# **Minnesota Council for HIV/AIDS Care and Prevention (MCHACP) Meeting**

# **Tuesday, March 14, 2023**

**9:00 a.m. – 11:00 a.m.**

**Hybrid Meeting**

**Microsoft Teams meeting**

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| **Committee Members Present:** |  |
| Jay Orne | Sarah Schiele |
| Danielle Brantley | Alejandro Aguilera |
| Moua Xiong | Tesha Johnson |
| Charlene Leach | Megan Higdon |
| Calvin Hillary Hylton (council co-chair) | Moua Xiong |
| Terri Wilder | Gage Urvina |
| Alejandro Aguilera | Lesa Nelson |
| Angela Reed | Stephen Jensen |
| Annalise Jackson | Alissa Fountain |
| Ellen Ryan | Nikki LeClaire |
| Julian Hines | Tristian Sparks |
| Kevin Sitter | Shea Amaro |
| Tyrie Stanley (council co-chair) | John Vener |
| **Committee Members Absent:** |  |
| Joe Amrhein (council co-chair) | Zoe Neba Caboret |
| Mohamedkader Mohamed | Doug Peterson |
| James Velek |  |
| **Guests:** |  |
| Cody Raasch | Pat Reymann (Council Parliamentarian) |
| Matt Toburen (Aliveness Project) | Cecilia Martinez |
| Heather Eagleton | Walter Urey |
| Larry McPherson | James McMurray |
| Mary McCarthy |  |
| **Hennepin County (Part A) Representative:** | **DHS (Part B) Representative:** |
| Jonathan Hanft | Thomas Blissett |
|  | Darin Rowles |
| **MDH (Prevention) Representative:** | **MDH (Surveillance) Representative:** |
| Peggy Darrett-Brewer | Hannah Kass-Aten |
| **MCHACP Staff:** |  |
| Audra Gaikowski, coordinator | Emily Murphy, minutes |
| Carissa Weisdorf |  |

Quorum Present? **Yes**

# **Welcome and introductions**

* Tyrie Stanley called the meeting to order at 9:07 a.m. Introductions were made.

# The minutes from the February 14meeting were reviewed and approved.

# The agenda for the meeting was approved as printed.

# **Recipient Report**

* Part A: *Jonathan Hanft, Hennepin County Ryan White Program*
  + Full FY 2023 Part A grant award expected in April.
  + The HRSA/HAB Division of Metropolitan HIV/AIDS Program CAEAR Coalition/NACCHO quarterly meeting is on March 13th.
  + HIV outbreak update: As of 2/28/23 168 cases are associated with the Hennepin/Ramsey outbreak. Two new cases have been added since last month (to the MSM IDU non-encampment cluster).
  + Eriika Etshokin joined our team as our new HIV Services Grants Supervisor.
* Part B: *Thomas Blissett, Minnesota Department of Human Services HIV Supports*
  + Requesting to be added to the revised governor’s budget. More information to come.
  + Will be applying for supplemental funding for medical case management, non-medical case management, outpatient ambulatory, health insurance premiums and cost share for low-income individuals, and emergency financial assistance.
  + The project to adapt CAREWARE to allow for centralized eligibility should be live in early/mid-summer.
  + Program HH staff have finalized outcomes for the 20233 open enrollment activities. There were 2800 clients open for program HH as of February 2023. Approximately 115 or 4% are uninsured.
  + The Ryan white sub-recipient site visit preparation has started with the goal of having all site visits completed by 5/31/23, which is the end of the current Part B grant.
  + The percentage of people with missing viral load test results in CARWARE is now at 12% and trending towards the program goal of less than 10% by June 2023.
  + For End HIV Minnesota, the backfill for the statewide strategy and service coordinator position continues to be paused. DHS is addressing changes in program resources.
* Prevention: *Peggy Darrett-Brewer, Minnesota Department of Health HIV/STD/TB*
  + The prevention unit staff have had a successful grantee orientation.
  + MDH surveillance will be releasing a save the date for the 2022 data release that should be coming out soon.
  + Programmatic updates and financial updates for the SSP program, testing programs, and prep programs for 2022 will be given on 4/11/23.

1. **Committee reports**
   * 1. Executive and Co-chair Update
   * **Action item:** Bylaw amendment 5.6.d.
   * **MOTION:** Calvin Hillary Hylton read the action item rationale and moved to amend bylaw 5.6d by striking out “upon completion of the investigation, if a violation(s) of the Code of Conduct is/are found to have occurred, the Executive Committee will make a decision on the course of action and report the action to the council. Recommended actions may include further suspension of participation in council activities for a stated period and/or removal from council membership” and inserting “upon completion of the investigation, if the Executive Committee determines that a violation(s) of the Code of Conduct occurred, the Executive Committee may consider a recommended action:
     + 1. Suspending the individual’s participation as a council member in council activities for a stated period of time or other appropriate action, or
       2. Recommending removal from council membership to the appointing authority.”
   * **DEBATE:** There was no debate.
   * **VOTE:** The motion passed with a vote of 19 ayes and 0 nos.
   * **Action item:** Grievance committee election
     1. Calvin Hillary Hylton read the rationale and recommended that 3 council members, 1 of whom is living with HIV, serve on the grievance committee. The floor was opened for nominations.
     2. Tesha Johnson, Stephen Jensen, and Alejandro Aguilera were nominated and were voted in by acclamation. They were serve on the Grievance Committee from Marcy 1, 2023 – February 29, 2024.
   * **Action item:** Parliamentarian election
     1. Calvin Hillary Hylton read the rationale and stated that the Executive Committee recommended Patricia Ryman be selected to serve as the parliamentarian from April 1st 2023 through March 21, 2024.
     2. Tyrie Stanley stated that the election will be by ballot and ballots will be distributed online for those participating virtually and a physical ballot for those online. The results will be stated in unfinished business.
   * **Action item:** June 2023 council meeting extension
   * **MOTION:** Calvin Hillary Hylton read the rationale and stated that the Executive Committee recommended that the council extend the June 13, 2023, council meeting to accommodate a HIV treatment update and to host a council conversation.
   * **DEBATE:** There was no debate.
   * **VOTE**: The vote passed with 20 ayes and 0 nos.
     1. Community Voices Committee

* The most recent CVC meeting was on 3/13/23 from 4pm-6pm at the Aliveness Project.
* The committee discussed where they may host future meetings, such as Clare Housing at Marshall Flats. The next meeting will still be at the Aliveness Project, and they will discuss potentially switching to different locations.
* The committee is looking for breakfast volunteers to for the World AIDS Day Breakfast. Please send Audra or Danielle an email if you are interested in helping with World AIDS Day.
  + 1. Disparities Elimination Committee
       - Received a presentation from Positively Hennepin and the Youth and AIDS Project about the Part A capacity building grant.
       - Continued planning for the mental health provider discussion in May.
    2. Needs Assessment and Training Committee
* Did not meet.
  + 1. Planning and Allocation Committee
       - Did not meet.
    2. Membership and Training Committee
  + **Action Item:** Missed meetings
  + **MOTION:** Calvin Hillary Hylton read the rationale and moved to recommend the procedure used to remove a member for missing a combination of 7 missed council and committee meetings goes into effect on July 1, 2023.
  + **DEBATE:** There was no debate.
  + **VOTE:** The motion passed with 14 ayes and 0 nos.

1. **Council Staff Report**

* The Council elected 14 new members in their February meeting.
* There is a new Council contact sheet. Contact Audra if you need one.
* More mentors are needed. Contact Audra if you are interested.
* The Executive Committee and our government partners agreed to the annual collaborative partners understanding. There was one change to the CPU to change the language from 2 community co-chair and 1 MDH co-chair to state that there are now 2, up to 3, co-chairs.
* Audra will send out a flyer about a Ryan White Peer Navigation program that is based in North Dakota.
* Council Successes over the past year:
  + The council is up to 29 members right now, which is one of the largest councils we have had in a few years.
  + The Council approved a directive to use additional Part A funds to prioritize housing unhoused people who inject drugs and American Indian and Alaskan, if needed, HIV-positive individuals.
  + The Council provided input to MDH on their priority populations for prevention activities and completed their biannual process to prioritize and allocate funding to Part a and Part B Ryan White services.

1. **Legislative update** *Matt Toburen, Executive Director of the Aliveness Project* 
   * The state has a sizeable surplus of $17 billion.
   * Asking for increased funding for HIV care and prevention services to cover the gap in Ryan White funding. This is in HF 2568. The state allocated $2,000,000 to HIV care in the 1990s and this amount has never increased. The bill asks for an additional $10 million/year for 2024 and 2025.
   * We need to educate legislators about how the budget shortfalls affect the community of those living with HIV.
   * There is a bill to expand access to PrEP and PEP in pharmacies, including providing access during weekends.
   * There is a request for funding for harm reduction, syringe service programs and legislative changes because these programs are not technically legal in Minnesota. There is also a request to reduce the cap on the number of syringes you can purchase at a pharmacy/the number that pharmacies are permitted to sell.
   * There are also bills to remove copays on HIV medications and to remove the criminalization of HIV transmission statute.
   * HIV Day on the Hill is Wednesday March 29th from 9am-3pm.
   * There will be a rally in the Capitol rotunda at 11:15am. You will also take Lobbying 101, learn about the bills, identify your legislative district, and meet with your legislators. Lunch will be provided. Ryan White funding cannot be used for transportation to this event. Carpools may be arranged, leaving from the Aliveness Project.
   * Register ahead a time so the meetings can be scheduled with your legislator. Register on Eventbrite. The link is also on the Aliveness website.
   * There will be email templates that you can use to email your legislator to share your support for the bills.
   * Medicaid will start redetermining people’s eligibility when the Public Health Emergency ends.
   * Matt Toburen will attend a Council meeting after the legislative session to give a report on results.
2. **Robert’s rules of order training,** *Pat Reymann, Council Parliamentarian*

* Audra displayed the ***Intro to Parliamentary Procedure*** powerpoint.
* Pat gave an introduction to Parliamentary Procedure, which covered basic principles, how to process motions, and rules of debate.
* Refer to Robert’s Rules of Order Newly Revised or Robert’s Rules in Brief (abbreviated version).
* Let Audra know if you would like to have a copy of Robert’s Rules in Brief.

1. **Unfinished/New Business**
   * Calvin read the teller’s report for the parliamentarian election. The number of ballots cast is 21. The number needed for election (a majority) was 12. There were no illegal ballots cast. No debate. VOTE: Pat Reymann (21).
2. **Open Forum**
   * There was no open forum.
3. **Announcements**
   * Angela Reed invited everyone to the Substance Use Disorder Day on the Hill on 3/15/2023.
   * There will be a substance use and addiction conference in June in Brainerd, MN.
4. **Adjourn**
   * Meeting adjourned at 11:02am

**Meeting Summary:**

* Part A, Part B, and Prevention funding recipients gave reports on their recent activities.
* The Council staff and each Council Committee gave reports on their recent activities and voted on action items.
* Matt Toburen gave an overview of legislation that will be pushed at the upcoming HIV Day on the Hill.
* Pat Ryman reviewed Parliamentary Procedure.

**Documents distributed before the meeting:**

* February 14, 2023 MCHACP minutes
* 2023.03.14 action item parliamentarian election
* 2023.03.14 action item for bylaw amendments
* 2023.03.14 action item June MCHACP meeting extension
* 2023.03.14 action item missed meetings
* 2023.03.14 action item grievance committee
* March 14 Committee Report Summaries
* 2023.03.14 MCHACP Agenda

**Documents displayed during the meeting:**

* Part A Update 3/14/2023
* Intro to Parliamentary Procedure Powerpoint

**Documents distributed after the meeting:**

* Part A Update 3/14/2023
* Intro to Parliamentary Procedure Powerpoint
* Canopy Peer Navigation Program Flyer
* Final NACCHO-CAEAR Status Neutral Report
* Part B council update 3/2023
* Public Policy Coalition 2023 Legislative Agenda
* Aliveness Project Bill Tracker

**EM/ag**