begin the implementation of routine testing with the option to opt-out.

The next meeting for the GAC (tentatively) will be Monday April 7, 2008.

9. THE PLANNING COUNCIL ADMINISTRATIVE ISSUES

Report from Executive Committee

Dr. Johnson requested ratification of the actions of the Executive Committee in regards to allocations. Perez motioned to ratify, Adams-Jarrells seconded. Executive Committee actions ratified without further discussion.

Report from Treasurer- Bryn Whittle (reported by D. Peavy)

Bryn and Dwight are continuing to close out the financials for FY 2007 and will provide a report at the next meeting.

Report from Personnel Committee –Glenda Kirkland

The Health Planner candidate identified during the last round of interviews has pursued other options due to the uncertainty of the PC budget award. The Council will continue their interview efforts to recruit a Health Planner.

Report from the Research Committee-Deloris Dockrey

Dockrey reported that the Research Committee met on Monday March 17th where they received two reports, one from Glenda Kirkland and one from Sharon Postel. Kirkland reviewed CHAMP data to answer questions around Mental Health and Women's Services in the Newark EMA. The current available data was not able to answer mental health and women's questions due to missing fields and inconsistencies in data input. Kirkland recommended several options to modify CHAMP data collection that would answer the questions. Postel preliminary findings around the correlation between Support Services and Positive Medical Outcomes were inconclusive. Postel reminded members to be mindful that the data available in CHAMP was not designed for research purposes. The committee will consider alternate methodology to research the correlation between Support Services and Positive Medical Outcomes.

Grasso reported that the State Department of Health has devoted funds for a project to see if they can improve consumer adherence to medication and medical outcomes by working with Pharmacists. The State will select and train pharmacists on delivering an adherence intervention. Clients will be selected to go into controlled and non-controlled groups, and the client's medical charts will be reviewed to determine effective adherence to medication for documented medical outcomes. Grasso will bring additional information and details to the next meeting.

Report from Executive Director – Dwight Peavy

Peavy reported that NEMA has been providing assistance to a few agencies with Letters of Support.

10. STATE AND NATIONAL UPDATE - CAEAR Coalition Update

Wesley reported that he attended the Annual Business CAEAR Coalition meeting a month ago and informed the Council that plans are under consideration to address the 2006 Modernization Act. There is a concern that the Act will Sunset in 15 months and Federal legislators have not put forth legislation to address the future for Ryan White HIV funding. The Coalition met with a health staffer from Senator Kennedy's office who believes that an extension of 2-3 years of the current Modernization Act could be a best outcome to address funding.

11. OLD/NEW BUSINESS

- Transition Committee Report

Tanks reported that within the past 4 weeks of meeting, they have diligently worked on the transitional process for the Planning Council to the recently adapted structure. Tanks disseminated the draft Operating Policies and Procedures for the Community Service Advisory Committee for the Planning Council's review and approval. Peavy advised that at the next meeting, this document will be voted on for approval so careful review is encouraged. Irizarry commended the work of the Transition Committee. Perez personally congratulated the Transition Committee on their diligent, weekly meetings to produce something the Council should be proud of.

- New Business

Grasso reported that the CDC is coming out with a Program Announcement for HIV testing from a portion of the Ryan White funds. There are specific criteria for eligibility as well as two possible funding options. Grasso reported that the State of NJ is looking into doing testing (HIV, Hepatitis, etc.) in conjunction with the Needle Exchange Programs. Please contact Grasso for more information.

Wheeler reported that May 18th is the AIDS Walk. He encouraged people to please register through Hyacinth or NJCRI who will be providing transportation.

12. NEXT MEETING:

The next meeting of the Planning Council will be held on **Wednesday, April 16, 2008 at 1:30 pm, NEMA Office, Newark NJ.**

13. ADJOURNMENT

The meeting adjourned at approximately 2:50 p.m.

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

Robert Johnson, MD -Chair

Date