

MN Council for HIV/AIDS Care and Prevention Meeting
April 12, 2016
9 am-12 pm
Health Services Building, Room L15
525 Portland Ave. S., Minneapolis
Minutes

Council Members Present:	
Alejandro Aguilera	Valentine Momo
Robert Andrews	Florence Nabeta
Mike Behl	David Neller
Tom Bichanga	Lesla Nelson
Colleen Bjerke	Gelli Overton
Loyal Brooks	Rob Pioli
Kyle Dular	Val Rubin-Rashaad
Roger Ernst (Council Co-Chair)	Karin Sabey
Terral Ewing	Thuan Tran
Marvin Innes	Matt Toburen
Al Fredrickson	Gwen Velez
Bielca Guevara	John Vener, MD
Tim Kopischke	Rob Yaeger (Council Co-Chair)
Rick Laska	Monica Yugu
Larry McPherson (Council Co-Chair)	
Council Members Absent:	
Robert Gillum, Jr.	
Community Members/Guests/Consultants:	
Sean Buehlmann, Indigenous People's Task Force	Amy Moser, Aliveness Project
Keith Henry, MD, Positive Care Center	Henry Momanyi, Aliveness Project
Kari Irber, DHS	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Andy Ansell (phone)
MDH (CDC) Representative:	
Krissie Guerard	
MCHACP Staff:	
Patrick Tschida, Coordinator	Carissa Weisdorf, Administrative Specialist (minutes)

Quorum Present? **Yes**

- I. **Call to Order & Reading of the Guiding Principles**
 Larry called the meeting to order at 9:10 am and said he is facilitating. Roger read the 6 guiding principles aloud.
- II. **Lighting of the Candle**
 Mike Behl lit the candle for James Holm who recently passed away too young.
- III. **Welcome and Introductions**
- IV. **Consideration and Approval of Proposed Agenda**
 Marvin motioned to approve the agenda and Matt seconded. The agenda was approved by unanimous consent.
- V. **Consideration and Approval of March 8 Meeting Minutes**
 Matt motioned to approve the minutes and Loyal seconded. The minutes by unanimous consent.

VI. Co-Chair Update

None

VII. Part A Update

Jonathan Hanft, Hennepin County

- Jonathan said we are still waiting for our final Part A grant award. Once we receive it we will need to make adjustments based on last year's allocations. The process is the grantee will propose the adjustment to PAC which will approve or amend and then it will pass through Executive and then the Council will vote on it.
 - Amy Moser asked if we anticipate a shift; Jonathan said we anticipate flat funding.
 - Our Part A grant application is competitive and based on formula funding and supplemental so it will depend on how we scored on our application.
- The Part A fiscal year started March 1 and the Part B fiscal year started April 1.
- There is a Ryan White Care Conference (formerly All Grantee Meeting); all grantees are asked to send representatives. Part A has 4 slots and Part B has 4 slots; we are hoping to send at least 2 council co-chairs. Staff will also attend.
 - Karin said Part C may have 2 slots the council can use.
- Jonathan provided an update from his trip to DC for the CAEAR Coalition and Hill visits. The focus was on appropriations; congress is appropriating funding for 2016. \$40 million increase for discretionary spending. Jonathan visited 6 congressional districts and spoke with staff in both senate offices and provided education on Ryan White.
- He discussed the Part A Care Continuum Learning Collaborative. Grantees are working on getting surveillance data for everyone who utilizes Ryan White services; the project is called eHARS to CAREWare. 6-8 jurisdictions.
- Interviewing for Ryan White Quality Management Coordinator.

VIII. Part B Update

Andy Ansell (phone), Colleen Bjerke, Kari Irber, DHS

- DHS provided an update on the ADAP forecast and wanted to provide an overview of where Part B funding comes from and how it's spent. Kari will provide the forecast and Andy is going to give the overview.
- Andy presented the **Understanding Part B Funding Sources** PowerPoint.
 - Karin asked if this is annual funding; Andy said yes but he didn't have the total in front of him; he will send the full document to staff to send to the council.
 - Marvin requested a copy of the slides.
 - Colleen said the award amount is \$38 million there is \$19 million available. This is not an annual amount though (i.e. state rebate is not annual and includes the rebate reserve).
 - Monica asked the fiscal year (FY) for Rebate spending; he thinks it is the ADAP FY which is April 1 but will confirm.
 - Tim asked what happens to the remaining balance if it is not used; it has always been used and there is no 'banking' it.
 - Kyle asked if we are required to spend the rebate reserve funds before the incoming funds are spent; no we are not. The reserve funds can continue to be reserved but we can't continue to accrue them beyond one year.
- Kari Irber attended to provide the ADAP forecast; she provided a high level estimate **Minnesota Part B Forecast** which looks at the financial health of the HIV program.
 - Some of this money is used for PrEP; approximately \$1.5 million over 3 years.
 - Jonathan said in the future it would be nice to separate out ADAP; Kari can provide this.
 - Jonathan said the former planning council allocated some of the rebate money.
 - Kari asked if the council would like an informal update in the fall; yes they would.
 - Marvin would like to see more detail.
 - Matt would also like to see the case management money as well and asked the current amount of state appropriations; Kari said most of it was spent.
 - Dr. Henry said there was an increase in state rebate dollars because clinicians were paid less; the state has priority to collect rebates.

- Matt asked when that change happened did the 340B pharmacies receive the rebate; Andy said they are not collecting rebate on drugs billed to 340B pharmacies so they don't "double dip". It would be taking money away from those hospital programs. 340B is either discounted drugs or rebated; you can't do both.
- In the interest of time we are going to move on. We would like to see additional breakdown of these numbers and Executive will discuss when Kari should return to provide another update.

IX. Prevention Update

Krissie Guerard, MDH

- Krissie said the STI data release was yesterday and the MDH website is updated with the current info. There were almost 26,000 STI cases which is a 6% increase since 2014. The recorded webinar will be posted to MDH's website in the next few days.
- The HIV data release is April 27 at 2 pm and info is on the MDH website. PAC and DEC are watching the webinar during their committee meeting.
- Working on filling open positions. Japhet Nayakundi is the new PrEP coordinator. PrEP RFP is due May 4 and hoping to fund 3-5 awards by July 1. Roy Nelson, Marketing and Communications Specialist, is retiring as of June 2. Vacancies are listed on MDH webpage.

X. Council Staff Update

Patrick Tschida, Hennepin County

- Carissa asked council members to submit any outstanding mileage reimbursement forms.
- Patrick provided an update on the comprehensive plan process and membership needs.
- The New Member Orientation could become an online module in addition to the in-person orientation.

BREAK

XI. Reintroductions

XII. Committee Reports (provided in written form)

A. Executive

B. Community Voices (CVC)

C. Membership & Training

- Loyal said M&T secured a table at the Two-Spirit Exhibition on Saturday, May 14. He is looking for volunteers to help out at the table during the day.
- Karin said it will be helpful to know what the council membership deficiencies are.

D. Needs Assessment & Evaluation (NA&E)

E. Planning & Allocations

- The council will need to prioritize populations for prevention; Rob is getting assistance from NASTAD and will provide an update.
- **Action Item:** Substance Abuse Standards of Care. **MOTION:** Marvin motioned to approve the ***Substance Abuse Standards of Care*** which were approved by PAC and Executive as part of the standards development process. **DISCUSSION:**
 - Thuan said there are two typos in this document: omit *no mention of people who are co-infected* and *Rule 31 replaces MN Rules*. Omit *who* from 4.1.
 - Al said on page 6 under provider qualifications it lists 3 years of relevant experience and he recommends it is replaced by *LADC and experience working with HIV positive clients*.
 - Gelli asked if this would include those with a temporary license and Al said yes.
 - Gwen asked if the associate's degree could be in a related field; Al said yes if it is closely related.
 - The council did not vote on the motion.

- **MOTION:** Robert A motioned and Rob Y seconded to table the action item to allow everyone to review the standards and bring it back as an action item next month. The council voted: **16-1** and 5 people abstained. Motion to table carries. Discussion of the standards will continue next month.
- Thuan asked if the council would like an overview of the standards development process.
 - Karin recommends this precludes next month's discussion.
 - Alejandro said this information is available on the website.
 - Jonathan said it may be important to start it this month so everyone is informed. Jonathan displayed the **Standards Development Process** and the **Ryan White Standards of Care Implementation Process** and discussed the processes with the council.
 - Thuan asked the council if they believe there is a conflict of interest if a provider asks a council member to propose a change to the standards. He reiterated that the standards need to be at minimum what is the best for the client receiving the service and needs to meet HRSA standards.
 - Gwen said the council has the power to change the standards at this point; Thuan said this is a process question because the committee did the work to bring it to this point.
 - Patrick said CVC and PAC were involved in the process.
 - Jonathan said the council can make changes and ultimately needs to approve the standards but cautioned that the product comes from the committee. During the discussion someone can move to amend the motion.
 - Kyle asked if the council is part of the corrective actions; Jonathan said the council does not deal with individual providers so the grantee oversees this.
 - Al said we don't want to see a downgraded standard for people living with HIV but he knows that not everyone who provides this service is a LADC.
 - Alejandro requested people come prepared to the meetings because ultimately the consumer is affected if we postpone these action items.
 - Patrick said he is making a commitment to the council today to be better in the future to get these materials and action items out one week before the meeting.
 - Matt suggested if you have proposals to amend an action item to send it to Patrick more than one week ahead of time so it can be included in the materials.
 - Gwen said let's get this right the first time.
 - Matt cautioned against tabling motions in the future because it limits the discussion.
- Karin called for an order of the day which means no one else can be called on. The council can vote to deviate from the agenda but this did not happen.

F. Disparities Elimination

XIII. Action Item: Nomination and Election of Parliamentarian

- Roger is now chairing.
- Roger said the Hennepin County attorneys advised since the bylaws were approved we should adhere to the bylaws. Since the parliamentarian is included in the bylaws we will have a vote today.
- Bielca said Matt and Karin know Robert's Rules of Order (RRO) the best. Matt said he is willing to be nominated; previously he said no because of the additional Executive Committee meeting but as long as the council knows he may be unable to attend Executive he will accept the nomination. Karin asked if he co-chairs any other committees because she believes it is difficult to wear two hats; Matt is not a co-chair of a committee. Matt accepted Bielca's nomination.
- Alejandro nominated himself.
- David nominated Karin; she did not accept because she feels it is COI since she co-chairs NA&E.

- Matt said he is willing to do it if no one else is interested but now Alejandro was nominated. Karin asked how Alejandro will manage COI at Executive since he would be wearing two hats. Alejandro said he has done this in the past when representing CVC and NA&E and believes he is able to do it.
- Monica said the council should vote between the candidates; Terral agreed.
- Alejandro said his committee is data driven and he is a person living with HIV so he doesn't feel there is a conflict and he is familiar with RRO.
- Matt Toburen withdrew his name and said anyone can raise a question about the parliamentary process.
- Ballots were passed out and members were instructed to vote for Alejandro or write in a candidate.
- Roger read the votes aloud; there were 25 ballots cast and one was disqualified because there were two votes cast. Matt Toburen was elected parliamentarian.

XIV. Action Item: Consideration & Election of Grievance Committee

- Roger read the Grievance Committee description from the bylaws. He assumes it is the community co-chairs that are included in the committee although it is written as the co-chairs of the council.
- Three people need to be elected today and one of those three needs to be person who is HIV positive.
- Terral, Lesa, Alejandro, Gwen, Tim, Kyle, Monica and David all volunteered to serve on the grievance committee.
- Ballots were distributed and members were asked to vote for 3 people. Roger read the results from 25 ballots. Monica, Alejandro and Kyle were elected to the grievance committee.

XV. Open Forum

None

XVI. Announcements

- Tom said Aliveness needs volunteer ambassadors to serve during Dining Out for Life; he has applications available today. They are looking to recruit 20 ambassadors per day for the next two weeks.
- Terral announced Camp Benedict is the first week of June and there are spots open; he asked providers to tell their clients. Mini health fair at camp so will talk to providers this week.
- Matt said MAP has moved to 2755 Territorial Rd in St. Paul.

XVII. Adjourn

Marvin motioned to adjourn the meeting and Al seconded. The meeting adjourned at 12:05 pm.

Meeting Summary:

- Matt Toburen was elected as the council's Parliamentarian.
- Alejandro Aguilera, Kyle Dulgar and Monica Yugu were elected to the grievance committee.

Documents Distributed Before the Meeting:

- Proposed Agenda
- March 9 Meeting Minutes
- Committee Report Summaries
- Bylaws Excerpt: Grievance Committee and Parliamentarian
- **Action Item:** Substance Abuse Standards of Care
- Substance Abuse Standards of Care

Documents Distributed At the Meeting:

None

cw/pat