**DPH PANDAS/PANS Advisory Council  
  
May 11, 2022  
4:00 – 6:00 PM**  
  
*Please stand by. The meeting will begin shortly.*

**Agenda**

* Welcome: Roll call & vote to approve 3/9/22 minutes
* Present: Work group reports (10 min to present, 5 Q&A)
  + Treatment
  + Research
  + Diagnosis
  + Education
* Share: Next step in process: Gap analysis (5 minutes)
* Discuss: Annual Report draft (40 minutes)
* Next meeting: Wednesday, July 13, 2022, 4-6 pm
* Vote: Adjourn

**Opening Roll Call & Vote**

* Attendance **roll call**
* **Vote** to approve Meeting Minutes (March 9, 2022)

**Meeting rules**

* Open Meeting Law applies
* Agenda pre-planned
* Council Member attendance taken to establish quorum
* Cameras on during the meetings
* Mute your mic unless you are speaking
* Chat function disabled
* Meeting not recorded
* “Raise your Hand” option to speak

**Statutory Authority**

**Section 26 of Chapter 260 of the Acts of 2020**, or the Health Care Omnibus bill establishes a special advisory council, chaired by the Commissioner of the Department of Public Health, or her designee, to advise the commissioner on research, diagnosis, treatment and education relating to pediatric autoimmune neuropsychiatric disorder associated with streptococcal infections and pediatric acute neuropsychiatric syndrome (PANDAS/PANS).

**2022 Bi-Monthly Meeting Schedule**

* January 12th, Wednesday, 4-6PM, Complete
* March 9th, Wednesday, 4-6PM, Complete
* May 11th, Wednesday, 4-6PM
* July 13th, Wednesday, 4-6PM
* September 14th, Wednesday, 4-6PM
* November 9th, Wednesday, 4-6PM

**Aim statement**

The DPH PANDAS/PANS Advisory Council aims to **advise the DPH Commissioner on research, diagnosis, treatment, and education** relating to pediatric autoimmune neuropsychiatric discovered associated with streptococcal infections and pediatric acute neuropsychiatric syndrome (**PANDAS/PANS**).

The Advisory Council will **issue a report to the general court annually with recommendations** concerning:

* **Practice guidelines for the diagnosis and treatment** of the disorder and syndrome;
* Development of **screening protocols**;
* **Mechanisms to increase clinical awareness and education** regarding the disorder and syndrome among physicians, including pediatricians, school-based health centers and providers of mental health services;
* **Outreach to educators and parents to increase awareness** of the disorder and syndrome; and
* **Development of a network of volunteer experts** on the diagnosis and treatment of the disorder and syndrome. (From Section 26 of Chapter 260 of the Acts of 2020).

**Work Group Reporting Guidelines**

* **High level reports** from each work group reporter
* Timing: ***10 min + 5 Q&A***
* Share:
  + Each group’s **process**
  + General **topics** team discussed
  + Each team’s **plans** moving forward
* No need to vote on content until Council is ready to do so.
* Each work group will decide its readiness to move from baseline setting to gap analysis. Progress may vary.

**Work Group Reports (10 min share & 5 Q&A)**

* **Treatment**
  + Sheilah Gauch, Reporter; Melissa Glynn-Hyman, Facilitator
* **Research**
  + Mark Pasternack, Reporter/Facilitator
* **Diagnosis**
  + John Gaitanis, Reporter; Sylvia Fogel, Facilitator
* **Education**
  + Michelle Pinto, Reporter; Lisa Grisolia, Facilitator

**Possible timeline (to be done in plan, do, study, act (PDSA cycles)**

* **Past** 
  + - Members review prior research
  + **Today**
    - Set Baseline in 4 domains
  + **Future**
    - Gap analysis
    - Where are gaps to be filled?
  + **Future** 
    - SWOT
    - What are the strength, weaknesses, oppy’s, threats?
  + **Future**
    - Prioritize
  + **Early 2023 date TBD**
    - Vote to finalize report for submission to Commissioner

**Simple Gap Analysis**

* Where are we now?
* Where do we want to be?
* How do we get there?

**Complex Gap Analysis**

* Where are we now?
* Where do we want to be?
  + Mission & mandate
  + Structure & systems
  + Communications
  + Programs & services
  + People & skills
  + Budget
  + Support
* How do we get there?
  + Strategic plan
  + Communications
  + Restructuring & reengineering
  + Budget allocations

**First Annual Report Draft Review (45 minutes)**

* Overview of report (3 mins)
* Discussion of preliminary research (15 mins)
* Discussion of conclusion (10 mins)
* Comments from Council (10 mins)
* Next steps for the report (2 mins)

**First Annual Report Next Steps**

* Individual Edits
  + Email [amy.benison@mass.gov](mailto:amy.benison@mass.gov) by May 25th
  + Individual edits should be crucial to the meaning or understanding of the report
* Finals Edits
  + DPH team will send timeline to review
  + DPH team will incorporate edits and finalize
* Council Approval
  + Vote to approve report at July 13th meeting
* DPH Internal Process

**Next Steps**

Fourth bi-monthly meeting for 2022

* + **Wednesday, July 13, 2022, 4-6 PM**
  + Future meetings via WebEx Events
    - If you need help, please email Betsy Day in advance who will find assistance
* Agenda for next time:
  + Final **vote** on the first annual report
  + **Report outs** from work groups
  + Possible future meeting **agenda items** for Council consideration
  + Anything else?

**Motion to Adjourn**

Thank You!