



Planning Council Meeting  
Thursday, October 14, 2021  
Zoom  
4:00 - 6:00pm

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## Summary of Attendance

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### Topic A: Welcome and Introductions

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

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### Topic B: Review and Approve Meeting Minutes

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

**Motion to Approve:**

**Second:**

**Result:** The minutes were approved with () Abstentions

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### **Topic C: Committee Reports**

Planning Council leadership and sub-committee Chairs provided updates on their meetings that took place this month.

**Executive Committee | Kathy Lituri**

**Services, Priorities, and Evaluations Committee (SPEC) | Margaret Lombe**

**Membership and Nominations Committee (MNC) | Robert Giannasca:**

**Consumer Committee | Darren Sack**

**NRAC | Darren Sack**

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### **Topic D: Bylaw Revisions**

Kathy Lituri reviewed each of the bylaw revisions and opened for discussion.

**Questions/comments:**

**Action steps: BH and TE will take the lead on updating the bylaws with edits and posting on basecamp in a shared doc.**

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### **Topic E: MA HIV Epidemiology Profile**

Dr. Sanchez presented epidemiology data for Massachusetts, in particular counties within the Boston EMA. Information included the total number of HIV cases and HIV cases broken down by gender, race/ethnicity, age, risk exposure, country of origin, and by county. She reviewed the new infection rates reported in 2020. She broke down newly diagnosed cases by race/ethnicity, age, risk exposure, country of origin, and county.

**Questions/comments:**

**Action steps:**

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### **Topic G: Planning Council Bylaw revision**

Brian Holliday, Planning Council Chair, and Liz Rios, PCS Manager, provided the recommended revisions made by the Executive Committee in September at the Planning Council meeting and on Basecamp. The Planning Council is expected to vote on the proposed revisions recommended by the Executive Committee at today's meeting.

**Proposed revisions are as follows:**

- Nominations process (page 9)
- The appeals process (page 11)
- Unaligned consumers certification (page 5).
- Virtual voting procedure (page 15)
- Member limit “The Planning Council shall consist of a minimum of 25 members, with a target level of 45 members that may be increased up to a maximum of 50 members, if necessary, in order to achieve or improve the demographic reflectiveness of the EMA, including mandated seats.

**Motion to accept the Planning Council revisions recommended by the Executive Committee:**

**Second:**

**Favor:**

**Opposed:**

**Abstention:**

**Results:** The revisions have been accepted by the Planning Council.

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### **Topic I: Other Business, Announcements, Evaluation & Adjourn**

**Meeting to Adjourn**

**Motion:**

**Second:**

**Result:** The meeting was adjourned.

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