

MN Council for HIV/AIDS Care and Prevention
Meeting Minutes for January 8, 2019
9:00am to 12:00pm
Health Services Building, Room L15
Minutes

Council Members Present:	Florence Nabeta (phone)
Alejandro Aguilera	Fred Ndip
Dennis Anderson	David Neller
Robert Andrews	Gelli Overton
Tom Bichanga	Val Rubin-Rashaad
Roger Ernst (phone)	Tyrie Stanley (Council Co-Chair)
Ryann Freeman	Matt Toburen
Raymel Givens	Gwen Velez (phone)
Cree Gordon	John Vener, MD
Destiny Holiday	Johnnie Williams
Lesa Nelson (Council Co-Chair)	McKinzie Woelfel (Council Co-Chair)
Council Members Absent:	James McMurray
Lisa Behr	Terral Ewing
Loyal Brooks	Stephen Jensen
Community Members/Guests/Consultants:	Bob Wickoren, Merck
Aaron Peterson, Hennepin County	Mary McCarthy, Co-chair Planning and Allocations
Anika Kalewoun, Hennepin County	Raquelle Gant, Co-chair Disparities Elimination
Jared Shenk, MDH	Thuan Tran, Hennepin County
Mona Deoferio, Hennepin County	Rose Howard-Crea, AAATF
Walter Urey, Hennepin County	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Colleen Bjerke
MDH (Prevention) Representative:	MCHACP Parliamentarian:
Chrissy Jones	Pat Reymann, PRP
Peggy Darrett-Brewer (phone)	
MCHACP Staff:	
Carissa Weisdorf, Council Coordinator	Jeremy Stadelman, Admin Specialist (minutes)

Quorum Present? **Yes**

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

- Tyrie Stanley called the meeting to order at 9:08 a.m. The guiding principles were read and introductions were made.
- Tyrie lit a candle in honor of Lesa Nelson's mother who recently passed away.

Consideration and Approval of Proposed Agenda

- The agenda was approved by unanimous consent.

Consideration and Approval of November Meeting Minutes

- The minutes were approved by unanimous consent.

II. Co-Chair Update

- Lesa Nelson provided an update on her trip to the National Ryan White conference.
 - Lesa attended several sessions on issues related to those who live in rural locations. Lesa noted that many rural areas in the United States share Minnesota's problems, including with medical transportation.
 - Lesa indicated that she spoke one-on-one with the HRSA administrator to share her concerns related to rural issues.
- McKinzie Woelfel provided an update on her trip to the National Ryan White conference.
 - McKinzie explained that she heard about innovative programs, including:

- The Alexis Project, which uses peer navigation to get transgender women to get back into care.
- Teaching patients how to access their labs online.
- Programs that focus on postpartum care, which aim to keep women in care after they give birth.

III. Council Staff Update

- Carissa Weisdorf provided an update from the National Ryan White conference.
 - Carissa indicated that she received clarity from Emily Gantz McKay and Lennie Greene about what can be discussed about agencies at council and committee meetings.
 - Members can mention funded providers, but not when there is only one agency funded in the service area.
 - Council staff can add a list agencies that provide Ryan White services on the website.
 - Council staff will amend the service area descriptions to remove funded agencies when there is only one for the service area.
 - Members can discuss their agencies as long as it is not tied to the financial decisions of the council.
 - Members can mention their agency, but facilitators should ask others in the room who have subject matter expertise to add information to the discussion.
 - This clarification will result in three changes:
 - How to get input from other subject matter experts will be incorporated into facilitation training for co-chairs.
 - How to talk about an agency during meetings will be incorporated into the annual conflict of interest training.
 - The Membership and Training committee will discuss adding this policy clarification to the [council's practices and procedures document](#).
 - Jonathan Hanft added that information about funding is public, but it should not be discussed in committee or council meetings.
 - Colleen Bjerke added that funding information can be provided by the agencies.
 - Alejandro Aguilera noted that members are usually aware of who the provider is, if there is only one.
 - Fred Ndip emphasized that this policy should be written down somewhere with council input, and not just council staff.
 - Matt Toburen noted that this is not a change in policy.
- Carissa announced that the council co-chair elections will be held next month and explained that we are seeking nominations; if interested, please let council staff or Membership and Training co-chairs know by January 17.
 - Carissa noted that there is an option to declare nominations on the floor on the day of the election.
 - Carissa referenced the ***council co-chair duties*** document.
 - Co-chairs will receive training and we will work to make sure co-chairs are prepared to facilitate meetings.
- Soliciting applications for council membership for a term starting March 1, 2019. Membership needs include:
 - Trans women, trans men and gender non-binary individuals who are living with HIV and not affiliated with an agency receiving Ryan White Part A or Part B funding (unaligned consumers)
 - Hispanic or Latino men who are living with HIV and not affiliated with an agency receiving Ryan White Part A or Part B funding (unaligned consumers)
 - Health care provider, including Federally Qualified Health Center (FQHC)
 - State Medicaid agency
 - Men and people living in the TGA are currently underrepresented on the council
- There is a Planning CHATT webinar on January 16 at 1:00pm about [council membership recruitment and retention](#).
 - Carissa noted that members can sign up for Planning CHATT emails on their website.

IV. Recipient Reports

- **Part A Update**

Jonathan Hanft, Hennepin County

- Jonathan announced that Ryan White services report data was released by HRSA and it shows that retention in care and viral suppression are better for those who access Ryan White services nationally.
 - Retention in care is close to 90% for those that utilize Ryan White services.
 - Some disparities still exist, but are getting smaller.
 - Overall, viral suppression is at 87% for Ryan White clients.
 - Outcomes are better for those who are accessing Ryan White services.
 - Based on the 2017 surveillance data, approximately 70% of people living in the TGA are eligible for Ryan White services, but only around 50% are accessing services.
 - About 2000 people in the TGA are eligible for Ryan White services, but are not currently receiving them.
 - Jonathan asked members to share any ideas they might have about getting more people into Ryan White care.
- FY2018 estimated unobligated balances
 - A carryover plan will be sent to council for approval in July.
 - The current estimate is that \$175,000 will be unspent and available for carryover.
 - \$140,000 includes carryover from formula funds.
 - \$19,000 includes carryover from Minority AIDS Initiative (MAI) funds.
 - Reasons for underspending are usually about staff turnover at agencies.
- Part A Notice of Funding Opportunity
 - If received, communities that will be targeted for these funds include African-born, both west and east African communities, and African American same gender loving men.
 - Funds will be used for targeted awareness campaigns and to increase HIV knowledge among faith leaders.
 - Jake Maxon will be asking council co-chairs for a letter of support.
- The Quality Management Advisory Committee (QMAC) is still recruiting new members, including:
 - Consumers from the metro area
 - Providers that are not already represented on the committee
 - Anika Kalewoun noted that QMAC is accepting applications on a rolling basis.

- **Part B Update:**

Colleen Bjerke, DHS

- Colleen referenced the ***DHS HIV/AIDS Rebate Briefing***.
- Colleen noted that rebate varies from year to year and Minnesota is in a consortium with other states, so Minnesota does not negotiate the pricing for medications.
 - It can be difficult to fund special projects because of the volatility of the funding amounts.
- Minnesota is likely to receive around \$2 million in rebate this year.
- In 2012, Part B was informed that the state can no longer accumulate funds, so rebate funds must be spent before grant funds.
 - Colleen noted that Part B does not usually spend grant funds until the second quarter.
- Rebate funds must be spent the same way that the grant is spent.
 - A key difference is that there is no administrative cap for rebate funds.
- Rebate is also used to supplement the ADAP program.
 - \$5 million was used last year.
- It is estimated that the supplemental rebate funds will be spent down by 2021.
- Questions:
 - McKinzie asked how the 5 year spending plan breaks down.

- Colleen indicated that she would need to pull this information together, but she can talk about it next month.
 - Alejandro wondered if there was there was community involvement in determining how to spend rebate funds.
 - Colleen noted that there have been a number of community meetings.
 - Jonathan noted that the community identified five key service areas for rebate funding (capacity building and housing among them).
 - In 2014, Part B asked the council to allocate rebate funding.
 - Walter Urey wondered if rebate funds are eligible for carryover.
 - Colleen explained that the funds have to be spent within 12 months after receipt.
 - Some of the accumulation is spent to cover overspending of annual rebate intake.
 - Alejandro asked if there is a formulary committee in place for ADAP.
 - Colleen did not know, but she agreed to find out.
 - Matt noted that legislators have tried to raid these funds, but activists have stopped that.
- **Prevention Update**
Peggy Darrett-Brewer, MDH
 - There are currently several openings at MDH:
 - Student worker positions for capacity building activities
 - Early intervention services supervisor position
 - HIV nurse specialist
 - This individual will provide clinical trainings throughout Minnesota to help providers build capacity to work with people living with HIV
 - Two positions in surveillance are open
 - Two surveillance positions will be opening soon due to staff retirements
 - Health program position
 - Two positions in the Planning and Evaluation unit are open:
 - Trainer for Evaluation Web
 - Quality assurance
 - A position to help with harm reduction for drug users was just filled by Kate Erikson
 - MDH is expanding testing in Greater MN through DHS supplemental funding.
 - Native American rapid testing is one area that will receive funding.
 - Chrissy Jones noted that CDC funding is usually spent 100%, so there is no carryover.

V. Committee Reports

- Executive
 - The committee updated its roles and responsibilities for the council's bylaws.
 - Assigned committees to the actionable items from the onsite technical assistance (TA).
 - Roger Ernst is no longer serving as co-chair on the Needs Assessment and Evaluation Committee.
 - See ***Committee Report Summaries*** handout
- Community Voices
 - Destiny Holiday provided an update on the January 7 meeting.
 - Tyrie suggested that the committee should look into transportation issues.
 - Alejandro indicated that he would like to have a future meeting in Ramsey County.
 - See ***Committee Report Summaries*** handout
- Disparities Elimination
 - See ***Committee Report Summaries*** handout
- Membership & Training
 - See ***Committee Report Summaries*** handout
- Needs Assessment & Training

- Alejandro noted that AIDS Action Day is on the same day as the next meeting and he would like to consider changing it.
- See ***Committee Report Summaries*** handout
- Planning & Allocations
 - See ***Committee Report Summaries*** handout

VI. 2018 Minnesota HIV Care Continuum Update

Jared Shenk

- Jared presented the 2018 Minnesota HIV Care Continuum Update.

VII. Questions about presentation

- Jonathan wondered if there is any geographic variation in reporting data.
 - Jared replied that most gaps do not seem to be around geography, but more around labs switching technology.
- Destiny emphasized that there needs to be better outreach to disparately impacted communities and that transportation issues need to be addressed.
- Matt noted that Dr. Keith Henry mentioned to the council that other jurisdictions have been cleaning up their data and he wondered if there is any estimate for Minnesota on the number of active cases in the state.
 - Jared replied that there is no estimate for Minnesota, but they are working on deduplication efforts; they are currently reviewing 6,600 individuals in the surveillance data. Jared stressed that the state does not want to remove people unless we know for sure they are no longer active in Minnesota.

VIII. BREAK

IX. Quality Management Presentation

Anika Kalewoun

- Anika Kalewoun and Aaron Peterson presented a PowerPoint that was emailed to the council by Jeremy Stadelman on 01/09/19.
- Members participated in an interactive exercise around the Plan Do Study Act method of adaptive change.
 - Anika referenced the ***PDSA Worksheet for Testing Change***.

X. Questions about presentation

- Tyrie wondered why there are significant differences between retention in care and viral suppression rates among African American MSM.
 - Aaron responded that there are no concrete answers, but Part A is working on determining the causes for this difference.
- Gwen Velez wondered if the data takes into consideration incarceration as a factor in viral suppression issues with African American MSM (men who have sex with men).
 - Jonathan suggested that the Needs Assessment and Evaluation Committee should take this into consideration when developing the next needs assessment survey. The committee should think about what additional information we need to understand more about viral suppression issues in the community.
 - Gwen noted that her agency has discovered that people are lost in care due to incarceration.
 - Jonathan noted that Positively Hennepin is working with Hennepin County corrections to make sure recently released prisoners are aware of the HIV services that are available.
- Aaron created a poster about housing for the Ryan White Conference and there was request to send it out to the council.
 - Jeremy emailed the poster to the council on 01/09/19.

XI. Unfinished Business / New Business

- Tyrie informed the council that subcommittees will need to be reinstated at the start of the new term.

- Gelli Overton suggested that there needs to be better communication around subcommittees being dissolved; this had not previously been communicated.
 - Alejandro indicated that he would like to work on a joint motion to reconvene all subcommittees in March.
- McKinzie noted that she would follow up with MDH on the gender identity subcommittee recommendations.
- There was some interest in having a permanent gender identity subcommittee as a part of the Disparities Elimination Committee.
 - Jonathan suggested that there could be a way to create caucuses so that there is a way to meet informally as a group.
 - The bylaws state ad hoc committees may be formed to work on time-limited special projects.
- It was announced that Pat Reymann's contract as the council parliamentarian is unable to be renewed next fiscal year because of a change in the county's policy.
 - **MOTION:** Destiny Holiday moved that the council should continue to have an outside parliamentarian. Tyrie Stanley seconded.
 - Discussion:
 - There was a suggestion to move this issue to the Executive Committee because they will need to find a way to pay for a parliamentarian.
 - Members feel that Pat's services have been highly invaluable.
 - **Vote: With 4 ayes, 7 no's, the motion was defeated.**
 - **MOTION:** Matt Toburen moved to have the Executive Committee look at the possibility of continuing with an outside parliamentarian and bring the issue back to the council for a decision. Roger Ernst seconded.
 - Discussion:
 - It was noted that the bylaws state that a parliamentarian shall be elected by the council.
 - **Vote: With unanimous consent, the motion carries.**

XII. Open Forum

- Rob Andrews asked members to contact him if they know of any dental providers who are currently accepting Program HH.
- Tyrie announced that he is planning to run for council co-chair.

XIII. Announcements

- Mary McCarthy announced that RAAN is now providing prevention services to North Dakota.
- Matt Toburen announced that AIDS Action Day is scheduled for January 22 at the state capitol.

XIV. Adjourn

- **MOTION:** The meeting adjourned at 12:10 p.m.

Documents Distributed Before the Meeting:

- Proposed Agenda
- December 18 Meeting Minutes
- January 8 Committee Report Summaries
- Community co-chair responsibilities

Documents Distributed at the Meeting:

- Part A Recipient Update
- DHS HIV/AIDS Rebate Briefing
- PDSA Worksheet for Testing Change