



MEETING AGENDA

Committee: Priority Setting & Resource Allocation (PSRA)

Date/Time: Thursday, February 21, 2019, 9:00 a.m.

Location: Governmental Center Room A-337

Chair: Lorenzo Robertson **Vice Chair:** Marie Hayes

1. **CALL TO ORDER:** *Welcome, Ground Rules, Sunshine, Introductions, Moment of Silence, & Public Comment*
2. **APPROVALS:** 2/21/19 Agenda and 1/17/19 Meeting Minutes
3. **STANDARD COMMITTEE ITEMS**
 - a. Monthly Expenditures/Utilization Report- by service category
4. **UNFINISHED BUSINESS**
5. **MEETING ACTIVITIES**

Goal/Work Plan Objective #:	Accomplishments
Service Category Review (Handout A)	ACTION ITEM: Review eligibility for service categories and benefits provided.
FY2018 PSRA Work Plan/Evaluations (Handouts B-C)	ACTION ITEM: Discuss progress toward FY18 committee goals, complete Committee evaluations, and determine goals for FY19

6. **RECIPIENT REPORTS**
7. **PUBLIC COMMENT**
8. **AGENDA ITEMS/TASKS FOR NEXT MEETING:** March 21, 2019 **Time:** 9:00 a.m. **Venue:** GC Room A-337

Goal/Work Plan Objective #:	Accomplishments
PSRA Process	ACTION ITEM: Discuss and approve FY 2019-20 PSRA Timeline
FY2019 Assessment of the Administrative Mechanism	ACTION ITEM: Review and approve FY19 Assessment of Administrative Mechanism methodology.

9. **ANNOUNCEMENTS**
10. **ADJOURNMENT**

PLEASE COMPLETE YOUR MEETING EVALUATIONS

THREE PRINCIPLES IDEAS OF THE BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL

- Linkage to Care • Retention in Care • Viral Load Suppression •

VISION: To ensure the delivery of high quality comprehensive HIV/AIDS services to low income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care

MISSION: We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: Foster the substantive involvement of the HIV affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment



MEETING MINUTES

Committee: Priority Setting & Resource Allocation (PSRA)

Date/Time: Thursday, January 17, 2019 9:00 a.m.

Location: Government Center A-337

Chair: Lorenzo Robertson **Vice Chair:** Marie Hayes

ATTENDANCE				
#	Members	Present	Absent	Guests
1	Barnes, B.	X		Mester, B.
2	Fortune-Evans, B.	X		Cook, S.
3	Grant, C.		E	Rodriguez, J.
4	Hayes, M., <i>Vice Chair</i>	X		Caraballo, J.
5	Katz, H. B.	X		Burger, R.
6	Lopes, R.	X		HIVPC Staff
7	Moreno, V.	X		Jolly, J.
8	Robertson, L., <i>Chair</i>	X		Oratien, V.
9	Schickowski, K.	X		Johnson, B.
10	Schweizer, M.	X		Guice, M.
11	Siclari, R.	X		Martinez, G.
Quorum = 7				Grantee Staff
				Jones, L.
				Robinson, J.
				Meeks, A.
				Garcia, E.
				Fender, T.
				Drummond, K.

1. CALL TO ORDER:

The PSRA Chair called the meeting to order at 9:15 a.m. The Vice Chair welcomed all present. Attendees were notified of information regarding the Government in the Sunshine Law and meeting reporting requirements, which includes the recording of minutes. Attendees were advised that the meeting ground rules are present, for reference. In addition, attendees were advised that the acknowledgement of HIV status is not required but is subject to public record if it is disclosed. Chairs, committee members, guests, Grantee staff and HIVPC staff self-introductions were made.

2. APPROVALS:

Motion #1: To approve 1/17/2019 meeting agenda with an amendment.

Proposed by: Schweizer, M. **Seconded by:** Barnes, B.

Discussion: The Meeting Activities were amended to include a discussion related to Food Bank services.

Action: Passed Unanimously

Motion #2: To approve the meeting minutes of 9/20/2018.

Proposed by: Schickowski, K. **Seconded by:** Katz, H.B.

Action: Passed Unanimously

3. STANDARD COMMITTEE ITEMS

Monthly Expenditure/Utilization Report: The Fiscal Administrator reviewed the expenditures and utilization through 10 months of service. At this point, service categories should have expended 83% of their funding. The EMA's total Part A funds are 84% expended, and the Recipient's Office expects to expend the remainder of available funds quickly

as requests for additional funds far exceeded the amount of funding which was returned. This information was used by the Recipient's Office—along with discussions with Providers, expenditures from the previous fiscal year, and FY2018-2019 trends—to make recommendations for reallocations.

Reallocations – “Sweeps”: After the discussion of current expenditures and Recipient recommendations, the PSRA Committee completed the Sweeps process.

Motion #3: To reallocate \$25,989 from Medical (Disease) Case Management

Proposed by: Schweizer, M. **Seconded by:** Robertson, L.

Action: Passed Unanimously

Motion #4: To reallocate \$36,000 from Mental Health

Proposed by: Barnes, B. **Seconded by:** Robertson, L.

Action: Passed Unanimously

Motion #5: To reallocate \$250,000 from Health Insurance Premium & Cost Sharing Assistance

Proposed by: Barnes, B. **Seconded by:** Moreno, V.

Action: Passed Unanimously

Motion #6: To reallocate \$10,000 from Benefit Support Services

Proposed by: Schweizer, M. **Seconded by:** Katz, H.B.

Action: Passed Unanimously

Motion #7: To reallocate \$321,989 to Ambulatory – Integrated Primary Care and Behavioral Health Services

Proposed by: Grant, C. **Seconded by:** Fortune-Evans,

B.

Discussion: The entire amount reallocated out of the other service categories was allocated to Ambulatory services because the Recipient's Office projected a \$1.2 million deficit in this category. There has been a significant increase in the number of clients, which is being attributed to the success of the Test & Treat Program.

Action: Passed Unanimously

4. UNFINISHED BUSINESS

None.

5. MEETING ACTIVITIES

FY19-20 Part A Funding & Service Provisions: In the upcoming fiscal year, PSRA will be met with the same challenges faced in this fiscal year. The Committee's leadership led the discussion regarding future changes. After much discussion regarding potential strategies, PSRA chose to investigate service category eligibility at its next meeting and utilization trends at a future meeting.

ACTION ITEM: Review service category eligibility.

Food Bank: A member informed the Committee that Food Bank clients whose income is $\leq 150\%$ FPL are reaching their service limit for the year. A request was made to add an additional unit of service for the year due to the high demand. The Recipient stated that exceptions have been made in the past on a case-by-case basis, but ultimately any exception made cannot exceed what is allocated. The HIVPC Chair encouraged members to think outside the box when challenges such as this arise. The group discussed available resources outside the Ryan White Part A Program to assist the Food Bank in meeting community need.

Membership Drive: The PSRA Committee will be participating in the HIVPC Membership Drive on Thursday, January

31st. This Committee will be active at three locations to engage community members. Members will table at Poverello, Broward House, and NSU Dental. At each location, they will talk to clients about the HIVPC and their Committee. Participation is required, and attendance will be recorded. Members will sign up for a location prior to the meeting date. Members were encouraged to utilize their strengths to make this event a success.

6. RECIPIENT REPORT

The grant award is expected any day now, per HRSA. This would be the earliest it has been received in 15 years, and the Part A Office is anticipating the full award—which has not happened since 1996. Also, final sweeps for the current fiscal year will take place in the coming weeks.

While in D.C. for the HRSA meeting, the Recipient spoke with the state office about data sharing. By the end of January, there should be comments/resolutions for the data sharing agreement which could streamline access and eligibility. Additionally, a quarterly Part A conversation will be set up because other Recipients are experiencing many of the same challenges as this EMA. They will try to work on state-wide solutions to have a larger impact.

7. PUBLIC COMMENT

None.

8. AGENDA ITEMS/TASKS FOR NEXT MEETING: February 21, 2019 **Time:** 9:00 a.m. **Venue:** A-337

<i>Goal/Work Plan Objective #:</i>	<i>Accomplishments</i>
Service Category Review	ACTION ITEM: Review eligibility for service categories and benefits provided.
Work Plan	ACTION ITEM: Review FY19-20 work plan.

9. ANNOUNCEMENTS

- Food assistance agencies in Broward include:
 - 2-1-1 First Call for Broward
 - Project Lifeline through the United Way

10. ADJOURNMENT

The meeting was adjourned at 11:07 a.m.



PSRA Attendance CY2019

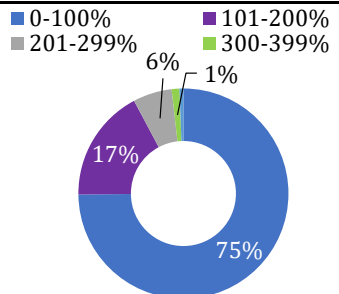
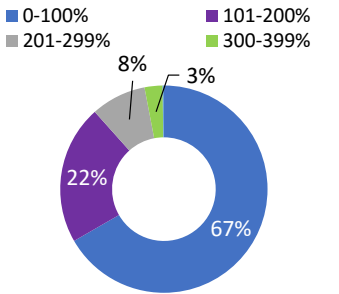
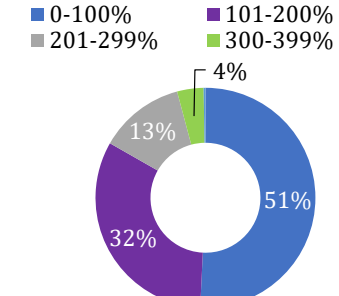
Consumer	PLWHA	Absences	Count	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date	17												
0	1	0	1	Barnes, B.	X												
0	0	0	2	Fortune-Evans, B.	X												
0	0	0	3	Grant, C.	E												
0	0	0	4	Hayes, M. <i>V Chair</i>	X												
1	1	0	5	Katz, H.B.	X												
0	0	0	6	Lopes, R.	X												
0	0	0	7	Moreno, V.	X												
1	1	0	8	Robertson, L. <i>Chair</i>	X												
0	0	0	9	Schickowski, K.	X												
0	0	0	10	Schweizer, M.	X												
0	0	0	12	Siclari, R.	X												
Quorum = 7					10	0	0	0	0	0	0	0	0	0	0	0	

Legend:	
X - present	N - newly appointed
A - absent	Z - resigned
E - excused	C - cancelled
NQA - no quorum absent	W - warning letter
NQX - no quorum present	Z - resigned
	R - removal letter

FY 2017-2018 Scorecard: Part A Overall									
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL	
2017	8,485	4.21%			0-100%	4,734	55.8%	■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399%	
2016	8,142				101-200%	2,356	27.8%		
Ryan White Part A & MAI Providers				201-299%	886	10.4%			
Type	Part A		MAI		300-399%	336	4.0%		
Number	5		0		400% & over	0	0.0%		
Proposed Eligibility ≤200% FPL					Proposed Eligibility ≤300% FPL				
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings		
	1222	\$1,506.58	\$1,841,040.76		336	\$1,506.58	\$506,210.88		
FY 2017-2018 Scorecard: Benefits Support Services									
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL	
Year	Total Clients				0-100%	141	19.6%	■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399% ■ 400% & over	
2017	719				101-200%	316	43.9%		
Ryan White Part A & MAI Providers				201-299%	178	24.8%			
Type	Part A		MAI		300-399%	84	11.7%		
Number	1		0		400% & over	0	0.0%		
Proposed Eligibility ≤200% FPL					Proposed Eligibility <300% FPL				
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings		
	262	\$110.02	\$28,825.24		84	\$110.02	\$9,241.68		
FY 2017-2018 Scorecard: CIED									
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL	
2017	8,347	3.39%	1,089	13.0%	0-100%	4,641	55.6%	■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399%	
2016	8,073		1,279	15.8%	101-200%	2,340	28.0%		
Ryan White Part A & MAI Providers				201-299%	881	10.6%			
Type	Part A		MAI		300-399%	335	3.7%		
Number	1		1		400% & over	0	0.3%		
Proposed Eligibility ≤200% FPL					Proposed Eligibility ≤300% FPL				
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings		
	1216	\$67.15	\$81,654.40		335	\$67.15	\$22,495.25		

FY 2017-2018 Scorecard: Case Management								ELIGIBILITY:≤ 400%	
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL	
2017	2,229	-12.69%	546	24.5%	0-100%	1,425	63.9%	 ■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399%	
2016	2,553		549	21.5%	101-200%	567	25.4%		
Ryan White Part A & MAI Providers				201-299%	180	8.1%			
Type	Part A		MAI	300-399%	50	2.2%			
Number	7		0	400% & over	0	0.0%			
Proposed Eligibility ≤200% FPL					Proposed Eligibility ≤300% FPL				
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings		
	230	\$511.73	\$117,697.90		50	\$511.73	\$25,586.50		
FY 2017-2018 Scorecard: Disease Case Management								ELIGIBILITY:≤ 400% FPL	
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL	
2017	1,011	31.30%	218	21.6%	0-100%	622	61.5%	 ■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399%	
2016	770		158	20.5%	101-200%	251	24.8%		
Ryan White Part A & MAI Providers				201-299%	98	9.7%			
Type	Part A		MAI	300-399%	38	3.8%			
Number	5		1	400% & over	0	0.0%			
Proposed Eligibility ≤200% FPL					Proposed Eligibility ≤300% FPL				
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings		
	136	\$450.84	\$61,314.24		38	\$450.84	\$17,131.92		

FY 2017-2018 Scorecard: Food Bank/Voucher					ELIGIBILITY:≤300% FPL, Emergency: 251-300%			
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL
2017	2,651	5.74%	541	20.4%	0-100%	1,622	61.2%	■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399%
2016	2,507		471	18.8%	101-200%	814	30.7%	
Ryan White Part A & MAI Providers					201-299%	190	7.2%	
Type	Part A		MAI		300-399%	23	0.9%	
Number	1		0		400% & over	0	0.0%	
Proposed Eligibility ≤200% FPL					Proposed Eligibility <300% FPL			
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings	
	213	\$294.40	\$62,707.20		23	\$294.40	\$6,771.20	
FY 2017-2018 Scorecard: Legal Services					ELIGIBILITY:Proof of Income, ≤300% FPL			
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL
2017	147	-9.82%	53	36.1%	0-100%	77	52.4%	■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399% ■ 400% & over
2016	163		84	51.5%	101-200%	57	38.8%	
Ryan White Part A & MAI Providers					201-299%	11	7.5%	
Type	Part A		MAI		300-399%	2	1.4%	
Number	1		0		400% & over	0	0.0%	
Proposed Eligibility ≤200% FPL					Proposed Eligibility <300% FPL			
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings	
	13	\$45.80	\$595.40		2	\$45.80	\$91.60	

FY 2017-2018 Scorecard: Mental Health					ELIGIBILITY:≤300% FPL			
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL
2017	334	-2.62%	127	38.0%	0-100%	250	74.9%	
2016	343		90	26.2%	101-200%	58	17.4%	
Ryan White Part A & MAI Providers					201-299%	20	6.0%	
Type	Part A		MAI		300-399%	6	1.8%	
Number	4		1		400% & over	0	0.0%	
Proposed Eligibility ≤200% FPL					Proposed Eligibility <300% FPL			
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings	
	26	\$1,103.10	\$28,680.60		6	\$1,103.10	\$6,618.60	
FY 2017-2018 Scorecard: Integrated Primary Care & Behavioral Health (IPCBH)					ELIGIBILITY:≤400% FPL			
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL
2017	3,603	3.71%	1,044	29.0%	0-100%	2,377	66.0%	
2016	3,474		843	24.3%	101-200%	774	21.5%	
Ryan White Part A & MAI Providers					201-299%	307	8.5%	
Type	Part A		MAI		300-399%	107	3.0%	
Number	5		1		400% & over	0	0.0%	
Proposed Eligibility ≤200% FPL					Proposed Eligibility ≤300% FPL			
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings	
	414	\$1,486.27	\$615,315.78		107	\$1,486.27	\$159,030.89	
FY 2017-2018 Scorecard: Oral Health Care					ELIGIBILITY:≤400% FPL			
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL
2017	2,961	5.79%	801	27.1%	0-100%	1,503	50.8%	
2016	2,799		558	19.9%	101-200%	962	32.5%	
Ryan White Part A & MAI Providers					201-299%	373	12.6%	
Type	Part A		MAI		300-399%	123	3.9%	
Number	5		0		400% & over	0	0.3%	
Proposed Eligibility ≤200% FPL					Proposed Eligibility ≤300% FPL			
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings	
	291	\$789.21	\$229,660.11		123	\$789.21	\$97,072.83	

FY 2017-2018 Scorecard: Pharmacy					ELIGIBILITY:≤400%			FPL
Year	Total Clients	% Change	# New	% New	FPL*	#	%	
2017	2,707	-3.67%	687	25.4%	0-100%	1,810	66.9%	■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399%
2016	2,810		659	23.5%	101-200%	589	21.8%	
Ryan White Part A & MAI Providers					201-299%	215	7.9%	
Type	Part A		MAI		300-399%	76	2.8%	
Number	3		0		400% & over	0	0.0%	
Proposed Eligibility ≤200% FPL					Proposed Eligibility ≤300% FPL			
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings	
	291	\$242.08	\$70,445.28		76	\$242.08	\$18,398.08	
FY 2017-2018 Scorecard: Substance Abuse					ELIGIBILITY:≤300% FPL			FPL
Year	Total Clients	% Change	# New	% New	FPL*	#	%	
2017	103	-8.85%	35	34.0%	0-100%	91	88.3%	■ 0-100% ■ 101-200% ■ 201-299% ■ 300-399%
2016	113		46	40.7%	101-200%	10	9.7%	
Ryan White Part A & MAI Providers					201-299%	2	1.9%	
Type	Part A		MAI		300-399%	0	0.0%	
Number	1		1		400% & over	0	0.0%	
Proposed Eligibility ≤200% FPL					Proposed Eligibility <300% FPL			
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings	
	2	\$2,315.62	\$4,631.24		0	\$2,315.62	\$0.00	

FY 2017-2018 Scorecard: HICP					ELIGIBILITY:Proof of Income ≤400% FPL			
Year	Total Clients	% Change	# New	% New	FPL*	#	%	FPL
2017	612	20.71%	16	2.6%	0-100%	139	22.7%	■ 0-100%■ 101-200% ■ 201-299%■ 300-399%
2016	507		34		101-200%	226	36.9%	
Ryan White Part A & MAI Providers					201-299%	161	26.3%	
Type	Part A		MAI		300-399%	86	14.1%	
Number	1		0		400% & over	0	0.0%	
Proposed Eligibility ≤200% FPL					Proposed Eligibility ≤300% FPL			
	Clients	AVG \$/Client	Savings		Clients	AVG \$/Client	Savings	
	247	\$1,241.83	\$306,732.01		86	\$1,241.83	\$106,797.38	

FY 2018-19 Priority Setting/Resource Allocations Committee Work Plan

The work plan is intended to help guide the work of the committee and to assist the Priority Setting/Resource Allocations Committee in achieving its objectives in the coming year. For each activity, the time period of activity is highlighted in blue and the completion date is noted with an "X".

GOAL: Develop integrated PSRA process using data with input from stakeholders and consumer forums

Objective 1: Plan, prioritize, allocate and monitor available resources and expenditures

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
1.1 Review data relevant to the PSRA process (including recommendations from QM, SOC, and CEC)	Ongoing	Staff/PSRA	Data driven PSRA process	a. PSRA Service Category Scorecards (utilization, expenditures, etc.) b. Community input (through focus groups, CEC rankings and community forums, Integrated Committee forums, etc.) c. Epidemiology (including incidence, prevalence, co-morbidities, etc.) d. Unmet Need e. EIIHA f. Implementation Plan g. Cost data (other funders) h. QM Care Continuum measures i. NHAS j. Anticipated changes due to the ACA				X							X	
1.2 Review How Best to Meet the Need language recommendations	Annually	PSRA/SOC	Data driven PSRA process	Review and update How Best to Meet the Need language recommendations from SOC committee.					X							
1.3 Priority rank Part A and MAI service categories	Annually	PSRA/CEC	Complete PSRA process	Use data elements to inform priority ranking process.			X									
1.4 Allocate Part A and MAI funds by service	Annually	PSRA	Complete PSRA process	Allocate Part A and MAI funds based on priority ranking process.				X								
1.5 Monitor expenditures and allocations	Bi-Annually	PSRA/Grantee	Appropriate funding	Recommend reallocations ("Sweeps") to ensure sufficient core funding and the distribution of additional funds.							X				X	
1.6 Review and approve FY2019 PSRA Work Plan	Annually	PSRA	Process Planning													X

Objective 2: Establish a seamless system between testing and care and treatment to facilitate access and ensure linkage and retention (Integrated Plan Strategy 2.1.a)

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
2.1 Develop targeted strategies and interventions for vulnerable populations who may not seek care or who may have fallen out of care (YEAR 1-2)	As Needed/Recommended	PSRA	Increase access to care and improve health outcomes	Review recommendations from QMC, Integrated Work Group, SOC Committee and other relevant data sources to identify and develop strategies to address the needs of clients who may not seek care or who have fallen out of care. Implement identified strategies for MAI funded services in the EMA through Service Delivery Models, programs, interventions, enhanced service categories, and/or HBTMTN												

Objective 3: Assess the Administrative Mechanism

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
3.1 Assessment of the Administrative Mechanism training	Annually	Staff/PSRA	Ensure compliance	Receive training to review the required components and purpose of the assessment.								X				
3.2 Assessment of the Administrative Mechanism	Annually	PSRA	Ensure compliance	Make recommendations for activities to include in the assessment of the Administrative Mechanism.								X				

1.) FY2019-2020 PSRA Process

	Not Effective			Very Effective	
	1	2	3	4	5
How effective was the FY2019 PSRA Process?					

What tools could have helped make the PSRA process more efficient?

2.) Decision Making Process

	Not Well			Very Well	
	1	2	3	4	5
How well did members utilize data to make informed decisions?					

What improvements can be made with the data presentation/review process; how can members be better informed?

3.) Meeting Effectiveness

	Not Useful			Very Useful	
	1	2	3	4	5
How useful were the agenda, reports and next steps in achieving the workplan goals?					

What are 2 ways to improve the meeting materials to achieve the goals of the PSRA?

4.) Committee Member Participation

	Not Well			Very Well	
	1	2	3	4	5
How well prepared were the committee members?					

What can be done in the future to improve meeting preparedness & participation from members to guests?

5.) Goals

What are some FY2019 PSRA goals?
