

# New Jersey HIV Planning Group

## Priority Setting Committee Meeting Agenda

Wednesday, February 14<sup>th</sup>, 2024  
Electronic Meeting via ZOOM Video Conference

**TBD**  
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 Attendants- <i>Ice Breaker</i> Moment of Silence Establish Agenda & Review Meeting Minutes	Samarie Rivera
10:10am	Evaluation Review	HCPST
10:15am	Co-Chair Nominations	HCPST
10:25am	<b>Old Business</b> <ul style="list-style-type: none"> <li>Present Action Item - <i>Are there any current statewide/agency level recruitment strategies successful in NJ? Are there any strategies that other states are using to recruit the community?</i></li> </ul>	Anjettica Boatwright & Justin Conway
10:45am	<b>New Business</b> <ul style="list-style-type: none"> <li>Finalize SMARTIE Recommendation for System 1.1</li> </ul>	Johanne Rateau & Samarie Rivera
11:40am	Priority Setting Committee Agenda <b>Next Meeting: March 13<sup>th</sup>, 2024</b>	Johanne Rateau
11:50am	New Announcements	Samarie Rivera
11:55am	Meeting Evaluation	HCPST
12:00pm	Adjournment	Johanne Rateau

*HCPST – HIV Community Planning Support Team*

**Voting Members (Quorum; 3) - Claudia Ortiz, Samarie Rivera, Tammara Bryant, Justin Conway**



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## Cycle 2 Activities

*January 2024- June 2024*

**System Activity 1.1:** Encourage the implementation of effective recruitment of community partners through community-based participatory research and social networking approaches. (NHAS 3.5.3)

**Program Activity 2.1:** Develop and implement effective, evidence-based, and evidence-informed interventions that address social and structural determinants of health among people with or who experience risk for HIV including lack of continuous health care coverage, HIV-related stigma and discrimination in public health and health care systems, medical mistrust, inadequate housing and transportation, food insecurity, unemployment, low health literacy, and involvement with the justice system. (NHAS 3.4.4)

**Program Activity 2.2:** Develop new and scale up effective, evidence-based or evidence-informed interventions that address intersecting factors of HIV, homelessness or housing instability, mental health and violence, substance use, and gender especially among cis- and transgender women and gay and bisexual men. (NHAS 3.4.6)



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**New Jersey HIV Planning Group**  
**Priority Setting Committee Meeting**  
**Minutes**

**Wednesday, February 14, 2024**  
**Electronic Meeting via ZOOM Video Conference**

<b>ATTENDANCE</b>			
<b>NJHPG Member</b>			
Anjettica Boatwright	<b>P</b>	Monique Springer	<b>P</b>
Claudia Ortiz	<b>P</b>	Samarie Rivera	<b>P</b>
Johanne Rateau	<b>P</b>	Tammara Bryant	<b>A</b>
Kelly Williams	<b>P</b>		
<b>Committee Member</b>			
Justin Conway	<b>A</b>		
Kevin Taylor	<b>P</b>		
<b>Non-voting Attendees</b>			
Alicia Parker, Carol Vincent, Nahid Suleiman, Renee Cirillo, Shwetha Kamath, Victoria Murray			
<b>HIV Community Planning Support Team (HCPST)</b>			
Dottie Dowdell	<b>P</b>	Taylor Lightner	<b>P</b>
Selena Aponte	<b>P</b>		

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



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## AGENDA

Item	Discussion
<b>Welcome and Moment of Silence</b>	<p>Samarie Rivera welcomed attendees and began the meeting at 10:05am. She then led the committee in a moment of silence to honor those lost to HIV and those still fighting the virus.</p> <p>Following the moment of silence, Samaria Rivera asked attendees to introduce themselves and state one fun fact.</p>
<b>Approval of Agenda &amp; Meeting Minutes</b>	<p>Samarie Rivera reviewed the meeting Agenda. Claudia Cortiz motioned to approve the Agenda, seconded by Anjettica Boatwright. The Agenda was voted on and approved.</p> <p>The Support Team presented the January Meeting Minutes. Anjettica Boatwright motioned to approve the Meeting Minutes, seconded by Claudia Cortiz. The Meeting Minutes were voted on and approved.</p>
<b>Review of January Evaluation</b>	<p>The Support Team reviewed the January Meeting Evaluation with attendees. There were 3 people who responded to the evaluation; 1 NJHPG Member &amp; 2 guests.</p> <ol style="list-style-type: none"> <li>1. What questions do you have for DHSTS? <ul style="list-style-type: none"> <li>• None, Not at this time (x3)</li> </ul> </li> <li>2. What additional topics would you like discussed or featured at future Priority Setting meetings? <ul style="list-style-type: none"> <li>• Social media continue this point</li> <li>• Women prevention services</li> <li>• We are doing a great job</li> </ul> </li> <li>3. If you could make ONE change to the Priority Setting Committee meetings, what would it be? <ul style="list-style-type: none"> <li>• Nothing I love this committee</li> <li>• None all good</li> <li>• N/A</li> </ul> </li> <li>4. Final Comments, Questions, Concerns <ul style="list-style-type: none"> <li>• Great Meeting!</li> </ul> </li> </ol>



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<p><b>Co-Chair Nomination</b></p>	<p>The Support Team shared a list of eligible Co-Chair Nominees. The following individuals were nominated for Priority Setting Co-Chair:</p> <ul style="list-style-type: none"> <li>• Anjettica Boatwright</li> <li>• Justin Conway</li> <li>• Jamir Tuten</li> </ul> <p>A new Co-Chair will be elected at the next Committee Meeting.</p>
<p><b>Old Business</b></p>	<p>The Support Team transitioned to present an Action Item Presentation for the following action items:</p> <ul style="list-style-type: none"> <li>• <i>Are there any current statewide or agency level recruitment strategies that are successful in NJ?</i></li> <li>• <i>Are there any strategies that other states are using to recruit the community?</i></li> </ul> <p>Within this presentation there were definitions for Community-Based Participatory Research and Social Networking Approaches. Following these definitions were some current statewide and nationwide recruitment strategies including:</p> <ul style="list-style-type: none"> <li>• <b>Community Health Workers Recruitment from within: an inner-city neighborhood driven framework</b></li> <li>• <b>Train Up Day- CHC &amp; FQHCs</b></li> <li>• <b>National Cancer Institute- Community Networks Program Centers</b></li> <li>• <b>University of Pennsylvania- Community Engagement and Research Core</b></li> </ul> <p>The Support Team also shared additional resources that Anjettica Boatwright, Justin Conway, and Monique Springer found when researching the Action Item questions.</p>
<p><b>New Business</b></p>	<p>Johanne Rateau and Samarie Rivera transitioned the committee to New business to finalize a Recommendation to the State for System 1.1.</p> <p>The final recommendations are listed below.</p>



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**System 1.1; Encourage the implementation of effective recruitment of community partners through community-based participatory research and social networking approaches.**

Action Steps

1. DOH hosts regional advocacy training of Day of Learning for local members of the community including local agencies to inform people of their options. Taking the framework from ELEVATE curricula to address needs in workforce recruitment, development, and advancement for priority populations through NMAC DOH could educate local members of the community, CBOs, providers, social workers, etc.

*a. Stakeholders Involved/Needed*

DOH, Colleges & Universities, Department of Education, Local/Regional Agencies, Department of Aging, Community Members, Local Businesses,

*b. Is this task measurable?*  Yes  No

*Deliverables;*

- *Contact agencies to inform them of advocacy training events*
- *Contact EMAs/Consumer Committees to advertise advocacy training events*
- *Communicate with NEMA to obtain information on hosting Day of Learning*
- *Communicate with colleges/universities within each region who may have existing information/materials*
- *Involve other stakeholders such as small businesses/local vendors/educators*
- *Engage the community in the planning process*
- *Develop an agenda or curriculum and theme for the events annually*
- *Identify presenters/speakers for the events*

*c. Due by;10/1/2024*

**Committee Feedback:**

*Johanne Rateau suggested that one deliverable could be*



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*contacting agencies to inform them of the Day of learning. Alicia Parker added that EMAs could advertise the advocacy training events. Johanne Rateau stated that the DOH could communicate with NEMA to obtain information on how they have conducted Day of Learnings in the past. Samarie Rivera mentioned that the DOH should communicate with colleges/universities. Johanne Rateau stated that the DOH should involve other stakeholders in the planning process such as small businesses and local vendors. She then mentioned that these should be added in the Stakeholders section. Johanne Rateau suggested that another deliverable should be the development of an agenda/curriculum for the Day of Learning each year. Alicia Parker added identifying presenters/speakers for the events.*

2. DOH partners with colleges & universities to provide education to their students on places/locations their students could work at, while showcasing the organizations as a place to be tested, treated, or receive preventative treatment options.

*a. Stakeholders Involved/Needed*

DOH, Colleges & Universities, Department of Education, Local/Regional Agencies, Department of Aging

*b. Is this task measurable?  Yes  No*

*Deliverables;*

- Promote the advocacy Day of Learning to students Focused in HIV Services*
- Host a career fair Focused in HIV Services*
- Host an orientation event for all students to learn about services such as testing, treatment options, and prevention*
- Mandate that colleges/universities have resources for their students such as testing, treatment options, prevention, and support*
- Develop a curriculum for prevention and care for colleges/universities*

*c. Due by;10/1/2024*

**Committee Feedback:**



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	<p><i>Claudia Ortiz stated that they could promote the Day of Learning at the college/university events. Renee Cirillo and Alicia Parker mentioned that they could host career fairs or other events that are mandatory for freshman/other students for students to learn what services are available. Johanne Rateau added that the DOH could mandate that colleges/universities have HIV resources for their students.</i></p> <p>3. Have local agencies alternate partnering with Storytelling Events in person &amp; on social media. Using guests &amp; participants, collect their stories through a surveys/interviews. Use guests &amp; participants as possible new recruits.</p> <p>a. <i>Stakeholders Involved/Needed</i> DOH, Local/Regional Agencies, Community</p> <p>b. Is this task measurable? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Deliverables;</i></p> <ul style="list-style-type: none"> <li><i>Host storytelling events at the Day of Learning</i> <i>Focused in HIV Services and College Events</i> <i>Focused in HIV Services</i></li> </ul> <p>c. Due by;10/1/2024</p> <p><b>Committee Feedback:</b> <i>Johanne Rateau suggested using more general language instead of listing MVOS because other agencies who do similar programs could be involved. Alicia Parker suggested doing a campaign where people can sign up at the advocacy events/Day or Learning. Claudia Ortiz added that they could even host storytelling events at the Day of Learning.</i></p>
<p><b>Attendee Announcements</b></p>	<p>Samarie Rivera opened the floor for any announcements.</p> <p>Claudia Ortiz shared that Section 8 in Union County is paying security deposits for individuals and they will be doing so until further notice. She suggested that others check in their region to see if they are doing the same thing.</p>
<p><b>Next Committee</b></p>	<p>The next meeting will be on March 13th from 10am to 12pm.</p>



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<b>Meeting</b> March 13th, 2024	The next General Assembly Meeting will be hybrid on April 18th from 1pm to 4pm.
<b>Evaluation</b>	HCPST shared a link to the meeting evaluation.
<b>Adjournment</b>	Johanne Rateau adjourned the meeting at 11:54 am. Motioned by Anjettica Boatwright and seconded by Monique Springer.

## Meeting Documents

- DRAFT NJHPG Priority Setting Committee Agenda\_2.14.24
- DRAFT NJHPG Priority Setting Committee Meeting Minutes\_01.10.24
- Draft Recommendations PS System 1.1
- Action Item for System 1.1 PowerPoint



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