

New Jersey HIV Planning Group Integrated Plan Committee Meeting Agenda

Wednesday, September 3rd, 2025
10am-12pm

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
10:10am	Introductions • <i>Name & Organization</i>	Allison Delcalzo-Berens
10:20am	Evaluation Review & NJHPG Overview	HCPST
10:30am	Old Business • Review Survey • Finalize Policy Activity 5.5	Allison Delcalzo-Berens & Tameka Allen
11:00am	New Business • Review of the Integrated Plan	Allison Delcalzo-Berens & Tameka Allen
11:30am	2026 Co-Chair Voting	HCPST
11:40am	Draft Integrated Plan Committee Agenda <i>Next Meeting: October 1st, 2025</i>	Tameka Allen
11:45am	Committee Announcements & Public Comments • <i>Information Sharing (Legislative Updates)</i>	Allison Delcalzo-Berens
11:55am	Evaluation	HCPST
12:00pm	Adjournment	Tameka Allen

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



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New Jersey HIV Planning Group Integrated Planning Committee Meeting Minutes

Wednesday, August 6th, 2025
Electronic Meeting via ZOOM Video Conference

ATTENDANCE

NJHPG Members

Allison Delcalzo-Berens	P	Luis Otano	P
Karen Walker	A	Monique Springer	P
Jaivon Lewis	P	Tameka Allen	A
Saquan Stevenson	P		

Committee Member

Jill York	P	Kathy Ahearn-O'Brien	P

Non-Voting Member

Alex Flores, Amber Rementov, Charla Cousar, Jerome Pipes, Karima Saidhatimi, Luce Morgan, Marques McCoy, Rekha Damaraju, Renee Cirillo, Shwetha Kamath, Stacy Smith, Victor Bedoya

HIV Community Planning Support Team

Dottie Rains-Dowdell	A	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	Allison Delcalzo-Berens began the meeting at 10:04 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	Allison Delcalzo-Berens reviewed the agenda with the Committee. Kathy Ahearn-O'Brien motioned, Monique Springer seconded. HCPST conducted a vote, and the motion passed.
Approval of Meeting Minutes	Allison Delcalzo-Berens reviewed the past Meeting Minutes with the Committee. Jill York motioned, Kathy Ahearn-O'Brien seconded HCPST conducted a vote, and the motion passed.
Introductions	Allison Delcalzo-Berens 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, & 9 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 (x4) 2) What questions do you have for the HIV Community Planning Support Team? <ul style="list-style-type: none"> • None (x4) • Why is membership in the committee so low? 3) Final Comments, Questions, Concerns. <ul style="list-style-type: none"> • No comment • None (x2) • Sorry, I was late and missed the report-outs from DOH • Report out went well.



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	<ul style="list-style-type: none"> • I loved that the DOH provided an update. Helpful info and look forward to future updates. <p>During this section of the agenda, the Committee engaged in a discussion about why membership is low. Below are a few highlights from that conversation.</p> <ul style="list-style-type: none"> • Time Commitment and attendance policy • Current climate • The work of the committee can be intimidating <p>Kathy Ahearn-O'Brien suggested that members talk about the benefits of the committee with their colleagues and community.</p>
NJHPG Overview	<p>The Support Team next presented the Integrated Plan Committee Overview PPT. They walked the Committee through a PPT. The information is listed below.</p> <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



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	<ul style="list-style-type: none"> - 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
Old Business	<p>Allison Delcalzo-Berens transitioned the Committee to finalize recommendations for Policy Activity 5.5.</p> <p>Policy Activity 5.5 - Work in collaboration with the New Jersey Local Boards of Health to provide educational training to staff members on HIV screening. (NHAS 1.2.1)</p> <p>Action Steps:</p> <ol style="list-style-type: none"> 1. Create a training pathway for LBOH in the TACD program directory using existing training resources. <ol style="list-style-type: none"> a. <i>Stakeholders Involved/Needed</i> <ul style="list-style-type: none"> • TACD, Regional Liaison b. Is this task measurable? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <p><i>Deliverables;</i></p> <ul style="list-style-type: none"> • A completed pathway • A communication plan for sharing the opportunities <p>c. <i>Due by; 8/01/2026</i></p>



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	<p>2. Develop a survey to send to the LBOH with the questions outlined below.</p> <p><i>a. Stakeholders Involved/Needed</i></p> <ul style="list-style-type: none"> • <i>NJHPG, Regional Liaison</i> <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"> • <i>Develop survey with the following questions:</i> <ul style="list-style-type: none"> o How are the Local Boards of Health meeting the requirements to prevent and control HIV infection? o What assistance do they need to meet or continue meeting the requirements? <ul style="list-style-type: none"> ☞ What do you need training on? (ex: • Send the survey to the list of public health officers. <p><i>c. Due by; 11/01/2025</i></p> <p>3. Use needs assessment and survey results to determine a coordinated response.</p> <p><i>a. Stakeholders Involved/Needed</i></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"> • <p><i>c. Due by; 05/01/2026</i></p> <p>4. Foster/build the relationship between LBOH and DOH.</p> <p><i>a. Stakeholders Involved/Needed</i></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"> • <p><i>c. Due by;</i></p>
2026 Co-Chair	Allison Delcalzo-Berens opened the floor for co-chair



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Nominations	<p>nominations. She also shared that Tameka Allen has self-nominated to continue chairing for another year.</p> <p>There were no further nominations at that time.</p>
Community Announcement, Public Comments, and Legislative Updates	Allison Delcalzo-Berens opened the floor for announcements. She shared that there was a call to action from Axel for advocacy efforts due to the current political climate.
Agenda for next meeting September 3rd, 2025	Next meeting on September 3rd, 2025 from 10am to 12pm, the committee will continue finalizing recommendations for Policy Activity 5.5.
Evaluation	HCPST shared evaluation link for feedback on today's meeting. Results will be presented at the next meeting.
Adjournment	Allison Delcalzo-Berens asked for a motion to adjourn the meeting. Jill York motioned, seconded by Monique Springer. The meeting adjourned at 11:54am.
Meeting Documents	
<ul style="list-style-type: none"> • Draft Integrated Plan Committee Agenda • DRAFT NJHPG Integrated Planning Committee Meeting Minutes • Committee Evaluation • Policy Activity 5.5 Recommendations 	



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