



# Minnesota Council for HIV/AIDS Care and Prevention

## Meeting Minutes Tuesday, March 11 at 9:00 a.m.

<b>Council Members</b>			
Quay Catalpa	Present	<i>Jay Orne</i>	<i>Absent</i>
<i>Cynthia Denise Elmore</i>	<i>Absent</i>	Trillian Patneau	Present
Cristina Flores	Absent	Sarah Schiele	Present
Patrick Ingram	Present	Jennifer Schoenberg	Present
Gari Jaleta	Present	Kevin Sitter	Present
Mark Jenkins	Present	Tristian Sparks	Present
Stephen Jensen	Present	<i>JT Stewart</i>	<i>Absent</i>
<i>Dongwook Kim</i>	<i>Absent</i>	Bill Tiedemann	Present
<i>Deon Kirby</i>	<i>Absent</i>	<i>John Vener</i>	<i>Absent</i>
Raquelle Lenoir	Present	Moua Xiong	Present
<b>Community Members</b>			
<i>Danielle Brantley</i>	<i>Absent</i>	<i>Christopher Brown</i>	<i>Absent</i>
<i>Loyal Brooks</i>	<i>Absent</i>	<i>Florence Kulubya-Nabeta</i>	<i>Absent</i>
<i>Calvin Hillary Hilton</i>	<i>Absent</i>	Tyrie Stanley	Present
Mary McCarthy	Present	<i>Jo Ann Vertitis</i>	<i>Absent</i>
Alejandro Aguilera	Present		
<b>MCHACP Staff</b>			
Aamina Abdirashid Mohamed, Planning Council Coordinator	Present	Jeremy Stadelman, Planning Council Administrative Specialist	Present
<b>Hennepin County Part A Representative(s)</b>			
Alissa Fountain, Ryan White, Program Manager	Present	Eriika Etshokin, Ryan White Grants Supervisor	Present
<i>Scott Bilodeau, Quality Management Coordinator</i>	<i>Absent</i>	Cody Raasch, Data Analyst	Present
Carissa Weisdorf, HIV Services Planner	Present		
<b>Minnesota Department of Human Services Part B Representative(s)</b>			
Darin Rawles, Program Manager	Present	Thomas Blissett, HIV Community Services Supervisor	Present
<i>Denis London, Federal Compliance Specialist</i>	<i>Absent</i>	<i>Amy Miller, Program Officer</i>	<i>Absent</i>
Shea Grutemaro, Program Officer	Present	Tim Presley, Statewide Strategy Coordinator	Present
<b>Minnesota Department of Health Prevention Grant Recipient(s)</b>			
<i>Jose Ramirez, Prevention Programs Manager</i>	<i>Absent</i>	<i>McKinzie Woelfel, HIV &amp; STD Prevention Planning Coordinator</i>	<i>Absent</i>
Hannah Giles, HIV Care Prevention Epidemiologist	Present		
<b>Guests</b>			
Pat Reymann, Parliamentarian	Present	Connie Jorstead, ViiV Healthcare	Present
Michelle Minor, Viiv Healthcare	Present	Bob Last Name, Merck Pharmaceuticals	Present

Quorum: 11 members - Yes

**I. Welcome and Introductions**

- Kevin called the meeting to order at 9:00.

**II. Introduction and Remarks**

*Sara Hollie, Director, Hennepin County Public Health*

- Director Hollie introduced herself noting that she started with Hennepin County Public Health about nine months ago.
- She appreciated the work that the council does and its focus on engaging community members, highlighting the successful FY24 PSRA and upcoming launch of the 2025 Comprehensive Needs Assessment Survey.
- She acknowledged how much change is happening at the state and federal levels that may impact continued HIV care and services, noting the ending of some COVID-19 related funding streams and its impact on the Hennepin County budget.
- Despite the continuous monitoring of guidance from the federal and state levels, Hennepin County remains committed to disparity reduction.
- Kevin thanked Director Hollie for her presence and let her know that many of the members of the Council have been doing this work for decades and have intimate knowledge of the impacts that HIV can have on communities.

**III. Introductions, Guiding Principles, Minutes, and Agenda**

- Introductions were made. The guiding principles were read. The candle was lit in recognition of individuals and communities impacted by HIV.
- The February 2025 meeting minutes were reviewed and approved as presented.
- The proposed agenda for today's meeting was approved as presented.

**IV. Recipient Reports**

**Ryan White Part A, Eriika Etshokin, Hennepin County**

1. Part A/MAI Grant Reporting

- We have received about 28% of the full Part A FY25 Full Notice of Award, the full award is pending Congress passing 2025 appropriations. We typically receive this around March/April and will bring a Post-Award Allocation Proposal to PAC for review.
- We received an application score of 97/100 with no weaknesses noted.

2. Vendor Selection

- All FY25 Part A Contracts have been executed to begin 3/1/25. All FY25 Part B Contracts are in the process of execution to begin 4/1/25.
- All Hennepin County-funded providers will be invited to a Contracted Providers FY25 Kickoff Meeting in April to discuss reporting, expenditures, tools/resources, and goals for the next fiscal year.

3. Staffing

- Jeremy Stadelman has accepted the position of Ryan White Program Officer, shifting into that position March 10<sup>th</sup>. Congratulations Jeremy!
- He will continue to provide as-needed support as Aamina orients to her role.



- Aamina Abdirashid Mohamed ([Aamina.AbdirashidMohamed@Hennepin.us](mailto:Aamina.AbdirashidMohamed@Hennepin.us)) is the primary contact for all council members going forward.
- We have asked Public Health Administration to provide .50FTE administrative support for the Planning Council until we have more clarity around hiring.
- Patrick asked for Hennepin County Public Health's plan around federal funding uncertainty. Alissa shared that presently Hennepin County Leadership is advising continuing work as normal until more concrete guidance otherwise is given. Upper leadership is looking across all Hennepin County Public Health programming to understand threats and opportunities.

#### 4. Positively Hennepin

- Whole Person Approach Care (formerly Status Neutral Approach)
  - Non-medical case management project implementation continues with 33 individuals having signed up for intake and in various stages of the project.
  - The referral resource guide is continuously strengthened and updated to strengthen and/or establish partnerships. Currently, the referral resource guide includes 130 organizations and programs providing over 40 different medical and social services throughout the metro area.
  - Outreach and training are continuing.
  - The first meeting of the Community Advisory Board is scheduled for February 27<sup>th</sup>.
- Rapid StART Project
  - Core group convened during week of 2/18 to discuss project financing and to convene providers to discuss priorities and progress.
  - Final report is being developed.

#### **Ryan White Part B/Rebate, Thomas Blisset, Minnesota Department of Human Services**

##### 1. Federal Administration Actions:

As mentioned in February MCHACP, we have received no actionable directives from our HRSA Project Officer directly relating to the various Executive Orders issued by the new federal administration. HRSA/HAB did host a call on 2/26/2025 where they acknowledged that Ryan White is a federal program and thus the new executive orders/actions would apply. They also noted that they are methodically reviewing policy, procedure and guidance and will be issuing updates once they've determined how the new federal orders and actions apply specifically to Ryan White. As an example of this, PCN 21-02 is temporarily unavailable while they review that particular notice. Part A and Part have advised our subrecipients to continue providing services to their clients, reporting services following the usual processes, and submitting services invoices as outlined in their contract unless/until other guidance is provided. As we receive updated information that impacts Ryan White programs and services, we will communicate with Ryan White-funded providers accordingly and as quickly as possible.

##### 2. Budget/Resources Update

DHS is seeing ongoing increased ADAP spending due to higher than usual numbers of uninsured clients. DHS continues internal work updating budgets and forecasts for future cycles to reflect actual spending and current trends. Forecasts for the next fiscal

period are based on the reduced contract funding levels reflected in the fall RFP. The HIV Supports Division continue to explore potential new sources of revenue. There are no significant updates on this work since last month. As a reminder

- A one-time funding increase of \$6 million was included the FY 26-27 [Governor's budget recommendations](#) released in January. The governor's budget is a starting point for discussions, but the legislature has to act on it. The governor's proposal also gives community partners and advocates a solid starting point to advocate for increased funding. We will keep MCHACP and other partners updated as we move through the session.
  - DHS has also applied for ADAP Emergency Relief funding and is awaiting a decision on this application. We have asked our Project Officer for a status update on these awards.
  - DHS is working on our application for Part B Supplemental. The information session for this funding opportunity was held in late February.
3. Contracts and Services Updates
- HSD is currently working with Part A with aligning our monitoring. This will ensure that services delivered to clients meet the minimum standards of care.
  - HSD will now be submitting quarterly reports to MCHAP on all service expenditures to align with Part A starting October 2025 (reporting Q1 Part B July-September 2025 expenditures).

**CDC Prevention, Jose Ramirez, Minnesota Department of Health**

*Review Written Report*

**V. Committee Reports**

- Executive Committee and Co-Chair Updates

Parliamentarian Election:

**MOVE:** Mark moved that Pat Reymann be re-elected to the role of Parliamentarian for the term of April 1, 2025 – March 31, 2026.

**DEBATE:** None

**VOTE:** There were no objections, the motion passed by unanimous consent.

Grievance Committee Election:

Stephen and Raquelle nominated themselves for the Grievance Committee. Trillian accepted Kevin's nomination to the Grievance Committee. With no objection, Stephen, Raquelle, and Trillian will make up the Grievance Committee should it need to be convened.

Code of Conduct:

Patrick read the below statement related to a recent code of conduct violation investigation conducted by the Executive Committee.

*In December of 2024, a code of conduct violation about a council member was reported to the Membership & Training Committee who forwarded the report to the Executive Committee to investigate. This report alleged that this council member was*



*disrespectful towards Council Staff, non-collaborative in his approach to planning and facilitating Council events, and publicly unsupportive of council decisions made by majority vote, regardless of his personal position.*

*The Executive Committee reviewed materials provided and discussed their own experiences with this individual over the last year and determined that he had engaged in behavior that violated and/or was substantially inconsistent with the Council's Code of Conduct.*

*This individual was given ten days to provide a written response to the Executive Committee. Those written responses were reviewed and the Executive Committee voted unanimously to uphold their recommendation that the individual be censured and suspended from the council for two years. He may also not serve as a community co-chair.*

*The Code of Conduct policy is in place to provide guidance for appropriate behavior while conducting council business and to establish procedures for addressing violations of the Code of Conduct. For the safety and comfort of all council members, guests, recipient staff, and council staff It is imperative that we all follow the Code of Conduct and treat one another and the work with respect. Interpersonal issues and misconduct cannot continue to get in the way of conducting that work.*

*Like every year, all council members will be asked to review and sign off on understanding and committing to following the Bylaws and the Hennepin County Non-Discrimination Respectful Workplace policy. The revisions to the Bylaws include steps that can be taken to manage misconduct going forward.*

- Community Voices Committee
  - CVC met last night and continues to brainstorm ways to expand membership. The next meeting is May 12<sup>th</sup> from 4-6 with a virtual and in-person option at the Minneapolis Central Library, Room S-275.
- Disparities Elimination Committee
  - DEC received data from MDH around HIV in the Hispanic/Latine Popoulation in Minnesota and discussed the data with community-based providers.
  - The discussed updating service standards
  - They reviewed the committee's workplan.
- Membership and Training Committee
  - Reviewed attendance and discussed applicants.
  - Reviewed recruitment materials/applications for stigmatizing language.
  - Discussed recruitment ideas and events, and vacancies.
- Needs Assessment and Evaluation Committee
  - Discussed feedback from 2025 needs assessment survey.
  - Reviewed and finalized recruitment materials for the 2025 needs assessment survey.

- Planning and Allocations Committee
  - Received expenditures reporting from Parts A and B FY24 Quarter 3.
  - Discussed consumer closure impact and brainstormed future discussions.
  - Discussed frequency and efficacy of PSRA and future DHS expenditure reporting.

**VI. Council Staff Report**

- Aamina reminded members to complete their Conflict of Interest form for FY25.

**VII. Hennepin County Public Health Strategic Planning**

- Justin and Hannah from Hennepin County Public Health facilitated two discussions (one online and one in-person) with groups to learn more about strategic planning goals and initiatives from the perspectives of MCHACP members. They will make notes available upon request.

**VIII. Unfinished Business / New Business**

- Patrick announced that in his role at University of Minnesota Public Health, they are putting on an HIV Conference June 10 – 13 and have sent out a Save the Date. There is a current Call for Abstracts – community members are encouraged to submit abstracts. Follow up with Patrick at [ingra227@umn.edu](mailto:ingra227@umn.edu) for more information!

**IX. Open Forum**

- Alissa, Ryan White Program Manager at Hennepin County highlighted the unusual times we're in with all of the stresses and unknowns in the federal landscape. She will share any information she has when it's available and is happy to take questions from Council members. She reaffirmed that Hennepin County and DHS are working and collaborating closely to partner with subrecipient providers and continue to strengthen the Ryan White System of Care. She called on members to remember to adhere to the code of conduct when working with one another and with council guests and representatives.
- Darin cosigned this message and shared excitement around continued collaboration between Hennepin County and DHS. He added the reminder that everyone's cup is full and it's important to approach our shared work with grace and humanity.
- Patrick raised concerns around the federal funding landscape and how organizations will adapt to pending changes.
- Kevin noted that there is an upcoming HIV on the Hill day on May 5th which may be an opportunity for council members to advocate for their community needs. This would be an activity that council members engage in as residents, rather than on behalf of the council which does not function as an advocacy group.

**X. Announcements**

- MN POC Pride will take place in August with vendor registration open currently. Details available at [mnpocpride.org](http://mnpocpride.org).
- Another hearty welcome to all new council members who are encouraged to reach out to council staff or co-chairs if there are any questions or opportunities to clarify.

**XI. Adjourn**

- Kevin adjourned the meeting at 10:57am.

**Meeting Summary:**

- Director Hollie, overseeing Hennepin County Public Health, introduced herself and thanked the Council for their dedication to the work.
- Pat Reymann was re-elected as MCHACP Parliamentarian.
- Stephen, Raquelle and Trillian were nominated to the Grievance Committee.

**Documents distributed before the meeting:**

- MCHACP Agenda 3.11.25
- MCAHCP Minutes 2.11.25
- Part A Update
- Part B Update
- March 11 Committee Reports
- MDH Prevention Update
- Grievance Committee Action Item
- Parliamentarian Election Action Item

**Minutes prepared by:** Eriika Etshokin

**Minutes reviewed by:** Aamina Abdirashid Mohamed

**Minutes approved on:** [DATE] by MCHACP.