

New Jersey HIV Planning Group

Priority Setting Committee Meeting Agenda

Wednesday, November 13th, 2024
Electronic Meeting via ZOOM Video Conference

Anjettica Boatwright
Co-Chair

Samarie Rivera
Co-Chair

The Priority Setting Committee is responsible for understanding and accessing where services are now and where they need to be.

***Please note all times are approximate**

10:00am	Welcome & Moment of Silence Establish Agenda & Review Meeting Minutes	Samarie Rivera
10:15am	Evaluation Review & NJHPG Overview	HCPST
10:25am	New Business <ul style="list-style-type: none"> • System Activity 3.4 Education Didactic • Draft System Activity 3.4 Data Request Volunteer: Jess Diaz	Samarie Rivera & Anjettica Boatwright
11:40am	Priority Setting Committee Agenda Next Meeting: December 11th, 2024	Samarie Rivera
11:45am	New Announcements	Anjettica Boatwright
11:55am	Meeting Evaluation	HCPST
12:00pm	Adjournment	Anjettica Boatwright

HCPST – HIV Community Planning Support Team

Voting Members (Quorum; 3) - Samarie Rivera, Claudia Ortiz, Kevin Taylor, Amy Pereira, Anjettica Boatwright



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Cycle 3 Activities

July 2024- February 2025

System Activity 3.1: Integrate programs to address the syndemic of HIV, STIs, viral hepatitis, substance use, and mental health disorders in the context of social and structural/institutional factors, including stigma, discrimination, and violence. (NHAS 4.1)

System Activity 3.2: Increase coordination among and sharing of best practices from HIV programs across all levels of government (federal, state, tribal, local, and territorial) and with public and private health care payers, faith-based and 60 community-based organizations, the private sector, academic partners, and the community. (NHAS 4.2)

System Activity 3.4: Foster public-private-community partnerships to identify and scale up best practices and accelerate HIV advances. (NHAS 4.4)



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New Jersey HIV Planning Group
Priority Setting Committee Meeting Minutes

Wednesday, October 9th, 2024
 Electronic Meeting via ZOOM Video Conference

ATTENDANCE			
NJHPG Member			
Anjettica Boatwright	P	Kevin Taylor	A
Claudia Ortiz	P	Monique Springer	P
Johanne Rateau	P	Samarie Rivera	P
Jaivon Lewis	P		
Committee Member			
Amy Pereira	P		
Non-voting Attendees			
Abel Saldana, Alicia Parker, Carol Vincent, Jailah Morrison, Jerome Pipes, June Dowell-Burton, Karyn Berk, Nahid Suleiman, Raymond Welsh, Renee Cirillo			
HIV Community Planning Support Team (HCPST)			
Dottie Dowdell	P	Taylor Lightner	P
Selena Aponte	P		

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



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AGENDA

Item	Discussion
Welcome and Moment of Silence	Samarie Rivera welcomed attendees and began the meeting at 10:04 am. She then led the committee in a moment of silence to honor those lost to HIV and those still fighting the virus.
Community Agreements	<p>Before reviewing the Agenda, Samarie Rivera shared that she would like to start by establishing a few Community Agreements for this Committee. She opened the floor and the Committee came up with the following:</p> <ol style="list-style-type: none"> 1. ELMO – Enough Let’s Move On 2. Don’t Yuck My Yums – Don’t judge or criticize others <ol style="list-style-type: none"> a. Educate ignorance to prevent it from happening again rather than judging it 3. Actively Participate <ol style="list-style-type: none"> a. Cameras On b. Answer/Ask Questions/Be Responsive 4. One Mic <ol style="list-style-type: none"> a. Don’t interrupt others b. WAIT to speaks <ol style="list-style-type: none"> i. WAIT – Why am I talking? Is it relevant to the conversation or topic being discussed? 5. Vegas Rule – What happens in committee meetings STAYS in committee meetings (in regard to personal information) 6. Have Patience 7. Extend Grace
Approval of Agenda & Meeting Minutes	<p>Samarie Rivera reviewed the meeting Agenda. Claudia Ortiz motioned to approve the Agenda, seconded by Anjettica Boatwright. The Agenda was voted on and approved.</p> <p>The Support Team presented the September Meeting Minutes. Anjettica Boatwright motioned to approve the Meeting Minutes, seconded by Kevin Taylor. The Meeting Minutes were voted on and approved.</p>



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<p>Review of September Evaluation</p>	<p>The Support Team reviewed the September Meeting Evaluation with attendees. There were 8 people who responded to the evaluation; 5 NJHPG Members, 0 Committee Members, & 3 guests.</p> <ol style="list-style-type: none"> 1. I felt prepared to participate in the meeting discussion. <ul style="list-style-type: none"> • 4 Strongly Agreed, 3 Agreed, 1 Somewhat Agreed 2. What questions do you have for DHSTS? <ul style="list-style-type: none"> • None at this time, None, N/A (x5) • No. Sound meeting. • I wished DHSTS provided more information about their plan to have a universal data system. 3. What additional topics would you like discussed or featured at future Priority Setting meetings? <ul style="list-style-type: none"> • None at this time, None (x3) • A NJHPG NETWORKING SUMMIT FOR ALL PROVIDERS! 5. Final Comments, Questions, Concerns <ul style="list-style-type: none"> • Great meeting • Everything is very successful • The meeting is well run and I like that it is interactive. Members should be mindful when they speak for longer than necessary and begin sharing personal feelings that are not necessary state issues. Maybe local issues should be brought up to specific local meetings. • Great meeting! • This meeting was engaging and informational today with a lot of great ideas, I am glad to be a part of the Priority Setting Committee.
<p>NJHPG Overview</p>	<p>The Support Team then transitioned to present an NJHPG Overview PowerPoint. This presentation highlighted:</p> <ul style="list-style-type: none"> • The Purpose of NJHPG • The Goal of the Priority Setting Committee • The 5 Priority Populations (outlined in the Integrated Plan) • The Cycle 3 Work Plan



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<p>Old Business</p>	<p>The Co-Chairs then transitioned the Committee to Old Business which was to finalize the recommendations for System Activity 3.2. The Committee was unable to completely finalize this recommendation, but their drafted work is listed below. They will finalize this recommendation at the beginning of Novembers' meeting.</p> <p>System Activity 3.2; Increase coordination among and sharing of best practices from HIV programs across all levels of government (federal, state, tribal, local, and territorial) and with public and private healthcare payers, faith-based and 60 community-based organizations, the private sector, academic partners, and the community. (NHAS 4.2)</p> <p>Action Steps:</p> <ol style="list-style-type: none"> 1. Develop and use a single database across the entire state of New Jersey to increase coordination and sharing. <ol style="list-style-type: none"> a. <i>Stakeholders Involved/Needed</i> <ul style="list-style-type: none"> • DHSTS, PLWHA, Agencies, Physicians, Faith-Based Organizations, Pharmaceutical Partners, Community-Based Organizations, Outreach Ministries, Local/County Government b. Is this task measurable? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Deliverables;</i> <ul style="list-style-type: none"> • Record the same customer numbers across all platforms in order to keep track of coordination. • Determine the most suitable database (CAREWare, CHAMP, eCOMPAS) or create a way to communicate across platforms. c. <i>Due by; 07/01/2025</i> <ol style="list-style-type: none"> 2. Host a statewide Day of Learning for specific populations for the purpose of sharing best practices (include social workers, case managers, and outreach ministries, etc). <ol style="list-style-type: none"> a. <i>Stakeholders Involved/Needed</i>



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	<ul style="list-style-type: none"> • DHSTS, PLWHA, Agencies, Physicians, Faith-Based Organizations, Pharmaceutical Partners, Community-Based Organizations, Outreach Ministries, Local/County Government <p>b. Is this task measurable? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Deliverables;</i></p> <p>c. <i>Due by;</i></p> <p>3. Recommend that Agencies form MOAs with private practices to increase coordination and sharing of best practices.</p> <p>a. <i>Stakeholders Involved/Needed</i></p> <ul style="list-style-type: none"> • DHSTS, PLWHA, Agencies, Physicians, Faith-Based Organizations, Pharmaceutical Partners, Community-Based Organizations, Outreach Ministries, Local/County Government <p>b. Is this task measurable? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Deliverables;</i></p> <ul style="list-style-type: none"> • Recommend that CHW’s use the Dear Colleague Letter to bridge the gap between practices. • Medical and Non-medical Case Managers can also assist with outreach and sharing of best practices. • Identify gaps and specific challenges agencies face. • MOAs should address: <ul style="list-style-type: none"> ○ Identified gaps that specific agencies do not cover ○ Insurance barriers. ○ Complementary services available through Ryan White funded service providers that private practices may not be aware of. • Collaborate with stakeholders to create and implement incentives. <p>c. <i>Due by; 7/01/2025</i></p>
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Attendee Announcements	<p>Anjettica Boatwright transitioned the Committee to New Announcements.</p> <p>The Support Team shared that there is a Program Assistant position open at Rutgers FXB. They also dropped more information in the meeting chat. They also shared that the registration for General Assembly is soon closing and asked for individuals to register if they have not done so already.</p>
Next Committee Meeting November 13th, 2024	<p>The next meeting will be on November 13th from 10am to 12pm.</p> <p>The next General Assembly meeting will be on Thursday, October 17th from 1pm-4pm in Trenton.</p>
Evaluation	HCPST shared a link to the meeting evaluation.
Adjournment	Anjettica Boatwright adjourned the meeting at 11:52 am. Motioned by Johanne Rateau, seconded by Claudia Ortiz.

Meeting Documents

- DRAFT NJHPG Priority Setting Committee Agenda_10.9.24
- DRAFT NJHPG Priority Setting Committee Meeting Minutes_9.11.24
- DRAFT PS System 3.2 Recommendations



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