



# Planning Council

## MEETING SUMMARY

**Wednesday, September 18, 2019 1:30 – 3:00PM**  
 Willing Heart Community Center  
 555 Martin Luther King Blvd. Newark, NJ 07102

Present	Excused Absences	Unexcused Absences
1. Janice Adams-Jarrells 2. Ann Bagchi, PhD 3. Natalie Brown-Muhammad 4. Kendall Clark 5. Cezar Dumago (Secretary) 6. Wanda Figueroa, MD 7. Juanita Howell 8. Elizabeth Kocot 9. Joann McEniry (Vice-Chair) 10. Patricia Moore (Treasurer) 11. Vieshia Morales 12. Debbie Morgan 13. Walter Okoroanyanwu, MD 14. Aliya Onque (Non-Voting) 15. Dominga Padilla, MD 16. Warren Poole 17. Sharon Postel (Non-Voting) 18. Providencia Rodriguez 19. War Talley 20. Calvin Toler	21. Ketlen Alsbrook 22. Dr. Robert L. Johnson (Chair) 23. Mario Portilla 24. Ricardo Salcido	25. Wali Bradley 26. James Carrington 27. Rev. Don Ransom

**Guests:** Brian Harris, War Talley, Lynnette Abdul Waliyy, Angela Vivar, Charla Cousar, Isaac Green (HOPWA), Cindy Mimmo (New Jersey Department of Health), Jeremiah Cohen, Valerie Blenman, Claudia Ortiz, and City Clerk’s Representative.

**Support Staff:** Tania Guaman, Vicky Saguy

### 1. Oath Ceremony

A representative from the City of Newark Clerk’s office conducted the Swearing In ceremony for renewals and for a new member. Those who participated in the Oath ceremony included: Janice Adams-Jarrells, Natalie Brown-Muhammad, Dr. Wanda Figueroa, Debbie Morgan, Providencia Rodriguez and War Talley. The certificates of the Oath of Office were distributed to participating candidates. A signed certificate will be kept by members, while the signed copy will be submitted to the City Clerk for the record.

## **2. Welcome & Moment of Silence**

Joann McEniry, Vice-Chair, called the meeting to order at 1:32 PM. McEniry welcomed all attendees and called for a moment of silence for those affected, for those who have passed, and those living with HIV/AIDS.

## **3. Roll Call**

Cezar Dumago, Planning Council Secretary, conducted the roll call for this meeting. Quorum was established.

## **4. Public Testimony**

There was no public testimony.

## **5. Approval of the Meeting Summary from July 17, 2019.**

Joann McEniry, Vice-Chair, called for a motion to approve the meeting summary from July 17, 2019. Kendall Clark motioned to approve. Several members second the motion. The following edits were recommended: Elizabeth Kocot reported that she will not in attendance in July so her absence will be excused. Ketlen is a voting member of the Planning Council. Sharon Postel is a non-voting member of the Planning Council. There were no abstentions. The July 17<sup>th</sup> meeting summary was approved with recommended edits.

## **6. Report from the Recipient**

Aliya Onque, Recipient, provided the Recipient's report. Onque reported the following:

- The Recipient is working on the FY2020 Ryan White Part A Funding Application due to HRSA by September 30<sup>th</sup> with a maximum request of \$13,129,646.
- The Recipient is also working on the FY2020 End the Epidemic Application due on October 15<sup>th</sup>, with a maximum request of \$4 Million. The Recipient's Office has merged both the Part A and the ETE funding applications on their proposal.
- The Recipient is also developing the FY2020 Proposals that will be issued to the subrecipients for Part A funding and it is anticipated to be complete by next week.
- In addition, Ketlen Alsbrook will meet with Christopher Menschner (Assistant Commissioner) to discuss the State's End the Epidemic Initiative. The meeting will take place two weeks from now.
- The NEMA website overview was presented at the September CPC Meeting

Dr. Figueroa asked for more details about the End the Epidemic initiative's goal and application. Aliya Onque stated that the application funding is for a 5-year period. Kendall Clark stated that the goal of the End the Epidemic is to eradicate the HIV epidemic by 75% in 2025 and by 90% in 2030.

Dr. Figueroa also reported that a discussion about the Public Charge Rule was held at the last COC meeting. She mentioned that a new case was found today before the Planning Council meeting. Figueroa reported that a Venezuelan patient noted that her lawyer advised her to stop receiving public benefits if she wished to stay in the U.S. Dr. Figueroa noted that the End the Epidemic is trying to eradicate the HIV epidemic to 75% by 2025 yet, the Public Charge Rule prevents patients from getting critical care they need. Dr. Figueroa also stated that she spoke with Ketlen Alsbrook

(Recipient) about previous cases and asked the Planning Council if they have seen similar cases at their agencies. Joann McEniry, Vice-Chair, clarified that Dr. Figueroa was referring to the Public Charge Rule and mentioned that, unfortunately, the rule will affect Ryan White consumers. McEniry also reported that this issue was discussed at the CPC meeting, and that members have the same concerns as Dr. Figueroa. Cezar Dumago, Secretary, stated that even people who have food stamps could be affected. Dr. Figueroa mentioned that ADAP's information goes to Medicaid and that could potentially affect people's legal status under the Public Charge Rule. Joann McEniry mentioned that this is a conversation to have with the Recipient's Office. Ann Bagchi, Ph.D. suggested that members find a way to keep track of the impact this rule on Ryan White consumers. Cezar Dumago, Secretary, made a recommendation that the Council invite an immigration lawyer to discuss this issue. McEniry added that an educational presentation could be given on this issue.

Debbie Morgan emphasized the severity of this rule because it could affect everyone who receives public benefits including housing, school lunches and others since some programs are connected. Morgan also stated that this rule is not retroactive, and it will take effect on October 15, 2019. McEniry suggested that more information about the Public Charge Rule be sent to the Recipient's office so that it could be shared with the Planning Council. Lynette Abdul Waliyy from Newark Beth Israel stated that Charity Care does not turn any patient away and that it does not affect their immigration status. Ann Bagchi, Ph.D. clarified that the Public Charge Rule may affect people who already have a green card. War Talley wanted a clarification as to why school lunches might be considered a Public Charge. Morgan stated that two rules are taken into consideration to obtain benefits. One rule is that the individual is under the 400-poverty level. The second rule is that the individual is eligible for social security, Food Stamps, and/or TANF. Then, both of these instances are also eligible for school lunch, which, similar to those listed before is a public benefit.

Morgan asserted that the issue with the Public Charge Rule is that public benefits will be considered independently, and since some programs are connected, people are more likely to be catalogued as a public charge. Bagchi, Ph.D. pointed out that regardless of the details on the benefits affected by the rule, Ryan White consumers might not get the services they need. McEniry noted that the rule has not yet been implemented and providers are already seen negative effects. Clark also mentioned that his agency has also noticed the effects of this rule and added that there are some question he cannot answer regarding this rule. McEniry asked Planning Council Support Staff to prepare a Public Charge Rule informational to be sent to the Recipient's office so they can make a determination to whether or not provide this information to all Planning Council members.

## **7. Standing Committee Updates**

### **- COC: Mario Portilla**

Tania Guaman, Support Staff, provided an update for the COC committee. The last Continuum of Care Committee meeting was held on Thursday, September 12, 2019 at the Willing Heart Community Center in Newark. The following occurred at that meeting:

- Quorum was not established.
- The July meeting summary was not approved.
- A discussion about the Public Charge Rule was held as mentioned by Dr. Figueroa.
- Jason Petteway and Dennis Leary (CHAMP Programmers) provided a presentation about useful CHAMP tools and best practices. The following topics were discussed: 1) how to know to if a patient needs to get seen by their primary care provider, 2) how to set up

referrals, 3) to figure out if a referral has been followed up and completed, 4) if a person was certified, 5) to determine when was the last time a person was certified and 6) the process to determine client eligibility for services. They also shared the process for running two major reports. One is the report to help prevent duplication of services and the performance outcomes report, which allows agencies to monitor their compliance of patient records on viral load suppression screenings for mental health or substance abuse, and others. It was also mentioned that some fields in CHAMP expire every 6 months to make sure that agencies go back and follow up on those fields.

- The COC approved two Standards of Care – 1) Emergency Financial Assistance and 2) Food Bank/Home Delivered Meals. Joann McEniry, Vice-Chair, mentioned that these Standards of Care were presented at the last Planning Council Meeting with a 30 days review period and asked for a motion to approve each standard of care individually.

McEniry asked for a motion to approve the Food Bank/Home Delivered Meals Standard of Care. Kendall Clark motioned to approve. Vieshia Morales seconded the motion. There were no abstentions. Members approved the Standards as distributed.

McEniry asked for a motion to approve the Emergency Financial Assistance Standard of Care. Debbie Morgan motioned to approve. Dr. Figueroa seconded the motion. There were no abstentions. Members approved the Standards as distributed.

The next COC meeting will be held on Thursday, October 10, 2019 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102.

- **CPC: Joann McEniry**

Joann McEniry, CPC Chair, provided the CPC report. The last Comprehensive Planning Committee meeting was held on Friday, September 13, 2019 at the Willing Heart Community Center in Newark. The following occurred at the meeting:

- Quorum was established
- The CPC finalized the Priority Setting and Research Allocation Report with an approval date outside of the 30 days review period. McEniry mentioned that the Planning Council also needs to approve the 2020 Priority Setting and Research Allocation outside of the 30-day review period due to time constraints. McEniry provided an overview of the updated information in the report. McEniry mentioned that the Service Category definitions were updated according to HRSA's Policy Clarification Notice 16-02 (Revised 10/22/2018).

McEniry referred to the Ranking and Allocation recommendation (pg. 16) which was developed using information from the 2019 Needs Assessments, the 2019 Funding Stream Analysis, the 2019 Epidemiological Profile and the 2019 Service Utilization Data from the Recipient's office. She also stated that the FY2020 Part A and MAI Ranking includes a comparison of the FY2019 Allocation NEMA-Wide (75/25), the FY2019 Allocation NEMA-Wide (Non 75/25), and the FY2020 Allocation NEMA-Wide (Non 75/25). McEniry explained that upon HRSA's approval of the Core Service Waiver, the CPC was required to prepare a FY2019 Non 75/25 allocation recommendation. Then, as per HRSA's guidance, the CPC prepared a Non 75/25 allocation recommendation for FY 2020 since the Planning Council is anticipating to apply for a Core Waiver Service again.

McEniry points out that the 2019 Needs Assessment data and the 2019 Service Utilization Data strongly suggested to increase funding in Residential and Outpatient Substance Abuse Services. McEniry also raised the CPC's concern for the decrease on Mental Health funding and asked the Recipient's office to evaluate the percentage. Aliya Onque provided an overview of allocation recommendation changes for Mental Health. Onque mentioned that the FY19 recommendation for Mental Health was at 10.15% with \$1,078,819 and the request was \$1,022,078. Onque stated that FY 2020 recommendation of 9.0% will allow to cover the request.

Dr. Okoroanyanwu asked if the 1.05% reduction from Mental Health Services went to Outpatient Substance Abuse Services. McEniry explained that reductions were made based on Service Utilization data. Onque mentioned that reductions also considered the close-out expenditure information on the various service categories and explained that decreases and increases reflect NEMA expenditures plus or minus 25%. McEniry also explained that the decrease on mental health funding was a correction of the previous non 75/25 over-allocation. After all discussions, McEniry asked for a motion to approve the Priority Setting and Resource Allocation Report as distributed. Warren Poole motioned to approve the report. Calvin Toler seconded the motion. There were no abstentions. Planning Council members approved the 2020 Priority Setting and Resource Allocation Report.

The CPC will not have an October meeting. The next CPC meeting will be held on November 8, 2019 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102. All are encouraged to attend.

- **REC: Ann Bagchi, Ph. D**

The last REC meeting was held on Monday, September 16, 2019 at the Willing Heart Community Center in Newark. Ann Bagchi, Ph.D., REC Chair, provided an update for the REC committee. The following occurred at the meeting:

- Quorum was established.
- The July Meeting summary was approved
- The 2019 Needs Assessment Follow Up/Draft (Full Needs Assessment) is still being reviewed
- The Integrated Health Plan was also reviewed to find out the progress and the next steps for the committee
- The FY2020 Assessment of the Administrative Mechanism findings were reviewed by Committee members. Tania Guaman, Support Staff, highlighted that Recipient's office improved greatly their execution timeline and contracts were fully executed earlier than in previous years as shown on the report.
- The FY2019 Epidemiological Profile in the Newark EMA was reviewed.

The next REC meeting will be held on Monday, October 21, 2019 at the Willing Heart Community Center located at 555 Martin Luther King Jr. Blvd. Newark, NJ 07102.

McEniry mentioned that this years' Assessment of the Administrative Mechanism improved greatly. She added that, on previous years, contracts were not executed on time and it impacted the subrecipient organization's funding. McEniry noted that this change was made as a response of HRSA's recommendation. Joann McEniry, Planning Council Vice-Chair, asked for a motion to

approve the FY2020 Assessment of the Administrative Mechanism. Warren Poole motioned to approve. Janice Adams-Jarrells seconded the motion. There were no abstentions. The 2020 Assessment of the Efficiency of the Administrative Mechanism was approved as distributed.

- **CIA/CC: Warren Poole**

Warren Poole, CIA Chair, provided the CIA report. The CIA Committee had a Summer Cook out in collaboration with the Peter Ho Memorial CAB on August 28, 2019 at the St. Michael's Medical Center. Warren Poole (CIA Chair) and Tania Guaman (Support Staff) took the opportunity to talk about the Newark EMA Planning Council and Committees. Warren Poole thanked the Planning Council members for encouraging and helping to obtain participation from all five Counties at the Summer Cook-Out. Poole mentioned that people from the Tri-County area attended thanks to Joann McEniry's initiative to provide transportation to those consumers. Warren Poole emphasized the importance of consumer participation not only in the Summer Cook-out but also to Planning Council and Committee Meetings.

Warren Poole mentioned that the CIA Committee does not have a lot of members, but that the Peter Ho CAB supports all CIA events.

Poole, CIA Chair, encouraged Planning Council members, Staff and Consumers to attend the CIA Committee meeting at King's Restaurant. Poole mentioned that the discussion held at that meeting will be about HIV and Aging in honor of National HIV and Aging Day.

Poole noted that the Peter Ho CAB will also have a presentation on HIV and Aging from a different presenter at St. Michael's Medical Center on September 24, 2019. Poole mentioned that another Pharmaceutical company would like to provide a presentation about HIV and Aging.

The next CIA meeting will be a dinner and discussion about HIV and Aging on September 25, 2019 from 5PM until 7PM at the King's Restaurant located at 557 Clinton Ave. Newark, NJ.

Janice Adams-Jarrells asked the CIA Chair if there have been efforts to recruit members for the CIA Committee. Poole replied that there have been recruitment efforts including flyers providing more information to consumers on how to join the CIA Committee. He mentioned that Dr. Okoroanyanwu from the Planning Council has showed support to the CIA Committee by attending the meetings and participating in the discussion. Poole also shared that consumers stopped attending meetings after the previous CIA Chair and Vice-Chair left their position. Poole stated that Peter Ho CAB Members have advocated and invited others to join the CIA Committee and Planning Council

Poole also asked that more consumer and Planning Council member participate in the CIA Committee. Poole also noted that there is a list of 15 consumers interested in the CIA Committee, yet they do not show support at meetings. Joann McEniry mentioned that there should be a more diverse consumer representation from all Counties and not only from the Peter Ho CAB. McEniry also mentioned the importance of having a discussion on strategies to attract consumers from different agencies to join the CIA.

A guest asked about the membership requirements of the CIA and Planning Council. Joann McEniry informed all attendees that Planning Council members are also required to serve as a member one of the four committees (COC, CPC, REC and CIA). McEniry also added that Planning Council representation has specific regulations as to who can become a member, but that if a seat becomes available, the interested person will be considered for the Planning

Council. McEniry emphasized that most of the work that Planning Council oversees is done at the different committees and people interested in applying for any committees could do so by filling out an application provided by Support Staff.

Aliya Onque asked Warren Poole if Planning Council and Committees' information was provided at the Summer Cook-out. Poole replied that Tania Guaman and himself provided an overview of the Planning Council and its committees in an effort to recruit for the before food was served. Poole emphasized that Support Staff will, once again, talk about the importance of having an active consumer participation at the CIA and Planning Council before the HIV and Aging Presentation/dinner.

Support Staff also added that clarifications have been made that individual's HIV status does not have to be disclosed, noting that HIV status is protected information that does not need to be disclosed publicly and will only be available to Support Staff.

## **8. State & National Updates**

### **- Report from NJ HIV Planning Group:**

Joann McEniry mentioned that the NJHPG have not had a meeting since the last Planning Council meeting. Cindy Mimmo added that the NJHPG will have a meeting on September 19, 2019 at the Rutgers Cook Campus in New Brunswick.

### **- Report from the Governor's Advisory Council**

None at this time.

## **9. Planning Council Administrative Issues**

### **- Report from Executive Committee**

Joann McEniry provided the Executive Committee report. McEniry mentioned that the Executive Committee met before the Planning Council meeting.

- Consumer travel was one the Executive Committee's main concerns today. McEniry mentioned that this issue will continue to be discussed.
- Future Meeting Locations: Joann McEniry mentioned that the Executive Committee was looking at some options as possible locations for meeting space taking into consideration cost, transportation and parking. It will continue to be discussed.

### **- Report from Treasurer**

Patricia Moore, Treasurer, reported the following:

- Consumer travel is a concern since the expenditures are already over-budget.
- The Consultant has not been paid yet and it will be a major bill to cover.
- The cost for meeting Space will probably exceed the budget.

### **- Report from PC Support Staff**

Tania M. Guaman, PC Support Staff, mentioned that all items have been discussed through the meeting. Joann McEniry, Vice-Chair asked if support staff was receiving meeting evaluations. Support Staff briefly shared some of the comments on the surveys and stated that Support Staff is trying to accommodate those changes and asked for everyone to submit evaluations with comments or recommendations to improve meetings.

## 10. Old/New Business

Kendall Clark emphasized the collaboration all agencies and organizations needed in order for the End The Epidemic Initiative to be successful.

## 11. Announcements

- Warren Provided the following announcements:
  - Peter Ho CAB hosting an HIV and Aging event on September 24<sup>th</sup> at St. Michael Medical Center from 5PM 7PM. Parking and dinner will be provided
  - CIA Committee will host an HIV and Aging event on September 25<sup>th</sup> at King's Restaurant from 5PM until 7PM.
  - The CAB is preparing for an annual Holiday Party for consumers and is asking for agencies to provide a \$10 gift card donation.
- Cindy Mimmo, Department of Health representative, announced that the Gay's Men Awareness Even will be hosted at Rutgers New Brunswick. Mimmo also encouraged everyone to register for the event if interested in attending.
- Mimmo also mentioned that Christopher Menschner (Department of Health Commissioner) gives updates on the End the Epidemic Initiative during NJHPG meetings every third Thursday of the month. Mimmo mentioned that the next meeting will be on Thursday 19, 2019.
- Claudia Ortiz announced that PROCCEED is hosting an event in recognition of National HIV/AIDS Awareness Day on September 25 from 5PM until 8PM.
- Valerie Blenman provided some information of the Vats! Veterans programs and encouraged all agencies to refer homeless veterans to her program.
- Dr. Figueroa encouraged providers to refer clients for PrEp services at the Department of Health.
- Lynette Abdul Waliyy, guest, mentioned that Newark Beth Israel has a Free Medication Adherence Peer Support Group on Saturdays for HIV positive patients providing nutrition classes, job readiness and other support services.
- Tania Guaman made the following announcements:
  - The Union County EIRC will have a meeting on September 26<sup>th</sup> at 10AM.
  - The Pride Center (located at 17Acdey St. Newark) is looking for partners for Worlds AIDS Day in December.
  - Warren Poole added that Peter Ho Memorial Clinic is having the World AIDS day on December 4<sup>th</sup> and is also looking for partners.
  - Today is HIV and Aging Awareness Day.

## 12. Next Meeting

The next Planning Council meeting will be held on October 16, 2019 at 1:30 PM at the Willing Heart Community Center, located at 555 Martin Luther King Blvd. Newark, NJ 07102.

### **13. Adjournment**

Joann McEniry, Planning Council Vice-Chair, requested a motion to adjourn the meeting. Natalie Brown-Muhammad motioned to adjourn. Warren Poole seconded the motion. There were no objections. The meeting was adjourned at 2:15 PM.