

New Jersey HIV Planning Group Integrated Plan Committee Meeting Agenda

Wednesday, November 5th, 2025
10am-11am

Tameka Allen
Co-Chair

Allison Delcalzo-Berens
Co-Chair

The Integrated Plan Committee supports the development and maintenance of a comprehensive, integrated plan, in partnership with the other grantees that reviews HIV care and prevention services across the State on a 3-year cycle per guidance from CDC & HRSA. This Committee is assigned fulfilling recommendations and assigning activities to the working committee each cycle.

***Please note all times are approximate**

10:00am	Welcome & Moment of Silence Establishment of Agenda Review and Approval of Meeting Minutes	Tameka Allen
10:15am	Evaluation Review & NJHPG Overview	HCPST
10:25am	New Business <ul style="list-style-type: none"> Assign Activities Program Development Sub-Committee Announcement 	Allison Delcalzo-Berens & Tameka Allen
10:45am	Draft Integrated Plan Committee Agenda <i>Next Meeting: December 3rd, 2025</i>	Tameka Allen
10:50am	Committee Announcements & Public Comments	Allison Delcalzo-Berens
10:55am	Evaluation	HCPST
11:00am	Adjournment	Tameka Allen

Members of Committee (Quorum: 4): Allison Delcalzo-Berens, Jill York, Kathy Ahearn-O'Brien, Tameka Allen, Luis Otano, Karen Walker



The NJHPG is maintained by the Divisions of HIV, STD, and TB Services (DHSTS) with support from the South Jersey AIDS Education and Training Center (AETC) – Jefferson Health.

New Jersey HIV Planning Group Integrated Planning Committee Meeting Minutes

Wednesday, October 1st, 2025
Electronic Meeting via ZOOM Video Conference

ATTENDANCE

NJHPG Members

Allison Delcalzo-Berens	A	Luis Otano	A
Karen Walker	P	Monique Springer	P
Angela Petrone	P	Tameka Allen	P

Committee Member

Jill York	P	Kathy Ahearn-O'Brien	P

Non-Voting Member

Charla Cousar, Jerry Dillard, Luce Morgan, Joe Sirak, Karyn Berk, Melisa Hart, Sharon Postel, Stephanie Choi, Nataly Rivera

HIV Community Planning Support Team

Dottie Rains-Dowdell	P	Taylor Lightner	P
Deyonna Pope	A		

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



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AGENDA	
Item	Discussion
Welcome and Moment of Silence	Tameka Allen began the meeting at 10:03 am and welcomed all members & guests. She then followed with a moment of silence to honor those lost to HIV and those still fighting the virus.
Approval of the Agenda	Tameka Allen reviewed the agenda with the Committee. Allison Jill York motioned, Monique Springer seconded. HCPST conducted a vote, and the motion passed.
Approval of Meeting Minutes	Tameka Allen reviewed the past Meeting Minutes with the Committee. Karen Walker motioned, Monique Springer seconded HCPST conducted a vote, and the motion passed.
Introductions	Tameka Allen started introductions by asking attendees to unmute and introduce themselves.
Evaluation Review	<p>The HCPST presented the past Evaluation. There were 9 responses; 1 NJHPG Member, 2 Committee Members, & 6 Guests.</p> <ol style="list-style-type: none"> 1) What questions do you have for the DOH? <ul style="list-style-type: none"> • None, N/A (x7) 2) What questions do you have for the HIV Community Planning Support Team? <ul style="list-style-type: none"> • None (x7) 3) Final Comments, Questions, Concerns. <ul style="list-style-type: none"> • None (x5) • Great meeting • Great work today!
NJHPG Overview	The Support Team next presented the Integrated Plan Committee Overview PPT. They walked the Committee through a PPT. The information is listed below.



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	<p><u>Goal of NJHPG</u></p> <ul style="list-style-type: none"> • 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 need 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. <p><u>Priority Populations</u></p> <ul style="list-style-type: none"> • 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 <p><u>Purpose & Objectives of the Integrated Plan Committee</u></p> <ul style="list-style-type: none"> • The Integrated Plan Committee supports the development and maintenance of a comprehensive, integrated plan, in partnership with the other grantees that reviews HIV care and prevention services across the State on a 3-year cycle per guidance from CDC & HRSA. • This Committee is assigned with fulfilling recommendations and assigning activities to the working committee each cycle. • SMARTIE Recommendation Process- https://public.3.basecamp.com/p/7g2s3WaZraXKypVUmFewPwmG
New Business	<p>Tameka Allen transitioned the Committee to review the 38 combined Activities.</p> <p>The Support Team shared that the purpose of combining</p>



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	<p>the remaining 71 Activities was to streamline the process of making recommendations and reduce duplicative work.</p> <p>The Committee made notes and suggestions based on the information provided and decided to remove a few Activities from the recommendation process. They also decided that a few of the Activities should be sent to GAC since they are beyond the scope of DHSTS.</p>
DOH Report-Out	The DOH will share the updates for System Activity 4.6 via the follow-up email.
2026 Co-Chair Nominations	The Support Team shared that Angela Petrone has been nominated for 2026 Co-Chair alongside Tameka Allen. A virtual vote was conducted and Angela was voted in.
Community Announcement, Public Comments, and Legislative Updates	<p>Tameka Allen opened the floor for announcements.</p> <p>The Support Team shared that NJHPG's last General Assembly of the year will be held on October 16th at the Mary Roebling Building in Trenton. They shared the registration link in the chat.</p> <p>Tameka Allen shared that Dottie's birthday is coming up on October 25th and for everyone to wish her a happy birthday.</p>
Agenda for next meeting September 3rd, 2025	Next meeting on November 5th, 2025 from 10am to 12pm, the committee will assign the combined Activities.
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 the meeting. Monique Springer motioned, seconded by Angela Petrone. The meeting adjourned at



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	11:42am.
Meeting Documents	
<ul style="list-style-type: none"> • Draft Integrated Plan Committee Agenda • DRAFT NJHPG Integrated Planning Committee Meeting Minutes • Committee Evaluation • Draft Combined 38 Activities 	



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