



# HIV HEALTH SERVICES PLANNING COUNCIL

## MIDDLESEX-SOMERSET-HUNTERDON TGA

*Ryan White HIV/AIDS Treatment Extension Act of 2009*

To: HIV Health Services Planning Council Members and Guests  
From: Planning Council Staff  
Re: HIV Health Services Planning Council Meeting Materials  
Date: February 25, 2016

**Natalie Aloyets Artel (Planning Council Support).....848-932-0530**

**Terri Fox (Quality Management & Program Support).....848-932-0537**

**Donna Van Alst (Principal Investigator).....848-932-0531**

The following materials are enclosed for your review prior to this month's meetings:

- ❖ March Calendar of meetings
- ❖ March Planning Council Meeting Agenda
- ❖ Committee Meeting Minutes, January, 2016
- ❖ Directions to meetings

You can access information about the Planning Council, our meeting minutes, and much more on the Planning Council website. Check us out at <http://www.centralnjhivplanningcouncil.org>

For any questions or concerns, contact Natalie Aloyets Artel at 848-932-0530

# March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		<b>1</b> 6pm Planning Council (Hyacinth)	<b>2</b>	<b>3</b> 2pm Priorities (Institute for Families)	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b> 2pm Membership and By Laws (Institute for Families)	<b>16</b> 2pm Administrative Assessment (Institute for Families)	<b>17</b> 10am NJ HIV Planning Group (Cook Campus Center)  1pm Our Voices (Hyacinth)	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b> 2pm EIIHA (Institute for Families)	<b>23</b> 3pm Executive (Institute for Families)	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>		

**2016**

# HIV HEALTH SERVICES PLANNING COUNCIL

MIDDLESEX-SOMERSET-HUNTERDON

---

## Agenda

### HIV Health Services Planning Council Meeting Agenda

6pm, March 1, 2016

Hyacinth AIDS Foundation

- I. Welcome Statement
- II. Sunshine Law
- III. Introductions
- IV. Reading of Mission Statement/Moment of Silence
- V. Evaluation Form
- VI. Roll Call of Voting Members
- VII. Approval of Minutes from February, 2016 (Quorum to Approve)
- VIII. Approval of Agenda for March, 2016 (Quorum to Approve)

**Please keep in mind your conflict of interest when you vote.**

Conflict of interest is defined as an actual or perceived interest, financial or otherwise, by a PC member in an action which results, or has the appearance of resulting, in personal, organizational (programmatic and service category), or professional gain

- IX. Action Items
  - Psychosocial Support and Emergency Financial Assistance Service Standards
- X. Administrative Agent Report
- XI. Reports
  - Executive Committee
  - Priorities/Service Standards/Comprehensive Care Plan Committee
  - Membership and By-Laws Committee
  - Administrative Assessment and Quality Review Committee
  - Our Voices “Client Caucus”
  - Early Identification of Individuals with HIV and AIDS (EIIHA)
  - NJ HIV Planning Group
- XII. Case Management Coordination Update
- XIII. Old Business
- XIV. New Business
  - Axel Moreno - Health Insurance and Medication Formularies Update
  - Outreach Services Funding - Reallocation Discussion
- XV. Announcements/Agency Updates
- XVI. Public Forum
- XVII. Adjournment

**Check Out Outreach Facebook Page!** <https://www.facebook.com/HIVoutreachCNJ>

### **The Sunshine Law**

“The notice of this meeting pursuant to the Open Public Meeting Act of NJ S.A10:4-10 has been complied with and shall be entered in the minutes of this meeting.”

### **Welcome Statement**

Welcome to the HIV Health Services Planning Council meeting of the Middlesex-Somerset-Hunterdon Transitional Grant Area. We meet at 6pm, the first Tuesday of each month at the Hyacinth AIDS Foundation in New Brunswick. The meeting open is to all who wish to attend. We request that everyone adhere to the ground rules on the back of the agenda. Thank you.

### **Ground Rules for the Meeting**

- The purpose of this meeting is to plan HIV services in Middlesex, Somerset, and Hunterdon counties that are funded through the Ryan White Part A Program.
- We encourage participants to be open-minded and flexible and to honor individual difference and diversity.
- The Chair is responsible for running today’s meeting. Everyone is expected to respect the Chair’s authority.
- You may ask a question anytime during the meeting. If you wish to ask a question, please raise your hand and wait for the Chair to recognize you.
- Due to time constraints, the Chair may choose to limit the number of people who may speak and/or the length of time allowed for discussion.
- Planning Council meetings are recorded and minutes are available to the public.
- We discourage sharing private information such as your HIV status. If private information is shared during the meeting, we expect that all who attend the meeting will keep this information confidential.
- The Planning Council’s role is to discuss service categories, not individual providers. Issues with individual providers should be directed to the Middlesex County Department of Community Services, Office of Human Services.
- Please keep your comments respectful aimed at improving services

### **Tenets of the HIV Health Services Planning Council**

#### **Statement of Purpose**

To improve and ensure the quality and availability of care for individuals infected with, or affected by HIV who reside in or receive services in the Middlesex-Somerset-Hunterdon TGA.

#### **Mission Statement**

The mission of the Planning Council is to establish and implement a comprehensive plan for the organization and delivery of HIV related services as described in the Ryan White HIV/AIDS Treatment Extension Act of 2009.

#### **Goals of the HIV Health Services Planning Council**

- To identify HIV needs, prioritize service interventions, and recommend allocations to meet the priority service needs in the TGA.
- To develop a Comprehensive HIV Care Plan describing the continuum of care to meet HIV needs in the TGA.
- To develop collaborative partnerships to facilitate the implementation of the comprehensive HIV care plan.
- To evaluate the effectiveness of HIV services in the TGA.
- To assure the rapid disbursement of Part A funds to meet HIV needs.
- To manage the operations of the HIV Health Services Planning Council.

# HIV HEALTH SERVICES PLANNING COUNCIL

MIDDLESEX-SOMERSET-HUNTERDON

---

## HIV Health Services Planning Council Meeting Minutes 6pm, February 2, 2016 Hyacinth

**Attendance:** Janice Chapin, Vanessa Cheek, Conneil J. Gavin, Sylvester Graham, David Jones, Edward Kelly, Maureen McKinley, John Marcinkiewicz, Roseann Marone, Nerlene Mayers, Joy Melendez, Steve Pitts, Bobby Rosenberg, Ricardo Salcido, Barbara Schlichting, Stephen Sidorsky, Han Le, Jacquelyn Williams, Yvette Molina, Brigette Nyandja, Loretta Dutton, Erika Barrero, Charles Woods, Pedro Landron, Michael Clark, William Cordoba, Evangeline Washington, Polly Jones, Melyssa Lewis, Lucy Counts, Terri Fox, and Natalie Aloyets Artel.

The meeting achieved quorum 16 out of 18 members are present

The meeting was called to order by Conneil J. Gavin at 6:05pm.

The Welcome Statement and the Sunshine Law were read.

### **Review of Minutes**

January, 2015 minutes - 1<sup>st</sup> Bobby Rosenberg; 2<sup>nd</sup> Stephen Sidorsky - 14Y:0N:0A - minutes approved

### **Review of Agenda**

February, 2016 agenda - 1<sup>st</sup> Barbara Schlichting; 2<sup>nd</sup> Ricardo Salcido - 15Y:0N:0A - agenda approved

### **Administrative Agent Update:**

Lucy Counts reported that the county received the HRSA site visit final report. They are reviewing it and working on the response which will include how corrective action will be taken. Lucy Counts added that the FY 2016 RFA is out in electronic format. The RFA excludes the emergency financial assistance, Psychosocial support, and outreach service categories. They need updated and revised service standards before the RFA can be issued. Lucy Counts also noted that we should receive 80% of our formula award. Agencies will be awarded once the county approves the budget. Lucy Counts also added that all technical assistance responses are on the county website.

In response to questions about why three service RFA's are being held up, Lucy Counts stated that there are different reasons for each. Emergency Financial Assistance needs service standards since it's a brand new category. Outreach needs revised standards. The current providers were not able to show any HIV positive individuals engaged in care tied directly to outreach. This service category like every RW category must count HIV positive individuals served. The psychosocial support service standards are not structured enough to ensure that there is no overlap with case management or mental health. Lucy Counts added that there were also problems with some agencies about efficient spending for psychosocial support. Lucy Counts reminder all that this is a competitive bid process and that no agency was guaranteed funding year to year. Lucy Counts thinks better defined service standards will help with service cost effectiveness as well.

### **Reports:**

#### ***Executive Committee:***

Ed Kelly reported that the Executive Committee reviewed the Planning Council evaluations. There were no recommendations made. Ed Kelly added that the Executive Committee reviewed and approved the February Planning Council meeting agenda and the 2016 Election ballot. Ed Kelly also noted that the Executive

Committee discussed the administrative agent's request that Priorities expedite their revision of the Psychosocial, Outreach, and Emergency Financial Assistance service standards to enable them to issue the RFA's for these categories.

***Priorities Committee:***

Joy Melendez reported that the Committee is working on updating service standards and on the Integrated Care Plan.

***Membership and By-laws Committee:***

Stephen Sidorsky stated that there are currently 18 members; 8 of who are unaffiliated consumers (44%). There are 4 prospective members, three of whom are unaligned consumers and one a prevention provider in the membership pipeline. Stephen Sidorsky added that three individuals put in their applications at the January PC meeting. Two are unaligned consumers and one is a Part B rep. All three will be interviewed prior to the February 2<sup>nd</sup> PC meeting. Stephen Sidorsky also noted that the Committee will work on some bylaw amendments at its next meeting.

***Administrative Assessment and Quality Review Committee:***

Barbara Schlichting reported that Chris Fisher reported that we were 8% underspent. Chris Fisher noted that late billing should decrease this amount. Barbara Schlichting also noted that Terri Fox gave the Care Ware update and also noted that her program will be doing housing roundtables in February. Barbara Schlichting also noted that the meeting will move to the Institute for Families.

***Our Voices***

Bobby Rosenberg reported the Our Voices meeting was cancelled because most consumers attended the Vive "Couch Chat" medical update for consumers. Bobby Rosenberg noted that 30 clients attended the event.

***Early Identification of Individuals with HIV and Aids (EIIHA)***

Nerlene Mayers reported that Chelsea Betlow gave the State update to the Committee via email. The State is reviewing RFA applications for care and prevention. Chelsea Betlow suggested that Linkage to Care update be a standing item on the monthly agenda. Nerlene Mayers added that DreShonda Williams gave her outreach report. The program is increasing street outreach such as participating in the Point in Time homeless count at multiple locations. They also aim to increase their social media presence. Nerlene Mayers noted that the Linkage to Care programs gave their updates. Both connected newly diagnosed and previously diagnosed clients in HIV care. Nerlene Mayers stated that Alison Modica from Gilead gave an update on how Gilead is working with Part A programs. She looks forward to collaborating with the EIIHA Committee.

**Mary Katherine Marasco (Elijah's Promise Intern)**

Mary Katherine gave an update on her social media and HIV project. She will be interviewing providers on how they use social media. She will develop a best practices training for providers and Planning Council.

**NJ HIV Planning Group**

Roseann Marone gave the update on the January NJHPG meeting. Roseann Marone reported that Gilead presented on their FOCUS program which is an opt-out HIV and Hepatitis C program that they are funding in clinics and emergency departments.

**Case Management Coordination:**

Terri Fox reported that there was no January meeting. The next meeting will be February 10<sup>th</sup>. Hyacinth will come to present on the housing program. The group will also discuss accessing the food program.

**Old Business:**

N/A

## **New Business:**

### *State Update (Loretta Dutton)*

Loretta Dutton began with an overview of the State premium program. Consumers need to apply through their case managers to ensure quality. The CAC's (certified assistance counselors) must also be involved to assist consumers pick the best insurance plan to best meet their needs. Loretta Dutton added that case managers should counsel their clients to apply for Medicaid if they are eligible. Loretta Dutton reminded all that Part B will not supplement ambulatory care. They fund gaps based on needs in specific areas. Loretta Dutton noted that emergency financial assistance can be used to fund medication gaps until ADAP goes into effect. The State will also pay for copays and deductibles for eligible clients. Loretta Dutton stated that outreach will be based in the community worker model where they are offering services to HIV positive individuals to cover gaps.

Loretta Dutton added that home care is an under-utilized service. Case managers can apply for it for their clients.

Loretta Dutton reported on the Part B HRSA Site visit. Loretta Dutton noted that HRSA is looking for more cost effectiveness in service delivery. Loretta Dutton also announced that Part B will be putting out an RFA to fund housing programs for young gay men. The programs will have cognitive behavioral components in a family like format. The State is looking for new and creative ideas to keep people in care as well as engage those who are newly diagnosed. Loretta Dutton also noted that consumers need to be taught health literacy to deal with the new ACA insurance issues.

## **Announcements**

Yvette Molina announced that the extra packaged Elijah's had did go out.

Roseann Marone announced that her program hired a new Family Case Manager (Donna Fong)

Ed Kelly announced that RBMC was taken over by Meridian Health,

Terri Fox announced that her intern Han Le is working on the housing roundtables. They will be the last week in February.

Conneil J. Gavin announced the slate of new officers for 2016-17:

- Conneil J, Gavin Chair
- Ed Kelly Vice Chair
- Ricardo Salcido – Membership Chair

## **Public Forum:**

N/A

## **Adjournment:**

1<sup>st</sup> Roseann Marone; 2<sup>nd</sup> Steve Pitts

**\*\*\* The next meeting will be at 6pm, Thursday, March 1<sup>st</sup> at Hyacinth.**

# HIV HEALTH SERVICES PLANNING COUNCIL

## MIDDLESEX-SOMERSET-HUNTERDON

---

### **Membership and By-Laws Committee Minutes**

There was no February meeting to approve the January meeting minutes.



# HIV HEALTH SERVICES PLANNING COUNCIL

## MIDDLESEX-SOMERSET-HUNTERDON

---

### **Administrative Assessment & Quality Review Committee Meeting Minutes**

There was no February meeting to approve the January meeting minutes.

# HIV HEALTH SERVICES PLANNING COUNCIL

MIDDLESEX-SOMERSET-HUNTERDON

---

## **“Our Voices” Client Caucus Meeting Minutes**

There was no January meeting.

# HIV HEALTH SERVICES PLANNING COUNCIL

MIDDLESEX-SOMERSET-HUNTERDON

---

## **Early Identification of Individuals with HIV/AIDS Committee Minutes Meeting Minutes January 26, 2016 2pm, Institute for Families**

**Introductions:** Cindy Leon, Blanca Jackson, Marion Goldberg, Bobby Rosenberg, Alison Modica, Conneil J. Gavin, DreSonda Williams, Johanna Moore, Janet Acosta Hobschaidt, Yvette Molina, Aissa Oduro, and Natalie Aloyets Artel

### **Minutes from December, 2015 meeting**

1<sup>st</sup> Bobby Rosenberg; 2<sup>nd</sup> Cindy Leon - motion passed 3Y:ON:OA

### **Administrative Agent Report**

N/A

### **Outreach Report**

Yvette Molina discussed the Point in Time homeless count program and how they have identified positives during the count and reconnected people into HIV care.

DreShonda Williams reported that the outreach program will be doing more street outreach such as participating in the Point In Time homeless count in multiple locations.

### **State Update** (Chelsea Provided Via Email)

Chelsea Betlow reported that the State is currently reviewing the 2016 application responses to our Ryan White Part B RFA. The State will be releasing two additional RFA's for state cycle 2017 (one for care and one for prevention). These will be released in the next few weeks and a technical assistance sessions will be scheduled sometime at the end of February and beginning of March.

Chelsea Betlow would like to suggest adding to the agenda an update of the linkage to care coordination activities that had happened in the previous month i.e. second rapid tests run at linkage to care sites and any activity the linkage to care coordinators were involved in highlighting positive clients getting connected to care and any previously positive clients getting reengaged into care. Chelsea Betlow added that this could be the time the linkage to care coordinator can identify and talk about barriers that need to be addressed or brainstormed by the group or by the state.

### **Linkage to Care Update**

Johanna Moore from Zufall Health Clinic updated the group the 7 individuals were reengaged in care. Johanna Moore introduced Janet Acosta the new Linkage to Care Coordinator and reviewed all the activities Zufall is involved in. Aissa Oduro updated the group that they just had 2 positives diagnosed and linked to care. The individuals were partners. Yvette Molina also noted that an individuals identified as positive and out of care came to Elijah's and was directed to Chandler.

### **Old Business**

N/A

## **New Business**

### *Gilead – Alison Modica*

Allison Modica gave an overview of how Gilead can work with Part A and EIIHA's. She noted that Gilead was focused on the care continuum. Alison Modica also discussed Gilead's role in assisting the State role out the pilot Prep program. Alison Modica also discussed the Gilead FOCUS program that supports opt out HIV/Hep C testing in clinics and emergency rooms.

## **Announcements**

Cindy Leon announced a February HIV testing event at Chandler/

Yvette Molina discussed Elijah's food distribution program and how to increase its reach.

Natalie Aloyets Artel announced that the IFF conference room has been secured for a monthly 2pm EIIHA meeting every 4<sup>th</sup> Tuesday.

## **Adjournment**

1<sup>st</sup> Bobby Rosenberg; 2<sup>nd</sup> Cindy Leon

**\*\*\*The next meeting will take place at 2pm on Tuesday, February 23<sup>rd</sup> at the Institute for Families.**

# HIV Health Services Planning Council

MIDDLESEX-SOMERSET-HUNTERDON

---

## **Executive Committee Meeting Minutes 3pm, Institute for Families October 28, 2015**

**Attendance:** Ed Kelly, Maureen McKinley, John Marcinkiewicz, Nerlene Mayers, Bobby Rosenberg, Ricardo Salcido, Barbara Schlichting, Roseann Marone, Anne Lori Dillon, and Natalie Aloyets Artel.

### **Review of October, 2015 Minutes**

Motion to approve October, 2015 minutes

1<sup>st</sup> Maureen McKinley; 2<sup>nd</sup> Bobby Rosenberg - 4Y:0N:2A

### **Administrative Agent Update**

Anne Lori Dillon reported that the grantee received the HRSA site visit report. The grantee is formulating its response. Anne Lori Dillon stated that the TGA got the FY16 partial allocation with 80% of Part A formula funding (this does not include supplemental funding). Anne Lori Dillon stated that the RFA's are out and due February 16<sup>th</sup>. Anne Lori Dillon stated that the Psychosocial and Outreach RFA's were not put out. Services standards for these two categories along with emergency financial assistance need to be revised prior to the RFA's being issued. Anne Lori Dillon requested that the Priorities Committee expedite revising these three service standards.

### **Reports:**

#### ***Priorities, Comprehensive Care Plan, and Service Standards Committee***

Roseann Marone reported that the Committee is updating the services standards and working on the Integrated Care Plan.

#### ***Membership and By-laws Committee***

Ricardo Salcido reported that there are currently 18 members; 8 of who are unaffiliated consumers (44%). There are 4 prospective members, three of whom are unaligned consumers and one a prevention provider in the membership pipeline. Three individuals put in their applications at the January PC meeting. Two are unaligned consumers and one is a Part B rep. All three will be interviewed prior to the February 2<sup>nd</sup> PC meeting. The Committee will work on some bylaw amendments at its next meeting.

#### **Administrative Assessment and Quality Review Committee**

Barbara Schlichting reported that Chris Fisher reported that we were 8% underspent. Chris Fisher noted that late billing should decrease this amount. Barbara Schlichting also noted that Terri Fox gave the Care Ware update and also noted that her program will be doing housing roundtables in February. Barbara Schlichting also noted that the meeting will move to the Institute for Families.

### **Our Voices**

Bobby Rosenberg reported the Our Voices meeting was cancelled because most consumers attended the Vive "Couch Chat" medical update for consumers. Bobby Rosenberg noted that 30 clients attended the event.

### **Early Identification of Individuals with HIV and Aids (EIIHA)**

Nerlene Mayers reported that Chelsea Betlow gave the State update to the Committee via email. The State is reviewing RFA applications for care and prevention. Chelsea Betlow suggested that Linkage to Care update be a standing item on the monthly agenda. Nerlene Mayers added that DreShonda Williams gave her outreach report. The program is increasing street outreach such as participating in the Point in Time homeless count at

multiple locations. They also aim to increase their social media presence. Nerlene Mayers noted that the Linkage to Care programs gave their updates. Both connected newly diagnosed and previously diagnosed clients in HIV care. Nerlene Mayers stated that Alison Modica from Gilead gave an update on how Gilead is working with Part A programs. She looks forward to collaborating with the EIIHA Committee.

### **Quality Management Update:**

Terri Fox reported that she and John Marcinkiewicz participated in the final H4C training. Terri Fox also added that Adam Thompson and Deloris Dockrey will be conducting a consumer quality training on February 19<sup>th</sup> – Feb 21<sup>st</sup> at the Livingston Student Center (Rutgers). Terri Fox added that consumers need to be referred by providers since they are expected to continue to work on quality with those providers after the training. Terri Fox added that the 4<sup>th</sup> Consumer Quality Workgroup will meet on January 26<sup>th</sup>.

### **Review of Planning Council Meeting Evaluations:**

The Committee reviewed the evaluations. They did not make any suggestions for changes.

### **Review of attendance:**

The Committee reviewed attendance.

### **Old Business:**

N/A

### **New Business:**

#### *2016 Election Ballot*

The Committee reviewed and approved the 2016 Election Ballot.

### **Review of Planning Council Agenda**

The Executive Committee reviewed and approved the February 2016 agenda.

### **Announcements**

John Marcinkiewicz reported that the housing program is taking clients. He asked that providers refer clients for an assessment.

Roseann Marone announced that RWJ is hosting Hepatitis C focus groups. Participants can receive financial incentives.

Ed Kelly reported that RBMC is being bought by Meridian Health and will be part of the Meridian Health Family.

### **Adjournment:**

1<sup>st</sup> Bobby Rosenberg; 2<sup>nd</sup> John Marcinkiewicz

# Directions to Meetings

- Hyacinth
- Institute for Families
- Somerset Treatment Services

**HYACINTH**  
**317 George Street, Suite 203**  
**New Brunswick, NJ 08901**  
**732-246-0204**

**LOCAL TRAFFIC**

**Take Route 27 into New Brunswick to Nielson Street**

**Turn onto Nielson and proceed to the next light**

**You will be at the corner of Nielson Street and New Street**

**Turn right onto New Street and proceed to the middle of the block**

**Parking will be located on the right**

**Walk up the stairs enter the building**

**Take the elevator to the second floor, Suite 203**

**FROM THE TURNPIKE**

**Exit onto Rt. 18 North**

**Proceed on Rt. 18 North to the New Street exit**

**Take New Street to traffic signal**

**You will be at the intersection of Nielson Street and New Street**

**Proceed on New Street to the middle of the next block**

**Parking will be located on the right**

**Walk up the stairs enter the building**

**Take the elevator to the second floor, Suite 203**

**\*\*\*The Planning Council meeting is in the conference room on the 2<sup>nd</sup> floor in Suite 203.**



**Institute for Families  
55 Commercial Avenue, 3<sup>rd</sup> floor  
New Brunswick, NJ 08901  
732-932-0512 x25745**

**LOCAL TRAFFIC**

**Take Route 18 to Commercial Avenue.**

**Take first right on to Neilsen Street and first left on to Elijah's Way.**

**Park in the deck on your left.**

**FROM THE TURNPIKE**

**Exit onto Rt. 18 North**

**Proceed on Rt. 18 North to Commercial Avenue.**

**Follow directions above**

**Somerset Treatment Services  
118 Westend Avenue  
Somerville, NJ 08876  
908-722-1232**

**DIRECTIONS**

**Take Route 287 north to the Route 22 exit-you will be going west toward Somerville.**

**Take Route 22 for approx. 1 1/2 miles to the exit for Routes 202 and 206 South (Princeton-Flemington).**

**Follow the exit onto 202/206 for approx. 1/2 mile to the exit for the Somerville circle (signs for 206 South-Princeton).**

**Go 3/4 of the way around the circle to the exit for Route 28 East-that is West End Avenue.**

**Go approx 1/4 mile to Middaugh St.**

**Our building is on the corner of West End and Middaugh on the left hand side. It is a large yellow Victorian building. Parking and main entrance are in the rear. Phone # (908) 722-1232.**