

MN Council for HIV/AIDS Care and Prevention Meeting
November 14, 2017
9 am-12 pm
Health Services Building, Room L15
525 Portland Ave. S., Minneapolis
Minutes

Council Members Present:	James McMurray
Alejandro Aguilera	Florence Kulubya-Nabeta
Dennis Anderson	David Neller
Robert Andrews	Lesla Nelson (Council Co-Chair)
Lisa Behr	Gelli Overton
Tom Bichanga	Nigel Perrote
Roger Ernst (Council Co-Chair)	Tyrie Stanley
Terral Ewing	Matt Toburen
Robert Gillum, Jr.	Gwen Velez
Rachel Heule	John Vener, MD
Ejay Jack	McKinzie Woelfel (Council Co-Chair)
Stephen Jensen	
Council Members Absent:	Valentine Momo
Loyal Brooks	Thuan Tran
Val Rubin-Rashaad	Johnnie Williams
Community Members/Guests/Consultants:	Sarah Rybicki, MATEC
Walter Urey, Hennepin County	Colleen Bjerke, DHS
Ryann Freeman, Hennepin County	Jared Shenk, MDH
Aaron Peterson, Hennepin County	Cree Gordon, MN AIDS Project
Raymel Givens, Community Member	Drew Hockman, MN AIDS Project
Nicole Benson, MATEC	Stephanie Richardson, MN AIDS Project
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Rachel Heule
MDH (Prevention) Representative:	MCHACP Parliamentarian:
McKinzie Woelfel	Pat Reymann, PRP
MCHACP Staff:	
Carissa Weisdorf, Coordinator	Jeremy Stadelman, Admin Specialist (minutes)

Quorum Present? **Yes**

I. Call to Order, Reading of Guiding Principles, Introductions

- Lesa Nelson called the meeting to order at 9:10 a.m. and the guiding principles were read. Introductions were made.

Consideration and Approval of Proposed Agenda

- Lesa moved to approve the agenda; the agenda was approved by unanimous consent.

Consideration and Approval of October 10 Meeting Minutes

- Lesa moved to approve the minutes; the minutes were approved by unanimous consent.

II. Co-Chair Update

- Roger Ernst lit a candle in honor of the memory of his friend, Julie from Monticello.
- Roger updated the committee on the Minnesota HIV Strategy, which wrapped up with the first stage of its work. A first draft of the strategy has been written and the board is now writing specific actions and tactics to fulfill its goals.
 - The advisory board is developing a work plan for 2018.
 - The strategy is to be submitted to the governor and legislature in January.
 - There was consensus from the council to wait for an update until there is a response from the governor and legislature.

- Lesa Nelson announced that she went to the All Provider meeting. She noted that parking was atrocious, but she really enjoyed it. She added that the speakers were wonderful.

III. Robert's Rules of Order training tidbit

Pat Reymann, MN Council for HIV/AIDS Care and Prevention Parliamentarian

- Pat led the council through a Robert's Rules of Order training on making a secondary motion to commit or refer an action item. This parliamentary tactic helps when there is a main motion on the floor, but the council does not want to deal with it at the current meeting and/or wants to send the motion to a smaller group for further study.
 - Rationale:
 - Large group doesn't have enough information to make a decision;
 - More time is needed for research;
 - Details are taking up too much debate time in the large group;
 - There's concern that the large group will make a hasty decision;
 - The motion isn't written clear enough.
 - The motion should include:
 - Make up of committee you want to send it to
 - Instructions for reporting
 - The motion requires a second and a majority vote; it is a debatable item.

IV. Staff Update

- Carissa Weisdorf informed the council that due to a recent change in employment, one Ryan White funded agency was overrepresented and the Membership and Training Committee determined this is a violation of the council's bylaws and one member needed to step off the council. Therefore, Destiny Holiday will no longer serve on the council, but plans to remain a community member on the Membership and Training Committee.
- The Membership and Training Committee is recruiting for new members; 3 interviews are scheduled for next Friday.
 - Priority is to recruit two African American or African-born unaligned consumers.
- The Executive Committee received a demonstration from [Turning Technology](#) on a tool ("clickers") that may help meetings become more interactive and run smoother.
 - The "clickers" could be used for voting during meetings.
 - The "clickers" would allow co-chairs to monitor and track the speakers queue; meeting participants would be able to indicate via a clicker if they had a question.
 - Carissa asked the council to think about additional uses for this technology; co-chairs will discuss this at each of the committee meetings in the next month.
 - The cost for the technology is about \$2200.
 - Terral Ewing noted that one benefit would be that the clickers allow for anonymous voting.
 - Matt Toburen asked what the council administrative budget is and how purchasing this technology would fit into it. Matt suggested that this is something for the Executive Committee to look into.
 - Gwen Velez wondered if this would just add another level of separation between council members; she noted that we can continue to write votes down for anonymity, if needed.
 - Terral noted that this technology would be fun to use and may improve equity (making sure people are heard during meetings).
 - Jeremy Stadelman agreed to send a demonstration to the full council.

V. Committee Reports (provided in written form)

- Executive Committee
 - See **Committee Report Summaries** handout
- Community Voices
 - See **Committee Report Summaries** handout
- Disparities Elimination

- See **Committee Report Summaries** handout
- Membership & Training
 - See **Committee Report Summaries** handout
- Needs Assessment & Evaluation
 - See **Committee Report Summaries** handout
- Planning & Allocations
 - **Action Item:** FY 2017 Reallocations
 - Discussion:
 - Matt Toburen asked to hear the rationale from the Planning and Allocation Committee. He added that he would like to know how Medical Case Management was prioritized to receive the reallocated funds.
 - Tyrie Stanley asked for Part A staff to explain the rationale.
 - Matt argued that he preferred to hear the rationale from Planning and Allocations Committee members.
 - Gwen wondered if the committee considered allocating funds to Psychosocial Support Services.
 - Tyrie indicated that Medical Case Management (MCM) was considered because of its utilization.
 - Matt explained that allocations are the most important decisions the council makes; “it’s not too much to ask to understand how this decision came about.”
 - Lisa Behr explained that the Planning and Allocations Committee looked at the 6 month expenditure report and saw that mental health services were underutilization and that MCM had higher than average utilization.
 - Lisa noted that Psychosocial Support Services were on target with spending for the year.
 - Lisa indicated that the Planning and Allocations Committee felt that the reallocation proposal was a sound recommendation from Part A.
 - Ejay Jack asked if, when looking over the figures, the committee was provided with qualitative information from mental health providers about why spending was low.
 - Lisa could not recall if this information was presented to the committee, but noted that the figures from last year showed mental health services were also underspent.
 - Carissa clarified that this information was presented to the committee and that they made the decision to reallocate \$14,000 based on this information.
 - Rachel Heule asked if it would be helpful to see the insurance side of this; i.e., what was available before and after the ACA (Affordable Care Act). She indicated that she would be happy to provide this information to the council.
 - Terral wondered where the data is that shows why people are not using mental health services.
 - Carissa noted that the Planning and Allocations Committee passed a motion at their last meeting to request that the Needs Assessment and Evaluation Committee look into this.
 - Alejandro Aguilera indicated that the Needs Assessment and Evaluation Committee has already been looking into this and it has been on the back burner for a while.
 - **MOTION:** Ejay Jack moved that an ad hoc committee be formed to gather more information and dig deeper into the data on mental health services to learn more about its low utilization. Alejandro Aguilera seconded.

- Discussion:
 - Matt asked if this motion would affect the action item already on the floor.
 - a) Ejay indicated that this is a separate issue from the action item.
 - b) Carissa added that this is an ongoing, bigger picture issue about mental health utilization.
 - Matt asked if this motion would table the reallocations proposal on the floor.
 - a) Ejay indicated that it would not.
 - James McMurray asked when the deadline is to spend funds.
 - a) February 28 is the deadline to use these funds.
 - Tyrie indicated that he was against the motion because the Planning and Allocations Committee has already referred this to the Needs Assessment and Evaluation Committee. Tyrie wondered who would be willing to show up for yet another committee meeting.
 - **MOTION:** Tyrie Stanley moved to amend the motion to refer this item to the Needs Assessment and Evaluation Committee, rather than to a new ad hoc committee. John Vener seconded the amendment.
 - a) **Discussion:**
 - a. Ejay noted that the Needs Assessment and Evaluation Committee has a lot going on, and it would be helpful to have an ad hoc committee deal with this issue.
 - b. Matt added that if the Needs Assessment and Evaluation Committee is interested in forming a subcommittee to address this issue, he would like to volunteer to be a part of it.
 - c. Alejandro indicated that he is against the amendment because Needs Assessment and Evaluation Committee is already doing a lot. He added that he would like to involve other committees on this issue.
 - d. Lisa explained that she would like to know when the money is going to be spent; reallocations should not necessarily be held up.
 - i. Jonathan Hanft agreed and noted that it is important for the council to have context, including timelines for spending and making decisions.
 - ii. Jonathan noted that the timeline is short and Part A needs to spend funds or risks losing them. It takes a few weeks to change contracts.
 - e. Tyrie argued that this needs to go to the Needs Assessment and Evaluation Committee because this is their role; an ad hoc committee delays decisions too much.
 - f. Matt indicated that he supports the amendment, but the Needs Assessment and Evaluation Committee can create a subcommittee if they want to.
 - b) **Vote: With 21 ayes and 1 opposed, the motion carries.**
- **MOTION:** Ejay Jack moved the amended motion that the Needs Assessment and Evaluation Committee work to gather more information on Mental Health Services, including an

examination of the data, to learn more about its utilization and to determine why funds are being underspent. Alejandro Aguilera seconded the motion.

- **Vote: With unanimous consent, the motion carries.**
- Discussion on the Action Item: FY 2017 reallocation:
 - Jonathan reminded the council that members can review meeting minutes to learn more about how decisions are made.
 - Carissa noted that minutes can be requested from council staff. Members are also welcome to be on email lists for other committees.
 - Matt noted that when presenting information about decisions, it would be helpful for co-chairs to be able to present background information and provide additional context.
 - Jonathan noted that all this information is available to members and can be requested at any time.
 - Terral asked how it was determined where the reallocated funding goes.
 - Jonathan explained that this decision is based on utilization.
 - David Neller argued that action items are oversimplified and that the council needs more background information and data.
 - Alejandro noted that this reallocation does not affect the FY 2018 allocations.
- Lesa Nelson asked those with a conflict of interest to leave the room.
 - Matt argued that he believes having to leave the room is unfair because he receives MCM from Part B, not Part A which the council does not have authority over.
- **MOTION:** Tyrie Stanley moved that the proposal to reallocate \$14,000 from Mental Health Services to Medical Case Management be approved. It was seconded.
 - There was no further debate.
 - The vote from those who were present:

Name		COI?	Vote	Name		COI?	Vote
Alejandro	Aguilera		Aye	James	McMurray		Aye
Robert	Andrews		Aye	David	Neller		No
Lisa	Behr		Aye	Lesa	Nelson		Abstained due to facilitation
Tom	Bichanga	Yes	Abstain	Gelli	Overton	Yes	Abstain
Roger	Ernst	Yes	Abstain	Nigel	Perrote		Abstain
Terral	Ewing		No	Tyrie	Stanley		Aye
Robert	Gillum Jr.		Aye	Matt	Toburen	Yes	Abstain
Rachel	Heule		Aye	Gwen	Velez	Yes	Abstain
Ejay	Jack	Yes	Abstain	John	Vener, MD	Yes	Abstain
Stephen	Jensen		Aye	McKinzie	Woelfel		Aye
Florence	Kulubya-Nabeta		Aye				

- **With 10 ayes, 1 no, and 9 abstentions, the motion carries.**

VI. Recipient Reports

- **Part A Update**

Jonathan Hanft, Hennepin County

- The 2018 Part A grant application has been submitted; it was the first year Part A was given a ceiling amount, which would represent a 5% increase if awarded.
 - Part A should receive a partial award notice on March 1, 2018.
- Part A is applying for the core medical expenditure waiver for 2018.
 - There is a community input meeting after today's council meeting.
 - Matt asked what 2017's core medical expenditure percentage will be.

- Jonathan indicated that it will end up being somewhere between 70% and 73%.
 - [QMAC](#) (Quality Management Advisory Committee) is developing an integrative quality management plan for 2018.
 - Anika Kaleewoun had her baby on October 16; she will be back to work in January.
 - **Part B Update**
Rachel Heule, DHS
 - Open enrollment is ongoing until January 14, 2018.
 - [MNCare](#) premiums are covered for 221 clients in Minnesota.
 - 214 clients have been identified as being eligible for [MNSure](#).
 - 220 clients are covered via private insurance.
 - HealthPartners
 - BlueCross BlueShield
 - 1 county is unsupported by insurance; they have identified one client in this county.
 - Medicare Advantage Plan is available for 233 clients.
 - 1000 premiums in total are paid for by DHS.
 - Questions:
 - David noted that he appreciates that Rachel supplied the council with background information and data.
 - John asked how individuals know to sign up for these benefits.
 - Rachel replied that there are benefits counselors at MAP (Minnesota AIDS Project), HCMC (Hennepin County Medical Center), and RAAN (Rural Action AIDS Network) who help clients access these benefits.
 - Matt asked for an eHARS (Enhanced HIV/AIDS Reporting System) to [CAREWare](#) update.
 - Jonathan announced that they had the first data match in October and are still working with MDH on the update.
 - Aaron Peterson noted that they just received a new match this week.
- **Part F Update**
Sarah Rybicki, [MATEC \(Midwest AIDS Training & Education Center\)](#)
 - Sarah presented a PowerPoint on **Collaborating with MATEC** (emailed to the council on November 14, 2017).
 - MATEC has not received a funding increase since 2001.
 - MATEC receives \$200,000 to serve Minnesota annually.
 - MATEC relies a lot on volunteer services.
 - Case managers are welcome at MATEC's trainings.
 - MATEC is on year 3 of a 4 year grant.
 - Sarah noted that in regards to the HIV Care Continuum, they are trying to get people to think beyond viral suppression; getting clients connected with great primary care is critical.
 - MATEC offers a Clinician Scholars Program.
 - All graduate scholars are working in MN on HIV care.
 - Practice Transformation Project:
 - Quality improvement projects; currently working with Westside Clinic.
 - HIV Interprofessional Education Project:
 - Reaching future clinicians to influence career path to focus on HIV care.
 - Please contact Sarah (rybic001@umn.edu) if you are interested in attending any of the trainings. All council members are welcome to attend.
 - MATEC is currently developing a "Living with HIV" brochure.
 - Questions:
 - Roger asked if access to PrEP is spilling over to MAETEC's work.
 - Sarah noted that this is an unfunded mandate, but they offer trainings for clinicians who want to offer PrEP.
 - Sarah indicated that there could be a lot more could be going on in regards to PrEP education and access.

- Matt noted that the congressional budget took out funding for ATECs and asked if Sarah had an update on this.
 - Sarah explained that the funds have been put back into the budget and they are cautiously optimistic about receiving future funding.
 - Alejandro asked if MATEC offered information about SPNS (Special Projects of National Significance) and oral health care as these are other parts of Part F.
 - Sarah explained that as an AIDS broker, you can always come to MATEC to find information.
- **Prevention Update**
McKinzie Woelfel, MDH
 - None.

VII. Substance Abuse Outpatient Care, Substance Abuse Services (residential), Legal Services

Needs Assessment & Evaluation Committee

- Alejandro presented the PowerPoint on Substance Abuse Outpatient Care, Substance Abuse Services (residential), and Legal Services (emailed to council members on November 14, 2017).
- Alejandro noted that the council does not currently fund Substance Abuse Services (residential) because there are other payer sources.
 - John noted that addiction is a major issue; among the Ryan White population, there is an increasing number who experience opioid addiction.
 - Terral asked if there is any data about how many individuals started using drugs after an HIV diagnosis.
 - John did not have any data, but noted that it is a concern.
 - John explained that outpatient care is better bang for the buck; residential is very expensive and has less positive outcomes.
 - John noted that drug use is considered a mental illness by the mental health community, so why isn't this being funded via mental health services.
 - Jonathan explained that mental health services can be used to provide some substance abuse counseling, but it is limited by HRSA's definition.
 - Ejay noted that at the Positive Care Center, linkage to substance abuse treatment is a priority.
- Legal Services:
 - It was noted that utilization has increased despite reductions in funding.

VIII. Unfinished Business/New Business

- Tyrie asked council members to please read emails from council staff because they provide a lot of background information and context for the meetings.
- Parking Lot:
 - Psychosocial Support Services- examine utilization and services available
 - Sustainability of existing PrEP Programs
 - Mental Health Service and stigma

IX. Open Forum

- None.

X. Announcements

- All God's Children is [hosting a breakfast at 7:30am on World AIDS Day \(December 1\)](#).

- The Sarah Simmons Showcase is [on World AIDS Day at the Capri Theater](#).
- Alejandro announced that the DHS Consumer Advisory Committee (CAC) will convene soon.
- Jonathan announced that the Core Medical Expenditure Waiver Request Public Input meeting is after today's council meeting.

XI. Adjourn

- **MOTION:** McKinzie moved to adjourn the meeting. With unanimous consent, the meeting adjourned at 12:00pm.

Meeting Summary:

- The council approved a motion requesting that the Needs Assessment and Evaluation Committee work to gather more information on Mental Health Services, including an examination of the data, to learn more about its utilization and to determine why funds are being underspent
- The council approved a motion to approve a reallocations proposal moving \$14,000 from Mental Health Services to Medical Case Management.
- The council received a Part F update from Sarah Rybicki, [MATEC \(Midwest AIDS Training & Education Center\)](#).

Documents Distributed Before the Meeting:

- Proposed Agenda
- October Meeting Minutes
- November Committee Report Summaries
- Service Area Presentations: Substance Abuse Outpatient Care, Substance Abuse Services (residential), Legal Services
- Action Item: FY2017 Reallocations
- Reallocation Proposal

Documents Distributed At the Meeting:

- Part A Update
- Part B Update
- Parliamentary Tip: Commit or Refer

JS/cw