



Planning Council
Thursday, September 8, 2011
4:00-6:00pm
John Hancock Conference Center, Room 303

Summary of Attendance

Members Present

Darren Sack
Corin Landrum
Fred Verro
David Hawkesworth
Alice Kiwanuka
Timothy Comeaux
Jose Sostre
Aixa Almonte
Fernando Velazquez
Craig Conway-Smith
Michelle Rogers
Kimberly Wilson
Delfine Masongo
Sonya Lee
Diane Hackett
Jamie Marshall
Erica Moreno
Lena Asmar
Michael Goldrosen
Allison Kirchgasser
Donna Rivera
Meg Sullivan
John Keith

Wendy LeBlanc
Julialene Johnson
Ramonita Mulero
Stephen Batchelder
John Grant
Brian Quigley
Ellen Nagami
Dan Alroy
Srin Chakravorty
Juliet Sithole-Berk
Jib Bowers
Mary Troiano

Members Excused

Larry Day
Antonio Fortuny
Donna Gallagher
Chipo Mazhandu
Donna Mombourquette
Annette Rockwell
J. Andres Rodriguez
Shirley Royster
Gary Sandison

Members Absent

Ann Davis

BPHC Staff

Frantzou Balthazar
Sara Chang
Amy Ledbetter
Gayle Mendoza
Raquel Munive
Shannon O'Malley
Vanessa Sasso
Eric Thai

PCS Staff

Cara Mathews
Carmen Pimentel

Guests

Anita Barry
Chuck Blaise
Dawn Fukuda
Sara McPhee
Kevin Waterman

Welcome and Introductions

Topic A: Welcome, Introductions

Darren Sack, Chair of the 2010-2011 Planning Council, called the meeting to order, welcomed new and historic members, and asked everyone to introduce themselves for the record.

Darren requested that everyone confirm or update their contact info on the contact sheet that was passed around, which would later be made available for distribution to the council members. Darren then reviewed the agenda for the meeting. Darren explained that voting for would occur this meeting in order to expedite committee chair elections, which cannot be voted upon until the Planning Council Chair and Vice-Chairs are chosen.

Michael Goldrosen, standing in for Gary Sandison, Representative to the Mayor's Office, welcomed the Council members on behalf of Mayor Menino.

Icebreaker

Topic B: Icebreaker

Carmen Pimentel, Planning Council Support staff (PCS), led the icebreaker.

Review and Approve Minutes

Topic C: Review and Approve June 23, 2011 Summary of Meeting

The Council members reviewed the minutes from the June 23, 2011 meeting.

Motion: To approve the minutes from June 23, 2011.

Results: Fred Verro made a motion; Brian Quigley seconded the motion; Motion passed; 14 abstentions.

Daren noted that the change in the election process was to allow committees to start meeting a month earlier than historically done.

Elections I: Planning Council Leadership – Chair

Topic D: Planning Council Leadership Elections – Chair

Cara Mathews explained the elections process and the Chair and Vice-chairs' responsibilities. Each position would be elected throughout the meeting in the order of Chair, 1st Vice-Chair and 2nd Vice-Chair. Four total candidates were nominated for multiple positions: Jib Bowers, Darren Sack, Lena Asmar, and Larry Day. Each candidate was requested to give a brief oral statement, and their prepared written statements were also available in the council packet.

Darren reviewed the responsibilities of the Chair, and identified the 2 nominees as Jib Bowers and Darren Sack. The nominees gave a brief oral statement to the Council. The Planning Council members voted and BPHC staff collected and counted their votes.

Darren Sack was elected as the Chair of the 2011-2012 Planning Council.

Review Roles & Responsibilities of PC Members

Topic E: Review Roles & Responsibilities of PC Members – Darren Sack

Darren Sack briefed the Council on the meeting ground rules. Members should feel welcome, respected, and at peace with the council, and be ready to participate. They should raise their hand and wait to be acknowledged by the chair or presenter. If a council member did not have time for his/her question to be asked or answered, he/she could use the anonymous evaluation forms. All questions will be answered either on the website or during the next council meeting. Members were also asked to be respectful of Grantee and Federal requirements. Members were asked to silence their phones and beepers and keep side conversations to a minimum. Darren explained that the Council uses Robert's Rules of Order. He emphasized that the planning council support staff is a valuable resource.

Darren reviewed the Planning Council Member Responsibilities and asked all members to become familiar with them. Although meetings are open to the public, only council members may vote and participate at council meetings. He emphasized the importance and work done in committees and to attend council and respective committee meetings. Members were also encouraged to recognize and express their time constraints and, if necessary, their inability to continue as a council members.

Darren requested that presenters explain any acronyms and special terms within their presentation and that council members could also find this information on the back page of the agenda.

Cara reviewed the preliminary Planning Council Work Plans and noted that it can be revised based upon the needs and decisions of the committees once they have been elected and started meeting. Cara also reviewed the Planning Council Meeting Schedule Calendar. Times can also be adjusted based on committee members' needs. Michael Goldrosen clarified various work plan points.

Jib Bowers pointed out a Work Plan error showing elections would happen next month instead of during this meeting.

Elections II: Planning Council Leadership – 1st Vice-Chair

Topic F: Planning Council Leadership Elections – 1st Vice-Chair

The nominees were Jib Bowers and Larry Day. Jib gave a brief oral statement. The Planning Council members voted. BPHC staff collected and tallied the votes.

Jib Bowers was elected as 1st Vice-Chair of the 2011-2012 Planning Council.

Review Robert's Rules

Topic G: Review Robert's Rules – Lena Asmar

Lena Asmar carried out a presentation on Robert's Rules of Order. Robert's Rules are based on an organized, agenda-driven and time-based parliamentary procedure that still allows a form for question and answers. The presentation included information on agendas and presenting a motion. Motions can be passed by majority ruling.

David Hawkesworth asked a question about making a motion and was answered by Kimberly Wilson and Darren.

Darren reminded members to announce at the beginning of the meeting if they are leaving early.

Elections III: Planning Council Leadership – 2nd Vice-Chair

Topic H: Planning Council Leadership Elections – 2nd Vice-Chair

Lena Asmar was the only candidate since Jib Bowers was elected as 1st Vice-Chair.

Motion: Elect Lena as she was the last one on the ballot.

Results: Kimberly Wilson made a motion; Briag Quigley seconded the motion; Motion passed; 0 abstentions.

Darren thanked Corrin for her work during the 2010-2011 council year. Darren also expressed his honor and excitement in working with the elected 1st and 2nd Vice-Chairs.

Lena Asmar was elected as the 2nd Vice-Chair for the 2010-2011 Planning Council.

Conflict of Interest

Topic I: Conflict of Interest – Donna Rivera

Donna Rivera explained to the Council the conflict of interest policy. A member is considered to have a conflict of interest if they are an employee of or under fiduciary responsibility as a member of a board in any of the service categories funded by or planning to apply for Ryan White Part A money. A member may not vote if the council is speaking only of that category. However, a member can vote if the council is speaking of aggregate categories. Membership on a consumer advisory board (CAB) does not constitute a conflict of interest. Members were asked to fill out the conflict of interest form and BPHC staff collected the forms.

Jib reminded all attendees to sign the sign-in sheet.

Agency Introductions, Overviews and Reports

Topic J: BPHC – Michael Goldrosen

Michael indicated that normally this report comes in the beginning of March but is only available now due to funding delays. He reviewed the various fiscal year cycles and the multiple FY11 partial awards received from HRSA. HRSA had mistakenly issued incorrect award amounts and were in the process of giving 46 EMAs more money and 6 EMAs less. As of August 26, the revised award resulted in a 2.7% reduction, level formula funding, and 11% MAI increase, and an 11% supplemental funding decrease. A deeper analysis will be conducted after receiving information from other EMAs. The current challenge is how to allocate the additional dollars with only 5 months left of the fiscal year and no assurance that the money will be there next year.

Julialene Johnson asked where the MAI \$23,000 came from. Michael clarified that unspent money was MAI carryover from FY09 because the rules for MAI dollars and MAI fiscal year had changed. In FY10, HRSA did not have the time to give BPHC the FY09 money and instead allocated it for use in FY11.

Julialene also asked whether those services that were cut would be receiving the reallocated money. Michael clarified that BPHC staff needs to address a range of factors that affect agency budgets in order to determine the best reallocation method. Julialene clarified that she wanted to know if any money would be reallocated to the agencies that closed their doors or completely cut their service. Michael answered that unfortunately, no, since these dollars are available for only a few months and it is unknown what will occur next year, it would be unfair to clients and agencies to temporarily make this money available to them and possibly have to close their doors again in a few months. Money will be placed where it is the most needed.

Julialene asked whether some of the money would go back to nutrition, transportation, peer support, and other cut services. Michael said BPHC had to conduct an internal meeting first to determine where the need is and that some services may see increases while others do not. In total, \$700,000 would be reallocated.

Wendy Leblanc asked if the additional money will be directed to programs such as dental since that is what the Planning Council had prioritized. Michael answered that most likely it will be, but was unsure about allocation to staffing since next year's funding is unknown.

Brian Quigley also asked a question and was answered by Michael, also reflecting that there are \$400,000 that is pending to be spent in FY11.

Michael informed the Council that BPHC had received the Grant Guidance for the following year, which is a competitive application based on the work of last year's council. BPHC staff will be simultaneously implementing FY11, working on the grant process, and submitting reports to the federal government that are due after the final award is received.

Stephen Batchelder asked about the federal health reform program. Michael answered that the information will be available in the coming year and the staff will look at the impact of the Affordable Care Act on Ryan White. As the plan moves to reauthorization, the Boston EMA could serve as the model of how to use RW nationally since our EMA knows how to use RW money in the context of a healthcare reform state.

Darren asked whether that the council will receive an update at the next meeting on which categories current unobligated dollars will be allocated. Michael confirmed this and noted that BPHC will be asking for \$14.7M, \$1M above what BPHC expects to get.

Jib thanks Michael and his BPHC staff for their hard work through all these federal complexities.

Topic K: MDPH – Dawn Fukuda

Dawn Fukuda, Director of the Office of HIV/AIDS at MDPH, served as Annette Rockwell's proxy. Annette had just given birth and sends her regards to the Council. Dawn gave a brief background on MDPH's Ryan White Part B work and collaboration with BPHC, as well as the state AIDS' line investment in resources and prevention.

MDPH had just received notice of their remaining Part B award. They applied for 2 SPNS projects and received one award for \$100,000 to collaborate with BPHC on the CHADS (Collaborate HIV/AIDS Data System) project. CHADS would allow the viewing and comparison of all HRSA-funded Boston EMA services and their overall effect. Effective September 1, another grant will allow them approximately \$1M a year to support linkage to care for newly diagnosed PLWH and those who have fallen out of care. During the next council meeting, Dawn will give a report on where MDPH has decided to apply the money. However, because of CDC's new prevention methodology, MDPH will undergo a continued percentage reduction (27% in the first year) in preventive CDC allocation, which will result in loss of half their prevention funding by 2016 (a \$4M reduction) and greatly affect PLWH and the service infrastructure. A lot of advocacy work is taking place with both Boston EMA advocate groups and countrywide to express the possible result of destabilization of current services.

Dawn also mentioned an upcoming event to celebrate the 1,000 reversal in the Narcan (Naloxone) opioid overdose prevention, emphasizing the advancement of IDU health through good public health pilot initiatives.

Stephen Batchelder asked whether MDPH could supply a comparison chart between states' CDC funding last year and this year, saying it feels like we're being punished for doing a good job. Dawn answered that currently CDC funding is publicly available and hopefully PCS can share this with Council members.

Jose Sostre asked a follow-up question, to which Dawn answered that another Council member has the information.

Donna Rivera asked about the name-based reporting system. Dawn answered that the grantees are currently working with MDPH's surveillance staff to moving from a code-based to name-based reporting system, per CDC's requirement. Michael Goldrosen also answered that the current 3-year leniency for code-based reporting will expire in one year and that the formula money will be driven by how many clients are recorded via name-based reporting.

Topic M: Office of Medicaid – Alison Kirchgasser

Alison Kirchgasser announced that Mass Health is increasing pharmacy copayments from \$3.00 to \$3.65.

Topic L: NHDHHS – Donna Mombourquette

Sara McPhee from the New Hampshire CARE Program stood in for Donna Mombourquette, outlining that NHDHHS is a Part B recipient and 3 of their counties are part of the Boston EMA. On August 29, they received the full Part B award of \$36,000 additional dollars. They are currently working on their prevention grant and will also suffer a 50% funding decrease over the next 5 years. Donna Mombourquette is the new section chief.

Diane Hackett asked whether New Hampshire will lose funding for STD and if they could provide additional information during the next meeting. Sara said that they are very concerned as well. STD clinics were cut from the state budget, as well as CDC STD prevention dollars that were cut as of July 1. Wendy LeBlanc also remarked that public funded New Hampshire clinics are no longer offering HIV/STD testing and that clients are being directed to primary care physicians, emergency rooms, or community health centers, but they traditionally have a four-month wait. Many providers who offer testing often have to target specific priority populations (e.g., MSM or a specific racial/ethnic minority) and can't serve other populations, thus pushing patients towards emergency rooms.

Diane Hackett asked if name-based reporting will affect funding. Michael answered that since the name-based reporting system is already in place, it will not go under the same type of overhaul as Massachusetts.

New Business and Announcements

Daren informed the Council that more review and overview of topics will take place during the Consumer Committee meeting rather than at the Planning Council meeting and that all Council members are invited. He thanked Cara, Carmen and other staff, and reminded Council members to fill out their evaluations, of the next Council meeting, and the Committee meeting schedules and locations.

David Hawkesworth is recruiting for board members for his organization, Helping Communities in Crisis, Inc.

Jose Sostre announced a Project Able conference call in September.

Michael Goldrosen announced that BPHC is recruiting for Laura Kozek's PCS Director position and thanked Laura for all her work and checking in on the Planning Council meeting from afar.

Vanessa Sasso welcomed Pacience Smith, the new Senior Program Coordinator for Quality Management, who started this Tuesday. Mark Forey, another new Client Services Program Coordinator, will be starting next Monday. Tomorrow is Raquel Munive's last day and they are still accepting applications for the CHADS Program Coordinator position.

Evaluation of Meeting & Adjourn

Topic N: Adjourn the meeting

Summary of Motion: To adjourn the meeting.

Results: Fred made a motion; Brian Quigley seconded the motion.