

MN Council for HIV/AIDS Care and Prevention Meeting
June 14, 2016
9 am-12 pm
Health Services Building, Room L15
525 Portland Ave. S., Minneapolis
Minutes

Council Members Present:	
Alejandro Aguilera	Florence Nabeta
Robert Andrews	David Neller
Mike Behl (phone)	Lesa Nelson
Tom Bichanga	Gelli Overton
Colleen Bjerke	Val Rubin-Rashaad
Kyle Dular	Karin Sabey (phone)
Roger Ernst (Council Co-Chair)	Matt Toburen
Terral Ewing	Thuan Tran
Robert Gillum, Jr.	Gwen Velez
Marvin Innes	John Vener, MD
Tim Kopischke	Monica Yugu
Valentine Momo	
Council Members Absent:	
Loyal Brooks	Rick Laska
Al Fredrickson	Larry McPherson (Council Co-Chair)
Bielca Guevara	Rob Pioli
Community Members/Guests/Consultants:	
Kip Alms, Hennepin County	Mary McCarthy, RAAN
Andy Ansell, DHS (phone)	Stephen Jensen, Community Member
Nic Dehning, MAP	Anika Walz, Hennepin County
Keith Henry, MD, Positive Care Center	Patrick , MAP
Linda Hoskins, CCG	Tim, MAP
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Thuan Tran	Colleen Bjerke
MDH (CDC) Representative:	
Krissie Guerard	
MCHACP Staff:	
Patrick Tschida, Coordinator	Carissa Weisdorf, Administrative Specialist (minutes)

Quorum Present? **Yes**

- I. **Call to Order & Reading of the Guiding Principles**
 Roger called the meeting to order at 9:05 am and said he is facilitating; the tables are arranged in groups for the SARS exercise. Florence read the 6 guiding principles aloud.
- II. **Lighting of the Candle**
 Terral lit the candle in honor of Connie Statz, founder of Camp Benedict, who passed away one year ago. Marvin lit the candle for the 49 individuals who lost their lives in Orlando and we took a moment of silence.
- III. **Welcome and Introductions**
- IV. **Consideration and Approval of Proposed Agenda**
 Matt motioned to approve the agenda and Terral seconded; the agenda was approved by unanimous consent.
- V. **Consideration and Approval of May 10 Meeting Minutes**
 Matt motioned to approve the minutes and Terral seconded; the minutes were approved by unanimous consent.

VI. Co-Chair Update

- Roger said Larry is unable to attend today so Marvin is filling in as a co-chair.
- Rob Yaeger left his position at MDH; we will have two co-chairs in the interim until a new person is hired for the position.
- The co-chairs reviewed and discussed a draft council charter. There were some edits and CCG will revise it then the Executive will review and forward to the council for approval.

VII. Part A Update

Thuan Tran, Hennepin County

- Thuan referred to the **Part A Update**.
- June 5 marked 35 years of AIDS and an infographic showing the impact of Ryan White services is available as a handout.
- Upcoming reports due in July and August.
- Thuan introduced and welcomed Anika Walz, she recently joined the Ryan White Program as the Quality Management Coordinator.
- The goals, objectives and activities of the Integrated HIV Prevention and Care Plan will be completed at the June 22 PAC and DEC meeting and PAC will develop the monitoring plan in July; the council will approve the plan in August.
- Appropriations bill was signed so programs will continue to be funded.
- Reauthorization to Ryan White legislation likely will occur with the new administration; Ryan White is a bill that must be reauthorized and it is past due.

VIII. Part B Update

Colleen Bjerke, DHS

- Part B received their grant award. There was a slight decrease in formula funding, MAI and ADAP, roughly \$26,000 in total, and won't affect contracts.
- Supervisor position will be posted soon, it is a temporary 3 year position.
- Andy's position is extended through the end of July; a replacement will likely be hired in late-July or August.
- Update on formulary expansion: includes all medications covered by MN Medicaid with exception of controlled substance. Will notify clients by letter in the next 2 weeks and if there are meds not currently covered they can contact customer care and they will manually process to add them to the Program HH formulary.
 - Mary asked if it will adhere to prior authorizations for MA; Andy replied no.
- DHS is paying for MN Care premiums.

IX. Prevention Update

Krissie Guerard, MDH

- Krissie said she will provide the prevention update in advance in the future.
- PrEP grants went out and were awarded to the Red Door Clinic, Positive Care, MAP, Clinic 555 in St. Paul and YAP. Four agencies were not funded but will receive TA from MDH to increase their capacity. Contracts start July 1; there is a total of \$400,000 and it is rebate money from DHS.
- Rob's position will be posted soon and the new hire will serve as a council co-chair.
- Statewide HIV strategy position will be filled soon.
- Anticipate flat funding, \$28,000 increase for STD funding.
- Several new positions will be posted soon as well.
- Dr. Henry said the Positive Care Center is part of an international PrEP study comparing Truvada to a new Truvada. The study is the first of its kind in MN; he will send details once received.

X. Council Staff Update

Patrick Tschida, Hennepin County

- Matt presented a Robert's Rules of Order (RRO) tidbit so the council can become more familiar with it; he provided a handout on making a motion. The purpose of making a motion is for a group like ours to have a

discussion, make a decision and move on; it allows all member to have an opportunity to contribute. A motion is a way to bring new business to the group; if there is no motion then there should be no discussion from the group, otherwise 30 people could be talking at once. Seconding a motion means you want to have discussion about the motion, not necessarily that you support it.

- During the discussion, the council does not alternate viewpoints for or against the motion although this is part of RRO.
- Monica said a lot of the discussion in committees is brainstorming.
- Patrick said a workgroup continues to meet to do action mapping for an online new member orientation.

XI. Committee Reports (provided in written form)

A. Planning & Allocations

- **Action Item: Approval of post-award allocations.** Tim discussed the **2016 Post Award Proposal**. **MOTION:** Tim motioned to approve the 2016 post-award allocations. No discussion. Council members in attendance voted:

Name	COI?	Vote	Name	COI?	Vote
Alejandro Aguilera		Yes	Mike Behl		Yes
Colleen Bjerke		Yes	Monica Yugu		Yes
David Neller		Yes	Robert Andrews		Yes
Florence Kulubya-Nabeta		Yes	Robert Gillum Jr.		Yes
Gelli Overton		Yes	Roger Ernst		Abstain (facilitation)
Gwen Velez		Yes	Terral Ewing		Yes
John Vener, MD		Yes	Thuan Tran		Yes
Kyle Dulgar		Yes	Timothy Kopischke		Yes
Lesa Nelson		Yes	Tom Bichanga		Yes
Marvin Innes		Yes	Val Rubin-Rashaad		Yes
Matt Toburen		Yes	Valentine Momo		Yes

21-0, 1 abstained. Motion carries.

- **Action Item: Adoption of MNT Standards.** Linda Hoskins from CCG attended to discuss the standards development process. **MOTION:** Marvin motioned to approve the **Medical Nutrition Standards**.
DISCUSSION:
 - David asked who are the providers and unaligned consumers who attended to provide feedback on the standards. Linda referred to the **Process to Develop or Revise Ryan White Program Standards of Care** and the **Process Checklist**. Thuan said unaligned consumers who attend CVC are invited to attend the feedback meeting for all standards of care and DHS invites CAC; we also send the meeting info to providers to promote to their clients. There is a separate meeting for providers of the service area. David wants transparency in the process; Alejandro is working to get CAC more involved in the process as part of their roles and responsibilities.
 - Gwen said standard 5: Cultural Sensitivity is not consistent with other standards; Thuan did not develop these standards but this is a best practice that was found in the research. DEC is going to better define these measurements and standards are a QI process so there will be revision. Alejandro said this is HRSA language.
 - Monica said to not forget seniors in the process, especially when it relates to nutrition.
 - The council voted unanimously to approve the **Medical Nutrition Standards**. Motion carries.
- **Action Item: List of HRSA-allowable services.** Tim referred to the **Fundable Ryan White HIV/AIDS Program Services**; the Executive Committee decided to prioritize all fundable services so the council will prioritize these services and then determine allocations. **MOTION:** Tim motioned to approve the list of **Fundable Ryan White HIV/AIDS Program Services**. DISCUSSION:

- Roger said some consumers were concerned the council was not prioritizing all allowable services and if we don't prioritize a service we can't allocate funding to it.
- Gwen asked for a definition of permanency planning; Colleen replied it is the legal plan for the care of children in case a parent is unable to care for the child.
- The council voted unanimously to approve the **Fundable Ryan White HIV/AIDS Program Services**. Motion carries.

B. Disparities Elimination Committee

- Gwen said the committee will define the populations included in comprehensive plan who experience disparities and aging population will be included. Who is left out or marginalized.
- Will take additional time to complete their work.

C. Membership & Training

- Interviews and membership recommendations

BREAK

D. Needs Assessment & Evaluation

- **Presentation of Core Medical SARS**

- Roger and Alejandro presented the **Core Medical Service Area Review Summaries (SARS)** and explained the purpose is to use these documents in making data driven decisions with prioritization. They presented a mock discussion on the **Linguistics Services**. Kip said if there are questions about the SARS to send an email to the group and someone may have the information; Alejandro added make sure you ask questions if you don't understand something.
 - Monica said missing is interpretations services from clinics or case managers. This is not collected but helpful for the council to know; Alejandro said this is a good suggestion for changes to the SARS in the future. Kip said it would be difficult to get this data from providers and the SARS are objective data and we keep away from subjective data. Karin said there is HRSA data for Ryan White services in MN; it includes all parts of Ryan White. She suggested reviewing this data while looking at the SARS and look at the total population of clients accessing Ryan White services and ask questions about the data. We will send this link out; Karin suggested it would be good for DEC to look at it too.
- Groups will take 10 minutes to discuss each category and need to use evidence to make decisions. Each group will report back to the council about the most important points. Critically think through, synthesize data, ask questions.
 - Each group reported back to the council with the data points they picked as the most important in each service area.

- **Completion of Paired Comparison**

- Patrick referred to the **2016 Paired Comparison Analysis Worksheet Instructions**. Either use the drop down selection or type in your responses with a capital letter. It is similar to the previous process the former council used two years ago.
- Staff will email it out and please contact staff with any questions.

XII. Open Forum None

XIII. Announcements

- Terral said Camp Benedict was a success and well attended.
- Carissa said the Needs Assessment & Evaluation Committee has an evaluation for today's meeting.
- The June 22 DEC and PAC meeting location changed to HSB room 110.
- We distributed the core medical SARS today and members should bring them to the August allocations retreat.

- Alejandro will send a link for the HRSA case studies.

XIV. Adjourn

The meeting adjourned at 11:55 pm.

Meeting Summary:

- The council approved the **2016 Post Award Proposal**.
- The council approved the **Medical Nutrition Standards**.
- The council approved the **List of HRSA-Allowable Services**.
- The Needs Assessment & Evaluation Committee presented the Core Medical Services Service Area Review Summaries (SARS).

Documents Distributed Before the Meeting:

- Proposed Agenda
- May 10 Meeting Minutes
- Part A Update
- Part B Update
- Ryan White HIV/AIDS Program by the Numbers infographic
- Committee Report Summaries
- Core Medical Services Service Area Review Summaries (SARS)
- Instructions for Paired Comparison Analysis (Core Medical Services)
- **Action Item:** 2016 Post Award Proposal
- 2016 Post Award Proposal
- **Action Item:** Medical Nutrition Standards of Care
- Medical Nutrition Standards of Care
- **Action Item:** 2016 List of Services Funded by HRSA for Prioritization
- Fundable RWHAP Services
- Ryan White HIV/AIDS Program Services: Eligible Individuals & Allowable Uses of Funds
- June Meeting Evaluation

Documents Distributed At the Meeting:

- What's All the Commotion about Motions?
- FY 2016 Application Allocations
- Process to Develop or Revise Ryan White Program Standards of Care
- Process Checklist
- Linguistics Services