

SPEC Workplan 2019-2020

Date	Agenda Topics	Time Frame	Presenter(s) / Facilitator(s)
10.3.19	Welcome Moment of Silence Introductions	5	Chair
	Icebreaker	25	Chair
	Review Committee Charge & Leadership Responsibilities	10	PCS
	Review 2018-19 SPEC Workplan	30	PCS
	Introduction to FY20 Approved Service Categories	15	PCS
	2018-19 YER Review	10	PCS
	Vice-Chair Election	15	Chair
	Announcements, Evaluation & Wrap-Up	10	Chair
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10.31.19	Welcome MOS Introductions	5	Chair
	Minutes & Agenda Review	10	Chair
	Member Spotlight	15	
	Review Standards of Care & Assign Delegates for RWSD Collaboration	15	RWSD
	Review Non-Approved Service Categories	10	PCS
	Review 2018-19 Needs Assessment Findings	30	PCS
	Boston EMA Epidemiological Data	30	TBD
	Announcements, Evaluation & Wrap-Up	5	Chair
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12.5.19	Welcome MOS Introductions	5	Chair
	Minutes & Agenda Review	10	Chair
	Member Spotlight	15	
	Service Category Spotlight	20	PCS
	Explore New Service Categories for FY21 (Including Examples of Service Categories From Other EMAs, e.g. New York, DC)	40	PCS
	Focus Group Findings	25	PCS
	Announcements, Evaluation & Wrap-Up	5	Chair
	120		

1.9.20	Welcome MOS Introductions	5	Chair
	Minutes & Agenda Review	10	Chair
	Member Spotlight	15	
	Service Category Spotlight	20	PCS
	FY21 Service Category Discussion Part II	40	Vice-Chair
	AAM Introduction, 2018-19 Overall Findings and BPHC's Response	25	PCS
	Announcements, Evaluation & Wrap-Up	5	Chair

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2.6.20	Welcome MOS Introductions	5	Chair
	Minutes & Agenda Review	10	Chair
	Member Spotlight	15	
	FY21 Service Category Discussion FINAL	40	Chair
	AAM: Review/Edit Surveys (Procurement and Distribution)	45	PCS
	Announcements, Evaluation & Wrap-Up	5	Chair

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3.5.20	Welcome MOS Introductions	5	Chair
	Minutes & Agenda Review	10	Chair
	Member Spotlight	15	
	Review FY21 Service Category Presentation	30	Vice-Chair
	AAM Last-Minute Edits	20	PCS
	Part A and MAI Priority Setting Exercise & Ground Rules Introduction	15	PCS
	Team Exercise PLWH Scenarios for Hypothetical Prioritized Service Categories & Rankings	20	PCS
	Announcements, Evaluation & Wrap-Up	5	Chair

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4.2.20	Welcome MOS Introductions	5	Chair
	Minutes & Agenda Review	10	Chair
	Member Spotlight	15	
	Priority Setting Exercise & Ground Rules Review Presentation & Choose Presenter(s)	20	Chair
	AAM Part I (Procurement) Review Findings	30	PCS
	Focus Group Findings Part II	20	PCS
	YER Introduction & Review 2019 Report	15	Vice-Chair
	Announcements, Evaluation & Wrap-Up	5	Chair

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5.7.20	Welcome MOS Introductions	5	Chair
	Minutes & Agenda Review	10	Chair
	Member Spotlight	15	
	AAM Part I Recap	10	PCS
	AAM Part II (Distribution of Funds) Review Findings & Make Recommendations	30	PCS
	AAM Make Recommendations & Choose Presenter(s)	20	Vice-Chair
	YER Review Presentation & Make Recommendations	25	Chair
	Announcements, Evaluation and Wrap-up	5	Chair