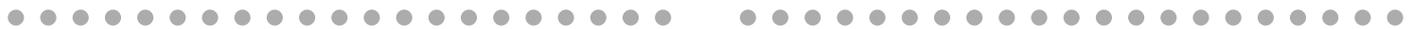




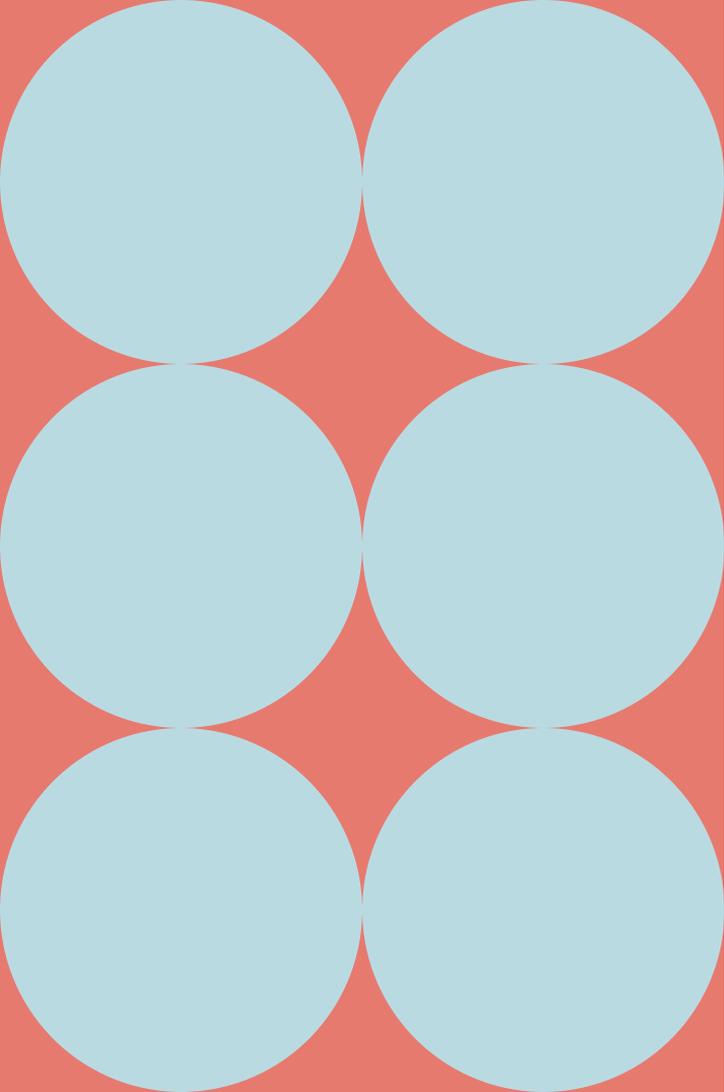
2023 - 2024

Planning Council Meeting

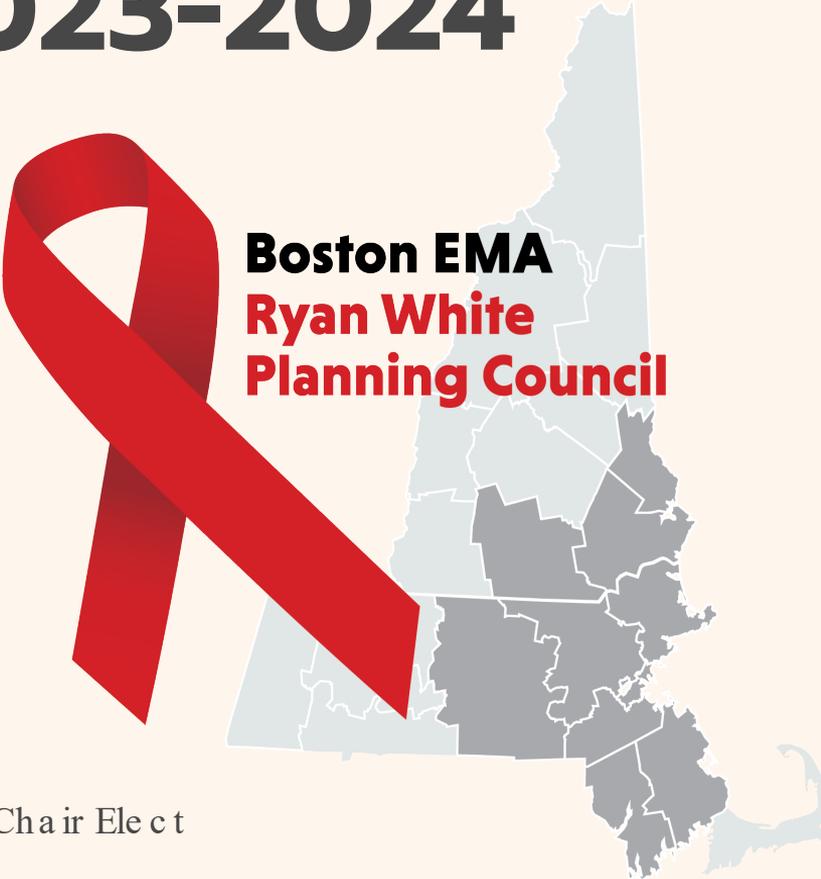
Thursday, September 14, 2023
4:00 pm - 6:00 pm
Non Profit Center
89 South St.
Boston, MA 02111



Welcome and Moment of Silence	4:00 pm
Darren Sack, Planning Council (PC) Chair	
Attendance & Icebreaker	4:05 pm
Planning Council Support (PCS)	
June 2023 Minutes Review & Vote	4:15 pm
Darren Sack, PC Chair	
Meeting Expectations & Engagement Review	4:20 pm
PCS/PC Chair	
The Year Ahead: PC Timeline for 2023-2024	4:30 pm
PCS/PC Chair	
Introduce Agency Representatives	4:45 pm
Darren Sack, PC Chair	
FY23 Year to Date Client Utilization and Spending	4:55 pm
Ryan White Services Division (RWSD)	
Committee Huddles	5:20 pm
Group work in your committee teams	
Announcements, Evaluations, Adjourn!	5:50 pm
Darren Sack, PC Chair	



Welcome to the 2023-2024 year!

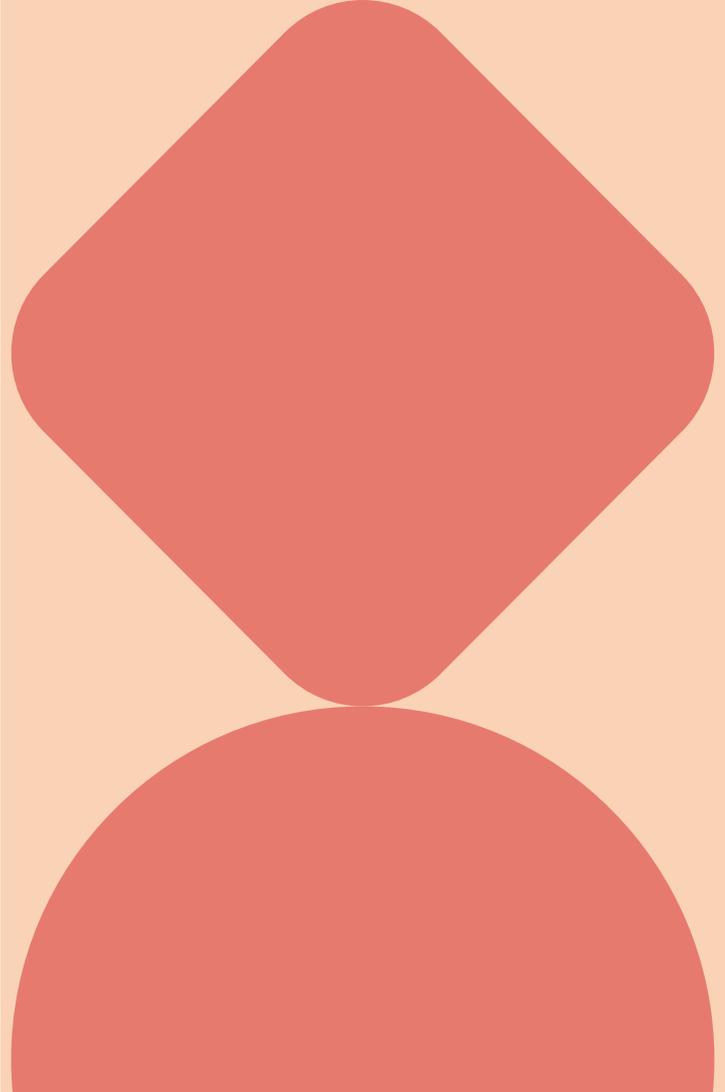


**Boston EMA
Ryan White
Planning Council**

Darren Sack | Chair
Margaret Lombe | Chair Elect

Moment of Silence

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.



Welcome and Moment of Silence

Darren Sack, Planning Council (PC) Chair

4:00 pm

Attendance & Icebreaker

Planning Council Support (PCS)

4:05 pm

June 2023 Minutes Review & Vote

Darren Sack, PC Chair

4:15 pm

Meeting Expectations & Engagement Review

PCS/PC Chair

4:20 pm

The Year Ahead: PC Timeline for 2023-2024

PCS/PC Chair

4:30 pm

Introduce Agency Representatives

Darren Sack, PC Chair

4:45 pm

FY23 Year to Date Client Utilization and Spending

Ryan White Services Division (RWSD)

4:55 pm

Committee Huddles

Group work in your committee teams

5:20 pm

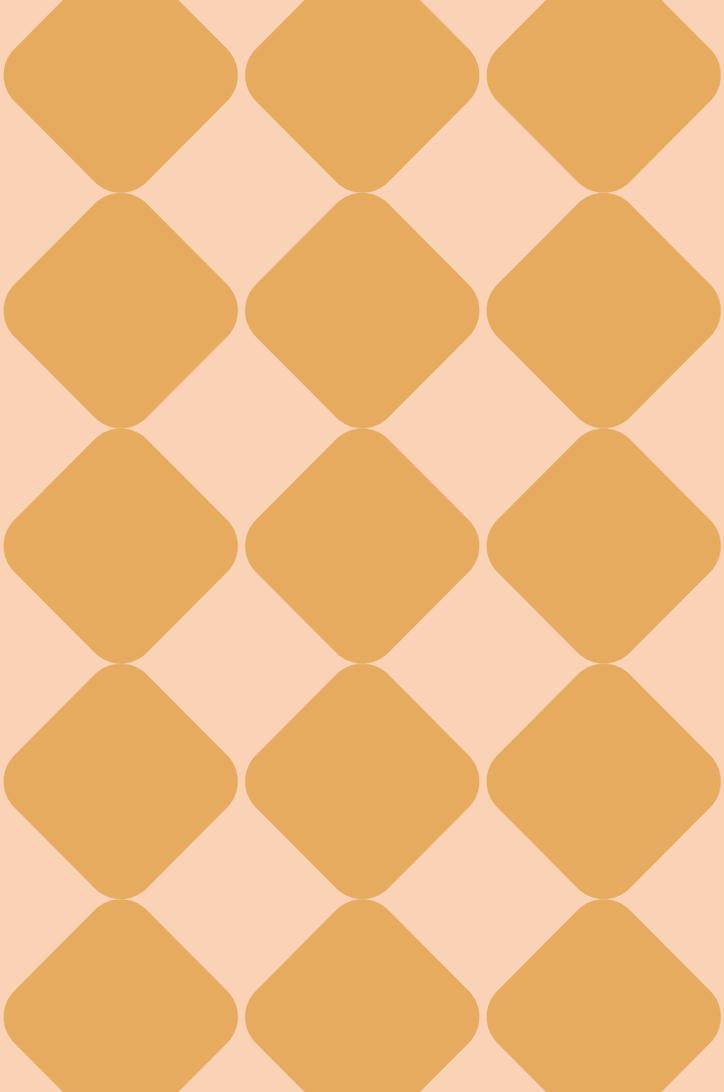
Announcements, Evaluations, Adjourn!

Darren Sack, PC Chair

5:50 pm



Agenda



Attendance

When PCS calls your name, please state 'here' or 'present' and answer the ice breaker!

Icebreaker: What is something you could talk about for 30+ minutes without notes?

How to vote on Council

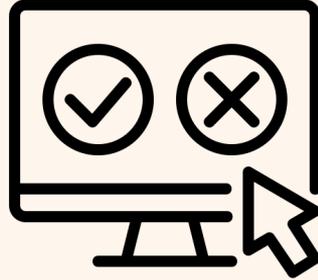


Show of Hands

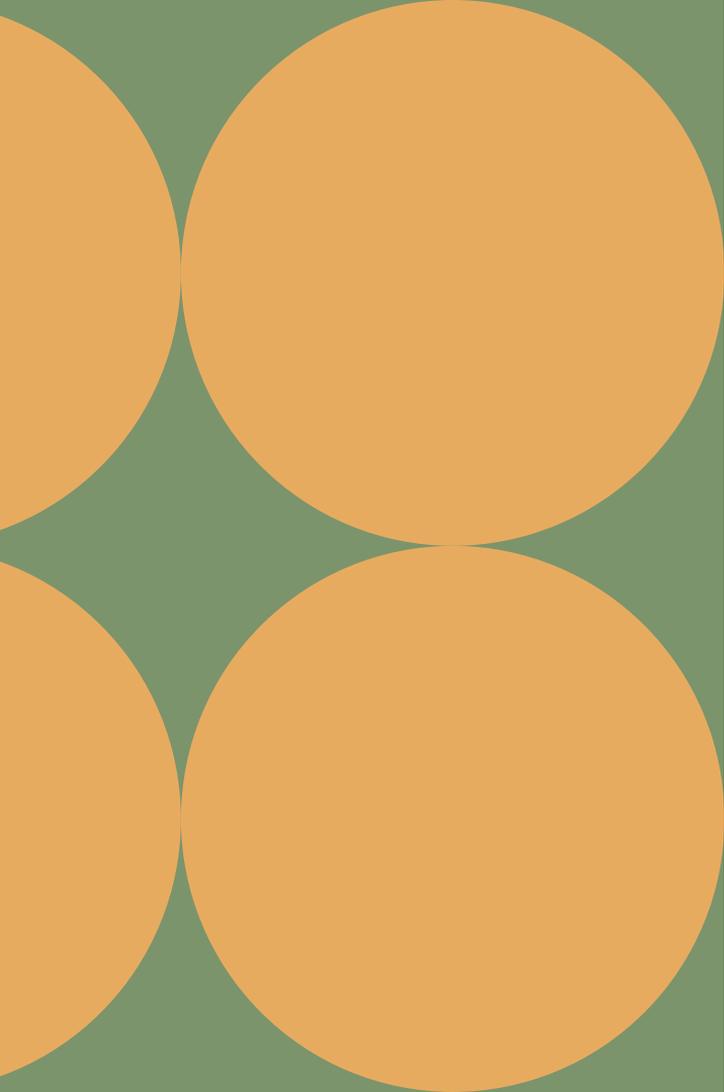
Members in the room will raise their hands to verify they vote in favor, to oppose or to abstain

Zoom Poll

Members on Zoom will select options on a poll to vote in favor, to oppose or to abstain



All votes count equally and Zoom votes will be added to show of hands votes for a total!



June 2023 Minutes Review & Vote

Review minutes from June 22nd, 2023.

Make a first and second motion to approve minutes

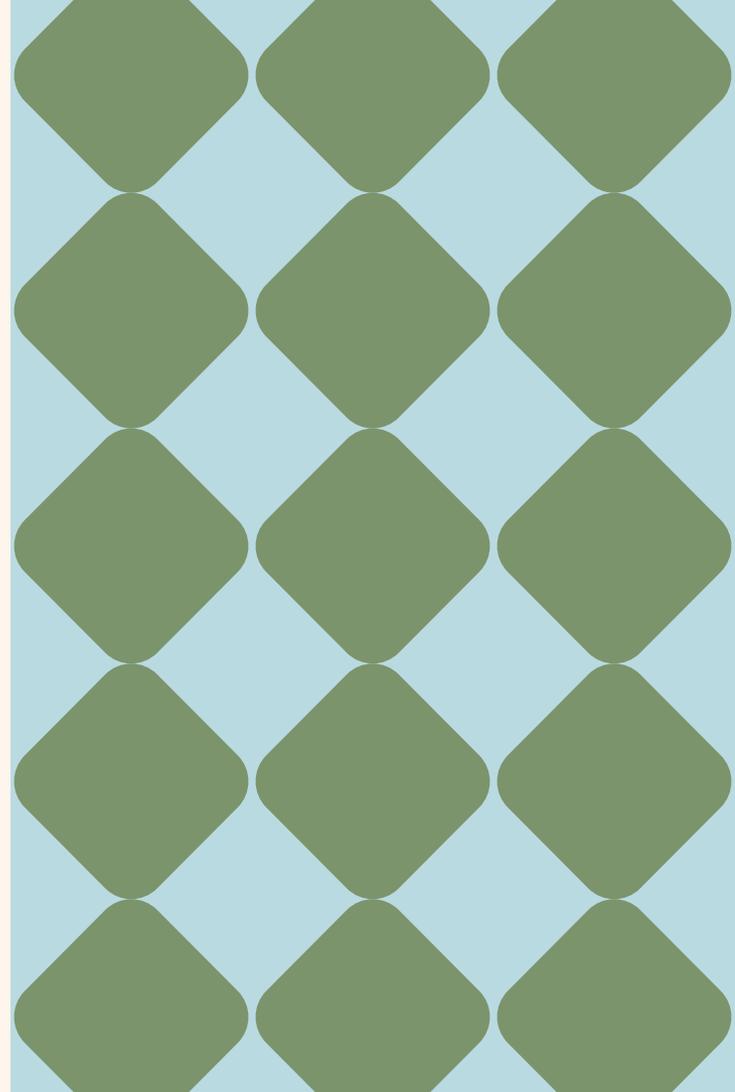
Vote (Zoom poll & in-person vote by show of hands)

Voting:

- Approve: I approve the minutes.
- Opposed: No, I do not approve the minutes.
- Abstain: I decline to vote.

Meeting Expectations

**Respect the mission,
Respect the space,
Respect each other and
Respect people living
with HIV**



Group Agreements

- I will use “I” statements rather than “you” statements.
- I will speak from my own experience.
- I will share my thoughts with care, be aware of my own possible biases and remember that there’s a difference between intention and impact. As Council members sharing a common goal, we will assume good intentions of each other.
- I will listen to understand, not to respond. I will be reflective rather than reactive.
- I will provide space so everyone in the group can participate.
- I will remember my role as a participant and raise my hand to talk, say the facilitator’s name out loud, or put my thoughts in the chat (if on Zoom). The facilitators are responsible for calling on us and monitoring the conversations.
- I will maintain confidentiality of all Council members’ stories and situations.
- I will respect and empower other participants’ identities – including consumer status, race, gender, sexuality, class, religion, ethnicity, physical or mental abilities.
- If I am called in on unintentional harmful comments/behavior, I will listen and learn from the experience.

Mandatory In-Person Meetings (as of 9/14/23)

Meeting Date	Purpose
December 14 th	Funding Streams Expo
March 14 th	Priority Setting Exercise
May 16 th (NRAC ONLY)	Resource Allocation Meeting

You will know well in advance if there is mandatory in-person attendance to a meeting! Note these for now!

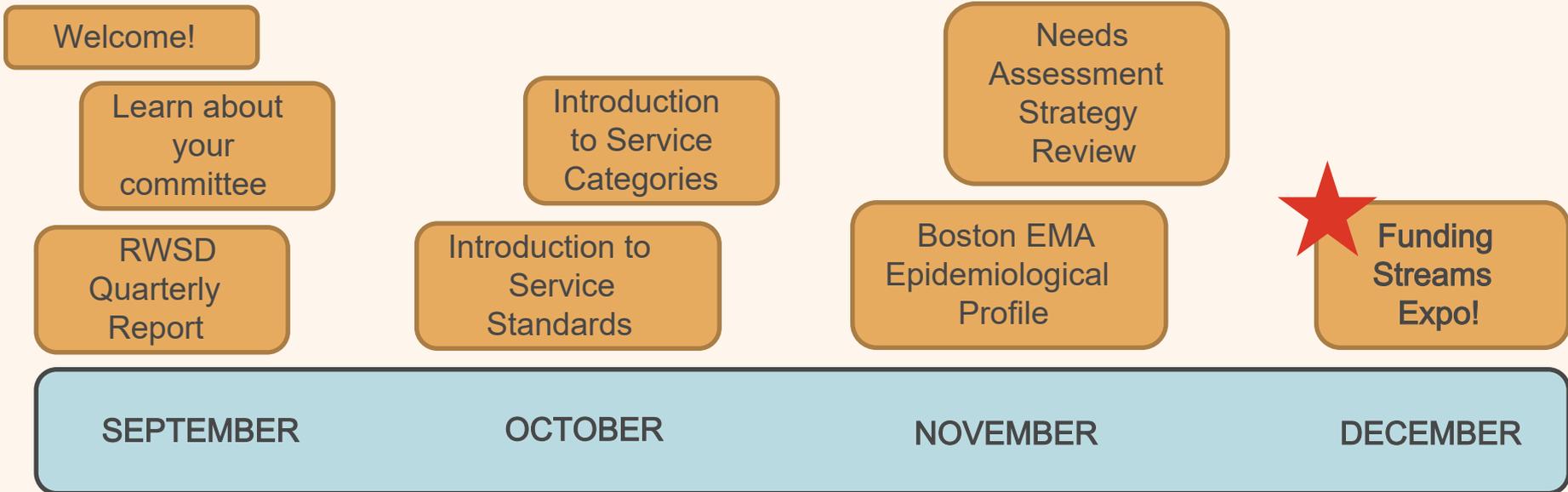
How to engage with fellow members outside of meetings:

- A** Facebook
- B** Basecamp
- C** Office Hours
- D** Mentors



The Year Ahead!

PLANNING COUNCIL TIMELINE



PLANNING COUNCIL TIMELINE

Mid-Year
Check In

Vote on Service
Standards
Revisions

RWSD Client
Utilization &
Spending Update

Vote on
Funding
Principles

Learn about
Priority Setting
activity

Priority
Setting
Activity!

Discussion
Assessment of
Admin. Mechanism
(AAM) Results

Vote on
Sweeps

Vote on
Priority
Setting

JANUARY

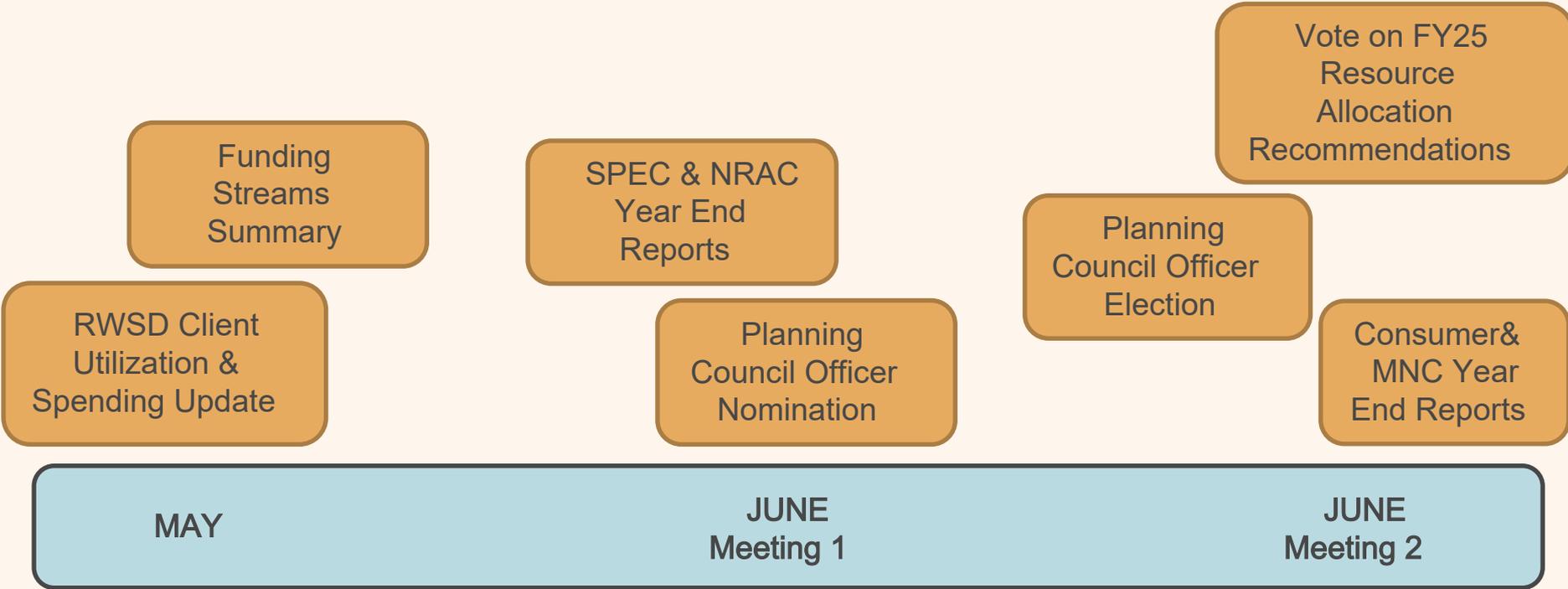
FEBRUARY

MARCH

APRIL



PLANNING COUNCIL TIMELINE





Introducing... Agency Representatives!

**Alison Kirchgasser,
MassHealth**

**Yvette Perron, NH Department
of Public Health**

**Melissa Hector, Mayoral
Liaison to the Planning Council**

**Barry Callis, MA Department
of Public Health**

**Tegan Evans, BPHC Ryan
White Services Division**

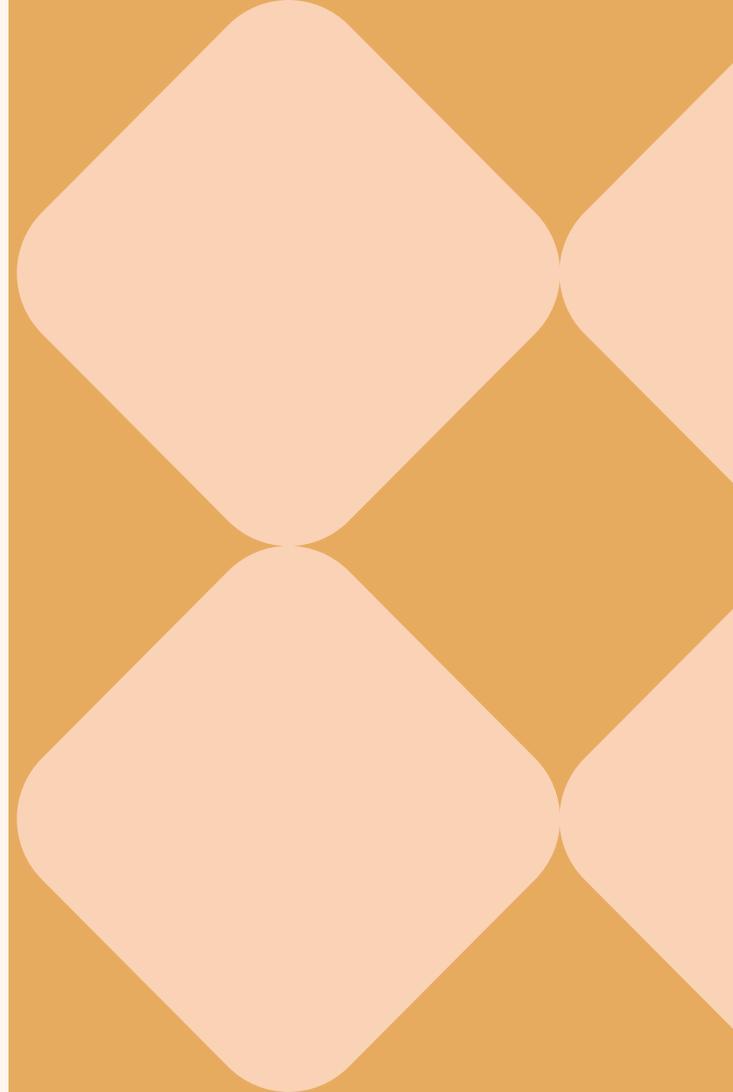


A message from Alison Kirchgasser, our MassHealth Representative!



FY23 Year to Date Client Utilization & Spending Report

Ryan White Services Division





Program Update

Information from

March 1, 2023 – September 13, 2023

**Ryan White Services Division
Infectious Disease Bureau
Boston Public Health
Commission**



Purpose & Objectives

Provide an overview and narrative explaining Ryan White Part A program performance in the Boston EMA year to date.

- Provide insight on how the information is collected.
- Share current utilization of services.
- Share FY 23 allocation for each service.

Agenda

Background & Overview

- Overview of Data pull

Service Category Information

- Spending and Utilization Update
- Trends & Observations

Definitions

Utilization

The usage of a service

Service

One of the 13 activities funded

Units

- How many times a service has been performed
- Time Based: 30 minutes= .5 Units
- Unit Based : 1 for 1

Where do we get this information?

Scopes of Services

ATTACHMENT B
RYAN WHITE PART A SCOPE OF SERVICES
MARCH 1, 2023 – FEBRUARY 29, 2024

EMERGENCY FINANCIAL ASSISTANCE

A. SERVICE DEFINITION

Emergency Financial Assistance provides limited one-time to short-term payments to assist a RETHAP client with or support and the essential items or services necessary to improve health outcomes, including paying the utilities, housing, food, childcare expenses and food resources, transportation, medication not covered by an ACME Drug Assistance Program or ACME Pharmaceutical Assistance, or another RETHAP client who is unable to pay for necessary health services. Emergency Financial Assistance must come to a client payment to an agency or through a provider program.

Program Guidelines:

- Emergency Financial Assistance funds used to pay for otherwise eligible RETHAP RETHAP services must be accounted for under the Emergency Financial Assistance program.
- Client must present to a client case manager.
- Continuing payments of an eligible service to a client must not be funded through Emergency Financial Assistance.

Unallowable RFA Expenses:

- Services Dependent on mental health
- Clothing
- Costs Paid
- Insurance expense (rent, taxes, etc.) of a privately-owned vehicle or any other asset associated with a vehicle, such as a lease or loan payments, insurance, license and registration fees, towing or repair fees, more so. The insurance does not apply to vehicles operated by organizations for program purposes.
- Liens to state personal property taxes (for accidental property), private automobiles, or any other personal property against which taxes may be levied.
- Equipment and Employment Readiness Services, except as limited, specified activities (e.g., Non-Linked Case Management Services or Rehabilitation Services).
- Personal and Travel Expenses

Good Faith claim with existing or short-term support need as the basis to service that is essential to their RETHAP and treatment. Services and items could include, but are not limited to, the following:

- Utilities (may include household utilities including gas, electric, propane, water, and all required fees)
- Housing (may include a rent to temporary shelter. RFA can only be used if RETHAP assistance is not available)
- Food (i.e., groceries or food resources)
- Transportation (Toll roadways, Uber/Maxi, Lyft/Maxi, bus passes)
- Prescription medication assistance (i.e., short-term to one-time assistance for any medication and associated shipping fee as a result of equipment of a primary medical visit, and not to exceed a 30-day supply)

1000 LANSINGWAY AVENUE | BURLINGAME, CA 94010
310.515.0000 EXT. 2000 | FAX: 310.515.0001
WWW.EMERGENCYFINANCIALASSISTANCE.ORG | WWW.ETHAP.ORG

EMERGENCY FINANCIAL ASSISTANCE
March 1, 2023 – February 29, 2024

- Other RETHAP eligible items needed to improve health outcomes
- Visa/Care to pay for the cost of co-payments prescription services the eligible client

AGENCIES FUNDED FOR RFA MUST BE ABLE TO MAKE AN EXPLICIT CONNECTION BETWEEN ANY SERVICE SUPPORTED WITH RFA FUNDS AND THE INTENDED CLIENTS' BEST CARE AND TREATMENT, OR CAREGIVING RELATIONSHIP WITH A PERSON LIVING WITH HIV.

Objective: Agencies funded for RFA will assist the client's caregiver(s) with related to food security, housing, utilities, transportation, and cost of medication, as well as appropriate equipment assistance.

B. SERVICE DELIVERY DESCRIPTION

The Subrecipient is funded to provide Emergency Financial Assistance to income-eligible (income at or below 300% of FPL) people living with HIV (PLWH). Services are provided at the APIC office located in Sacramento and are available to all the HIV sites and units in Sacramento County and the state of the eligible jurisdiction Area (SJA).

Emergency Financial Assistance funds are to be used for clients who are unable to provide funds for essential services to enable related to their overall health and wellbeing.

C. BUDGET DESCRIPTION

Emergency Financial Assistance
Funds will be used for expenses that assist PLWH with one-time payments (e.g., medication, identification documents), or short-term payments such as exceed 30 days (short-term rental rate, prepaid food, transportation). Costs are not to exceed \$700 per client.

D. Client Demographic Table
The Subrecipient is projecting to deliver services, with the agreed-upon funding, to the following demographics:

Sex	Race	Age
Male	Female	
White	Black	Hispanic/Latino
Asian	Other	
18-24	25-34	35-44
45-54	55-64	65+
Gay, Bisexual, Transgender, Queer, and Gender Non-Conforming	Other Gender	
Hispanic/Latino	Asian	
Black/African American	Other Race/Ethnicity	
White	Hispanic/Latino	
Black/African American	Asian	
Hispanic/Latino	Other Race/Ethnicity	
White	Black/African American	
Hispanic/Latino	Asian	
Other		

E. PROJECTS CHIEF OF SERVICE DELIVERY BY SUBRECIPIENT

1000 LANSINGWAY AVENUE | BURLINGAME, CA | 94010
310.515.0000 EXT. 2000 | FAX: 310.515.0001
WWW.EMERGENCYFINANCIALASSISTANCE.ORG | WWW.ETHAP.ORG

EMERGENCY FINANCIAL ASSISTANCE
March 1, 2023 – February 29, 2024

Subrecipient	Deliverables	Notes
EFA Voucher	<ul style="list-style-type: none"> Series 1: when a payment to an agency is voided or discontinued (but the best that best describe the payment is voided/denied). Flowing – Client Payment to an agency to prevent housing instability. Utility – Client Payment to an agency of a phone, rent, water, heating, cooling or electricity expense. Fuel – The distribution of a food voucher. Transportation – The Client Payment to an agency to the distribution of a transportation voucher. Other – The Client Payment to an agency or distribution of a voucher for a qualifying convenience which is approved by the subrecipient or the contract manager. 	

F. TERMS FOR CONTRACT COMPLIANCE

The Subrecipient must comply with federal, state, and local rules and regulations pertaining to the contracted services.

4. ELIGIBILITY

The Subrecipient must provide services to eligible RETHAP clients, their caregivers, and dependents. The Subrecipient must obtain documentation meeting the RETHAP system for all clients supported by Part A funds. The agency must include this documentation in each claim file.

All funded programs must obtain proof of residency for all RETHAP clients receiving Part A services. Proof of residence can be in the form of a driver's license, voter ID, bank statement, and utility bill or any other document that is a physical or digital document that is a government-issued or other document issued by a local government, or a signed document from the organization involved meeting the terms and period of all of residence.

All funded programs must receive RETHAP clients for income eligibility based on a threshold of 300% of the current Federal Poverty Level (FPL) as determined by the US Department of Health and Human Services (HHS).

Claim eligibility verification is required every 12 months. It must include verification of income status, medication, insurance status, and that the Ryan White Part A RETHAP Program is the primary form of last resort.

5. NUMBER OF LAST RESORT

The agency may not use funds to provide items or services for which payment has already been made or use resources to be repaid by the third party payer. The third party payer include but are not limited to Medicaid, other state or local entitlement programs, prepaid health plans, or private insurance. The agency must explicitly identify client who are Medicaid program.

1000 LANSINGWAY AVENUE | BURLINGAME, CA | 94010
310.515.0000 EXT. 2000 | FAX: 310.515.0001
WWW.EMERGENCYFINANCIALASSISTANCE.ORG | WWW.ETHAP.ORG

EMERGENCY FINANCIAL ASSISTANCE
March 1, 2023 – February 29, 2024

The agency should use the Ryan White Part A funds to pay for services that included objective proof. The agency is subject to audits on this agreement and other activities regarding the use of Ryan White Part A funds. All Subrecipients must provide excellent care and access to other relevant funding sources whenever possible.

6. CONFIDENTIALITY

The Subrecipient must:

- Comply with all applicable federal, state, and local laws and regulations regarding client confidentiality and privacy. The Subrecipient agrees to take reasonable steps to ensure confidential client personal sensitive records are secure. The Subrecipient will inform each of its employees and other agents with access to personal data or additional confidential information on confidentiality laws and regulations.
- Comply with the Ryan White Part A Client Confidentiality procedures for obtaining a signed and dated Client Acknowledgment Form (along with the series) by the RETHAP. The Subrecipient should inform all clients that as a RETHAP Income recipient of RETHAP, RETHAP reserves the right to ensure any claim that requires a signed Acknowledgment Form. Consent or otherwise the funds required to program and fund audits and monitoring.

7. REPORTING

The Subrecipient must comply with federal and program reporting rules outlined in the P222 Periodic Report:

- Submit Work Plans, Service Delivery Targets, and Deliverables within 30 days of the contract's start.
- Submit Service Delivery activities on the eRHAP data system monthly.
- Enter Outcome Reports into the eRHAP data system.
- Submit program reports (i.e. monthly CARES and CCR data reports) and final reports including final costs no later than the P222 Periodic Report.
- Submit the Ryan White Service Report (RWS) according to the RETHAP required timeline.
- Complete monthly phone calls with the contract manager.

8. PROGRAM PERFORMANCE

The Subrecipient must:

- Perform services following the Scope of Services and approved budget. RETHAP requires that the Subrecipient will report the utilization of resources to the Scope of Services and budget.
- Deliver services following federal non-principle (allowable, allowable, reasonable) and with the P222 Service Standards.
- Submit updates a Work Plan to an existing evidence-based and performance-based targets for the program's Scope of Services.
- RETHAP will monitor Subrecipient's utilization and spending throughout the contract period. Technical Assistance is available to the agencies that request support. Failure to meet utilization and spending performance may result in funding, suspension, or termination of the contract.
- Comply with the RETHAP standard requirement of an annual site visit conducted by the Responder (RHC). The Ryan White Services Division will archive the Subrecipient's response to site program and fund reporting requirements.
- Document all attempts to reach and maximize clients on the RETHAP Continuum of Care.

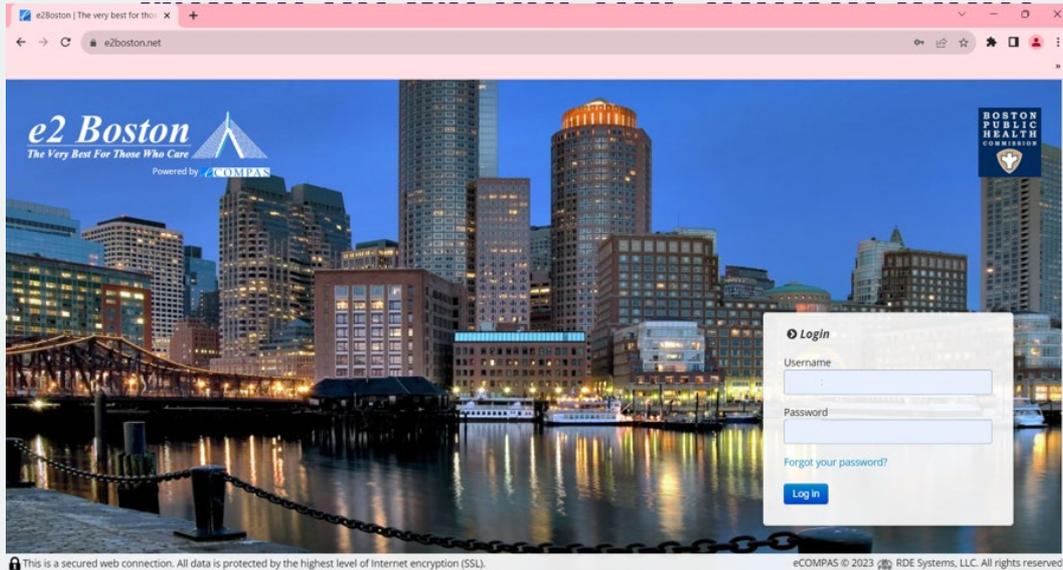
1000 LANSINGWAY AVENUE | BURLINGAME, CA | 94010
310.515.0000 EXT. 2000 | FAX: 310.515.0001
WWW.EMERGENCYFINANCIALASSISTANCE.ORG | WWW.ETHAP.ORG

1. Projected number of clients served

2. Projected number of units delivered

Where do we get this information?

e2Boston Database



1. Number of Clients Served
2. Units of Services Provided

Funding & Utilization FY 23

MCM

MAI	
Number of Completed Units	1,982
Projected number of Units	5,942
Percent of Units	33%
Number of Clients Served	193
Projected number of Clients Served	297
Percent of Clients	65%
Total Allocation for Service	\$8462,576
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

NMCM

MAI	
Number of Completed Units	1,755
Projected number of Units	2,954
Percent of Units	59%
Number of Clients Served	106
Projected number of Clients Served	124
Percent of Clients	85%
Total Allocation for Service	\$179,490
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

PSS

MAI	
Number of Completed Units	336.75
Projected number of Units	672
Percent of Units	50%
Number of Clients Served	46
Projected number of Clients Served	145
Percent of Clients	32%
Total Allocation for Service	\$106,287
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

EFA

MAI	
Number of Completed Units	20
Projected number of Units	18
Percent of Units	111%
Number of Clients Served	20
Projected number of Clients Served	18
Percent of Clients	111%
Total Allocation for Service	\$45,498
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

OPS

MAI	
Number of Completed Units	-
Projected number of Units	1,870
Percent of Units	-
Number of Clients Served	-
Projected number of Clients Served	115
Percent of Clients	-%
Total Allocation for Service	\$82,995
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

LING

MAI	
Number of Completed Units	279.75
Projected number of Units	158
Percent of Units	176%
Number of Clients Served	21
Projected number of Clients Served	24
Percent of Clients	88%
Total Allocation for Service	\$22,725
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

Oral Health

Part A	
Number of Completed Units	462.75
Projected number of Units	540
Percent of Units	43%
Number of Clients Served	1,411
Projected number of Clients Served	2,200
Percent of Clients	64%
Total Allocation for Service	\$1,427,799
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

Medical Trans.

Part A	
Number of Completed Units	3,884
Projected number of Units	11,322
Percent of Units	34%
Number of Clients Served	476
Projected number of Clients Served	989
Percent of Clients	48%
Total Allocation for Service	\$211,719
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

MNT

Part A	
Number of Completed Units	92,957.75
Projected number of Units	130,156
Percent of Units	71%
Number of Clients Served	451
Projected number of Clients Served	431
Percent of Clients	104%
Total Allocation for Service	\$1,141,860
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

HOUS

Part A	
Number of Completed Units	2,215
Projected number of Units	4,618
Percent of Units	47%
Number of Clients Served	255
Projected number of Clients Served	401
Percent of Clients	63%
Total Allocation for Service	\$1,422,068
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

HERR

Part A	
Number of Completed Units	826.75
Projected number of Units	4,342
Percent of Units	19%
Number of Clients Served	211
Projected number of Clients Served	387
Percent of Clients	54%
Total Allocation for Service	\$346,609
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

FBHDM

Part A	
Number of Completed Units	16,150
Projected number of Units	33,416
Percent of Units	48%
Number of Clients Served	559
Projected number of Clients Served	747
Percent of Clients	74%
Total Allocation for Service	\$801,448
Total Expended	\$-
Percent Expended	-%

Funding & Utilization FY 23

ADAP

Part A	
Number of Completed Units	-
Projected number of Units	390
Percent of Units	-
Number of Clients Served	-
Projected number of Clients Served	181
Percent of Clients	-
Total Allocation for Service	\$157,344
Total Expended	\$-
Percent Expended	-%

Utilization Review- Part A



Service Category	Number of Clients Served
Medical Case Management	1,599
Oral Health	1,411
Non-Medical Case Management	616
Foodbank/Home-Delivered Meals	559
Medical Transportation	476
Medical Nutrition Therapy	451
Psychosocial Support Services	271
Housing	255
Health Education and Risk Reduction	211
Emergency Financial Assistance	156
Other Professional Services – Legal	65
AIDS Drug Assistance Program	-



Utilization Review- MAI

Service Category	Number of Clients Served
Medical Case Management	193
Non-Medical Case Management	106
Psychosocial Support Services	46
Linguistic Service	21
Emergency Financial Assistance	20
Other Professional Services – Legal	-

Trends & Observations

- Increased utilization for:
 - Non-Medical Case Management
 - Housing
 - Emergency Financial Assistance
 - FoodBank and Home-Delivered Meals
- Inflation and the rising cost of living shown to use Part A dollars faster.
- Lack of housing options with long wait lists.
- Significant understaffing
- Funding streams insight: There has been changes to HOPWA grants in New Hampshire Increased need for housing funds.



Thank you Questions?

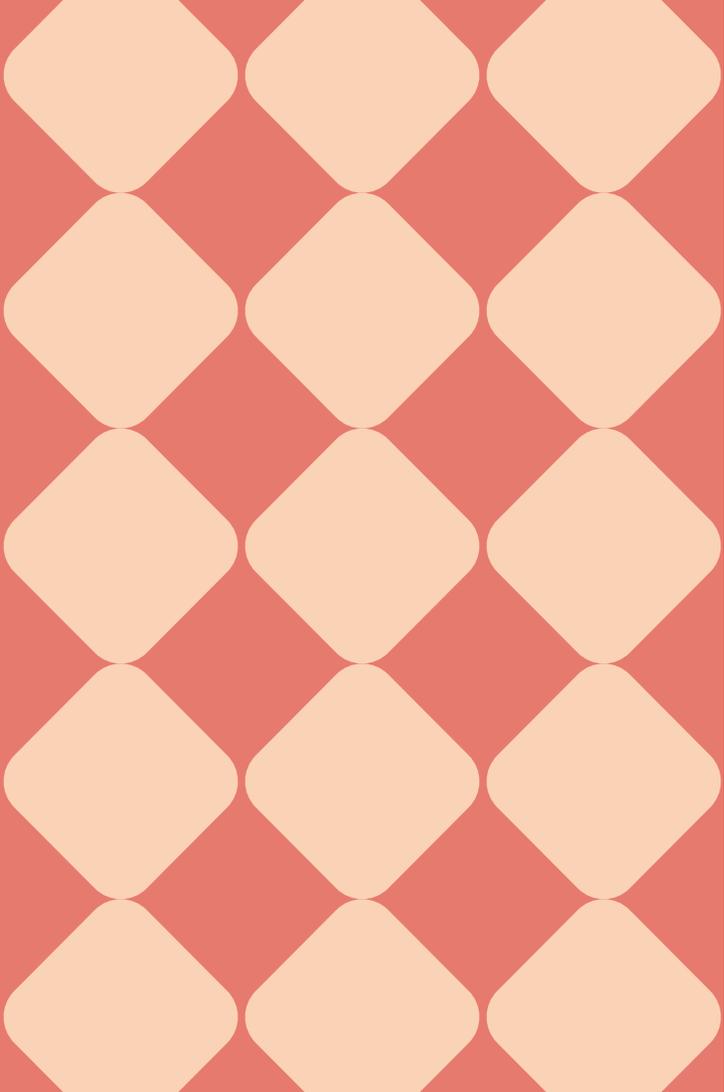
Melanie Lopez
Senior Program
Manager
mlopez@bphc.org

- Meet your committee members
- Review date and time of committee meetings
- 4 Cs of Team Identity Activity
- Fill out committee meeting attendance forms

**SERVICES, PRIORITIES AND
EVALUATIONS (SPEC)**
1ST THURSDAY OF THE MONTH
4 - 6 PM

**NEEDS, RESOURCES AND
ALLOCATIONS (NRAC)**
3RD THURSDAY OF THE MONTH
3 - 5 PM

Committee Huddles



Announcements

- Join us for Strides for Action on October 1! Go to <https://stridesforaction.org/s23/someone-know-and-love#> -you - and click on JOIN THE TEAM!
- Want to be a mentor for our new members? Fill out our survey tomorrow and it is DUE September 20th!
- Please fill out ALL forms if you have not done so yet and send them to pcs@bphc.org.
- October Meeting Dates:
 - SPEC– October 5th, 4 – 6 PM
 - Consumer – October 12th, 2- 3:30 PM
 - Council – October 12th, 4 – 6 PM
 - NRAC– October 19th, 3 – 5 PM

**Please complete
the meeting
evaluation!**





Planning Council Meeting
Thursday, September 14, 2023
Non-Profit Center and Zoom
4:00 PM -6 PM

Summary of Attendance

Members Present

Justin Alves
Daniel Amato
Mitchell Barys
Stephen Batchelder
Henry Cabrera
Barry Callis
Joey Carlesimo
Moses Choi
Stephen Corbett
Sandra Custodio
Larry Day
Beth Gavin
Robert Giannasca
Reginia Grier
Amanda Hart
Darian Hendricks
Gerald James
Liz Koelnych
Jordan Lefebvre
Margaret Lombe
Share Lowe
Carlton Martin
Ericka Olivera
Ethan Ouimet
Yvette Perron
Manuel Pires
Serena Rajabiun
Luis Rosa
Nate Ross

Darren Sack
Mairead Skehan Gillis
Romini Smith
Michael Swaney
Catherine Weerts
Kim Wilson

Members Excused

Allison Kirchgasser
Melissa Hector
Bryan Thomas

Members Absent

Ulises Arias
Lamar Brown-Noguera
Damon Gaines
Lorraine Jones
Ethan Ouimet
Karen White

Staff

Claudia Cavanaugh
Clare Killian
Vivian Dang
Melanie Lopez
Roxy Dai
Glenda Morrabal
Tegan Evans

Guests

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 6.22.23 Meeting Minutes

Motion to Approve: Stephen Batchelder

Second: Kim Wilson

Result: The 6.22.23 meeting minutes were approved by 88% on Zoom, 12% abstained. In person: 12 approved, 3 abstained.

Topic C: Meeting Expectations and Engagement Review

PCS goes over the meeting expectations: Respect the mission, Respect the space, Respect each other and Respect people living with HIV.

PCS lists mandatory in person meetings: December 14th, March 14th, and May 16th (for NRAC only).

PCS lists ways to engage with members outside of meetings: Facebook, Basecamp, Office Hours, Mentors.

- Basecamp for document management
- Mentorship program, any member can partake in this program, new or returning members. Pairs will be assigned by October MNC meeting.

Topic D: The Year Ahead: PC Timeline for 2023-2024

PCS goes over the timeline for PC 2023-2024. Some major things mentioned: Funding Streams Expo in December, Priority Setting Activity in March. Mid-Year check in will be in January.

Topic E: Introduce Agency Representatives

PCS introduces Agency Representatives. Agency Representatives briefly introduce themselves. Agencies mentioned: MassHealth, NH Department of Public Health, Mayoral Liaison to Planning Council, MA Department of Public Health, and BPHC Ryan White Services Division.

Agency Updates:

MA Department of Public Health

- Bureau director retired at the end of July, new Infectious Disease Bureau Director: Dawn Fukuda
- Ending HIV Epidemic award (a little over \$2 million), expect rebidding/recompeting for those awards.
- Open recruitment for all ten office of HIV/AIDS advisory groups. Applications are due by Friday at 5pm, 29th of September.

NH Department of Public Health

- Recruiting for sub committees and work groups
- Going to start sending clients new cards (updated, laminated, more color)

BPHC Ryan White Services Division

- Updating contracts, lesser amount of papers that providers have to submit
- Reducing back up documentation so things get sent in quicker
- Coming to an end of an HIV Needs Assessment

MassHealth

- Continuing Eligibility Unwinding, in the process of doing renewals for MassHealth. Lookout for blue envelopes where you are required to respond to MassHealth. Working on automatic renewals, lookout for a letter saying you are automatically renewed for MassHealth.

Topic F: FY23 Year to Date Client Utilization and Spending

Senior Program Manager of Ryan White Services Division goes over their program updates, providing an overview and narrative explaining Ryan White Part A program performance in the Boston EMA year to date.

Notes:

- Fiscal year starts in March
- Some Funding and Utilization FY23
 - o Medical Case Management (MCM), 33% of Units completed, 65% of clients reached
 - o EFA, reached more than expected with 111% units completed and 111% of clients reached.
 - o Oral Health, 43% of units, 64% of clients reached.

Trends and Observations:

- *Top four categories being used (most clients served), with increased utilization is Medical Case Management, Oral Health, Non-Medical Case Management, and Foodbank/Home-Delivered Meals*
- Inflation and the rising cost of living shown to use Part A dollars faster.
- Lack of housing options with long wait lists.
- Significant understaffing
- Funding streams insight: There has been changes to HOPWA grants in New Hampshire Increased need for housing funds.

Topic G: Committee Huddles

Members go in Committee Huddles to review SPEC and NRAC.

Directions:

- Meet your committee members
- Review date and time of committee meetings
- 4 Cs of Team Identity Activity
- Fill out committee meeting attendance forms

Topic H: Announcements, Evaluations, Wrap Up

Announcements:

- Join us for Strides for Action on October 1! Go to <https://stridesforaction.org/s23/someone-you-know-and-love#> and click on JOIN THE TEAM!
- Want to be a mentor for our new members? Fill out our survey tomorrow and it is DUE September 20th!
- Please fill out ALL forms if you have not done so yet and send them to pcs@bphc.org.
- First Consumer meeting is right before the next Planning Council Meeting on October 12th.

October Meeting Dates:

SPEC – October 5th, 4 – 6 PM
Consumer – October 12th, 2-3:30 PM
Council – October 12th, 4 – 6 PM
NRAC – October 19th, 3 – 5 PM

Meeting to Adjourn

Motion: Stephen Corbett

Second: Kim Wilson

Result: The meeting was adjourned at 6:05pm.
