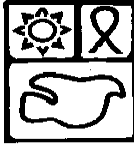


# Newark EMA HIV Health Services Planning Council

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## PLANNING COUNCIL MEETING MINUTES

April 16, 2008

### NEMA Planning Council Office - Newark, New Jersey

**1. Meeting was CALLED TO ORDER at 1:45 p.m. Maria Irizarry, Vice-Chair**

Irizarry 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 16 members present. Total Council membership is 30 members.

PRESENT:	EXCUSED ABSENCES:	UNEXCUSED ABSENCES:
<ol style="list-style-type: none"> <li>1. Blair Frost</li> <li>2. Brenda Hoggard</li> <li>3. Carmine Grasso</li> <li>4. Diana Dunker</li> <li>5. Diane Silbernagel</li> <li>6. Elena Perez</li> <li>7. Glenda Kirkland</li> <li>8. James Carrington</li> <li>9. Kendall Clark</li> <li>10. Maria Irizarry</li> <li>11. Maria Morales-Santiago</li> <li>12. Patricia Moore</li> <li>13. Shanon Mettlen</li> <li>14. Walter Tanks</li> <li>15. Wesley Tashir-Rodriguez</li> <li>16. William Wheeler</li> </ol> <p><b>Council Staff:</b> Dwight Peavy, Executive Director Ka'leef Washington, Office Manager Deanna Gibson, Staff Support</p>	<ol style="list-style-type: none"> <li>1. Angel Reyes</li> <li>2. Bryn Whittle, Esq.</li> <li>3. Deloris Dockrey</li> <li>4. Janice Adams-Jarrells</li> <li>5. Kelley Rooney-Bierwirth</li> <li>6. Yolonda Holmes</li> <li>7. Robert L. Johnson, MD</li> </ol>	<ol style="list-style-type: none"> <li>1. Borys Abulevsko</li> <li>2. Franckel Denize</li> <li>3. Jason-Cristofe Marcello</li> <li>4. Madeline Corredor</li> <li>5. Michel Graham-Anderson</li> <li>6. Orlando Perez</li> <li>7. Wali Bradley</li> </ol> <p>Alex Richardson-Parliamentarian</p>

### **3. PUBLIC TESTIMONY**

No public testimony.

### **4. APPROVAL OF COUNCIL MINUTES DATED MARCH 19, 2008**

*Kendall Clark motioned to approve the minutes dated March 19, 2008. William Wheeler Jr. seconded the motion. Motion unanimously approved without further discussion.*

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

#### **➤ Report from the Infected/Affected Caucus – Wali Bradley (D. Peavy reporting for Chair)**

Peavy reported that at the Caucus's last meeting on April 10<sup>th</sup>, the committee discussed numerous programs and activities that they want to implement this year. They also discussed the many opportunities to introduce NEMA and the state of HIV & AIDS in the community at the many forums and events they attend.

*The next meeting of the Infected/Affected Caucus is scheduled for Thursday, May 8, 2008 at 11:30 AM.*

#### **➤ Report from the Care & Treatment Committee – Patricia Moore**

Moore reported that at the last meeting on April 10<sup>th</sup>, they had 14 members and 7 guests in attendance. The calendar of activities was discussed and approved. The recently approved Primary Medical Care Standards were distributed to the committee members. It was agreed that Standards for Medical Case Management and Medical Nutritional Therapy would be developed and workgroups were formed to discuss and formulate initial drafts of these standards. The committee discussed the Mental Health and Substance Abuse Treatment delivery system; some suggestions were to fund an integrated core service model and non-traditional delivery of services; i.e., mobile and in-home services. The committee will continue to discuss this and other services in preparation of their report to the Priority Setting Committee. Pursuant to the request of the Research Committee, the Care & Treatment Committee will begin to review and compile a resource directory of services and service providers in the Newark EMA. Grasso asked if the committee discussed PCRS (Partner Counseling and Referral Services) when they discussed Medical Case Management. Moore advised that they have not had their first meeting; Moore invited Grasso to the first meeting which is May 8<sup>th</sup>. Grasso advised that PCRS is an integral part of both Testing and Prevention activities. PCRS should be a part of what occurs during Medical visits and reports that the CDC believes PCRS has not been pushed adequately in NJ. Grasso reports that the State is looking at PCRS and how to integrate it into the Standard of Care for both Medical Services and Case Management. Moore requested information from Grasso to disseminate to the workgroup.

*The next meeting of the Care and Treatment Committee is scheduled for Thursday, June 12, 2008 at 9:30 A.M.*

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

Morales-Santiago reported that at the last meeting on April 9<sup>th</sup>, the committee continued working on the 5 questions for the survey. The committee discussed the Motivational Interviewing Training being held on April 24<sup>th</sup> at NJCRI. The committee also discussed the formulation of a Public Statement around Substance Abuse and Access to Services.

*The next meeting of the Substance Abuse Committee is scheduled for Wednesday, June 11, 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 April 11<sup>th</sup>. The committee received reports from the Grantee regarding FY'08 allocations and an update on the Minority AIDS Initiative RFP process. They also reviewed the membership needs and the proposed regional slates from Essex, Union, Morris, Sussex and Warren Counties. Despite a quorum, the committee was not able to vote due to a lack of representation from the Union County Region. The vote for the slates as well as the replacement for Vice-Chair will be done at the next meeting. The committee received an update from the Research Committee and consumer survey tool. They broke out into small groups and came up with some questions that would be part of the survey tool. Two members have been identified to work with the survey tool work group.

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

**7. Grantee Representative Report - Wesley Rodriguez**

Wesley reported that they are completing the close-out for the FY-07 year with 99% of the funds expended. A final report will be provided upon completion. Robert Saunders, CPA, LLC has been contracted as the Fiduciary Agent for the NEMA Office and FUTUREBRIDGE has been contracted for CHAMP system management. The Grantee has been working on a project with St. Michael's Medical Center with their Electronic Medical Record (EMR) system to integrate pertinent information into CHAMP. UMDNJ also has an EMR system. The needle exchange program in Newark; as of April 12, have 44 people enrolled in the program. Wesley provided some aggregate data for the Newark needle exchange program collected by the UMDNJ Institute for Public Health. Discussion was had around the Newark needle exchange program in relation to the other programs in NJ. Copies of Wesley's report were requested. Wesley also solicited information on programming for HIV Testing Day for a Calendar of Events.

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

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

Frost reports that the last meeting was Thursday March 20<sup>th</sup>. The next meeting is April 17<sup>th</sup>. CPG members reviewed reports about the Needle Exchange Programs throughout New Jersey. Steve Saunders provided information about the additional Federal funding. CPG is also looking for new membership. The State Health Department plans to hire 4 per-diem nurses to conduct Hepatitis testing and vaccination at the Needle Exchange sites. The next CPG meeting will be Thursday April 17<sup>th</sup>. D. Peavy noted that during the CPG meeting, a very informative epidemiological presentation by Mr. Ryan from the State was provided and if copies are requested, please see NEMA staff.

*The next meeting of the Community Planning Group is scheduled for Thursday, April 18, 2008 at 10:30 A.M.*

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

Grasso reported that they discussed Needle Exchange and some issues regarding Ryan White re-authorization. There has been discussion around Universal Health Care in NJ and the potential impact on Ryan White funding.

*The next meeting for the GAC was not reported.*

**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 (reported by D. Peavy for the Chair)**

Peavy reported that they are continuing to close out the financials for FY 2007.

**Report from Personnel Committee –Glenda Kirkland**

Dr. Kirkland reported that a Health Planner candidate has been identified and an offer will be made shortly.

**Report from the Research Committee-Deloris Dockrey (reported by D. Peavy for the Chair)**

Peavy reported that the Research Committee has not met since the last Planning Council meeting, therefore there is no report.

*The next meeting of the Research Committee is scheduled for Monday April 21, 2008 at 10:00 A.M.*

**Report from Executive Director – Dwight Peavy**

Peavy thanked the Planning Council for the flowers sent to his family by Staff and members of the Council.

**10. STATE AND NATIONAL UPDATE - CAEAR Coalition Update**

No report.

**11. OLD/NEW BUSINESS**

• ***Transition Committee Report –Walter Tanks***

Tanks reported that the committee has completed draft Operational Policies & Procedures for the Community Service Advisory, Continuum of Care, Comprehensive Planning and Research & Evaluation Committees. Those drafts were disseminated to the Planning Council for review as they will be up for approval at the next meeting. Tanks also discussed the Transition Committee report which detailed observations around current Council processes and recommendations for the new structure. Copies of that report were disseminated to Planning Council members for review to be voted upon at the next meeting.

**12. NEXT MEETING:**

*The next meeting of the Planning Council will be held on Wednesday, May 21, 2008 at 1:30 pm, NEMA Office, Newark NJ.*

**13. ADJOURNMENT**

The meeting adjourned at approximately 3:15 p.m.

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

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Maria Irizarry –Vice-Chair

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Date