



2021-2022 Term

Planning Council Meeting

Thursday, Dec 9th, 2021 4:00 pm - 6:00 pm

Welcome/Intro/MOS

4:00 pm

Kathy Lituri, PC Chair

Approve Nov 10, 2021 minutes

4:05 pm

Kathy Lituri, PC Chair

Agency representative update

4:10 pm

Alison K; Barry C; Melissa H; Cynthia Bell

Committee Reports

4:15pm

Executive Cte, NRAC, SPEC, MNC, Consumer Cte

Stigma Conference Recap

4:25 pm

Darren Sack, NRAC Chair



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Funding Streams Expo

4:30 pm

- Part A | Paola Rivas and Austin Hanna; RWSD, BPHC
- Part B | Barry Callis, DPH
- Part C | Michael Swaney, RN, FHCW
- Part C & D | Ashley Greenfield, Dartmouth-Hitchcock HIV Program
- Part F | Kathy Lituri, BU Dental & Amanda Hart, NEAETC
- HOPWA | Wendy LeBlanc, Southern NH HIV/AIDS Task Force, a program of Harbor Care
- MA Medicaid | Alison Kirchgasser, Medicaid

Report Back and Q&A

5:40 pm

Kathy Lituri, PC Chair, and Team Leaders

Announcements and Adjourn

5:55 pm

Kathy Lituri, PC Chair, and PCS

Evaluations & Adjourn

6:00 pm

Kathy Lituri, PC Chair

List of Acronyms

AAM	Assessment of Administrative Mechanism
ACA	Patient Protection and Affordable Care Act
ADAP/HDAP	AIDS Drug Assistance Program/HIV Drug Assistance Program
BPHC	Boston Public Health Commission
CDC	Centers for Disease Control and Prevention
EIIHA	Early Identification of Individuals with HIV/AIDS
EIS	Early Intervention Services
EMA	Eligible Metropolitan Area
FY	Fiscal Year
HRSA	Health Resources and Services Administration
IDB	Infectious Disease Bureau
MA	Massachusetts
MAI	Minority AIDS Initiative
MCM	Medical Case Management
MDPH	Massachusetts Department of Public Health
MOU	Memorandum of Understanding
MSM	Men who have Sex with Men
NH	New Hampshire
NHAS	National HIV/AIDS Strategy
NHDHHS	New Hampshire Department of Health and Human Services
PLWHA	People Living With HIV/AIDS
PCS	Planning Council Support
PO	Purchasing Order
RFP	Request for Proposals
RWHAP	Ryan White HIV/AIDS Program
RWSD	Ryan White Services Division-BPHC
SAMHSA	Substance Abuse and Mental Health Resources Administration
TA	Technical Assistance
TGA	Transitional Grant Area



Planning Council Meeting
Thursday, December 9, 2021
Zoom
4:00 - 6:00pm

Summary of Attendance

Members Present

Kathy	Lituri
Patrick	Baum
Adam	Barrett
Darren	Sack
Margaret	Lombe
Omar	Martinez-Gonzalez
Richard	Swanson
Robert	Giannasca
Brian	Holliday
Justin	Alves
Tad	Bailey
Ayla	Baraka
Stephen	Batchelder
Cindi	Bell
Lamar	Brown-Noguera
Barry	Callis
Joey	Carlesimo
Stephen	Corbett
Damon	Gaines
Amanda	Hart
Melissa	Hector
Darian	Hendricks
Allison	Kirchgasser
Wendy	LeBlanc
Tim	Mercier
Lea	Nelligan
Keith	Nolen
Ericka	Olivera
Mahara	Pinheiro
Manuel	Pires

Serena	Rajabiun
Michael	Swaney
Bryan	Thomas
Catherine	Weerts
Tim	Young

Members Excused

George Diaz

Members Absent

Stanley Flores
Lorraine Jones
Lulu Bethea
Ta’Nasha Maitre

PCS

Claudia Cavanaugh
Greg Laza
Tegan Evans

Guest

Ashley Greenfield

RWSD

Fabiola	Catulle
Austin	Hanna
Katie	Keating
Sarah	Kuruvilla
Melanie	Lopez
Eileen	Merisola
Paola	Rivas Camarena
Jasmine	Thermitus

Topic A: Welcome and Introductions

Kathy Lituri, Planning Council Chair, welcomed everyone, reviewed the virtual ground rules and led a moment of silence.

- Additional time was given to remembering Noel.

Topic B: Review and Approve Meeting Minutes

The minutes from the meeting of November 10th, 2021, were reviewed. Members went on Basecamp to look at the minutes before motioning to approve.

- PCS corrected the meeting date on the minutes and the date within the presentation was identified as being incorrect (wrong day and year).

Members were briefed on process to approve, oppose, or abstain from voting.

Motion to Approve: Wendy LeBlanc

Second: Brian Thomas

Result: The minutes were approved. 1 abstention.

and service.

Topic C: Agency Reports

The representatives for Medicaid (Alison Kirchgasser), New Hampshire Department of Health and Human Services (NHDHHS) (Cindi Bell), Massachusetts Department of Health (MDPH) (Barry Callis), Mayor Wu's Office (Melissa Hector), Boston Public Health Commission (BPHC)/Ryan White Services Division (RWSD) (Katie Keating) gave agency updates – SEE below.

**BOSTON PUBLIC HEALTH COMMISSION
INFECTIOUS DISEASE BUREAU, HIV/AIDS SERVICES DIVISION
REPRESENTATIVE: KATIE KEATING – DIRECTOR, RYAN WHITE SERVICES DIVISION**

- None

**MASSACHUSETTS OFFICE OF MEDICAID (MASSHEALTH)
REPRESENTATIVE: ALISON KIRCHGASSER – DIRECTOR OF FEDERAL AND STATE RELATIONS**

No updates

**MASSACHUSETTS DEPARTMENT OF PUBLIC HEALTH
BUREAU OF INFECTIOUS DISEASE AND LABORATORY SCIENCES (BIDLS)**

OFFICE OF HIV/AIDS (OHA)

REPRESENTATIVE: BARRY CALLIS - DIRECTOR OF BEHAVIORAL HEALTH AND INFECTIOUS DISEASE PREVENTION

- None

NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES

REPRESENTATIVE: CINDI BELL - MANAGER, NH RYAN WHITE CARE & TB FINANCIAL ASSISTANCE PROGRAM, INFECTIOUS DISEASE PREVENTION, INVESTIGATION & CARE SERVICES

- Open positions in NH CARE include
 - **NH CARE (NH RW) Manager, Public Health Program Manager**
 - **Quality Management Specialist, Program Specialist IV**
If you are interested in applying for these, please follow link to apply: <https://das.nh.gov/jobsearch/>
- The Statewide HIV Needs Assessment is complete. NH DHHS is awaiting final recommendations will be available next month.
- Open Enrollment for ACA through our insurance continuation program where NH ADAP pays for Marketplace premiums is coming to a close. This year, NH CARE opted to stay with our preferred plan. However, clients on this preferred plan now have a choice to change to a similar plan with a lower deductible. Clients should work through their Case Manager to make changes.
- Medicare open enrollment ended yesterday. Our Insurance benefits manager now has a Medicare Specialist to provide guidance about Medicare Enrollment. NH CARE still promotes Medicare Part D and Supplemental plans to cover the cost of prescriptions and copayments.
- *Clinical QI progress has been made!* The NH CARE Medical Case Management web-based training has been deployed to subrecipients!
 - The goal is to ensure all NH ASO Case Managers and Nurse Case Managers complete the course upon hiring. Access has been provided for all existing case managers to work toward completion.
 - **There are 3 sections with 31 Modules:** Foundation in the HIV Helping Professions, Motivational Interviewing, & Trauma Informed Excellence.
 - **30 % of learners have completed section 1.**
- NH CARE accepted carryover funds from Ryan White Part B and also the Boston EMA (Part A) for FY2021. Funds will be spent on the two largest service expenditures: Full Pay ADAP and insurance continuation.
- NH recently received fiscal monitoring training from the Department's Grants Office "Review of Supporting Financial Documentation" Program and Finance must review the expenses - Costs must be: allowable - reasonable and allowable
- NH is moving forward with incorporating both in person and virtual site visits as determined and practical in 2022

**CITY OF BOSTON
OFFICE OF HEALTH AND HUMAN SERVICES
REPRESENTATIVE: MELISSA HECTOR - DIRECTOR OF CAPACITY BUILDING**

- **None**
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Topic D: Sub-Committee Updates

NRAC- Darren Sack

- NRAC met in November and received moderate attendance.
- Spoke about common themes from last year's assessment
- We introduced members to what we did previously
- We elected a vice-chair, Wendy Leblanc

MNC- Richard

- Discussed member updates and committee assignments
- Reviewed the rosters and some offline activities to follow-up
- Discussed in-person and on-line recruitment activities and have a fair amount to do.
- We also want to do more to keep all members engaged.
 - o Had discussed a survey but decided to pause for time being, more to come.

SPEC-Margaret

- Met 12/2/21, spent time reviewing results of needs assessment survey 2021-2022
- Completed a group activity reviewing service category scenarios

Consumer- Adam Barrett

- Had a mix up with scheduling. Next meeting will be 12/14/21
- Thank you, Richard and PCS, to help me get oriented as the new chair for this committee.
- Have spent some time speaking to other PCS members as well
- Major things to talk about is recruitment and retention.
- Biggest items were the Anti-Stigma Campaign and gathering data on efficacy of the campaign.
- Next meeting we will discuss a path forward for recruitment and retention. More to come.

Exec- Patrick Baum

- Had some issues approving meeting minutes. Will approve at next meeting.
 - Major outcomes was labeling of Absent vs excused.
 - Reviewed updates and planning for this meeting.
 - Discussed special sub-committee for NRAC.
 - Received PCS staffing updates.
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Topic E: Stigma Conference Recap

In November, we entered the Someone You Know and Love Campaign in the 12th Annual International Conference on Stigma at Howard University.

- Consumers involved in the making and filming of the campaign will attend the week-long virtual conference as part of their submission.
 - Just under 80 art projects were entered and our video received 1st prize.
 - The video, has been awarded 1st prize in the **International Conference on Stigma Art contest**.
 - Expressed gratitude for the EMA we live in and the work that is being done.
 - Exciting to be recognized beyond those in our EMA.
 - The different versions of the videos should be available for anyone to see. You can find these versions on the Someone You know and Love website.
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Topic F: Funding Streams Expo

- Guests joined PC representing types of funding that provide social and medical services
 - o MA Medicaid, HOPWA, State of MA, Ryan White Parts A, B, C, D & F
 - PC members were assigned to groups, with an assigned *virtual peer leader* and each group has a case scenario
 - Virtual peer leaders presented the scenario, then collected feedback on what services the funder could provide for the client
 - PCS rotated the agency reps per each breakout room
 - Teams reported back to Council at the end
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Topic G: Other Business, Announcements, Evaluation & Adjourn

Announcements:

- TC asked members to please complete evaluations
- BH gave an updated on establishing internship and looking for info.

- KL announced that we will be submitting an abstract to RWSD Annual Conference.
- KL reminded members that we will be taking a vote on bylaws in January

Meeting to Adjourn

Motion: Patrick Baum

Second: Brian Thomas

Result: The meeting was adjourned.

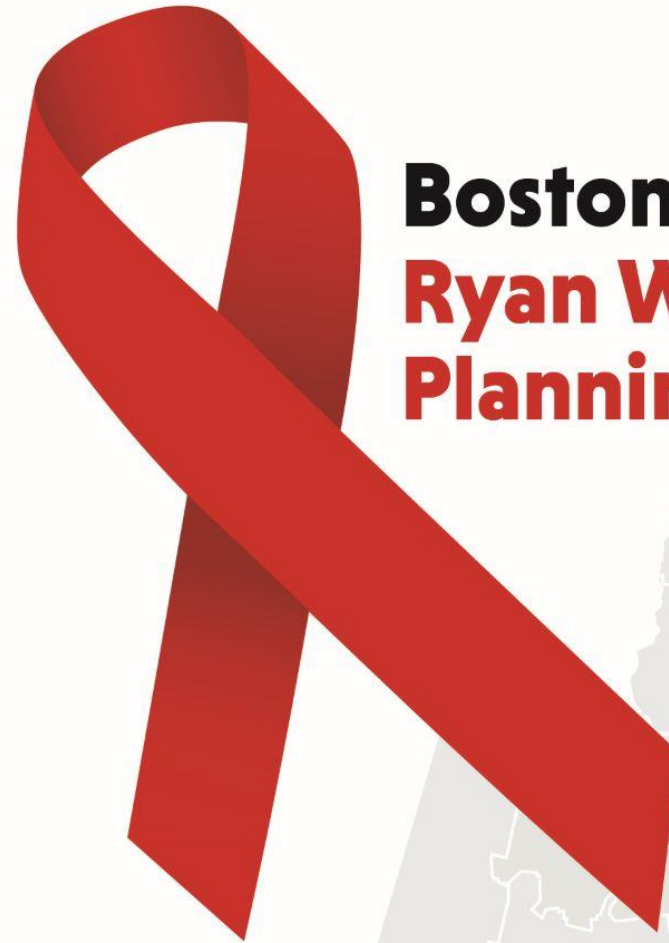
HAPPY HOLIDAYS

Boston EMA Ryan White Planning Council

Kathy Lituri, Planning
Council Chair

Patrick Baum, Planning
Council Chair-elect

December 9th, 2021



**Boston EMA
Ryan White
Planning Council**



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

Phone

- Please state your name for the record

Computer

- No need to state your name, it is recorded

Be on time	No Side Conversations
Silence cell phones	Presenters represent agencies- no personal attacks
Participate	Don't ask questions that accuse or assume where someone is coming from. Stick to asking questions regarding information.
Be respectful	Respect the option for presenters to come back with additional information or answers.
Agree to disagree	Send questions with more detailed explanations to the Executive Committee or PCS
Ask questions	Whenever possible, enjoy yourself
Speak up so everyone can hear you	Don't assume everything is public knowledge
Raise your hand and wait to be acknowledged by the Chair	Step up, step back
Don't interrupt	

Virtual Meeting Ground Rules

- Be on time and prepared
- Use headphones
- Silence Means Agreement
- Avoid using speakerphone
- Avoid multi-tasking
- Mute yourself unless speaking
- No inappropriate conversations in private chat
- Do not put this conference call on “Hold”
- Identify yourself
- Speak slowly and clearly
- No one-on-one side conversations
- Use chat box to communicate with moderators and ask questions to presenters

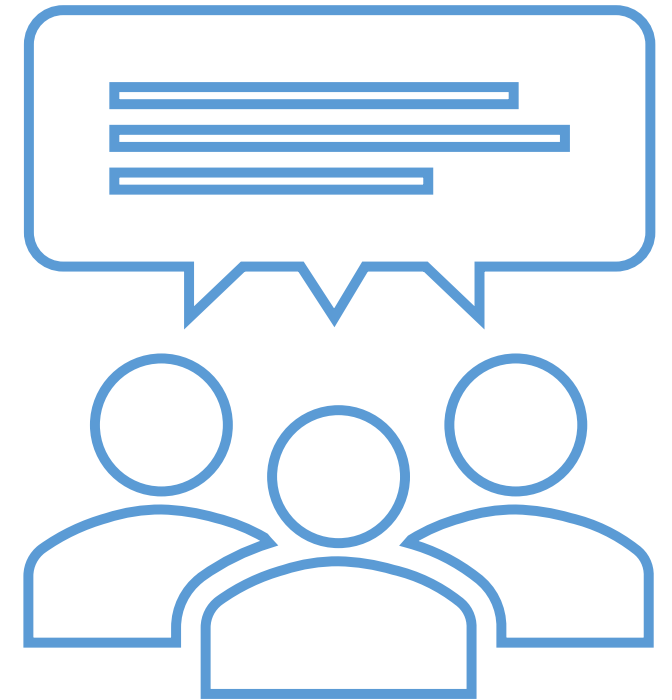
Overview – Today's Meeting

1. Approve November 10th Meeting Minutes
2. Agency Updates and Committee Reports
3. Funding Streams Expo
4. Report Back and Q&A
5. Announcements, Evaluation and Wrap Up

Approving meeting minutes

November 12, 2020

- **Steps in approving minutes:**
 - Review minutes
 - Make a first and second motion to approve minutes
 - Vote (Zoom poll)
- **All in Favor:** Yes, I approve the minutes
- **Opposed:** No, I do not approve the minutes
- **Abstention:** Decline to vote



**Mayor's Office of Health and
Human Services - Melissa
Hector**

**MA Department of Public
Health, Office of HIV/AIDS -
Barry Callis**

**NH Department of Health
and Human Services, NH
Care Program – Cindi Bell**

**MA Office of Medicaid –
Alison Kirchgasser**

**Boston Public Health
Commission –Katie Keating**

**AGENCY
REPRESENTATIVE
REPORTS**

Subcommittee Reports

- Needs, Resources and Allocations (NRAC)– **Darren Sack**
- Membership and Nominations (MNC) – **Robert Giannasca**
- Service, Priorities and Evaluation (SPEC) – **Margaret Lombe**
- Consumer Committee – **Adam Barrett**
- Executive Committee – **Patrick Baum**

Funding Streams Expo

**Planning Council members &
agency representatives**

Purpose

- The purpose of the Funding Streams expo is for us to learn about different payers of HIV services because **Ryan White Part A is payer of last resort**
- **Payer of last resort** means that providers need to exhaust other types of funding before accessing Part A funding for services
- Other funding streams fund similar services as Ryan White Part A within our jurisdiction

Instructions/Overview

1. Guests are joining us representing types of funding that provide social and medical services
 - MA Medicaid, HOPWA, State of MA, Ryan White Parts A, B, C, D & F
2. PC members are assigned to groups, with an assigned *virtual peer leader*
3. Each group has a case scenario
 - Virtual peer leaders will present the scenario, then you will collect feedback on what services that funder could provide for the client
4. PCS will rotate the agency reps per each breakout room
5. Teams will report back to Council at the end

Things to remember

PCS will keep track of time (10 minutes per group)

There are duplicate scenarios to make good use of time

There is no single correct answer!

Representatives have reviewed each scenario in advance

Report Back and Q&A

The team leader from each group will
now share out one key takeaway
from the activity

OTHER ANNOUNCEMENTS?

This is your chance to spread the word about community events, research studies, or other resources that are related to the Planning Council's work.

EVALUATION AND ADJOURN

Please fill out your
evaluation forms!

**Evaluation link is in the
chat!**

