

New Jersey HIV Planning Group General Assembly Meeting Agenda

Thursday, January 18, 2024

Hybrid via In person and ZOOM Video Conference
East Orange Family Success Center | 132 S Harrison St, East Orange, NJ 07018

1:00 pm – 4:00 pm

Chelsea Betlow
Government Co-Chair

Jaivon Lewis
Community Co-Chair

Martha Chavis
Community Vice-Chair

***Please note all times are approximate**

12:30 pm	Lunch	
1:00 pm	Welcome & Moment of Silence	Jaivon Lewis
1:05 pm	Review & Approve Agenda Review & Approval of October Minutes	Jaivon Lewis
1:15 pm	By-law Revision Approval <ul style="list-style-type: none"> • Section 2.11 Removal for Non-Attendance • Section 2.15; Leave of Absence • Section 2.16 Alternates 	Jodi Riccardi
1:30 pm	Community Vice-Chair Election	Jodi Riccardi
1:40 pm	New Member Ratification & Pinning Ceremony Thank You to the Members Terming Out	Jodi Riccardi & Laurie Litt
1:50 pm	October Meeting Evaluation Review	HCPST
2:10 pm	Break	
2:30 pm	2023 End of Year Report & 2024 Workplan	HCPST
2:50 pm	DHSTS Update Medicaid, Medicare and aging with HIV updates Chat with Chelse	Chelsea Betlow
3:05 pm	EHE Update	Gabrielle Ferrigno



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3:20 pm	Partner Updates <ul style="list-style-type: none">• Newark Eligible Metropolitan Area (NEMA)• Middlesex, Somerset, Hunterdon Transitional Grant Area (Middlesex-Somerset-Hunterdon TGA)• Hudson TGA• Bergen Passaic TGA• Philadelphia Office of HIV Planning	
3:45 pm	Chat with Chelse/ Member Announcements	Martha Chavis
3:50 pm	Community Announcements	Jaivon Lewis
3:55 pm	Evaluation	HCPST
4:00 pm	Adjournment	Jaivon Lewis
Next meeting: Thursday, April 18, 2024 (Central Region)		

HCPST – HIV Community Planning Support Team



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ATTENDANCE

NJHPG Member

Abraham Corsino	P	Kelly Williams	P
Anjettica Boatwright	P	Laurie Litt	P
Allison Delcalzo-Berens	P	Martha Chavis	P
Angela Brandle	P	Michelle Harvey	P
Amir Gatlin-Colon	P	Monique Springer	P
Chad Balodis	P	Rafael Kaipa Llovera	P
Chelsea Betlow	P	Ric Miles	P
Claudia Ortiz	P	Robert Lord-Schell	P
Crystal Mitchell	P	Roger Lester	P
Denise Brown	A	Rosie Ruiz	P
George Lowe	P	Samarie Rivera	P
Jaivon Lewis	P	Saquan Stevenson	P
Jamir Tuten	P	Shalik Thompson	P
Johanne Rateau	P	Stephanie Berroa-Allen	P
Jose Avilla	P	Tammara Bryant	P
Karen Jenkins	E	Travis Love	P

NJHPG Committee Member

Karen Walker; Kathleen O'Brien; Carla-Ann Alexander; Debbie Mohammed

Non-Voting Members

Albayyinah Sloane; Alex Flores; Alicia Gambino; Alison Modica; Aliya Roman; Ashley Bramble; Beth Hurley; Carol Vincent; Charla Cousar; Cynthia Mimmo; Ed Baron; Elle Pscal; Eric Sherr; Gabrielle Ferrigno; Georgett Watson; Greg Langan; Ian; Ingrid Floyd; Jacques Joseph; Jahnae Morgan; Jenn; Jerome



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Pipes; Joanne Corbo; Joe Sirak; Jonathan Ruberte; Juliet Roberts; Karyn Berk; Khadijah Reid; Kristen Ehlers; Kyle Shupp; Lara Dykstra; LaShon Gray; Laura; Leonard Norris; Manny Gamarra; Mary Nolan; Melanie Mercado-Miller; Melissa Knott; Michael Hager; Mino Christian; Mishta Stanislaus; Mumah Tawe; Nahid Suleiman; Oscar Amaechina; Patricia Canning; Paul Cate; Rafael Perez-Figueroa; Ray; Raymond Welsh; Rekha Damaraju; Renee Cirillo; Shwetha Kamath; Steve Novis; Steven Dunagan; Susan Burrows-Clark; Syd Rosen; Timothy Daniels; Tracy; Tri Nguyen; Veronica Siringano; Zakiyyah Hutchins

HIV Community Planning Support Team

Dottie Dowdell	P	Taylor Lightner	P
Selena Aponte	P		

P- Present; A- Absent; E -Excused; LoA – Leave of absence



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AGENDA	
Item	Discussion
Welcome and Moment of Silence	Jaivon Lewis began the meeting at 1:15 pm, followed by a moment of silence for those recently lost within the community.
Approval of the Agenda	Jaivon Lewis reviewed the Agenda. Jaivon asked for a motion to approve the Agenda for today’s meeting. Jodi Riccardi motioned, seconded by Anjettica Boatwright. HCPST conducted a vote, the motion passed.
Approval of Meeting Minutes	Jaivon Lewis asked for a motion to approve July 20, 2023, meeting minutes. Ric Miles motioned, seconded by Claudia Ortiz. CPST conducted a vote, the motion passed.
By-law Revision Vote	<p>Jodi Riccardi introduced herself as one of the Governance Co-Chairs for NJHPG. She explained the need for the planning body to have time to complete new business such as approving Agendas, Minutes, and Bylaws. The Governance Committee has the responsibility to ensure that the Bylaws are up to date and working in accordance to have a functional planning body. The items discussed since October were the Removal for Non-Attendance, Leave of Absence, and Alternates. The new policies listed below were voted on & passed.</p> <p>Revised Leave of Removal for Non-Attendance Policy: B. Effective Resignation. If a member is in danger of failing to satisfy the meeting attendance requirement as described in Section 2.9, the Governance Committee shall work with the NJHPG Support Team to send out a warning letter (refer to Appendix E, Exhibit A) to notify the non-attending member in writing that unless attendance immediately improves, the Governance Committee will remove the non-attending member from membership for failure to meet attendance requirements (refer to Appendix E, Exhibit B).</p>



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C. Response period. The NJHPG shall allow the member **who is out of compliance with attendance requirements thirty (30) calendar days from the date of the effective resignation letter to respond in writing with completed appeal form (refer to Appendix E, Exhibit C).**

D. The NJHPG Membership Application shall clearly state attendance requirements, estimate the typical number or range of hours per month required to meet these requirements, and ask applicants to indicate by signing the application that they understand and are prepared to meet these requirements. These requirements shall be discussed at interviews with prospective members, and all new members shall be asked to sign a member agreement that includes a commitment to meet these requirements.

E. Appeal Process. Once an appeal is submitted, Executive Committee will review within sixty (60) days. During the appeal process, all Member Attendance requirements will be upheld until the appeal is completed. Each member is allowed to submit no more than one (1) appeal in a 12 month period or two (2) within a membership term.

Revised Leave of Absence Policy:

2.15 Leave of Absence. A NJHPG member may request from the Executive Committee an approval for a leave of absence of not more than three (3) months. A leave of absence may be granted by the Executive Committee by a majority vote of the Committee, at its discretion, for reasons including but not limited to serious illness of the member or a close family member in their care, professional responsibilities that make it impossible to attend NJHPG and standing committee meetings for a limited



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	<p>period of time, or other pressing personal reasons. A member may request a leave of absence no more than twice within a two-year period and may not request a second leave of absence before returning to service and meeting attendance requirements for a period at least equal to the previous leave of absence. If unable to return by the date originally anticipated, a member may request extension of the leave of absence to the maximum duration of six (6) months. If granted, the total period will be considered a single leave of absence. A member who is on a leave of absence shall not be counted as an active member in determining quorum. To request a leave of absence, members must submit the form listed in Appendix G, Exhibit A. If denied, the member will be required to meet membership requirements as they are written.</p> <p><u>Revised Alternates Policy:</u> 2.16 Alternates. Any member granted a leave of absence may designate an alternate who can carry a proxy vote in the member's absence at the NJHPG General Assembly Meeting only. Alternates must be selected from the pool of current committee members as described in Section 5.7. Members on a leave of absence requesting an alternate must provide the NJHPG Executive Committee written notice of the name of the alternate using the form in Appendix G, Exhibit A.</p>
<p>Community Vice-Chair Election</p>	<p>The nominees for Community Vice-Chair were Johanne Rateau, Jo Serpico, and Shalik Thompson. Each of the nominees gave a 2-minute speech prior to voting.</p> <p>The HCPST shared a QR Code for voting. Johanne Rateau was elected Community Vice-Chair.</p>



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<p>Thank You to Members Terming Out</p>	<p>Jodi Riccardi and Martha Chavis were recognized because of terming out. Jaivon Lewis gave a speech and they were both presented with a letter of recognition, a certificate, and an NJHPG Challenge Coin to show appreciation from NJHPG.</p>
<p>Meeting Evaluation Review</p>	<p>The HCPST provided a summary of the October meeting evaluation. The following was identified:</p> <ul style="list-style-type: none"> • 38 respondents (15 Members, 6 Committee Members & 17 Non-voting attendee) <ul style="list-style-type: none"> ○ Majority from Northern region followed by Central and Southern, respectively ○ Majority representation from Ryan White Grantees, Other, then NJ State Employee, then community member • 39% In person and 61% virtual attendance • Meeting Accessibility; 66% Agreed, 31% Neither Agree or Disagree, and 3% Disagreed • Comfortability Participating; 95% Agreed, 5% Neither Agree nor Disagree • Preparation Before the Meeting; 89% Agree, 11% Neither Agree nor Disagree • Understanding of Materials/Content; 100% Agreed • Time for Input; 95% Agreed, 5% Neither Agree nor Disagree • Flow of the Meeting; 95% Agreed, 5% Neither Agree nor Disagree • Attendance at Future Meetings; 97% Agreed, 3% Neither Agree nor Disagree • Requested meeting topics <ul style="list-style-type: none"> ○ Harm reduction updates ○ Always housing opportunities and what can we do about it. ○ Housing, Awareness towards marginalized populations highlighted by NJEHE. ○ Housing ○ NJ Adopting Florida’s testing an linkage model ○ Ideas for developing a pipe line for future providers. There needs to be an investment in local community colleges to possibly train future public health



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	<p>providers.</p> <ul style="list-style-type: none"> ○ None at this time ○ None ○ N/A (x2) ● Final Comments <ul style="list-style-type: none"> ○ Having the deputy commissioner here was an amazing experience, listening to her experience and especially giving the boots on the ground the ability have the floor and express concerns to someone of her position was exactly why I was so excited to join NJHPG and ○ Please provide some of the food options without condiments already added :(○ I think it was fantastic that Dr Hathi attended! Jaivon did a wonderful job, as well as the Support team! Go Dottie, Melanie, and Selena! ○ We should have a Holiday Party lol ○ See above has now energized me! ○ Staffing crisis was discussed today. Would add that the on addition to limited workforce and long recruitment time tables, the time to onboard new staff can be extensive. I've had to train myself to do testing because of the lack of availability of testing training through Rutgers. The Jefferson program has been outstanding quality but the pathways can take months. Can take up to 5 months after start date for new staff to take full burden off other staff. In the meantime PrEP caseloads are high, increased burnout of testing staff, documentation is delayed, and quality projects are on hold because we're all just putting out fires. Digital training options with guidance for managers to reinforce concepts would go a long way in expediting training. ○ Meetings are always full of good and needed information ○ Great meeting, especially with availability of Deputy Commissioner & receptivity to
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	<p>questions</p> <ul style="list-style-type: none"> ○ “It was very nice to meet Dr. Hathi thank-you” ○ Agree – staffing shortages, overdose & substance use, rising syphilis rates & treatment shortages, housing insecurity and the influx of undocumented persons are challenges we are facing!!! ○ None (x2) ○ N/A (x4)
<p>NJHPG Year End Review for 2023</p>	<p>The Support Team shared a presentation that included the Year End Review for 2023 and the 2024 Work Plan.</p> <p>Within this presentation The Support Team reviewed 2023 Membership, Leadership Retreats, Co-Chair Coordination Calls, Committee Meetings, and Cycle 1 Activities.</p> <p>There were 25 Activities in Cycle 1:</p> <ul style="list-style-type: none"> • Integrated Plan – 3 • Priority Setting – 13 • Community Engagement – 6 • Data and Research – 3 <p>Of these Activities, 9 were completed across the working committees and will be reviewed at the next Executive Committee Meeting.</p> <p>The presentation then displayed successes from 2023 areas of improvement for 2024.</p> <p>The Support team then shared the 2024 Work Plan and explained the restructuring of the Data & Research Committee to become a resource and action item hub for the other working Committees. Below are the Activities listed in the shared 2024 Work Plan:</p> <ul style="list-style-type: none"> • Integrated Plan <ul style="list-style-type: none"> ○ Integrated Plan Review (January-February) ○ Program Activity 1.1 (March-April) ○ Assign Cycle 3 Activities (May-June) • Priority Setting



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	<ul style="list-style-type: none"> ○ System Activity 1.1 (January-February) ○ Program Activity 2.1 (March-April) ○ Program Activity 2.2 (May-June) ● Community Engagement <ul style="list-style-type: none"> ○ Stigma Activity 1.1 (January-February) ○ Program Activity 1.2 (March-April) ○ Program Activity 1.3 (May-June) <p>The Support Team concluded the presentation by sharing the 2024 Calendar.</p>
<p>DOH DHSTS Updates</p>	<p>Chelsea Betlow shared the following updates on behalf of the DOH DHSTS:</p> <p><u>1. Harm-Reduction Expansion</u></p> <ul style="list-style-type: none"> ● DHSTS was able to fund the following agencies for harm reduction: <ul style="list-style-type: none"> ○ Hyacinth ○ South Jersey AIDS Alliance ○ NJCRI ○ VNA ○ Camden AHEC ○ New Jersey Harm Reduction Coalition ○ C-Change ○ PROCEED ○ Center for Prevention and Counseling ○ Newark Community Street Team ○ Integrity ○ Rescue Mission of Trenton ● Chelsea Betlow also shared information on how to become an authorized harm reduction center. <p><u>2. Bill was passed by the Governor to expand access to Harm Reduction Supplies</u></p> <ul style="list-style-type: none"> ● A link to more information on the bill was provided. <p><u>3. DHSTS is now accepting RFAs for Public Health Detailing and HOPWA.</u></p> <p><u>4. HIV Testing Coordinators Meeting</u></p>



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	<ul style="list-style-type: none"> The meeting occurred in December and was centered around the website and self-testing in New Jersey. <p><u>5.DHSTS Webinar Series</u></p> <ul style="list-style-type: none"> The 2-part Webinar will start in March and will focus on routinized HIV testing in New Jersey. <p><u>6. DHSTS developing standardized processes for cluster detection and response.</u></p> <ul style="list-style-type: none"> Every other month surveillance reports whether or not there are any clusters and gives a profile of risk categories. Information is then disseminated, often through health alerts. They are currently deciding the best way to update HPG on clusters. <p><u>7. The CDC has extended the current funding without providing additional funds.</u></p>
<p>Partner Updates</p>	<p><u>EHE Updates:</u> Gabrielle Ferrigno and Michael Hager provided the following updates:</p> <ul style="list-style-type: none"> EHE has been working on a grant for a state-wide awareness campaign that will focus on self-testing and PrEP. EHE has also been working on My Voice Our Stories and Dear Rosa. <ul style="list-style-type: none"> Dear Rosa was designed for monolingual Spanish-speaking women to give their stories. They are currently conducting interviews for this program across the state of New Jersey. A link to more information was provided. These stories will then be coded and used as a data source. <p><u>Newark Eligible Metropolitan Area (NEMA):</u> Aliya Roman provided the following updates:</p> <ul style="list-style-type: none"> NEMA is currently prepared for their site visits. NEMA has been looking at their Needs Assessment from 2022 and they chose to focus on barriers to linkage to care. Barriers they



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	<p>identified were:</p> <ul style="list-style-type: none"> ○ Client readiness to receive care ○ New to care ○ Transfer of care ○ Data entry errors <ul style="list-style-type: none"> • NEMA is also in the process of creating a Year-End Report. <p><u>Middlesex-Somerset-Hunterdon TGA:</u> Minoo Christian provided the following updates:</p> <ul style="list-style-type: none"> • They just underwent a restructuring last year, so their committees have started on their new Work Plan. • They are also in the process of creating a Needs Assessment. • One change from the past year was monthly presentations to engage participants. • The Mentorship and Outreach Committee planned a World AIDS Day last year and they are currently planning this year's event. <p><u>Hudson TGA</u> Hudson TGA was not present and therefore did not provide an update.</p> <p><u>Bergen Passaic TGA</u> Ric Miles provided the following updates:</p> <ul style="list-style-type: none"> • Bergen Passaic TGA is currently in the process of restructuring. • They are also attempting to host non-traditional general planning meetings with the hopes of capturing more feedback from community members. • They are in the process of planning a few community forums. <p><u>Philadelphia Office of HIV Planning:</u> The Philadelphia Office of HIV Planning had no new updates.</p>
<p>Community Announcements</p>	<p>Jaivon Lewis opened the floor for Community Announcements.</p>



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	<p>Iris House announced that they are hosting a Conference in May.</p> <p>A guest announced that there is an opening for a Program Coordinator Position at Rutgers. They shared a link in the chat for more information.</p> <p>Ed Baron brought attention to some of the battles he has been facing due to aging with HIV. Some of the concerns he stated were:</p> <ul style="list-style-type: none"> • Eligibility for Medicare/Medicaid • Access to Services • Quality of Care for those Aging with HIV <p>He urged attendees to continue to try to find resolutions to assist people who are aging with HIV.</p>
<p>Adjournment</p>	<p>HCPST shared the Meeting Evaluation and reminded attendees that the next General Assembly Meeting will be on April 18, 2024.</p> <p>Jaivon Lewis adjourned the meeting at 4pm.</p>



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