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COMMUNITY SERVICE ADVISORY COMMITTEE

MEETING SUMMARY

THURSDAY, OCTOBER 13, 2011 AT 2:00 P.M.

1. **Welcome and Moment of Silence**

Brenda Hoggard, Co-Chair, called the meeting to order and welcomed all in attendance. A moment of silence was observed for those living with HIV/AIDS and for those who have passed on.

2. **Roll Call**

The roll was called and quorum was established. Lewis Ellis attended the meeting as a guest. Members of the CSAC and staff introduced themselves to Ellis.

3. **Public Testimony and Announcements**

Peavy announced that NEMA will be holding a Quality Management training on Friday, October 28 at the office from 10 AM – 1 PM. The upcoming training is geared towards the community and consumers and will show consumers how they can help improve quality. Members of the other TGAs – Hudson, Bergen, Passaic – have been invited already, and Peavy would like to invite even more individuals. The event is open but registration is required beforehand.

4. **Approval of Meeting Summaries from July 14, August 11, and September 8, 2011**

Kelley motioned to approve the meeting summaries from July, August, and September, Bradley seconded. The summaries were unanimously approved without further discussion.

5. **Updates from Other Committees**

➤ Continuum of Care Committee

Peavy reported that the committee met on Thursday October 13, 2011 at 9:30am and discussed the Standards they have been working on. Case Management Services Non-Medical Standards was reviewed in detail, and two others will be reviewed at another meeting. The Mental Health and Substance Abuse Standards have already been completed. The Planning Council has worked to streamline and update the Standards to give Providers an idea of the minimum level of care clients need. Peavy asked CSAC members to review the Standards and provide any input. The CHAMP subcommittee will be meeting on November 3, at 10 AM, and CSAC members were invited. The next meeting of the COC will be Thursday November 10, 2011 at 9:30am.

➤ Comprehensive Planning Committee

Washington reported that the CPC met on Friday, September 9th and September 16th, 2011. The committee completed the FY'2012 Priority Setting and Resource Allocation Process and submitted the recommendations to the Planning Council at the September meeting. The Planning Council approved the recommendations at the October meeting. The next meeting of the CPC will be Friday November 4, 2011 at 9:30am.

➤ Research and Evaluation Committee

Peavy reported that the REC did not meet in September. The committee is finalizing the Needs Assessment and will review it at the Monday, October 17 meeting. The committee will also review the Executive Summary of the Self-Assessment and the Assessment of the Administrative Mechanism. The report for the latter will be completed soon, as per the HRSA mandate.

6. Old/New Business

Discuss the 2012 Day of Learning

Adams-Jarrells reported that The Magic Johnson Foundation's website has a list of grant opportunities available and a generalized grant application. Once numbers are available for the Day of Learning, the application can be submitted and the Foundation will help determine which foundations and corporations can help fund the event. The Shaquille O'Neal Foundation is much more obscure and a search for their funding was not fruitful; it turned up more merchandise than anything else.

Hoggard briefly reviewed the Day of Learning and reiterated that the tentative dates are Friday October 19 or 26, 2012. The CSAC chose the date because it will be easier for youth to attend the event on a Friday earlier in the school year, before exams begin.

Some research has indicated that the Victoria Foundation funds primarily new organizations. The four areas the Foundation focuses on are education, neighborhood development and urban activities, youth and families, and environment. The Day of Learning may not fall directly within in these priorities, but NEMA can probably make the case that the Day of Learning is worthy of Victoria Foundation funding. The application for their funding must be complete by January 15, 2012 in order to receive money for October 2012. Hoggard spoke with Celina at UMDNJ. The school did not agree to partner with NEMA for the event, but is willing to assist. Celina suggested limiting the focus on youth to a few schools. Hoggard will speak with Celina after this meeting. Diane Hawkins, a youth advocate, agreed to participate in the Day of Learning. A POF advocate at Bloomfield College has agreed to provide contact information for school administrators. Hoggard has also drafted a letter to send to Dr. Michael Fowlin, a Morristown based who does a lot of youth-focused work. Hoggard has not had luck contacting Queen Latifah. Local talent is another option.

Additional funding sources include United Way, the Hyacinth Foundation, and Newark Now. Saffiyah Holliday of Newark Emergency Services has agreed to look into these. Peavy will look into venues and reaching out to UMDNJ. Rutgers is available as a venue. Anita Walley at UMDNJ may be able to provide some resources. Peavy emphasized that the CSAC needs to lay out the objectives for the Day of Learning before applying for any grants, as those objectives will be important in the grant applications. Peavy said CSAC should begin applying for funding as early as November. A large enough grant (approximately \$10,000) could cover the event's costs and perhaps eliminate the need to find a partner organization.

Washington reported that he spoke with High Tops. The group would like more information about the event. They have indicated that collaboration is possible, but funding is not. Washington will be meeting with the Newark LGBTQ Advisory Commission next week to see how the city of Newark can help with the event. Washington has also been in touch with the CDC, which funds school based work and programs. If the Day of Learning is tied to the school programs, the CDC could potentially help with funding. Additionally, Washington reported that the Robert Treat hotel in Newark is available for the days of interest. The price for either day is the same.

Hoggard put forward some issues to include in the workshops and discussions during the event, including bullying, suicide, sexual identity, and relationships. More topics can be added in the course of event planning. Speakers could discuss the issues, and participants could have discussions in small groups immediately following. A discussion about the age range to target followed, with agreement that 16-21 year olds are the right group to target. One committee member noted that it is very difficult for adults and the CSAC members to plan an event for the youth without their input. Getting the youth to show up is difficult; a committee member pointed out that it may be hard to get the schools to bring students to the event *and* that it will be hard to convince students to come to the event after class. Peavy suggested having a two-prong event – holding an event similar to previous Days of Learning while trying to expand it and bring in the students. This would let the event go forward in the event that the youth outreach fails.

There are a lot of unresolved issues if bringing a lot of youth in is to occur. Busing/ transportation may be an issue if students are going to attend the Day of Learning as a field trip. The school PTAs may provide a way to reach out to schools. Speaking at schools may also be effective, and may be more effective than trying to bring students/young people into the event. Ellis noted that youth speakers at schools and/or the event may be the most effective way to reach out to young adults. A subcommittee for figuring out how to include the youth was formed to expedite the process and complete it in time for grant applications. Hoggard asked that the subcommittee meet more than once a month in order to get the ball rolling. The subcommittee will meet next Friday, October 21 at 2:30 PM.

7. **Date of Next Meeting: Thursday, November 10, 2011 at 2:00 p.m.**
8. **Adjournment : 3:30pm**