

**MN Council for HIV/AIDS Care and Prevention  
Community Voices Committee Meeting (CVC)  
(Remote Mtg.)  
December 7, 2020  
4:00 pm – 6:00 pm  
Meeting Summary/Minutes**

<b>Committee Members Present:</b>	
Dennis Anderson	Stephen Jensen
Andrew Bauman, Co-Chair	James McMurray, Co-Chair
Johan Baumeister	Larry McPherson
Virginia Bloom	Lesla Nelson
Cree Gordon	Sherry Outten
Belinda Charleston-Green	JoAnn Vertetis
<b>Hennepin County (Part A) Representative:</b>	<b>DHS (Part B) Representative:</b>
Thuan Tran	Colleen Bjerke
<b>MDH (Prevention) Representative:</b>	
None	
<b>MCHACP Staff:</b>	
Richard Puella, Council administrative specialist (minutes)	Carissa Weisdorf, Council coordinator

- I. **WELCOME AND INTRODUCTIONS:** Introductions were made, and the proposed agenda and past meeting minutes were approved unanimously.
  
- II. **Connecting the work:**
  - The Community Voices Committee (CVC) feels left out and are not aware of the work other committees are doing and other committees don't know what CVC is working on. Although attending CVC meetings is not mandatory, James encouraged other committees to send one member to attend every CVC meeting.
  - Developing strategies on the most effective ways to promote CVC to the community to gain more participation, with the hopes of attracting more consumer voices.
  - Dennis Anderson mentioned that he would connect with James McMurray about reaching out to local radio stations KMOJ and KFAI.
  
- III. **Planning for next fiscal year:**
  - Joann Vertetis mentioned that as a "community voice," there is a limited number of community members that participate in CVC. She feels that a majority of people are unaware that these meetings are a place for people to voice their concerns around HIV.
  - Joann feels that the CVC's role is to gather input into the needs of the community and try to address those needs.
  - James McMurray mentioned that Andrew Bauman has been working with folks from Greater Minnesota and developing strategies on how to connect the Greater Minnesota community with the CVC.
  - Andrew Bauman noted that at the Rural AIDS Action Network (RAAN), meetings are limited to phone meetings due to COVID. He mentioned that members out in greater Minnesota lack the resources to attend virtual meetings, and phone meetings haven't yielded many participants. He has distributed flyers and contact information for CVC with the hopes of encouraging folks from Greater Minnesota to attend CVC meetings.

- Andrew Bauman stressed the importance of explaining to folks the purpose of attending a CVC meeting and how to contribute and make change.
- Andrew suggested providing quarterly training on the functions of the council and what each service area is.
- Larry McPherson felt that given the current situation around COVID-19 and the challenges of attending virtual meetings, it will be difficult to keep community members engaged.
- Dennis Anderson suggested starting an independent CVC meeting outside of the council that can be held once a month to gather input and report back to the main CVC.
- Johan Baumeister mentioned the importance of reaching out to the aging and long-term survivors population.
  - Dennis Anderson mentioned that the Pfund Foundation is providing grants to study the aging population in Minnesota and felt this is a project the CVC can get involved with.
- Belinda Charleston-Green thought all the ideas discussed were good ideas and topics, but she would like to see the CVC be ahead of the planning council. She asked members of the council in attendance at this evening's meeting to provide updates to the community and then plan for 2021 to be inclusive and ahead of the council.
- Carissa Weisdorf suggested that CVC conduct broad outreach focused on a specific topic that the committee would like feedback on.
- Carissa mentioned that the next big task the council will be working on for 2021 is the integrated plan.
  - Carissa Weisdorf suggested using the March meeting as the "steering committee" of CVC and would involve those who are familiar with CVC and the work, and plan for the June meeting. June would be the larger community meeting that will be focused on getting input on a specific topic. For example, input into the integrated plan.
  - Potentially include data presentations to the community to get an idea of the HIV landscape and reviewing various data sources to start off discussion.
  - Have more focused discussion by asking folks, for example:
    1. What are your critical needs?
    2. What types of needs do you have?
    3. Where are the gaps in services?
    4. What are the barriers accessing services?
- Cree Gordon asked if there was a reason why the CVC couldn't meet more frequently.
  - Carissa Weisdorf noted that CVC did have two additional meetings this year and didn't see greater participation.
  - Quarterly meetings are meant to be more accessible for community members who want to participate in the work of the council but may not have time to devote to monthly meetings.
  - When CVC was meeting in person, the budget was an area of concern and the cost to host each meeting is a significant portion of the budget.
    - Belinda Charleston-Green mentioned that currently meetings are virtual which should free up the budget to have meetings every month.
    - Belinda Charleston-Green felt that the CVC as a group could meet up more than 4 times a year since meetings are held remotely.
    - Larry McPherson asked if staff support is needed for additional meetings.
    - Carissa Weisdorf noted council and recipient staff attend all council and committee meetings. She mentioned that discussions around a caucus have come up in the

past; that wouldn't require staff support and members could meet on their own time.

- Cree Gordon suggested having six meetings a year and add a meeting the month before the large CVC meeting. Adding a review/ check in meetings in May and November before the large CVC meetings.
- Larry McPherson noted that keeping people engaged and returning is the problem. He noted these meetings continue to communicate what the wants and needs of the community are, but no action is taken, and folks start to lose interest in attending.
- Belinda Charleston-Green suggested starting each CVC meeting with a recap on the past meeting to get members up to date with where the committee left off.
- Stephen Jensen mentioned that \$10.00 gift cards for food are given to participants for attending meetings and asked if additional meetings are added if the gift cards will no longer be given.
- Colleen Bjerke explained that gift cards are covered through DHS rebate funds and there is no need to worry about losing the gift card incentives if additional meetings were added.

#### IV. Consumer input into service standards:

- Andrew Bauman led a discussion on input in the service standards and felt this is an important component to retaining community members and noted how important it is to increase consumer participation into the services standards.
  - Andrew Bauman suggested allowing each person in attendance one minute to speak on what concerns, questions, and what service area is important to them and why.
  - Joann Vertetis felt that there needs to be time dedicated on the agenda to allow for the community to speak on their concerns, but also allow time for the committee to address and discuss concerns at the beginning of the meeting and not during Open Forum.
  - Larry McPherson agreed with Joann and felt there needs to be a time on the agenda earlier in the meeting to allow for member to listen to the needs of the community and include time to discuss possible solutions for concerns raised.
  - James McMurray provided his email address ([voiceofjam@yahoo.com](mailto:voiceofjam@yahoo.com)) and asked if anyone had any issues they want to raise, he is open to taking them and can bring them to council staff to be addressed.
  - Belinda Charleston-Green suggested posting flyers with various agencies such as Clare Housing, Aliveness Project, etc. to help promote the CVC.
  - Andrew noted he would check with Alex Palacios about placing flyers in food bags at Aliveness.
  - Andrew suggested creating anonymous comment cards for people who preferred not to be identified.
    - Carissa noted that Survey Monkey could be used gather anonymous comments. However, starting in May 2021 Hennepin County will no longer be using Survey Monkey and information from surveys or comment cards would not be available in real-time.

#### V. Co-chair succession planning:

- March 8, 2021 the CVC will conduct co-chair elections. All those who are interested may run for co-chair at that time

**VI. New or Unfinished Business:** No new business was discussed.

**VII. Set agenda for next meeting:**

- Stephen suggested adding time on the agenda for co-chairs from other committees to provide updates to the CVC.

**VIII. Open Forum:**

- At the last meeting the committee requested to have provider updates in education be discussed at open forum.
  - No updates were provided.
- James McMurray noted that a \$10.00 gift card for Subway are provided for those who participate in CVC meetings. James asked the committee what other options aside from Subway would members want?
  - Chipotle, Jersey Mikes, Jimmy John's, Noodles, Papa Johns, were all ideas suggested by community members.
  - Carissa Weisdorf mentioned that the reason Subway was selected is because this franchise has locations throughout the state of Minnesota, where other venues may be limited to the TGA.
  - Andrew suggested thinking of a restaurant that offers a variety of different types of food to appeal to more people.
  - Stephen Jensen asked if a gift card for multiple places is an option.
    - Carissa suggested to try and limit it to ideally one location for the ease of administration.
  - James McMurray mentioned that in the past Target/Visa gift cards have been used and asked if gift cards for other vendors besides food are an option.
    - Target is not as widely available in Greater Minnesota compared to the TGA.
    - Carissa noted that Visa gift cards cannot be purchased using Federal funds.
- The committee agreed to continue with the Subway gift cards for now.

**IX. Announcements and Adjourn:**

- Andrew Bauman took this time to thank everyone who attending this evening, especially to the new folks that joined today.

**Meeting summary:**

- The committee discussed ways to promote CVC to the community.
- Dennis Anderson agreed to work the James McMurray on scheduling radio time with\_KMOJ and KFAI.
- The committee agreed to continue with the quarterly meetings with the possibility of adding two additional meetings in May and November.
- The committee agreed to add time early in the agenda to allow for co-chairs from other committees to provide updates.
- Gift cards for Subway will continue to be given for participation at every meeting.

**Documents Distributed for the Meeting:**

- 2020.12.7 CVC agenda
- 2020.09.14 CVC minutes

- FY 2020 CVC work plan
- December 7 CVC meeting flier
- December 8 public input meeting flier

RP/cw