



2022 - 2023

# Planning Council Meeting

Thursday, April 13th  
4:00 pm - 6:00 pm

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

<b>Welcome, Moment of Silence &amp; Attendance</b>	4:00 pm
Patrick Baum, PC Chair	
<b>Review &amp; Approve March Minutes</b>	4:05 pm
Patrick Baum, PC Chair	
<b>Committee Reports &amp; Agency Updates</b>	4:10 pm
Executive Cte, NRAC, SPEC, MNC, Consumer Cte, Agency Reps	
<b>Needs Assessment Update</b>	4:20 pm
Beth Williams, PCS Intern	
<b>Priority Setting Results &amp; Vote</b>	4:35 pm
PCS and Patrick Baum, PC Chair	
<b>FY23 SWEEPS Presentation &amp; Vote</b>	4:55 pm
NRAC/PCS	
<b>Kahoot Knowledge Check</b>	5:40 pm
PCS	
<b>Announcements, Evaluations &amp; Wrap Up</b>	5:50 pm
Patrick Baum, PC Chair and PCS	



Planning Council Meeting  
Thursday, April 13, 2023  
Zoom  
4-6 PM

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### Summary of Attendance

#### **Members Present**

Daniel Amato  
Stephen Batchelder  
Patrick Baum  
Yvette Perron  
Lamar Brown-Noguera  
Henry Cabrera  
Stephen Corbett  
Sandra Custodio  
Larry Day  
Damon Ganes  
Beth Gavin  
Melisa Hector  
Darian Hendricks  
Wendy LeBlanc  
Jordan Lefebvre  
Kathy Lituri  
Margaret Lombe  
Allan McClendon  
Ericka Olivera  
Mahara Pinheiro  
Manuel Pires  
Luis Rosa  
Nate Ross  
Darren Sack  
Mairead Skehan Gillis  
Michael Swaney  
Bryan Thomas  
Catherine Weerts  
Karen White  
Kim Wilson  
Tim Young

Robert Giannasca  
Bryan Thomas

#### **Members Excused**

Amanda Hart

#### **Members Absent**

Justin Alves  
Adam Barret  
Barry Callis  
Joey Carlesimo  
Jerome Hazen  
Brian Holliday  
Lorraine Jones  
Allison Kirchgasser  
Keith Nolan  
Ethan Ouimet  
Arielle Pierre  
Serena Rajabiun  
Naika Williams

#### **Staff**

Claire Karafanda  
Tegan Evans  
Melanie Lopez  
Eileen Merisola  
Claudia Cavanaugh  
Clare Killian  
Vivian Dang

#### **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.

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## **Topic B: Review Meeting Minutes**

**Motion to Approve:** Stephen Batchelder

**Second:** Kim Wilson

**Result:** The meeting minutes were approved by 83% with 3% opposed and 14% abstained.

## **Topic C: Committee Reports and Agency Updates**

### MNC

- There was a recruitment event at Bayard Rustin
- Sent incumbent applications to members that need to re-apply for the next Planning Council term. Incumbent Applications are due April 27<sup>th</sup>.

### Consumer Committee

- There was a Cabenuva panel today, with providers and consumers talking about their knowledge and experience with Cabenuva. Thank you to all the panelists!

### NRAC

- Preparation for All Day Meeting
- Needs Assessment is in the works, will be updating today.

### SPEC

- Priority Setting was due today
- AAM is almost complete – presenting results at the May meeting

### MA DPH

- Not updates.

### NH DHHS

- They have been busy updating the policies and procedures, updating forms to be PDF fillable, focusing on policies and procedures.

### Mayor's Office

- One of the things they've been looking at the past few months at the commission is fulfilling their anti-racist policy, entailing data updates on reports of health of Boston by implementing training and workshops for all employees throughout the city. Implementing anti-racists training and workshops within the council, still on baby steps but it is in the work and soon to come.

### MassHealth

- MassHealth like all Medicaid agencies is now required to do annual redetermination for members, and they start that April 1<sup>st</sup>, will be staggering sending the packets over the next 12 months. If anyone has any questions, call MassHealth to determine when they will receive packets. Be on the lookout for blue packages, and respond as soon as possible to stay on MassHealth.
- House budget was just released, will be more updates on next meeting.

### BPHC

- RWSD received full award for EHE funding, 6 providers will be funded, there are plans to do an RFP.
- Just got the full award for Part A, it is close to the level funding.

## **Topic D: Needs Assessment Update**

Stopped the collection in collecting data, there is 175 Consumer Surveys, 35 Provider Surveys, and 5

Focus Group Discussion.

#### Data Analysis and Plan

- Background: Updated epidemiology data collected from BPHC (e2Boston, Part A clients), Massachusetts Department of Public Health and New Hampshire Department of Health and Human Services
- Methods: Adapted and updated from the previous intern's work
- Results: Provider and Consumer surveys and Focus Group Discussions being analyzed by multiple members of PCS and the Needs Assessment working group to build upon the previous intern's work

Needs Assessment data to be presented to NRAC on April 20<sup>th</sup>.

NRAC and PCS will present data to Council on May 11<sup>th</sup>.

Data will be available for NRAC to use to inform resource allocation decisions

#### **Topic E: Priority Results & Vote**

Priority Setting introduced to SPEC on February 2nd

- Reviewed and finalized on March 2nd
- Priority Setting process shared with Planning Council on March 9th
- Priority Setting was due on April 7th
  - o PDF emailed to PCS
  - o Survey Monkey
  - o 39 Responses (83% of Council)

Chair gives a reminder on how Priority Setting works and shows the FY24 Priority Setting Results.

FY24 Priority Setting Results:

1. AIDS Drug Assistance (ADAP/HDAP)
2. Medical Case Management
3. Housing Services
4. Non-Medical Case Management Services
5. Food Bank/Home-Delivered Meals
6. Emergency Financial Assistance
7. Oral Health Care
8. Mental Health Services
9. Health Insurance Premium and Cost-Sharing
10. Medical Transportation Services
11. AIDS Pharmaceutical Assistance
12. Psychosocial Support Services
13. Medical Nutrition Therapy
14. Health Education/Risk Reduction
15. Early Intervention Services (EIS)
16. Linguistic Services
17. Home and Community-Based Health Services
18. Outpatient/Ambulatory Health Services
19. Home Health Care
20. Substance Use Services (Outpatient)
21. Child Care Services
22. Other Professional Services (Legal Services)
23. Substance Use Services (Residential)
24. Outreach Services
25. Referral for Health Care & Support Services

- 26. Hospice
- 27. Rehabilitation Services
- 28. Respite Care

Analysis:

- There was a 0.62 difference in average rank with Food Bank/Home-Delivered Meals and Emergency Financial Assistance
- There was a 0.36 in average rank with Mental Health Services, Health Insurance Premium & Cost-Sharing, and Medical Transportation Services
- 0.3 difference in average rank with AIDS Pharmaceutical Assistance and Psychosocial Support Services (AIDS Pharmaceutical Assistance ranking slightly higher)
- 0.08 difference in average rank with Home Health Care and Substance Use Services (Outpatient)
- 0.2 difference in average rank with Services Referral for Health Care and Support Services

There was a discussion on ways to hold Council Members accountable for completing Priority Setting, since there were 17% of Council Members who did not do Priority Setting.

Motion to approve FY24 Priorities

Motion: Henry Cabrera

Second: Tim Young

Results: The FY24 Priorities were approved by 88%, with 4% opposing and 8% abstained.

**Topic F: FY23 SWEEPS Presentation & Vote**

Member introduces a quick review with the funding process. HRSA awards the money to BPHC who is the recipient, then they wait for directives on how to allocate the award to specific service categories.

Terms Used:

- *Unexpended money or carry over* is the money that is leftover from the grant at the end of the year to be carried to the next year
- *Under-expended money or sweeps* is the money from agencies that are spending at a slower rate than they were supposed to. This money can be swept up throughout the year to be reallocated to other agencies.

Consequences of Unexpended (Carry over):

- Reduction in future awards if greater than 5%
- Less flexibility to reallocate dollars
- Requires a request to HRSA to get the money back
- Reduces time to spend money if request is granted
- Reduces services in the Boston EMA

Consequences of Under-spending (Sweeps):

- Start-up delays in new programing
- Staffing vacancies
- Utilization of other sources of funding
- Changes in the funding environment

Benefits of Sweeps Process:

- Maximizes services in the Boston EMA
- Maintains local control and flexibility of dollars
- Responds to changes in the EMA
- Respects the work of the Council by following funding priority

- Rapidly re-allocates money

Needs, Resources & Allocations Committee (NRAC) Recommendations for conducting the sweeps process:

- To expend the sweeps dollars first within the category from which they came, if the category can absorb them
- To expend sweeps based upon need within and among categories, then feed the remaining dollars in accordance with the priorities we established last year, FY23

Motion to support NRAC recommendations

Motion: Robert Giannasca

Second: Bryan Thomas

Results: This motion was approved by 91%, 4% opposed, and 4% abstained.

### **Topic G: Kahoot Knowledge Check**

Members play a game of Kahoot to test their SWEEPS knowledge.

### **Topic H: Announcements, Evaluation & Adjourn**

Last 3 Planning Council Meetings of 2022-2023

- May 11th – Q4 Spending & Utilization Update, AAM Results & Discussion, Funding Streams Summary
- June 8th – BPHC Response to AAM, All Day Allocations Meeting Report & NRAC Year End Report, SPEC Year End Report, Recruitment Update, Officer Nominations
- June 22nd – FY24 Resource Allocations Vote, MNC Year End Report & Nominations Preview, Consumer Year End Report, Officer Elections

Announcements

- PCS applied for and was awarded EHE funding to continue and expand the Anti Stigma Campaign: Someone You Know and Love!
- Incumbent Applications are due April 27 – if you are incumbent, an email was sent out.

Announcement from a Council Member:

Braidwood Management V. Becerra decision, U. S. District Judge Reed O'Connor ruled Preventative Services Task Force do not have to comply with, and blocked the federal government from enforcing the task force's recommendations. The task force issues recommendations for preventive care services that insurers are then forced to cover, as dictated by the provision of the Affordable Care Act, meaning the ruling means insurance companies will no longer be bound to cover the preventive service affected. Among the preventive services affected by O'Connor's order are screenings for breast cancer, colorectal cancer, cervical cancer, and lung cancer, diabetes screenings, various screenings and interventions for pregnant people. The ruling deals a particularly cruel blow to the communities most impacted by our state and nation's ongoing health disparities, including HIV, especially for Black and Latinx Communities. The Biden Admin is expected to appeal O'Connor's ruling, which mean there's still the possibility of a higher court could overturn it. Insurance coverage contracts generally run through the end of the year, making any changes to insurance policies and what services they cover unlikely before 2024. That means if the case is reversed when it's appealed, there ultimately could be little impact to Americans' coverage - though it still remains to be seen how higher courts, including potentially the Supreme Court, will respond to the case. Our understand of the implications for Medicaid is still evolving. Just putting this update in writing to save time for today's meeting

### **Meeting to Adjourn**

**Motion:** Bryan Thomas

**Second:** Kim Wilson

**Result:** The meeting was adjourned at 5:30pm.

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# Planning Council

April 13, 2023  
Patrick Baum, Chair  
Darren Sack, Chair-Elect

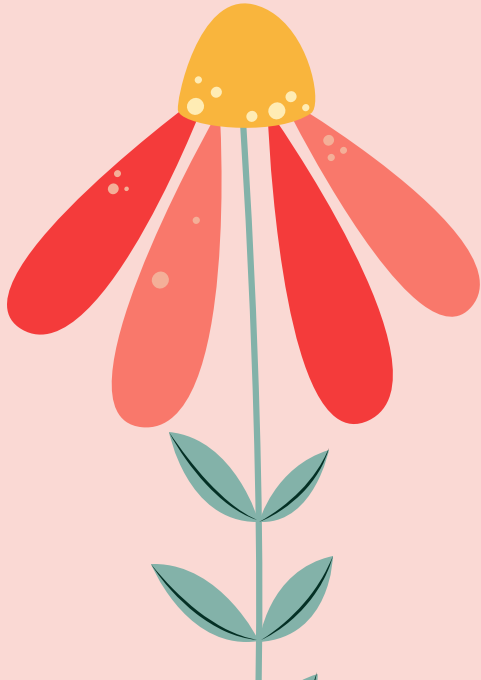


# Moment of Silence

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



- Say here or present when your name is called!
- Who would play you in a movie about your life?



# Today's Agenda

1) March 9<sup>th</sup> Minutes Review

2) Agency Updates & Committee Reports

3) Needs Assessment Update

4) FY24 Priority Setting Results & Vote

5) FY23 Sweeps Presentation & Vote

6) Announcements & Evaluation



# Meeting Objectives:

- Receive updates from our agency representatives and our Council leaders to reflect on the past month's meetings and upcoming action items
- Receive updates on the final steps of the Needs Assessment
- Discussion and Vote on FY24 Service Category Priorities
- Presentation and Vote on the FY23 Sweeps Process/Funds
- Understand the upcoming Planning Council meeting activities
- Learn something new! (*hopefully* 😊)



**Respect the mission**

**Respect the space**

**Respect each other**

**Respect people living with HIV**

# March 9<sup>th</sup> Minutes Review

## Steps in approving minutes:

- Review minutes
- Make a first and second motion to approve minutes
- Vote (Zoom poll)

Approve: Yes, I approve the minutes

Oppose: No, I do not approve the minutes

Abstain: Decline to vote



# Committee Reports

## **MNC**

### **Michael Swaney**

- Recruitment – Bayard Rustin was on Saturday!
- Incumbent Applications due April 27th

## **Consumer Committee**

### **Robert Giannasca**

- Cabenuva panel was today – thank you to all of our panellists!

## **Executive Committee**

### **Patrick Baum**

## **NRAC**

### **Catherine Weerts**

- Preparation for All Day Meeting
- Needs Assessment is in the works, updating today!

## **SPEC**

### **Margaret Lombe**

- Priority Setting was due today
- AAM is almost complete – presenting results at the May meeting

# Agency Updates

MA DPH  
Barry Callis

NH DHHS  
Yvette Perron

Mayor's Office  
Melissa Hector

MassHealth  
Alison Kirchgasser

BPHC  
Eileen Merisola



# **Needs Assessment Update**

**Beth Williams, PCS Intern**



175 Consumer Surveys

35 Provider Surveys

5 Focus Group Discussions



# Data Analysis and Plan

- Background: Updated epidemiology data collected from BPHC (e2Boston, Part A clients), Massachusetts Department of Public Health and New Hampshire Department of Health and Human Services
- Methods: Adapted and updated from the previous intern's work
- Results: Provider and Consumer surveys and Focus Group Discussions being analyzed by multiple members of PCS and the Needs Assessment working group to build upon the previous intern's work

Needs Assessment data to be presented  
to NRAC on April 20<sup>th</sup>

NRAC and PCS will present the data to  
Council on May 11<sup>th</sup>

Data will be available for NRAC to use to  
inform resource allocation decisions

# FY24 Priority Setting Results

A reminder of the process



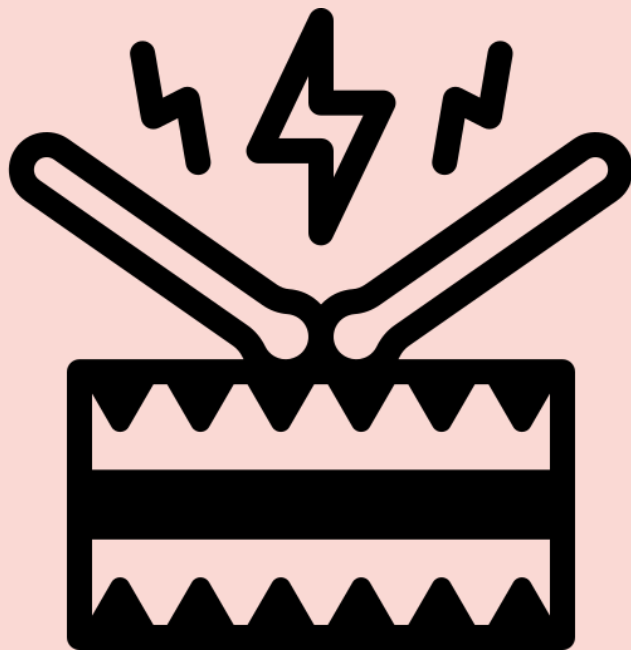
- Priority Setting introduced to SPEC on February 2nd
- Reviewed and finalized on March 2nd
- Priority Setting process shared with Planning Council on March 9th
- Priority Setting was due on April 7th
  - PDF emailed to PCS
  - Survey Monkey
  - 39 Responses (83% of Council)

# How did we set priorities?

- Review past data presentations on existing funding streams, spending and utilization of services
- Review the service category definitions
- Review Needs Assessment and other Boston EMA needs data
- Utilize knowledge from personal and professional experiences

Remember - Ranking does not determine the amount of funds allocated

**DRUM ROLL PLEASE!**



# FY24 Priority Setting Results

1	AIDS Drug Assistance (ADAP/HDAP)
2	Medical Case Management
3	Housing Services
4	Non-Medical Case Management Services
5	Food Bank/Home-Delivered Meals
6	Emergency Financial Assistance
7	Oral Health Care
8	Mental Health Services
9	Health Insurance Premium and Cost-Sharing
10	Medical Transportation Services
11	AIDS Pharmaceutical Assistance
12	Psychosocial Support Services
13	Medical Nutrition Therapy
14	Health Education/Risk Reduction

15	Early Intervention Services (EIS)
16	Linguistic Services
17	Home and Community-Based Health Services
18	Outpatient/Ambulatory Health Services
19	Home Health Care
20	Substance Use Services (Outpatient)
21	Child Care Services
22	Other Professional Services (Legal Services)
23	Substance Use Services (Residential)
24	Outreach Services
25	Referral for Health Care & Support Services
26	Hospice
27	Rehabilitation Services
28	Respite Care



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2	Medical Case Management
3	Housing Services
4	Non-Medical Case Management Services
5	Food Bank/Home-Delivered Meals
6	Emergency Financial Assistance
7	Oral Health Care
8	Mental Health Services
9	Health Insurance Premium and Cost-Sharing
10	Medical Transportation Services
11	AIDS Pharmaceutical Assistance
12	Psychosocial Support Services
13	Medical Nutrition Therapy
14	Health Education/Risk Reduction

15	Early Intervention Services (EIS)
16	Linguistic Services
17	Food Bank/Home-Delivered Meals & Emergency Financial Assistance
18	Substance Use Services (residential)
19	Substance Use Services (outpatient)
20	Substance Use Services (inpatient)
21	Substance Use Services (detoxification)
22	Substance Use Services (counseling)
23	Substance Use Services (medication-assisted treatment)
24	Outreach Services
25	Referral for Health Care & Support Services
26	Hospice
27	Rehabilitation Services
28	Respite Care

Food Bank/Home-Delivered Meals & Emergency Financial Assistance

0.62 difference in average rank



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2	Medical Case Management
3	Housing Services
4	Non-Medical Case Management Services
5	Food Bank/Home-Delivered Meals
6	Emergency Financial Assistance
7	Oral Health Care
8	Mental Health Services
9	Health Insurance Premium and Cost-Sharing
10	Medical Transportation Services
11	AIDS Pharmaceutical Assistance
12	Psychosocial Support Services
13	Medical Nutrition Therapy
14	Health Education/Risk Reduction

15	Early Intervention Services (EIS)
16	Substance Use Services
17	Behavioral Health Services
18	Behavioral Health Case Management
19	Behavioral Health Support Services
20	Behavioral Health Case Management
21	Behavioral Health Case Management
22	Behavioral Health Case Management
23	Behavioral Health Case Management
24	Outreach Services
25	Referral for Health Care & Support Services
26	Hospice
27	Rehabilitation Services
28	Respite Care

Mental Health Services  
Health Insurance Premium & Cost-Sharing  
Medical Transportation Services

0.36 in average ranks



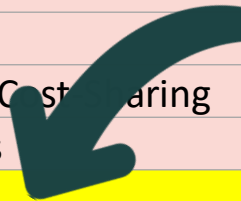
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7	Oral Health Care
8	Mental Health Services
9	Health Insurance Premium and Cost Sharing
10	Medical Transportation Services
11	AIDS Pharmaceutical Assistance
12	Psychosocial Support Services
13	Medical Nutrition Therapy
14	Health Education/Risk Reduction

15	Early Intervention Services (EIS)
16	Linguistic Services
17	Home and Community-Based Health Services
18	Outpatient/Ambulatory Health Services
26	Hospice
27	Rehabilitation Services
28	Respite Care

AIDS Pharmaceutical Assistance  
Psychosocial Support Services

0.3 difference in average rank



# FY24 Priority Setting Results

1	AIDS Drug Assistance (ADAP/HDAP)
2	Medical Case Management
3	Housing Services
4	Home Health Care
5	Substance Use Services (Outpatient)
6	...
7	...
8	...
9	...
10	...
11	AIDS Pharmaceutical Assistance
12	Psychosocial Support Services
13	Medical Nutrition Therapy
14	Health Education/Risk Reduction

Home Health Care  
Substance Use Services  
(Outpatient)

0.08 difference in average rank



15	Early Intervention Services (EIS)
16	Linguistic Services
17	Home and Community-Based Health Services
18	Outpatient/Ambulatory Health Services
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25	Referral for Health Care & Support Services
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Outreach Services  
Referral for Health Care &  
Support Services

0.2 difference in average rank



# FY24 Priority Setting Results

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# Priority Setting Vote

## **Steps in approving FY24 Priorities:**

- Review priority setting results
- Make a first and second motion to approve priority setting results as determined by the averages of all Planning Council members who voted independently and as discussed here in this Planning Council meeting
- Vote (Zoom poll)

Approve: Yes, I approve the FY24 Priorities

Oppose: No, I do not approve the FY24 Priorities

Abstain: Decline to vote

# **FY23 SWEEPS Funding Recommendation**

**Karen White, Catherine Weerts and  
Joey Carlesimo  
NRAC Representatives**



# Funding Process Review



Awards \$\$ to the Boston EMA to spend during the FY



Directs BPHC to allocate award to specific service categories



Awards \$\$ to providers according to Council directives

# Terms Used



**Unexpended Money (CARRY OVER):** Money left over from the grant at the end of the year



**Under-expended Funds (SWEEPS):** Money from agencies spending at a rate less than they are supposed to that can be 'swept up' and reallocated to other agencies that can spend it.

# **Consequences of Unexpended Money (Carry over)**

- **Reduction in future awards if greater than 5%**
- **Less flexibility to reallocate dollars**
- **Requires a request to HRSA to get the money back**
- **Reduces time to spend money if request is granted**
- **Reduces services in the Boston EMA**

# **Causes of Under-spending (Sweeps)**

- **Start-up delays in new programming**
- **Staffing vacancies**
- **Utilization of other sources of funding**
- **Changes in the funding environment**

# **Benefits of Sweeps Process**

- **Maximizes services in the Boston EMA**
- **Maintains local control and flexibility of dollars**
- **Responds to changes in the EMA**
- **Respects the work of the Council by following funding priority**
- **Rapidly re-allocates money**

# Types of Funds for Annual Allocation



## Unexpended Funds

Money not spent at the end of the fiscal year which are eligible to be carried over into the next fiscal year



## Under-Expended Funds

Money that is reallocated due to underutilization during the fiscal year in order to maximize expenditure



## Funding Scenarios

The plan on how to allocate money during the next fiscal year

# Types of Funds for Annual Allocation

FY2022



## Unexpended Funds

Money not spent at the end of the fiscal year which are eligible to be carried over into the next fiscal year

FY2023



## Under-Expended Funds

Money that is reallocated due to underutilization during the fiscal year in order to maximize expenditure

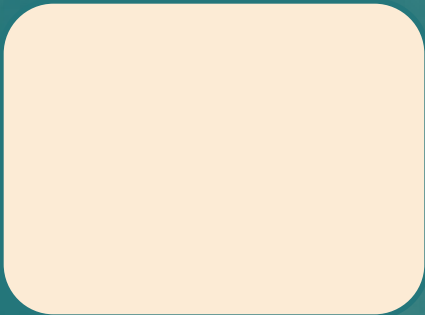
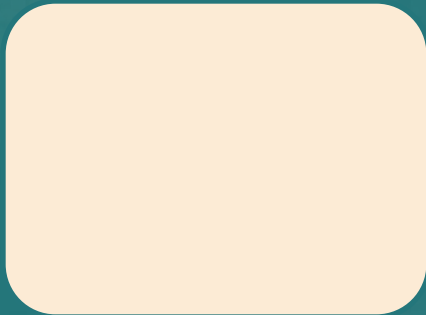
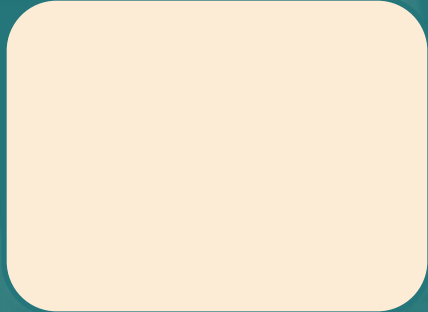
FY2024



## Funding Scenarios

The plan on how to allocate money during the next fiscal year

**Contracts are  
issued**

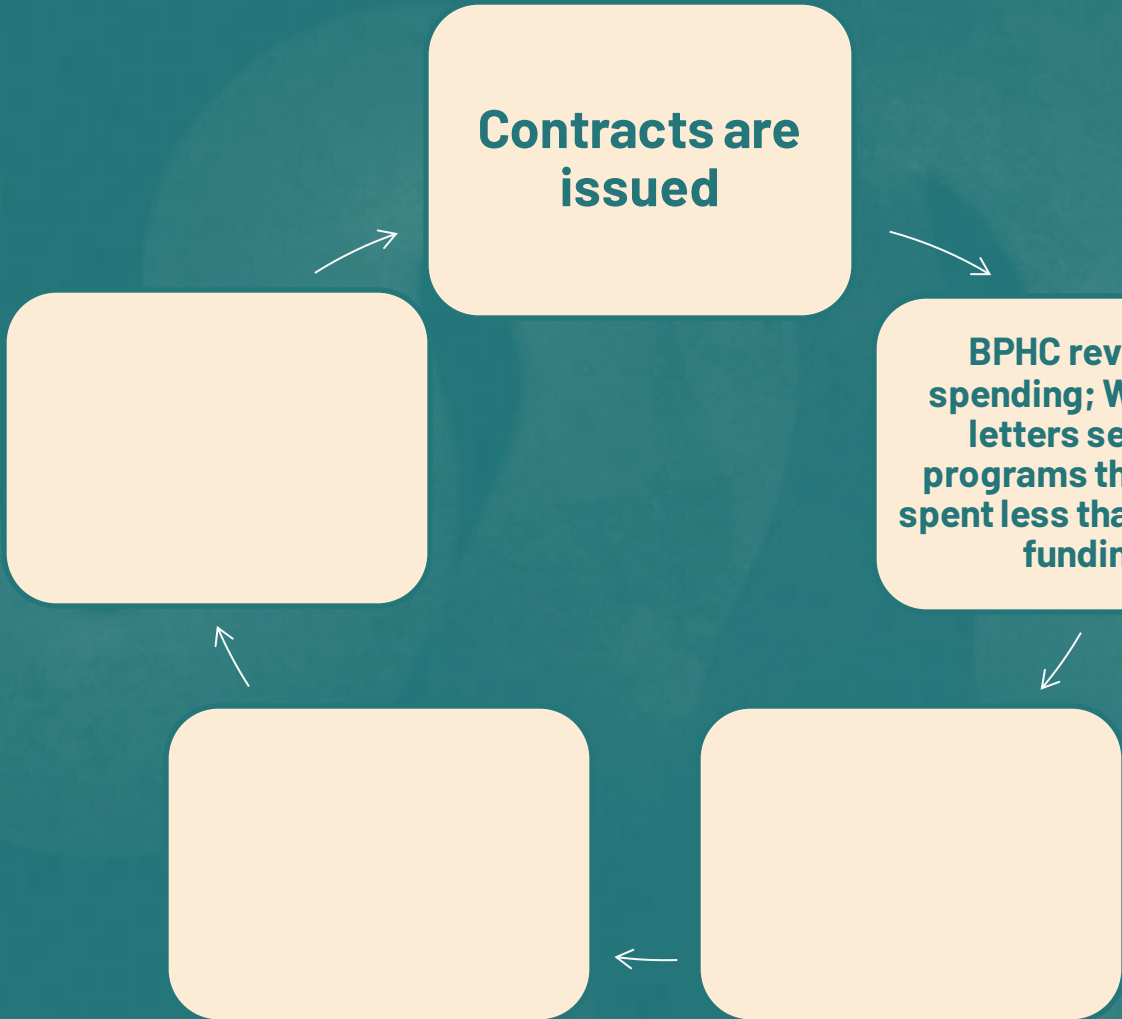




**Contracts are issued**

**BPHC reviews spending; Warning letters sent to programs that have spent less than 25% of funding**

**After the 1st quarter, agencies should have spent at least 25% of their budget**



**Contracts are issued**

**BPHC reviews spending; Warning letters sent to programs that have spent less than 25% of funding**



**After the 1st quarter, agencies should have spent at least 25% of their budget**

**BPHC reviews which agencies still are underspending**

**Eligible candidates for sweeps are those who have spent less than 50% of their current budget by the end of the 2nd quarter (6 months into the fiscal year)**

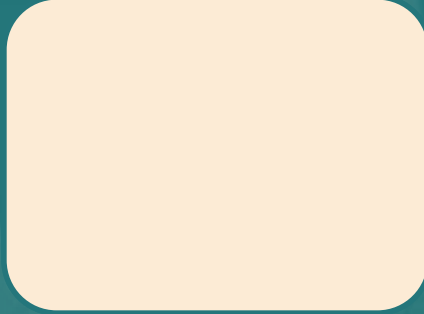


**Contracts are issued**

**BPHC reviews spending; Warning letters sent to programs that have spent less than 25% of funding**

**BPHC reviews which agencies still are underspending**

**BPHC conducts a sweeps meeting to reallocate underspent dollars**



**Contracts are issued**



**Agencies receive notice from BPHC that they may be targeted for sweeps**

**BPHC reviews spending; Warning letters sent to programs that have spent less than 25% of funding**

**BPHC reviews which agencies still are underspending**

**BPHC conducts a sweeps meeting to reallocate underspent dollars**



At the end of the sweeps process, new contracts are sent out for those who had their overall funding reduced and those who received additional dollars due to identified need

This process can be repeated if underspending continues

Contracts are issued

BPHC reviews spending; Warning letters sent to programs that have spent less than 25% of funding

BPHC conducts a sweeps meeting to reallocate underspent dollars

BPHC reviews which agencies still are underspending

## **Needs, Resources & Allocations Committee (NRAC) recommendation for FY23 Under-Expended (Sweeps) dollars:**

- Expend the sweeps dollars first within the category from which they came, if the category can absorb them.
- Expend sweeps based upon need within and among categories, feed the remaining dollars in categories in accordance with the priorities established by the Planning Council for the current year, FY23.

# **SWEEPS VOTE!**

**Approve – You support the NRAC recommendation**

**Oppose – You are against the recommendation**

**Abstain – You wish not to vote**

Vote to accept the Needs, Resources & Allocations Committee (NRAC) recommendation for FY23 Under-Expended dollars, as presented:

- Expend the sweeps dollars first within the category from which they came, if the category can absorb them.
- Based upon need within and among categories, feed the remaining dollars in categories in accordance with the priorities established by the Planning Council for the current year, FY23.



**Do you know your Sweeps Trivia??**



# Looking ahead...

## Last 3 Planning Council Meetings of 2022-2023!

- **May 11<sup>th</sup>** – Q4 Spending & Utilization Update, AAM Results & Discussion, Funding Streams Summary
- **June 8<sup>th</sup>** – BPHC Response to AAM, All Day Allocations Meeting Report & NRAC Year End Report, SPEC Year End Report, Recruitment Update, Officer Nominations
- **June 22<sup>nd</sup>** – FY24 Resource Allocations Vote, MNC Year End Report & Nominations Preview, Consumer Year End Report, Officer Elections

# Announcements & Evaluation

- PCS applied for and was awarded EHE funding to continue and expand the Anti Stigma Campaign: Someone You Know and Love!
- Incumbent Applications are due April 27 – if you are incumbent, we emailed you the application!
- Please fill out today's meeting evaluation.

Ending  
The  
HIV  
Epidemic

