

**PATERSON – PASSAIC COUNTY – BERGEN COUNTY HIV HEALTH SERVICES PLANNING COUNCIL
PLANNING COUNCIL MEETING MINUTES OF December 3, 2013 - D4**

Agenda Item	Description			
<p>Opening</p> <p>Roll Call</p> <p>Welcome Chair, Gregory Kelly</p>	<p>Location: The Brownstone, 351 West Broadway, Paterson, NJ 07522 The meeting was called to order at <u>12:10 p.m.</u> Gregory Kelly, Planning Council Chair, welcomed everyone to the meeting. A Moment of Silence was observed for those infected & affected by HIV/AIDS.</p> <p>Roll Call: Roll was called and quorum was established with 23 members present. The current total membership of the Council is 26. There were three guests present.</p>			
	Action to be Taken	Responsible Party	Open	Closed
<p>Approval of Minutes</p>	<p><i>Motion #1: John Frederick moved to approve September 15, 2013, Minutes and 2nd by Elaine Halstead. There were no comments, corrections, or discussion. Vote: <u>15</u> Yes, <u>0</u> No, <u>0</u> Abstentions</i></p> <p><i>Motion #2: Karen Walker moved to approve November 3, 2013, Minutes & 2nd by Linda Smith. There were comments and corrections made. Vote: <u>21</u> Yes, <u>0</u> No, <u>0</u> Abstentions.</i></p> <p><i>During the review of the Action Items, Karen Walker, CAEAR liaison, advised the Council that Kathleen DeMichele, secured a \$500 donation from the Walgreen's Corporation. This will go towards CAEAR dues. She may secure an additional \$500. As a result of this information, the following motion was made:</i></p> <p><i>Motion#3: Jerry Dillard moved that any overage of monies, already collected (about \$302) for CAEAR, be applied to the following year's dues; 2nd by Freddy Rodriguez. Vote: <u>22</u>, Yes, <u>0</u> No, <u>0</u> Absentions.</i></p>			
<p>Annual Report Chairman Gregory Kelly</p>	<p>After acknowledging CEO Mayor Jeffery Jones; Chairman Gregory Kelly gave an outstanding <i>Annual Report</i>.</p> <p>He highlighted the 2013 challenges of the Planning Council and then highlighted the 2013 achievements of the Planning Council. He thanked ALL for their contributions to the success of 2013. Copies of the <i>Annual Report</i> can be requested from the Admin., MJ.</p>			
<p>Swearing of Re-appointments Mayor Jeffery Jones</p>	<p>Mayor Jeffery Jones then swore in the following members to be re-appointed to the Planning Council and gave remarks.</p> <p>The following members were re-appointed: John Frederick, LeRoy Fray, Jerry Dillard, Elaine Halstead, and Donna Nelson-Ivy</p> <p>Not present and to be sworn in at a later date: Jessica Frenkian, Thakur Paul Persaud and Paula Tenebruso</p>			

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<p>Mark Benge Award Recipients: Maria Gross Jerry Dillard Charlotte Tobias</p>	<p><u>The Mark Benge Awards were announced and made.</u></p> <p>There were three recipients, this year, of the Mark Benge Award.</p> <p>The first recipient was Maria Gross: Category, Individual.</p> <p>The second recipient was Jerry Dillard: Category Social Service Personnel</p> <p>The third recipient was Charlotte Tobias, Category, Individual</p>
<p>Special Tribute to Charlotte Tobias</p>	<p>Mayor Jeffery Jones made a special presentation of a plaque to Vice Chair Charlotte Tobias. This was Charlotte's last meeting as a member. She retired from the Planning Council as of December 31, 2013. Additionally, Charlotte received cards, gifts and verbal acknowledgements from Council members.</p>
<p>Remembrance & Reflections</p>	<p>Chairman Gregory Kelly then led the Planning Council in a period of <i>Remembrance and Reflections</i>. One candle was lit in memory of those lost to HIV/AIDS. This was a very emotional period; as those present reflected on loved ones and friends. The candle was blown out, but the memories are forever lit in their hearts.</p>
<p>Networking & Community Check-in</p>	<p>John Frederick and LeRoy Fray's birthdays, both the next day, December 4th, were acknowledged and happy birthday was sung and a special birthday song was done for Frank Covello, Esq. who was having a December birthday.</p>
<p>Motion to Adjourn</p>	<p><i>Motion # 4: Charlotte Tobias Moved (her last PC motion) and 2nd by John Frederick; that the meeting be adjourned. The Vote was unanimous.</i></p> <p>The Meeting adjourned at 3:20 p.m.</p> <p><u>Next Meeting: January 7, 2013 - Meeting place: PCCC, Paterson Room, Main entrance: Lunch at 11:30 a.m. and meeting starts at Noon.</u></p>

OPEN Actions from Previous Meetings

Action to be Taken	Responsible Party	Open	Closed
Make checks out to CAEAR Coalition and get them to Karen Walker immediately. Money past due. Whoever is willing can donate	Karen Walker & Planning Council	Ongoing	
By-laws taskforce will re-address membership, vote to remove section.	By-law taskforce leader, Linda Smith,	11/12/13	

CLOSED Actions from December 3, 2013 Meeting

Action to be Taken	Responsible Party	Open	Closed
Forward WAD events to Sonya F-T for posting to State website	Admin	11/12/13	12/3/13
Make nominations for Chair/Vice Chair of the Council	Planning Council	11/12/13	12/3/13