New Jersey HIV Planning Group
Strategic Planning Committee Meeting Agenda
Wednesday, October 7, 2026
10am-12pm

Tameka Allen Co-Chair
Co-Chair

The Strategic Planning Committee supports the development and maintenance of the statewide Integrated HIV Prevention and Care Plan in alignment with CDC and HRSA guidance. This Committee is responsible for developing actionable recommendations and refining and assigning activities to the working Committees each cycle. The addition of the Program Development Sub-Committee marks a shift toward a new path of strategic planning, enhancing its ability to more effectively address the evolving landscape of service delivery.

***Please note all times are approximate**		
10:00am	Welcome & Moment of Silence Establishment of Agenda Review and Approval of Meeting Minutes	Tameka Allen
10:10am	Introductions • *Name & Organization*	Allison Delcalzo-Berens
10:20am	Evaluation Review & NJHPG Overview	HCPST
10:30am	DOH Report Out	DOH Charla Cousar or Renee Cirillo
10:45am	Old Business • Response to Local Boards of Health Survey Questions ○ Training Pathways ○ Become members of NJHPG or Committee • Co-Chair Nominations	Tameka Allen
11:15am	New Business • Integrated Plan Review	Allison Delcalzo-Berens & HCPST
11:40am	Draft Strategic Planning Committee Agenda *Next Meeting:* November 4, 2026	Tameka Allen
11:45am	Committee Announcements & Public Comments	Allison Delcalzo-Berens
11:55am	Evaluation	HCPST
12:00pm	Adjournment	Tameka Allen

Members of Committee (Quorum: 3): *Allison Delcalzo-Berens, Tameka Allen, Karen Walker*

New Jersey HIV Planning Group

Strategic Planning Committee Meeting Minutes

Wednesday, October 7th, 2026

ATTENDANCE			
NJHPG Members			
Allison Delcalzo-Berens*	**P**	Tameka Allen*	**P**
Karen Walker*	**P**	Saquan Stevenson	**P**
Luis Otano	**P**	Kevin Trinh	**P**
Anjettica Boatright	**P**		
Non-Voting Member			
Chad Balodis, Charla Cousar, Luce Morgan, Melanie Mercado-Miller, Shwetha Kamath, Renee Cirillo, Carol Vicent, Kathy Ahearn-O'Brien, Mira Zakhary,			
HIV Community Planning Support Team			
Dottie Rains-Dowdell	**P**	Deyona Pope	**P**

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

****Voting Members of Committee (Quorum: 3)***

AGENDA	
Item	**Discussion**
Welcome and Moment of Silence	Tameka Allen opened the meeting 10:05am and welcomed all attendees. A moment of silence was held to honor individuals lost to HIV/AIDS and recognize the resilience of people living with HIV while continuing efforts to reduce HIV stigma and transmission.
Approval of the Agenda & Meeting Minutes	Tameka Allen reviewed the agenda and past meeting minutes with the committee. The Committee reviewed and approved the meeting agenda and meeting minutes.
Introductions	Committee members, NJHPG support staff, Department of Health representatives and guests introduced themselves and shared their organizational affiliations and roles.
Evaluation Review	The support team reviewed evaluation feedback from the September's meeting. Of 17 participants, 10 completed evaluations, including four NJHPG members, one committee member, and five guests. Participants discussed increasing grant requirements and the importance of maintaining quality services, organizational integrity, staff morale, and client-centered care. Allison Delcalzo suggested continuing this discussion through the Program Development Subcommittee. The committee reviewed its role in developing, maintaining, and monitoring the statewide Integrated HIV Prevention and Care Plan. Planning for the 2027 committee work plan is expected to begin in November. Kathy Ahearn-O'Brien raised concerns regarding community involvement in developing the 2027–2031 Integrated Plan and whether the plan would contain sufficiently actionable strategies. Dottie Dowdell and Renee Cirillo explained that the plan was submitted in June 2026 and was awaiting internal state review before public dissemination. Federal feedback was also pending, but it was not a prerequisite for public release. Allison Delcalzo discussed the planned four-session Integrated Plan discussion series, referred to as a "book club," to allow members to review the plan in manageable sections and provide feedback. The committee will focus on reviewing activities, assigning responsibilities, and developing monitoring and evaluation strategies for implementation in 2027.

NJHPG Overview	The Support Team next presented the Strategic Planning Committee Overview PPT. They walked the Committee through a PPT. The information is listed below. <u>Goal of NJHPG</u> • We are a planning body that works through the NJ Integrated Plan with the goal of ending the transmission of HIV within the state of New Jersey. • The 120+ Activities listed within the Integrated plan explains what needs to happen to achieve the goal of ending the epidemic. • It is up to the individual committees to inform the Department of Health how they would like these activities to be implemented. • NJHPG fulfills that role of planning through the completion of SMARTIE Recommendations. <u>Priority Populations</u> • Black, Hispanic, White MSM- 25 years old - 44 years old • Males who inject drugs • Black & Hispanic Heterosexual Females- 25 years old - 44 years old • Transgender Women • Youths • Others; Sex workers, Immigrants, Older Adults, Disabled & Justice Involved Individuals <u>Purpose & Objectives of the Strategic Planning Committee</u> • The Strategic Planning Committee supports the development and maintenance of the statewide Integrated HIV Prevention and Care Plan in alignment with CDC and HRSA guidance • This Committee is responsible for developing actionable recommendations and refining and assigning activities to the working Committees each cycle. • SMARTIE Recommendation Process- https://public.3.basecamp.com/p/7g2s3WaZraXKypVUmFewPwmG

DOH Report-Out	Program Activity 5.7 — HIV Testing in Emergency Departments Renee Cirillo provided updates on expanding routine HIV testing and counseling, including opportunities to engage Federally Qualified Health Centers (FQHCs) in Irvington and Plainfield, where emergency departments are unavailable. Members discussed partnerships with the Newark EMA, FQHC leadership, and the Gilead FOCUS Program to expand testing and strengthen stakeholder engagement. System Activity 4.6 — Technical Assistance and Resource Hub Charla Cousar reported on existing resource-sharing platforms supporting PrEP, harm reduction, housing, HOPWA, and community health workers. Additional assessment may be needed to determine whether a dedicated HIV resource platform would benefit providers. Stigma Activity 5.3 — Trauma-Informed Care Training Charla Cousar reported that trauma-informed care training and technical assistance had been provided to funded agencies through CAI. Although dedicated funding has ended, training resources remain available, and the Division will continue exploring opportunities to support trauma-informed approaches.
Old Business	The committee discussed carrying forward unfinished business related to the Local Boards of Health survey, training pathways, and opportunities for membership recruitment. Members agreed to revisit these topics during the next coordination call and determine whether they should be included on the November committee agenda. The next meeting was scheduled for November 4, 2026, with the December 2nd meeting date to be reviewed because of potential World AIDS Day scheduling conflicts
New Business	Tameka Allen announced that Anjettica Boatwright had been nominated for the Strategic Planning Committee co-chair position. Additional nominations were invited from eligible members. A voting poll was initiated; however, technical difficulties prevented the results from being retrieved. Eligible voting

	members were instructed to submit their selections privately to Deyonna Pope. These were the nominees. Johanne R. Sheila P. Rosie R Anjettica B.
Community Announcement And Public Comments	Tameka Allen asked the Committee to share any announcements. Renee Cirillo requested a formal invitation letter to support recruitment of additional planning partners and stakeholders. Tameka Allen indicated that she had previously drafted an invitation letter for the Newark EMA. Members discussed adapting the letter into reusable templates for planning bodies and general stakeholders. The NJHPG Support Team agreed to address the invitation letter during the next coordination call. Participants were also encouraged to complete the meeting evaluation.
Agenda for next meeting	Next meeting on **November 4th from 10am to 12pm**. Members reviewed the draft agenda for the October 7 meeting. Proposed topics included a deeper review of the integrated plan, the status of GAC activities, follow-up on Local Boards of Health survey findings and outreach to Amber from the Office of Local Public Health, recruitment of committee members, and recruitment of a co-chair
Evaluation	HCPST shared evaluation link for feedback on today's meeting. Results will be presented at the next meeting.
Adjournment	Tameka Allen asked for a motion to adjourn. Karen Walker made a motion to adjourn and Alison Delcazo-Berrens second. The meeting adjourned at 12:00pm.

Meeting Documents

- Draft Strategic Planning Committee Agenda
- DRAFT NJHPG Strategic Planning Committee Meeting Minutes
- Committee Evaluation

Action Items and Follow-Up

Responsible Party	Action
NJHPG Support Team	Resend the draft 2027–2031 Integrated HIV Prevention and Care Plan to committee participants.
NJHPG Support Team and Committee Leadership	Coordinate four Integrated Plan review sessions to discuss the plan, address questions, and gather feedback.
Committee Leadership	Review outstanding Local Boards of Health survey activities and determine next steps during the next coordination call.
Deyonna Pope and Committee Leadership	Review co-chair nominations, confirm voting results, and communicate the outcome to committee members.
Tameka Allen and NJHPG Support Team	Revise stakeholder invitation letters to support recruitment of committee members and planning partners.
Strategic Planning Committee	Develop the 2027 committee work plan, assign activities, and establish monitoring and evaluation strategies.
Committee Leadership	Review the December 2, 2026, meeting date for potential conflicts with World AIDS Day activities.