



2022 - 2023

Planning Council Meeting

Thursday, June 22nd, 2023
4:00 pm - 6:00 pm

<https://us02web.zoom.us/j/9178940335?pwd=R3VRY2t1TTN2SE52ZVcyTDhtbTEvdz09>
Passcode: 20222023

Welcome, Introductions and Moment of Silence	4:00 pm
Patrick Baum, PC Chair	
Review and Approve June 8th Minutes	4:10 pm
Patrick Baum, PC Chair	
Agency Reports	4:15 pm
NH DHHS, MDPH, BPHC, MassHealth	
BPHC Response to AAM	4:25 pm
RWSD	
Implementation of Award/Rapid Allocation	4:40 pm
RWSD	
FY24 Resource Allocation VOTE	4:55 pm
NRAC	
MNC Year end Report and Nominations Preview	5:05pm
SPEC	
Consumer Committee Year End Report	5:20pm
Consumer Committee	
PC Officer Elections	5:35 pm
PCS	
Announcements, Evaluations and Wrap Up	5:50 pm
Patrick Baum, PC Chair and PCS	



Planning Council Meeting
Thursday, June 22, 2023
Zoom
4-6 PM

Summary of Attendance

Members Present

Daniel Amato
Stephen Batchelder
Patrick Baum
Henry Cabrera
Joey Carlesimo
Sandra Custodio
Larry Day
Stephen Corbett
Beth Gavin
Robert Giannasca
Amanda Hart
Darian Hendricks
Brian Holliday
Allison Kirchgasser
Wendy LeBlanc
Jordan Lefebvre
Margaret Lombe
Ericka Olivera
Ethan Ouimet
Manuel Pires
Luis Rosa
Serena Rajabiun
Darren Sack
Mairead Skehan Gillis
Michael Swaney
Bryan Thomas
Catherine Weerts
Kim Wilson

Barry Callis
Melissa Hector

Members Excused

Kathy Lituri
Allan McClendon
Tim Young

Members Absent

Adam Barrett
Lorraine Jones
Keith Nolen
Karen White
Justin Alves
Yvette Perron
Lamar Brown-Noguera
Damon Gaines
Mahara Pinheiro
Nate Ross

Staff

Melanie Lopez
Tegan Evans
Claudia Cavanaugh
Clare Killian
Vivian Dang

Guests

Jerome Hazen

Topic A: Welcome and Introductions

The Chair of the Planning Council called the meeting to order and led a moment of silence. PCS team took roll call.

Topic B: Review Meeting Minutes

Motion to Approve: Catherine Weerts

Second: Darren Sack

Result: The 6.8.23 meeting minutes were approved by 85%, 15% abstained.

Topic C: Agency Updates

Each agency representative goes over recent or ongoing updates.

Massachusetts Department of Public Health

- Within the next month, MDPH will be releasing membership applications for those that have participated in one of their 9 offices of HIV advising groups. The three year terms have expired for those that are current members. They are looking for new members as well- more to come from email, lookout for an application for all of the 9 offices.

New Hampshire Department of Health and Human Services

- n/a

MA Office of Medicaid

- MassHealth members should look out for blue envelope, and if you have received the blue envelopes, be sure to return it if you want to stay on MassHealth if you remain eligible. Please share with all MassHealth members you work with. Some people can be automatically renewed if they are able to get information from federal and state databases.

Boston Public Health Commission

- They will be working to get contracts out for Part A and EHE over the next couple of weeks since they have finally received budgets from their recipients, so they can complete the full allocations, which will be then sent to sub-recipients. Gave a shoutout to PCS and Planning Council members for attending Boston Pride Event, they will participating in urban pride events over the next coming weeks, so more opportunities to participate if you are interested. Over the summer and into the fall, BPHC will host a series of community neighborhood meetings to share the information of Boston health data reports, so if you are a Boston resident and this would interest you, those will be happening in an ongoing basis- more information on dates and time will be made available.

Mayor's Office

- Commission just released Heath of Boston data report which are a series of reports that highlight the top illnesses that effect Boston residents across race, ethnicity and gender. They are in the process of doing neighborhood community tours to talk about the data repots, specifically around life expectancy. In the process of having neighborhood discussion for folks to understand disparities highlighted in those reports and provide resources available for what is detailed within the reports, they just had their first meeting in Roxbury and will be moving into other neighborhoods. Dates will be shared for those that are interested to come.
- A couple weeks ago, the mayor announced mini grants for resident block parties to build resilience among neighbors and create stronger connections. Great opportunity to have a fun time and build connections among people. Grants are called Block Party Mini Grants.

Topic D: Implementation and Rapid Allocation of Award

PCS goes over the ideal award timeline- Federal Budget > Full Award > Part A Fiscal Year

PCSS goes over actual award timeline- Federal Budget in Continuing Resolution > Partial Award to BPHC > Partial/Capped Subrecipient Awards > Federal Budget Approved > Full BPHC and Subrecipient Awards

FY2023 Award
February 2023

- Partial award
- \$2,712,099
- Period: 3/1/2023-5/1/2023
- Spending Cap: 18% (of full award)

April 2023

- Full award
- \$15,228,508
- Period: 5/1/2023-2/28/2024
- Spending Cap: none

Topic E: BPHC Response to AAM

AAM Recommendation:

BPHC should have another avenue for feedback besides this survey. Not all feedback received in this survey is relevant to the Planning Council.

Response:

- The RWSD, in partnership with IDB leadership, has been exploring 2 additional opportunities to gather feedback from our subrecipients.
 - Bi-annual survey
 - Monthly newsletter
- HIV Needs Assessment
- Subrecipient Monitoring

AAM Recommendation:

Staff retention and turnover has been mentioned in previous AAM surveys, as well as in the 2023 HRSA site visit finding. If possible, BPHC should share plan of action specifically regarding staff turnover.

Response:

- RWSD is taking a multi-pronged approach to staff recruitment and retention:
 - Expanding recruitment
 - Addressing policies that often prevent recruitment and promote attrition
 - Residency Requirement
 - Improved communication
 - Comprehensive staff training and onboarding.
 - Development of SOPs to support transitions

Response to comments related to the Fiscal & Contracting Processes

- RWSD fiscal team and BPHC finance/procurement will be participating in technical assistance over the next couple of weeks to help reduce burden and streamline our processes. We look forward to updating you about what we learned and the improvements we implemented as a result.

Topic F: FY24 Resource Allocation Vote

Council members will vote on:

- FY22 Actual Unexpended funds
- FY23 Estimated Unexpended funds
- FY24 Funding Scenarios (including MAI)
- Additional Guidance to BPHC

NRAC Recommendation #1:

Allocate 20% of FY22 Unexpended Funds to ADAP, 20% to Medical Nutrition Therapy, 30% to Food Bank/Home Delivered Meals, and 30% Emergency Financial Assistance

Motion to accept the recommendation of allocating 20% of FY22 Unexpended Funds to ADAP, 20% to Medical Nutrition Therapy, 30% to Food Bank/Home Delivered Meals, and 30% Emergency Financial Assistance: Bryan Thomas

Second: Kim Wilson

Approved by 88%, opposed 4%, abstained 8%

NRAC Recommendation (same as FY22) #2:

Allocate 20% of FY23 Unexpended Funds to ADAP, 20% to Medical Nutrition Therapy, 30% to Food Bank/Home Delivered Meals, and 30% Emergency Financial Assistance.

Motion to accept the recommendation of allocating 20% of FY23 Unexpended Funds to ADAP, 20% to Medical Nutrition Therapy, 30% to Food Bank/Home Delivered Meals, and 30% Emergency Financial

Assistance: Bryan Thomas

Second: Kim Wilson

Approved 83% 4% opposed, 13% abstained

NRAC Recommendation #3:

1. Level Funding Scenario
2. \$500,000 decrease below level funding
3. \$500,000 increase above level funding
4. Proportional if over \$500,000 decrease below or increase above level funding
5. Minority AIDS Initiative (MAI) carry over and FY24 level

Motion to adopt the package of FY24 funding scenarios and MAI recommendations as presented to the Council on June 8, 2023: Kim Wilson

Second: Henry Cabrera

Approved by 96%, 4% abstained

Recommendation #4:

“To allow BPHC the flexibility to adjust category funding allocations based on emerging needs and the changing environment by up to 25% above or below the levels for each service category, with the exception of categories funded at less than \$500,000 are given up to 50% leeway as established in the FY23 Funding Scenario recommendations.”

Motion to allow BPHC the flexibility to adjust category funding allocations based on emerging needs and the changing environment by up to 25% above or below the levels for each service category, with the exception of categories funded at less than \$500,000 are given up to 50% leeway as established in the FY23 Funding Scenario recommendations: Kim Wilson

Second: Bryan Thomas

Approved by 96%, 4% abstained

Topic G: MNC Year End Report and Nominations Preview

MNC Chair goes over MNC's Year End Report and gives a Nominations Preview

Committee Charge

Manage all tasks related to the outreach, recruitment, and nomination, as well as ongoing member training, satisfaction and retention in the Planning Council. The MNC shall accomplish these goals by:

- Executing the open-nominations proceedings annually
- Participating in member recruitment efforts, including presence at community events where new members are likely to be recruited
- Collaborating with Consumer Committee in outreach and member recruitment efforts
- Collaborating with Consumer Committee in member orientation, training and development
- Overseeing all conflict-of-interest policies and managing grievance proceedings

MNC Activities

- Member Updates
 - o MNC reviewed member attendance and concerns at each meeting
 - o PCS helped to facilitate discussions about attendance with members who needed additional assistance engaging
- Mentorship
 - o NRAC/SPEC mentors have been available and in contact with their mentees
 - o MNC held a successful mentorship mixer for both mentors and mentees
- Mid Year Survey
 - o MNC and PCS created and distributed a mid year survey to encourage mid year feedback on Council meetings, processes and other concerns or questions
 - o This was presented to Exec and Council for recommendations

MNC Chair mentions recruitment events and different outreach contacts that members and PCS have done throughout the council year.

Nominations Update

Nominations are on June 26 10am-2pm

Applications:

- 10 New Member applications achieved
- 4 potential New Member applications pending
- 5 Incumbent applications received

Recommendations for 2023-2024 MNC

- MNC remains virtual
- Continue outreach in the community making sure we have representation where it is lacking
- Creating a Standard Operating Procedure or a manual for all of our procedures/processes other than just the Bylaws
- Creating a procedure on tabling events for recruitment and encouraging more Consumer participation in recruitment
- Better system for navigating feedback

Recommendations from MNC for 2023-2024 Planning Council

- Member engagement activities such as: Question of the week, weekly updates/interactive activities, more networking opportunities
- Continue equity values education and make it more concise for next year
- Continue Consumer Committee and their topics of interest

Topic H: Consumer Year End Report

Consumer Committee Chair goes over the Consumer Committee Year End Report.

Committee Charge

The Consumer Committee is one of the Planning Council's standing committees. The Planning Council's Bylaws state the charge to the committee as follows:

- Fostering and developing consumer leadership;
- Working with the Executive Committee to ensure that at least one Consumer is on each Planning Council committee;
- Informing the Planning Council on issues from a consumer perspective, as needed;
- Ensuring that diverse consumer input and participation are included in all Planning Council and committee activities.

Committee Activities: Presentations

Consumer Committee had 3 sets of educational presentations within 2022-2023 council year.

First presentation was on Gender Affirming Health Care and HIV, where panelists discussed on gender affirming care and transgender health, and ways to create a safe space for members to learn and how to be inclusive to one's gender identity.

Second presentation was during February during Black History Month, and the conversation and panel focused on Black Excellence and Activism in HIV Care.

Third presentation was a Cabenuva Panel with providers and consumers discussing personal experiences with Cabenuva, how they introduced Cabenuva to their patients, the cost of Cabenuva with coverage, and next steps to receive it.

Committee Projects

Consumer Committee continued efforts from last year. In order to advance the goal of the Someone You Know and Love anti-stigma campaign, the committee worked on an EHE funding proposal with a multi step implementation plan:

- Planning and implementation of an educational forum with academic institutions
- Implementation of a city-wide marketing anti-stigma campaign to increase public awareness
- Funding of a short-term intern
- Updating existing content regarding education and resources purchasing of campaign-related materials to increase consumer engagement and promote awareness of the campaign
- The development of an evaluation roadmap to measure the efficacy of the anti-stigma campaign

Ryan White Planning Council Support was awarded an EHE grant of \$54,000 to use on various things, including an Anti-Stigma Campaign Intern. PCS is hiring!

Consumer Committee Year End Recommendations

Re-examine the Consumer Committee charge and meeting structure

- Identify potential chair and vice chair candidates ahead of time along with bios/statements as to why they want that position
- Return to full monthly meetings - 3 of them can still be education series presentations/events, the remainder for Consumer discussion, moving important items forward (i.e. Anti-Stigma Campaign decisions), and planning for/working on various Anti-Stigma Campaign tasks

Improve structure of future educational presentations/panels

- Always have a person that represents the community that the presentation is on as a panelist

- Have enough room for questions and answers versus multiple panelists talking for a long time
- Involve guests, panelists, and providers with recruitment
- Tell guests and panelists that Planning Council is recruiting and give them recruiting info
 - Send recruitment info for Part A agencies to share

Recommendations to continue

- Follow up with Cabenuva and add that as an educational topic for next Council Year.
- Continue including guest speakers in meetings and discussing topics of interest.
- Continue social media work within the Anti-Stigma Campaign.
- Encourage consumer members to assist with recruitment

Topic I: PC Chair-Elect Election

PCS names the nominees for Planning Council Officer Elections.

Nominees for 2023-2024 Chair-Elect:

K.W.

M.L.

C.W.

Planning Council Members make a vote, and M.L. is nominated as 2023-2024 chair elect.

Topic J: Announcements, Evaluations, Wrap Up

PCS shares the End of the Year Survey for council members. These surveys are due by June 22nd, 2023.

Announcements:

- Nominations are on Monday June 26th
- End of the Year party is on Sunday July 9th
- Please complete the End of Year Survey if you have not yet (we have 25 responses so far!)
- Final Exec Meeting on June 29th (Next Thursday)

Meeting to Adjourn

Motion: Manuel Pires

Second: Robert Giannasca

Result: The meeting was adjourned at 5:57pm.

The background is a light pink color with various stylized leaf illustrations in yellow, teal, orange, and dark blue. The leaves are scattered around the central text.

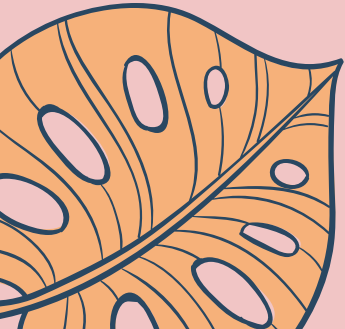
PLANNING COUNCIL

June 22, 2023
Patrick Baum, Chair
Darren Sack, Chair Elect



MOMENT OF SILENCE

**At this moment, let's take a moment of silence
in remembrance of those who came before us, those
who are present, and those who will come after us.**





ATTENDANCE

Icebreaker!


What is one bucket list item you hope to achieve this summer?





AGENDA

1. Review and Approve June 8th Minutes
2. Agency Reports
3. Implementation and Rapid Allocation of Award
4. BPHC Response to AAM
5. FY24 Resource Allocation Vote

6. MNC Year End Report and Nominations Preview
 7. Consumer Year End Report
 8. PC Chair-Elect Election
 9. Announcements, Evaluations, Wrap Up
- 



Review & Approve Meeting Minutes June 8th, 2023



To approve minutes:

1. Review Minutes
2. Make a first and second motion to approve minutes
3. Vote (Zoom poll)



Approve: Yes, I approve the minutes
Oppose: No, I do not approve the minutes
Abstain: Decline to vote

AGENCY UPDATES

MA DEPARTMENT
OF PUBLIC HEALTH
BARRY CALLIS

NH DEPARTMENT OF HEALTH
& HUMAN SERVICES
YVETTE PERRON

MA OFFICE OF MEDICAID
ALLISON KIRCHGASSER

BOSTON PUBLIC HEALTH
COMMISSION
TEGAN EVANS

MAYOR'S OFFICE
MELISSA HECTOR



FY23 Implementation of Award & Rapid Allocation

Ryan White Part A
Boston EMA

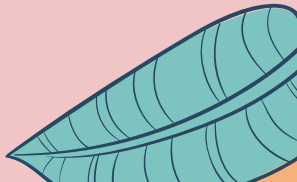


IDEAL AWARD TIMELINE

Federal
Budget

Full Award

Part A
Fiscal Year



ACTUAL AWARD TIMELINE

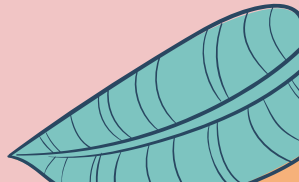
Federal
Budget in
Continuing
Resolution

Partial Award
to BPHC

Partial/Capped
Subrecipient
Awards

Federal
Budget
Approved

Full BPHC and
Subrecipient
Awards



FY2023 AWARD

Notice	Award	Amount	Period	Spending Cap
February 2023	Partial Award	\$2,712,099	3/1/2023-5/1/2023	18% (of full award)
April 2023	Full Award	\$15,228,508	5/1/2023-2/28/2024	None

What changed?

- FY23 full award is \$15,228,508 with a total of 0.13% approximately in increased funding from FY22
- FY23 MAI was decreased to \$953,074, or approximately 10% from FY22

Ryan White Services Division

BPHC Response to AAM



**AAM Recommendation:
BPHC should have another avenue for feedback
besides this survey. Not all feedback received in
this survey is relevant to the Planning Council.**

Response

- The RWSD, in partnership with IDB leadership, has been exploring 2 additional opportunities to gather feedback from our subrecipients.
 - Bi-annual survey
 - Monthly newsletter
- HIV Needs Assessment
- Subrecipient Monitoring

AAM Recommendation:

Staff retention and turnover has been mentioned in previous AAM surveys, as well as in the 2023 HRSA site visit finding. If possible, BPHC should share plan of action specifically regarding staff turnover.

Response

- RWSD is taking a multi-pronged approach to staff recruitment and retention:
 - Expanding recruitment
 - Addressing policies that often prevent recruitment and promote attrition
 - Residency Requirement
 - Improved communication
 - Comprehensive staff training and onboarding.
 - Development of SOPs to support transitions

Response to comments related to the Fiscal & Contracting Processes

- RWSD fiscal team and BPHC finance/procurement will be participating in technical assistance over the next couple of weeks to help reduce burden and streamline our processes. We look forward to updating you about what we learned and the improvements we implemented as a result.



Conflict of Interest

- If any member has a financial interest, either as an employee or as a fiduciary, in any matter(s), which comes before the Planning Council, they must disclose such financial interest in advance of any discussion on such matter(s).
- Members shall not vote on such matter(s) if the matter being voted on is specific to that interest (i.e., a vote only on a service category for which their employee's agency is funded) but may participate in the discussion(s).

FY24 FUNDING SCENARIOS VOTE



NEEDS, RESOURCES
AND ALLOCATIONS
COMMITTEE

JUNE 22, 2023

OVERVIEW

COUNCIL MEMBERS WILL VOTE ON THE FOLLOWING:

- × FY22 Actual Unexpended funds
- × FY23 Estimated Unexpended funds
- × FY24 Funding Scenarios (including MAI)
- × Additional Guidance to BPHC

VOTE - RECOMMENDATION #1

FY22 ACTUAL UNEXPENDED FUNDS RECOMMENDATION

NRAC Recommendation:

- Allocate 20% of FY22 Unexpended Funds to ADAP, 20% to Medical Nutrition Therapy, 30% to Food Bank/Home Delivered Meals, and 30% Emergency Financial Assistance

All in Favor: You support the recommendation

Opposed: You are against the recommendation

Abstention: You decline to vote

VOTE - RECOMMENDATION #2

FY23 ESTIMATED UNEXPENDED FUNDS RECOMMENDATION

NRAC Recommendation (same as FY22):

- Allocate 20% of FY23 Unexpended Funds to ADAP, 20% to Medical Nutrition Therapy, 30% to Food Bank/Home Delivered Meals, and 30% Emergency Financial Assistance.

All in Favor: You support the recommendation

Opposed: You are against the recommendation

Abstention: You decline to vote

VOTE - RECOMMENDATION #3

FY24 FUNDING SCENARIOS

1. Level Funding Scenario
2. \$500,000 **decrease** below level funding
3. \$500,000 **increase** above level funding
4. Proportional if over \$500,000 decrease below or increase above level funding
5. Minority AIDS Initiative (MAI) carry over and FY24 level

Summary

Part A Scenarios

Rank	Service Category	FY 2023 Base	FY 2024 \$500k ↓	FY 2024 Level Funding	FY 2024 \$500k ↑
1	AIDS Drug Assistance	\$157,343	\$151,904	\$157,343	\$235,930
2	Medical Case Management	\$4,404,036	\$4,251,778	\$4,404,036	\$4,404,036
3	Housing services	\$1,419,145	\$1,370,082	\$1,419,145	\$1,419,145
4	Non-medical Case Management	\$983,563	\$949,559	\$983,563	\$983,563
5	Food Bank/Home-delivered meals	\$792,205	\$764,816	\$792,205	\$857,277
6	Emergency Financial Assistance	\$216,989	\$209,487	\$216,989	\$216,989
7	Oral Health	\$1,427,799	\$1,378,436	\$1,427,799	\$1,611,110
10	Medical Transportation	\$210,495	\$203,218	\$210,495	\$227,780
12	Psychosocial Support	\$906,356	\$875,021	\$906,356	\$906,356
13	Medical Nutrition Therapy	\$1,141,181	\$1,101,727	\$1,141,181	\$1,235,738
14	Health Education/Risk Reduction	\$347,404	\$335,393	\$347,404	\$335,393
22	Other Professional Services	\$52,085	\$50,284	\$52,085	\$50,284
	<i>MCM/NMCM Training</i>	\$234,380	\$226,277	\$234,380	\$234,380

Summary MAI Scenarios FY22 Carry Over

FY24 Rank	Service Category	FY 2023 Base	FY22 Carry Over Recommendation	FY22 Carry Over %	FY 23 + FY22 Carry Over Funding
1	MAI - Case Management, Medical	\$441,922.81		0%	\$441,923
2	MAI - Case Management, Non-Medical	\$171,587.38		0%	\$171,587
3	MAI - Emergency Financial Assistance	\$25,772.04	\$36,172.60	68%	\$61,945
4	MAI - Psychosocial Support	\$153,565.40		0%	\$153,565
5	MAI - Linguistic Services	\$6,284.56	\$8,511.20	16%	\$14,796
6	MAI - Other Professional Services (Legal)	\$77,713.81	\$8,511.20	16%	\$86,225
Direct Service Total		\$876,846	\$53,195.00	100%	\$930,041.00

Summary MAI Scenarios: FY24 Level Funding

Rank	Service Category	FY 2023 Base	FY 2024 \$500k ↓	FY 2024 Level Funding	FY 2024 \$500k ↑
1	MAI - Case Management, Medical	\$441,923	\$441,923	\$441,923	\$441,923
2	MAI - Case Management, Non-Medical	\$171,587	\$171,587	\$171,587	\$171,587
3	MAI - Emergency Financial Assistance	\$25,772	\$25,772	\$25,772	\$25,772
4	MAI - Psychosocial Support	\$153,565	\$153,565	\$153,565	\$153,565
5	MAI - Linguistic Services	\$6,285	\$6,285	\$6,285	\$6,285
6	MAI - Other Professional Services (Legal)	\$77,714	\$77,714	\$77,714	\$77,714

Remember – we did not do increase/decrease scenarios for MAI

Summary

FY23 Base:
\$15,228,608

FY24 \$500K
Reduction:
\$14,728,608

FY24 Level:
\$15,228,608

FY24 \$500K Increase:
\$15,728,608

Rank	Service Category	FY 2023 Base	FY 2024 \$500k ↓	FY 2024 Level Funding	FY 2024 \$500k ↑
1	AIDS Drug Assistance	\$157,343	\$151,904	\$157,343	\$235,930
2	Medical Case Management	\$4,404,036	\$4,251,778	\$4,404,036	\$4,404,036
3	Housing services	\$1,419,145	\$1,370,082	\$1,419,145	\$1,419,145
4	Non-medical Case Management	\$983,563	\$949,559	\$983,563	\$983,563
5	Food Bank/Home-delivered meals	\$792,205	\$764,816	\$792,205	\$857,277
6	Emergency Financial Assistance	\$216,989	\$209,487	\$216,989	\$216,989
7	Oral Health	\$1,427,799	\$1,378,436	\$1,427,799	\$1,611,110
10	Medical Transportation	\$210,495	\$203,218	\$210,495	\$227,780
12	Psychosocial Support	\$906,356	\$875,021	\$906,356	\$906,356
13	Medical Nutrition Therapy	\$1,141,181	\$1,101,727	\$1,141,181	\$1,235,738
14	Health Education/Risk Reduction	\$347,404	\$335,393	\$347,404	\$335,393
22	Other Professional Services	\$52,085	\$50,284	\$52,085	\$50,284
	<i>MCM/NMCM Training</i>	\$234,380	\$226,277	\$234,380	\$234,380
1	MAI - Case Management, Medical	\$441,923	\$441,923	\$441,923	\$441,923
2	MAI - Case Management, Non-Medical	\$171,587	\$171,587	\$171,587	\$171,587
3	MAI - Emergency Financial Assistance	\$25,772	\$25,772	\$25,772	\$25,772
4	MAI - Psychosocial Support	\$153,565	\$153,565	\$153,565	\$153,565
5	MAI - Lingustic Services	\$6,285	\$6,285	\$6,285	\$6,285
6	MAI - Other Professional Services (Legal)	\$77,714	\$77,714	\$77,714	\$77,714
	Direct Service Total (Part A + MAI)	\$13,169,828	\$12,744,828	\$13,169,828	\$13,594,828
	<i>Part A Quality Management (5% cap)</i>	\$500,238	\$475,238	\$500,238	\$525,238
	<i>MAI Quality Management (5% cap)</i>	\$35,681	\$35,681	\$35,681	\$35,681
	Total: QM	\$535,919	\$510,919	\$535,919	\$560,919
	<i>Part A Administration/Planning Council Support (10% cap)</i>	\$1,421,469	\$1,371,469	\$1,421,469	\$1,471,469
	<i>MAI Administration (10% cap)</i>	\$101,392	\$101,392	\$101,392	\$101,392
	Total: Admin/PCS	\$1,522,861	\$1,472,861	\$1,522,861	\$1,572,861
	Total Planned Allocation	\$15,228,608	\$14,728,608	\$15,228,608	\$15,728,608
	FY 2024 Funding Scenarios	\$15,228,608	\$14,728,608	\$15,228,608	\$15,728,608
	Core Medical Services	\$7,130,360	\$6,883,845	\$7,130,360	\$7,486,815
	Health-Related Support Services	\$4,928,242	\$4,757,860	\$4,928,242	\$4,996,786
	% Core Medical Services	59%	59%	59%	60%
	% Health-Related Support Services	41%	41%	41%	40%

—

OVER \$500K INCREASE ABOVE OR DECREASE BELOW FY23 LEVEL FUNDING

- If the increase or decrease in the award exceeds \$500,000, the committee recommends a proportional increase/decrease to all direct service categories

VOTE - RECOMMENDATION #3

FY24 FUNDING SCENARIOS

The Planning Council votes to adopt the package of FY24 funding scenarios and MAI recommendations as presented to the Council on June 8, 2023.

All in Favor: You support the recommendation

Opposed: You are against the recommendation

Abstention: You decline to vote

VOTE - RECOMMENDATION #4 ADDITIONAL GUIDANCE TO BPHC

Recommendation:

“To allow BPHC the flexibility to adjust category funding allocations based on emerging needs and the changing environment by up to 25% above or below the levels for each service category, **with the exception of categories funded at less than \$500,000 are given up to 50% leeway** as established in the FY23 Funding Scenario recommendations.”

All in Favor: You support the recommendation

Opposed: You are against the recommendation

Abstention: You decline to vote



MNC Year End Report & Nominations Preview

COMMITTEE CHARGE

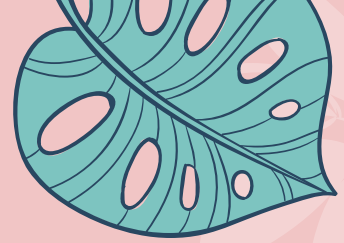
- Manage all tasks related to the outreach, recruitment, and nomination, as well as ongoing member training, satisfaction and retention in the Planning Council. The MNC shall accomplish these goals by:
 - Executing the open-nominations proceedings annually
 - Participating in member recruitment efforts, including presence at community events where new members are likely to be recruited
 - Collaborating with Consumer Committee in outreach and member recruitment efforts
 - Collaborating with Consumer Committee in member orientation, training and development
 - Overseeing all conflict-of-interest policies and managing grievance proceedings



LEADERSHIP TEAM

**Michael
Swaney,
Chair**

**Bryan
Thomas,
Vice Chair**



COMMITTEE MEMBERS

Michael
Swaney

Stephen
Batchelder

Robert
Giannasca

Brian
Holliday

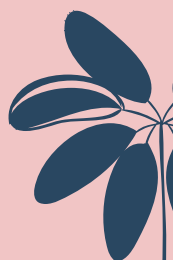
Kathy
Lituri

Margaret
Lombe

Darren
Sack

Bryan
Thomas

Catherine
Weerts



MNC Activities



Member Updates

- MNC reviewed member attendance and concerns at each meeting
- PCS helped to facilitate discussions about attendance with members who needed additional assistance engaging



Mentorship

- NRAC/SPEC mentors have been available and in contact with their mentees
- MNC held a successful mentorship mixer for both mentors and mentees



Mid Year Survey

- MNC and PCS created and distributed a mid year survey to encourage mid year feedback on Council meetings, processes and other concerns or questions
- This was presented to Exec and Council for recommendations

RECRUITMENT & OUTREACH

Events

- Bayard Rustin Community Breakfast
- Provider Training
- Boston Living Center Tabling
- Boston Pride (Hundreds of flyers went out to people!)
- AIDS Project Worcester Open House
- Portsmouth Pride



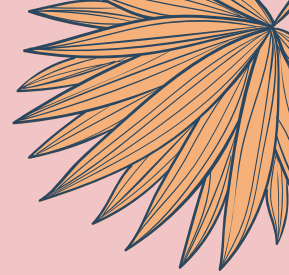
Outreach

- Part A Contacts
- BPHC Contacts
- Community Orgs such as:
 - Healing Our Community Collaborative
 - Black and Pink Massachusetts
 - Boston Lesbigay Urban Foundation
 - LGBTQIA+ Senior Housing
 - Gay for Good Boston
 - Arlington, MA Rainbow Commission
 - Trans Resistance MA
- Boston University School of Public Health
- LinkedIn posts, Facebook group posts, etcetera

Nominations Committee

MNC's last meeting is the Nominations meeting, where incumbent and new applications are reviewed. The Committee will review incumbent attendance and contributions, as well the experiences of new applicants and general reflectiveness of the Council.

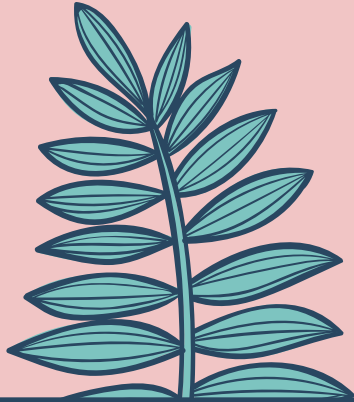
NOMINATIONS UPDATE



**10 New Member
applications received**

**4 potential New Member
applications pending**

**5 Incumbent
applications received**



Nominations Meeting
June 26
10 am – 2 pm

MNC Recommendations

Recommendations for 2023-2024 MNC

- MNC remains virtual
- Continue outreach in the community making sure we have representation where it is lacking
- Creating a Standard Operating Procedure or a manual for all of our procedures/processes other than just the Bylaws
- Creating a procedure on tabling events for recruitment and encouraging more Consumer participation in recruitment
- Better system for navigating feedback

Recommendations from MNC for 2023-2024 Planning Council

- Member engagement activities such as: Question of the week, weekly updates/interactive activities, more networking opportunities
- Continue equity values education and make it more concise for next year
- Continue Consumer Committee and their topics of interest



THANK YOU MNC!



Consumer Committee Year End Report

COMMITTEE MEMBERS

CHAIR:

Robert
Giannasca

VICE CHAIR:

Tim Young

Stephen
Batchelder

Patrick
Baum

Henry
Cabrera

Stephen
Corbett

Darian
Hendricks

Wendy
LeBlanc

Kathy Lituri

Allan
McClendon

Darren
Sack

Michael
Swaney

Karen
White

Kimberly
Wilson

COMMITTEE CHARGE

The Consumer Committee is one of the Planning Council's standing committees. The Planning Council's Bylaws state the charge to the committee as follows:

The Consumer Committee shall ensure that people living with HIV and/or AIDS are empowered, supported, and encouraged to work on the full range of activities that the Planning Council undertakes in the execution of its mandate by:

- **Fostering and developing consumer leadership;**
- **Working with the Executive Committee to ensure that at least one Consumer is on each Planning Council committee;**
- **Informing the Planning Council on issues from a consumer perspective, as needed;**
- **Ensuring that diverse consumer input and participation are included in all Planning Council and committee activities.**

COMMITTEE ACTIVITIES

Presentation 1/3:

Gender Affirming Health and HIV Panel, presented by Annie Potter and Hector Perez

Hector discussed his career and role in gender affirming healthcare and the importance of putting clients first. Both Annie and Hector discussed and answered ways to create a safe space for members on the council to better address issues and how to be inclusive to one's gender identity.

The Consumer Committee invites you to

GENDER AFFIRMING HEALTH CARE & HIV

Boston EMA
Ryan White
Planning Council

December 8th, 2022

Who?

Planning Council members and approved guests. Please email pcs@bphc.org if you'd like to invite additional people!

What?

A presentation and panel discussion on gender-affirming care and transgender health, specifically with people living with HIV

When?

December 8th, 2 PM - 3:30 PM

Where?

Old South Church, 645 Boylston St, Boston, MA 02116 or on Zoom:

[https://us02web.zoom.us/j/9178940335?](https://us02web.zoom.us/j/9178940335?pwd=R3VRY2t1TTN2SE52ZVcyTDhtbTEvdz09)

[pwd=R3VRY2t1TTN2SE52ZVcyTDhtbTEvdz09](https://us02web.zoom.us/j/9178940335?pwd=R3VRY2t1TTN2SE52ZVcyTDhtbTEvdz09)

COMMITTEE ACTIVITIES

Presentation 2/3:



The Ryan White HIV Services
Planning Council Consumer
Committee invites you to join us in

Honoring
**BLACK
EXCELLENCE
& ACTIVISM**
in HIV Care

February 9th, 2023
2 PM

[Click here for the Zoom Link](#)

Black Excellence & Activism in HIV/AIDS Care Panel, presented by Planning Council Support Staff and Melissa Hector with special guests, Curtis Santos, Morgan Benson, Rochelle Hector, and Dr. Bisola Ojikutu

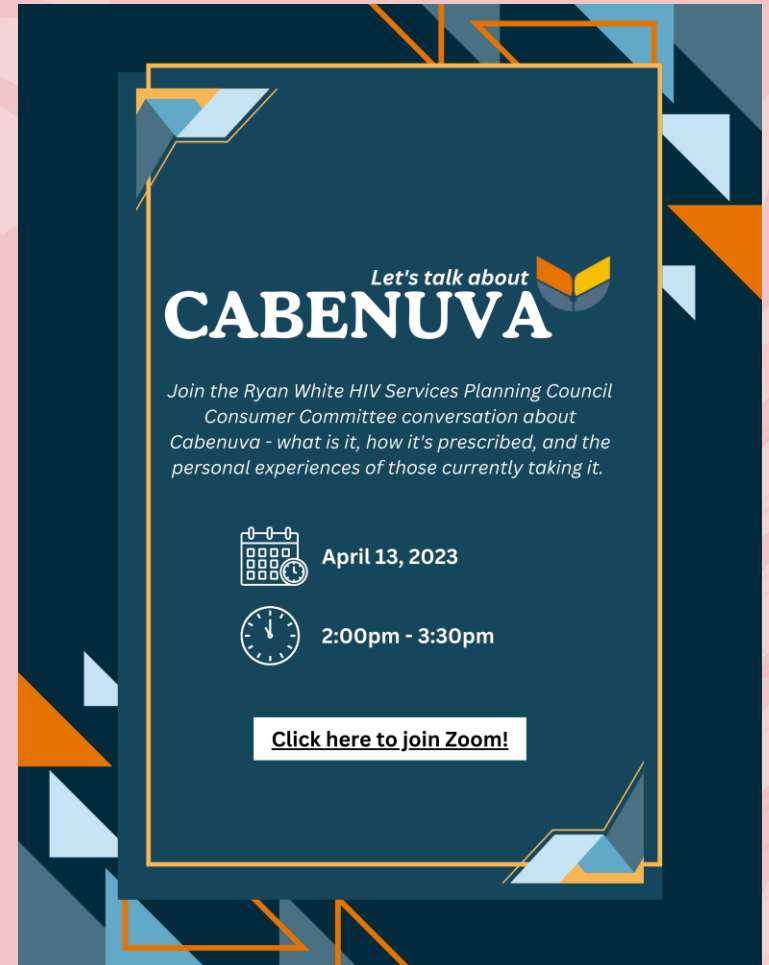
The speakers discussed how the HIV epidemic has affected Black/African American and Hispanic/Latino communities, structural racism as a fundamental social determinant of the HIV epidemic, and how the organizations that the panelists are from are supporting them.

COMMITTEE ACTIVITIES

Presentation 3/3:

Cabenuva Panel, presented by Maka Kuada, Nick Paulo, Dennis Morrison, George Cox, Bill Brandon, Mary Piecewicz, Bryan Marsh, Magaly Rios, and Christine Reid


Speakers, either being a consumer or a provider, discussed their experiences with Cabenuva (medication for the treatment of HIV/AIDS), how they introduced Cabenuva to their patients, the cost of Cabenuva with coverage, and next steps to receive it.




The flyer is a dark blue rectangle with a yellow border and geometric shapes in blue and orange at the corners. It features the Cabenuva logo and text about a panel discussion.

Let's talk about
CABENUVA

Join the Ryan White HIV Services Planning Council
Consumer Committee conversation about
Cabenuva - what is it, how it's prescribed, and the
personal experiences of those currently taking it.

 April 13, 2023

 2:00pm - 3:30pm

[Click here to join Zoom!](#)

COMMITTEE PROJECTS

EHE Funding for the Anti-Stigma Campaign

You already
know and
love someone
living with HIV



Ending
The
HIV
Epidemic

Continuing from efforts made last year, committee members continue to look for opportunities to show the Someone You Know and Love (SYKL) film and to promote its message in reducing HIV stigma. In order to advance the goal of the Someone You Know and Love anti-stigma campaign, the committee worked on an EHE funding proposal with a multi step implementation plan:

- 1. Planning and implementation of an educational forum with academic institutions**
- 2. Implementation of a city-wide marketing anti-stigma campaign to increase public awareness**
- 3. Funding of a short-term intern**
- 4. Updating existing content regarding education and resources purchasing of campaign-related materials to increase consumer engagement and promote awareness of the campaign**
- 5. The development of an evaluation roadmap to measure the efficacy of the anti-stigma campaign**

COMMITTEE PROJECTS

EHE Funding for the Anti-Stigma Campaign (cont.)

Ryan White Planning Council Support was awarded an EHE grant to accomplish the activities on the previous slide. **We got \$54,000!!**

We are looking for an **Anti-Stigma Campaign Intern** to help us make these new activities come to life!

<https://recruiting.adp.com/srccar/public/RTI.home?c=1084941&d=ExternalCareerSite&keyword=internshi>

p



WE'RE HIRING!



Anti-Stigma Campaign Intern



The Boston EMA Ryan White Planning Council is seeking a part-time intern to assist with the Anti-Stigma Campaign, Someone You Know and Love, an initiative that aims to both reduce negative attitudes and beliefs about People Living with HIV (PLWH) and increase public awareness and knowledge about HIV/AIDS.

The focus of the internship is to assist with the promotion of this campaign through outreach, educational events, website development, and the creative design of merchandise, marketing materials, and advertisements.

Internship Tasks

Internship tasks could include, but are not limited to:

- Community Outreach
- Web Design
- Merchandising & Marketing
- Event Coordination
- Advertising & Design

Learning Outcomes

- Program Coordination
- Community Engagement
- Creative Design
- Monitoring and Evaluation
- Insight into the HIV epidemic in Boston and more!

If you are interested in this paid opportunity, please apply today!

APPLY NOW

We look forward to hearing from you!
**Contact Planning Council Support Staff
at pcs@bphc.org with any questions!**

You already
know and
love someone
living with HIV



CONSUMER COMMITTEE YEAR END RECOMMENDATIONS

Re-examine the Consumer Committee charge and meeting structure

- ❖ Identify potential chair and vice chair candidates ahead of time along with bios/statements as to why they want that position
- ❖ Return to full monthly meetings - 3 of them can still be education series presentations/events, the remainder for Consumer discussion, moving important items forward (i.e. Anti-Stigma Campaign decisions), and planning for/working on various Anti-Stigma Campaign tasks

Improve structure of future educational presentations/panels

- ❖ Always have a person that represents the community that the presentation is on as a panelist
- ❖ Have enough room for questions and answers versus multiple panelists talking for a long time

Involve guests, panelists, and providers with recruitment

- ❖ Tell guests and panelists that Planning Council is recruiting and give them recruiting info
- ❖ Send recruitment info for Part A agencies to share

Recommendations to continue:

- ❖ Follow up with Cabenuva and add that as an educational topic for next Council Year.
- ❖ Continue including guest speakers in meetings and discussing topics of interest.
- ❖ Continue social media work within the Anti-Stigma Campaign.
- ❖ Encourage consumer members to assist with recruitment



**THANK YOU,
CONSUMERS!!!**

PLANNING COUNCIL OFFICER ELECTIONS

Our 2023-2024
Nominees for
Chair-Elect

Kim Wilson

Catherine Weerts

Margaret Lombe

ANY ANNOUNCEMENTS?

Nominations on
June 26th

End of Year
Party on July 9th

Please complete the
End of Year Survey
if you have not yet
(we have 25
responses so far!)

Final Exec Meeting
on June 29th (Next
Thursday)

Congrats to our
new Chair-Elect!





**Boston EMA
Ryan White
Planning Council**

**THANK YOU for a
wonderful year!!!**

**See you in the
fall!**