

3. PUBLIC TESTIMONY

Darnell Moore from the United Way of Essex and West Hudson provided information on their HIV/AIDS Initiative and Vision Council. He distributed pamphlets and business cards. Those items are available at the NEMA office.

4. APPROVAL OF COUNCIL MINUTES DATED JUNE 18, 2008

Kendall Clark motioned to approve the minutes dated June 18, 2008. Bill Wheeler 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

Bradley reported that the Caucus met on July 10th. The Caucus was debriefed on the outcome of the movie event that was held on 6/28 at NJCRI. The lack of time to adequately recruit for the event and the values of future events like this one were also discussed. The Caucus also discussed the feasibility of putting on a balloon memorial event like the one they had in the movie Life Support. The committee decided to have another event and attach the balloon event to that activity.

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

➤ Report from the Care & Treatment Committee – Patricia Moore

Moore reported that there has not been a Care & Treatment Committee meeting since the last Planning Council meeting. The Medical Case Management Standards Subcommittee met twice since the last Planning Council meeting. A working definition of medical case management for the purposes of establishing standards has been developed. An initial draft of proposed standards will be reviewed at the next meeting. The next meeting of the Subcommittee will be July 31, 2008 at 9:30am at the NEMA Office. Dr. Johnson asked when the definition would be available for a vote by the Planning Council. Pat advised that they have derived their definition from the Case Management Standards which was already approved last year.

The next meeting of the Care and Treatment Committee is scheduled for Thursday, August 14, 2008 at 9:30 A.M.

6. Priority Setting Committee Report – Bryn Whittle, Esq.

Whittle reported that they met on Friday June 27th and Friday July 11th. State representative Carmine Grasso presented on ADAP (AIDS Drug Assistance Program). Planning Council members can request a copy of the presentation from the Planning Council office. The committee also discussed the Priority Setting and Resource Allocation process as well as sent out materials to prepare members for the process. Ketlen Alsbrook from the Ryan White Grantee Unit gave two presentations; one on the Newark EMA fiscal year 2007 and a look forward into fiscal year 2008 and the other was an overview of the final allocations for fiscal year 2008. The Care and Treatment Committee provided a report on recommendations already made to the Planning Council regarding Core Services; the Priority Setting Committee will take those recommendations into consideration during the Priority Setting and Resource Allocation process. Members were also asked to begin their Regional Meetings.

The next meeting of the Priority Setting Committee is scheduled for Friday, July 25, 2008 at 9:30 A.M.

7. Grantee Representative Report - Ketlen Alsbrook

Before the Grantee report, Dr. Johnson provided an update on the issues raised at the last Planning Council meeting concerning the execution of Contracts. At the last meeting, there were zero contracts executed from the Grantee/Ryan White Unit. Although the Executive Committee approved and began the writing of a letter to the Mayor; it was not completed because immediately after the meeting, Department of Child and Family Well-Being (DCFWB) Director Maria Vizcarrondo called the Planning Council Chair and Vice-Chair. The Mayor called the next day and assured the Chair and Vice-Chair that he would do whatever he could to move things through the legal department, take actions to make sure this doesn't happen again, and personally contacted and apologized to all the agencies that had to take loans or find

other financing to continue their programs. As of today, twenty-six of the thirty-five contracts have been executed. A template for future contracts and negotiations has been created. Maria Vizcarrondo did attend the Executive Committee meeting held at 3:30pm today but was unable to attend the Planning Council Meeting. Wesley Rodriguez is no longer with the DCFWB; in the interim, Marsha McGowan, Health Officer has been appointed to serve in his former capacity. Marsha took a few moments to introduce herself and her background. Marsha advised that the partnership in the Ryan White Unit would now be Marsha and Ketlen.

Ketlen reported that the CHAMP referral system has been active since September 2007 and has been working great; not just for the providers but for the grantee as well, especially the Quality Management requirements. It tracks all the pertinent information needed for effective Quality Management. The EMR Merger project with the Peter Ho Memorial Clinic at St. Michael's is progressing well. Technicians from CHAMP and Peter Ho have been working together to get all the "kinks" worked out and by the end of Summer/ Early Fall, there will be a process in place where information entered into Logitions will automatically be entered into CHAMP.

8. COORDINATION WITH OTHER HIV-RELATED SERVICES

➤ Report from Community Planning Group (CPG) – Blair Frost (D. Peavy reporting)

Peavy reported that the CPG is having a retreat on July 31, 2008.

The next meeting of the Community Planning Group is a retreat scheduled for July 31, 2008.

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

Johnson reported that the GAC is the process of recommending new members to the Governor's Advisory Council. The membership has not changed in 4-5 years. Recommendations for membership to the GAC are asked to be submitted to Dwight Peavy so he can forward it to Dr. Johnson. The candidate must live in New Jersey. Meetings are held in various locations throughout NJ and they meet once a quarter.

The next meeting for the GAC has been postponed until the fall.

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

Whittle reported that during the Executive Committee, the Grantee assured them that the fiscal conduit, Bob Saunders, CPA will receive an expedited payment to make sure that he is reimbursed for all the expenses he has covered due to the non-execution of a contract to the Planning Council.

Report from Personnel Committee –Glenda Kirkland

No report.

Report from the Research Committee - Deloris Dockrey (Sharon Postel, reporting)

Sharon Postel presented information from her preliminary report on the Key Informant Interviews. Copies of that report are available at the Planning Council Office.

Peavy reported that the committee met on June 16th and is working closely with the Priority Setting Committee, especially on the 2008 Needs Assessment. At the last meeting, Sharon presented an update on the Needs Assessment's Rapid Testing and Client Level Data. Members also discussed preliminary results from the Consumer Survey; with over 300 responses, the data reflects findings from the Key Informant Survey. Peavy also reports that there is a lot of great work being done in this committee and more members are welcome to join.

The next meetings of the Research Committee are scheduled for Monday July 21, 2008 at 10:00am and Monday August 18, 2008 at 10:00 A.M.

Report from Executive Director – Dwight Peavy

Peavy reported there will be a mandatory HRSA training on Friday September 26th. More information will be forthcoming. HRSA has issued the FY2009 grant guidance this week and the grant is due September 29.

NJCRI’s Syringe Exchange program would like to do a presentation to the Planning Council; separate from the Public Testimony they did a few months ago. They would like to give a progress report and update on the implementation of the program. The Council discussed it and felt it would be best for NJCRI to come in after the HRSA grant work has been completed, October or November. Peavy reported that the NEMA News is being put together and all Planning Council members are asked to help in providing information to include in this edition.

Report from By-Laws Committee – Diana Dunker

Dunker disseminated draft copies of the new By-laws and pointed out the changes. Article 3 outlines the duties of the Planning Council, in Article 4, membership requirements were updated as well as duties for all members. One change to add is article 4.12, every planning council member is required to participate in at least 1 committee. Article 6 outlines the new Committee Structure which is the largest change and should be looked at very carefully. As required, the Planning Council is to review these By-laws, submit their questions, comments and concerns to Dwight Peavy as soon as possible. If there are no major changes, the By-laws will be up for Planning Council vote of approval at the August 20th meeting.

10. STATE AND NATIONAL UPDATE - CAEAR Coalition Update

Peavy reported that the Town Hall meeting collaboration with the CAEAR Coalition will not take place due to changes on many governmental levels.

11. OLD/NEW BUSINESS

Clark reported on the new HOPWA Senate Appropriations Committee approval of \$315 million. Orlando Perez reported that there will be a Latino HIV/AIDS awareness event in October. Information will be forthcoming.

12. NEXT MEETING:

*The next meeting of the Planning Council will be held on **Wednesday, August 20 @ 1:30pm at NEMA Planning Council Office, Newark NJ.***

13. ADJOURNMENT

The meeting adjourned at approximately 4:55 p.m.

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

Robert Johnson, MD –Chair

Date