

MN Council for HIV/AIDS Care and Prevention Meeting
June 13, 2017
9 am-12 pm
Health Services Building, Room L15
525 Portland Ave. S., Minneapolis
Minutes

Council Members Present:	Valentine Momo
Alejandro Aguilera	David Neller
Robert Andrews	Lesla Nelson (Council Co-Chair)
Lisa Behr	Val Rubin-Rashaad
Tom Bichanga	Tyrie Stanley
Roger Ernst (Council Co-Chair)	Matt Toburen
Terral Ewing	Thuan Tran
Robert Gillum, Jr.	Gwen Velez
Bielca Guevara	John Vener, MD
Rachel Heule	Johnnie Williams
Ejay Jack	McKinzie Woelfel (Council Co-Chair)
Stephen Jensen	
Council Members Absent:	
Gelli Overton	Lenny Hayes
Florence Kulubya-Nabeta	Loyal Brooks
Community Members/Guests/Consultants:	Dr. Alvine Laure Ekame, MDH
Colleen Bjerke, DHS	Anika Kaleewoun, Hennepin County
Jessica Thao	Nigel Perrote, City of Minneapolis
Dennis Anderson, Community Member	Aaron Peterson, Hennepin County
Walter Urey, Hennepin County	Jared Shenk, MDH
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Ryann Freeman	Rachel Heule
MDH (Prevention) Representative:	MCHACP Parliamentarian:
Chrissy Jones	Pat Reymann, PRP
MCHACP Staff:	
Carissa Weisdorf, Coordinator	Jeremy Stadelman, Admin Specialist (minutes)

Quorum Present? **Yes**

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

Roger Ernst called the meeting to order at 9:03 a.m. and read the guiding principles. Introductions were made.

Consideration and Approval of Proposed Agenda

- Roger motioned to approve the agenda; the agenda was approved by unanimous consent.

Consideration and Approval of May 9 Meeting Minutes

- Roger motioned to approve the minutes; the minutes were approved by unanimous consent.

II. Co-Chair Update

- Roger Ernst shared that the council had a facilitation training for co-chairs, and it was helpful and well done.
- Dr. Alvine Laure Ekame from MDH is at today's meeting to speak about the work of the MN HIV strategy board.
- Lesla Nelson noted that she thought the facilitation training went well, and she learned quite a bit.

III. Grantee Reports

- **Part A Update**

Ryann Freeman, Hennepin County

- Working on Part A Grant progress report, which is due June 30. They are including a narrative about the challenges and accomplishments of the council.

- We should know our final award for 2017 in July.
 - Part A site visit July 25-27. They will want to meet with the Executive Committee, council co-chairs, and a lunch with consumers is being planned for July 26.
 - Core Medical Waiver- An addendum on the Core Medical Services Grant Waiver will be submitted this week. We were asked to provide more information on sources.
- **Part B Update**
Rachel Heule, DHS
 - No update.
- **Prevention Update**
Chryssie Jones, MDH
 - MDH is expanding PrEP programming with funding from DHS. They have programs up, but now expanding to providers. They are working to put together a directory of PrEP friendly providers; if you know of any, contact Chryssie (christine.jones@state.mn.us) or Japhet (japhet.nyakundi@state.mn.us).
 - Gwen Velez asked what “PrEP friendly” means and if women will be included.
 - Chryssie explained that MSM and Trans funding only for now, but they will work to identify PrEP friendly providers for women.
 - Roger asked: if an agency is working with a straight couple, can the female partner be funded for PrEP?
 - Lisa Behr explained that Ramsey County is a grant recipient and that its target groups include both MSM and women.
 - Chryssie added that only 75% of funding needs to go to a target population, so no one should be turning away women, even if they aren’t target populations.
 - Gwen emphasized that she has been hearing that women are not finding PrEP friendly providers.
 - Bielca added that she has been finding pregnant couples who need access to PrEP.
 - MDH is dealing with an outbreak of syphilis, especially within Native American communities. MDH has partnered with tribal areas up north and they have treated 2 or 3 people; really successful events, may have one more.
 - TB and measles outbreaks are also being dealt with.
 - Chryssie will check to see if they can provide more info on which Native American community was targeted for the syphilis outbreak. Will send to Carissa if she can.
 - MDH is working on a pilot rapid-rapid HIV testing program. They have not confirmed any acute cases.
 - SAMSA awarded a grant on overdose prevention activities. Some agencies are receiving Naloxone- if you want more info, contact Chryssie.
 - John Vener referred members to Japhet Nyakundi’s article that he distributed at last month’s Needs Assessment & Evaluation Committee meeting for more info on PrEP.
 - Bielca added that she spoke with at least 3 people who believed that HIV did not exist anymore- keep this in mind when educating about HIV/AIDS.

IV. Update on the Minnesota HIV Strategy

Dr. Alvine Laure Ekame, Minnesota HIV Strategy Coordinator- contact her at [Dr. Alvine Laure Ekame](#) or at 651-201-4029

- Dr. Alvine Laure Ekame updated the council on the MN HIV Strategy Advisory Board.
- Dr. Ekame noted that the project is funded by DHS with rebate funds, and that she started in August 2016.
- First meeting was used to gather information about the vision the advisory board has for the MN HIV Strategy.
- The MN HIV Strategy bill authorized was recently presented to and signed by Governor Mark Dayton.
- The current plan is to have the Strategy completed by Feb 1, 2018.
- The Advisory Board has utilized a “fishbowl process” so that the community is fully aware of the process.
- To build interest and support for the Strategy the Advisory Board has held meetings with MDH, Aliveness Project, and other community members.
- The Advisory Board has also held numerous informal one on one meetings with stakeholders.

- Updates will be available on their [webpage](#).
- The Advisory Board is working on drafting questionnaires to gather more input.
- The Advisory Board currently has 24 members.
- Meetings are open to the public, but let them know if you plan to attend to make sure they have a room large enough; the next meeting is June 26, 9:30am to 12:00pm, at Clare Housing.
- From Dr. Ekame's presentation:
 - What have we done?
 - Practical vision: by 2025 MN will be a state where HIV infections are rare, and when they do occur patients will have access to high quality care.
 - Understanding underlying contradictions- blocks and barriers that prevent us from realizing our vision.
 - Collective impact- we are all affected by HIV, so it is a team effort.
 - What's next?
 - July and August- gather input from:
 - PLWHA (people living with HIV/AIDS), community members
 - Health and Human Services providers
 - State, local and tribal government leaders and staff
 - First focus group will be at Aliveness- focus on data input from PLWHA- 15 spots, first come first serve- 2 hours
 - How you can help?
 - Attend the upcoming focus group with Planning Council Members
 - Help spread the word about the MN HIV Strategy
 - [Subscribe to MN HIV Strategy updates](#)
 - Terral asked if there will be focus groups in Greater MN. He would like to see one in Moorhead area; can use Minnkota support groups- Dr. Ekame asked Terral to send more info to her.
 - Dr Ekame explained that they are looking at 5 counties with higher infection rates.
 - Roger added that they are looking at St. Louis, Olmstead, Worthington, Mankato, Duluth
 - Also looking at North Dakota- had a large increase in HIV/AIDS diagnoses last year.
 - A ND and MN summit is being planned.

V. Staff Update

Carissa Weisdorf, Hennepin County

- Carissa reminded the council that there is a meeting after today's council meeting about the mock allocations presentation, everyone is invited to participate.
- Following the July 11 council meeting there is a standards of care input meeting- please RSVP with Jeremy (Jeremy.stadelman@hennepin.us) if you are a consumer who receives these services and would like to attend.
 - Non-medical case management and Treatment adherence are the standards that will be discussed.
- Co-chairs ask members to refer to the email regarding the conflict of interest policy that Carissa sent on May 11.
- Carissa reminded co-chairs that they should fill out meeting evaluation for last week's facilitation training.
- Monitoring plan for the integrated plan: this year we are gathering baseline data.
 - Alejandro asked if the Community Voices Committee is going to be integrated into the monitoring plan. He thinks it ought to be.
- Carissa announced that a quick meeting survey will be available at each council meeting to make sure that members are feeling valued and that their voices are being heard.
- Carissa announced that she wants to meet with council members one-on-one- and will be contacting members to set up the meetings.
- eLearning module is complete and we are working to get it on the website.
- Grievance procedure- call Carissa or co-chairs if you have questions about it.

- Jeremy asked council members to let him know if they need to book hotels between now and the end of August.

VI. Robert's Rules of Order Training Tidbit

Pat Reymann, MN Council for HIV/AIDS Care and Prevention Parliamentarian

- Pat led a motion demonstration, with a script provided to council members.
 - Why is it important to wait to be recognized by the chair before speaking?
 - Gives order, allows everyone the chance to speak
 - Person who seconds a motion does not need to be recorded in the minutes
 - Chair will restate the motion, and re-open debate to the floor
 - Chair keeps the focus on the motion.
 - Questions should be directed at the Chair, rather than to staff or other members.
 - Chair will repeat the motion before taking the vote.
 - Count the vote, announce the results, and move forward with the action.

VII. Committee Reports (also provided in written form)

- Executive Committee
 - None.
- Community Voices
 - None.
- Disparities Elimination
 - a. **Action Item:** Co-Chair Election
 - **MOTION:** Robert Gillum, Jr. moved that the Action Item: Co-Chair Election be approved. The ayes have it, the motion is carried unanimously.
 - Drew Hockman introduced himself. He is a case manager at MAP. He has been active in the community for a number of years; excited to be here. He will be community member rather than a council member for now.
 - David announced that we are initiating a survey to determine the disparities within the council, which aligns with goal 3.4 of the integrated plan. Council staff will email the link after this meeting with hopes that members complete it by June 30. We are also going to be reaching out to past members. David encourages the council to fill it out.
- Membership & Training
 - None.
- Needs Assessment & Evaluation
 - a. **Action Item:** Needs Assessment & Evaluation Committee recommendations
 - **MOTION:** Alejandro moved that Needs Assessment & Evaluation Committee recommendations be approved.
 - Alejandro explained that the Needs Assessment committee realized that they didn't have much data on Native Americans. He referred the committee to the ***HIV/AIDS in Native American Communities*** document provided.
 - 3 recommendations are outlined in the action item.
 - Work is already starting on this, so this is a formality to cement the recommendations into action.
 - Matt Toburen applauds the work for addressing the need, but asked if the council has the authority to direct Part A.

- Roger explained that we have the authority to direct on allocations, but it's not clear on other items.
 - Alejandro added that there is nothing to say we can't direct.
 - Carissa added that the legislation says direction about funding and allocation, but not on other items. She explained that adding "to recommend/direct" to the action items seemed to be a good solution to address this.
 - Matt emphasized that language in legislation says that planning councils are an independent decision making body, and Part A cannot dictate to the council.
- The ayes have it, motion is adopted with unanimous support.
- Ejay Jack announced that we will be distributing a Council Operations and Monitoring Evaluation survey at today's meeting. Ejay explained that we will be distributing the surveys regularly, and asked members to please take the survey (surveys are offered in paper and online).
- Planning & Allocations
 - a. **Action Item:** Revised 2017 Guiding Principles
 - Tyrie Stanley referred members to the **2017 Guiding Values for the Allocation Process document** provided.
 - The only change is that we have a different process if we receive Core Medical Services Waiver.
 - Roger Ernst explained that 75% of funds must go to core medical unless we receive a waiver. The Guiding Principles are just accounting for this, knowing that we applied for the waiver.
 - Robert Andrews asked for clarification.
 - Carissa Weisdorf explained that the change to the guiding principles only applies if we get a funding increase. The Planning and Allocations Committee updated language because we did apply for a waiver this year.
 - Terral Ewing asked which bullet point has changed.
 - Lesa replied that only the last bullet point was updated.
 - Gwen Velez, referring to the 2nd to last bullet point, asked if there is a reason we are working with \$50,000 as a minimum amount to hire a FTE. She explained that this minimum doesn't support a FTE. The number is from 15 years ago.
 - Can we consider looking at that and increasing that number?
 - Roger suggested that the council ask Jonathan.
 - Matt suggested that we ask the Planning and Allocations committee.
 - Alejandro asked what the difference is between the Greater Minnesota Set Aside and Core Medical Service Area.
 - Thuan explained all services are available to greater MN with Part B funding and the set aside provides additional services that are unique to greater MN.
 - Lisa Behr asked for clarification as to what the motion was about- the entire document, or just the noted changes?
 - Tyrie explained that the action item is to approve the changes.
 - Thuan, speaking for the motion, explained that the minimum number came out of council, so it's up to the council to approve the appropriate amount of funding.
 - Matt asked that, in the future, the document should clearly specify what exactly was changed. He asked the committee to clarify what we are voting on.
 - Tyrie explained that we are voting on the process for prioritizing funds for the 2017 year based on the application for the rebate.

- Rachel Huele asked if, when they are deletions or additions to documents, what are we voting on- the changes or the entire document.
- Roger stressed that if we want the committee to review it, we should be clear as to what we want them to look at.
- Gwen explained that she would like to see the committee do an analysis of the \$50,000 minimum and see what would be appropriate for 2017.
 - Roger- when we do allocations, we don't talk about the \$ amount for the FTE- we should have a figure that is viable.
- Terral Ewing explained the he was finding it hard to understand why the whole document is being voted on, and not the specific piece. He would like to compare the new with the old to see if other language has changed.
- Pat Reymann, the Parliamentarian explained the council's options for moving forward. She explained that the council can make a motion to send the entire document back to the Planning and Allocations committee to have them pull out their changes. Then you can discuss any other changes, like Gwen's concern about the \$50,000.
- **MOTION:** Terral moved that the council send the Revised Guiding Principles document back to the committee to pull out the amendments/changes that have been made. It was seconded.
- **DEBATE:**
 - Matt, speaking in opposition to the motion, explained that the document up for approval just includes that we are now applying for the waiver, and we should go ahead with what the committee has come up with. Then we can have the committee look at it again.
 - Bielca stressed that more money should go to Greater MN.
 - Tom Bichanga supports Matt's recommendation regarding the motion.
 - Lisa agreed with Matt and added that these are small changes based on the fact that we applied for waiver. The council is wasting time if this has to go back to committee. She urged the council to approve the document now; additional changes can be reviewed later.
 - Robert Gillum asked if you send back to the committee, can all changes be made at that time.
 - Pat replied, yes.
 - With 7 ayes and 12 no's, the motion is defeated.
- **MOTION:** Tyrie Stanley moved that the Action Item: Revised 2017 Guiding Principles be approved. With 13 ayes and 7 no's, the motion carries.
- **MOTION:** Matt moved that the Planning and Allocations Committee review the approved Revised 2017 Guiding Values Allocations and to make any additional changes prior to allocations in August. The motion was seconded.
 - **DEBATE:**
 - Tyrie asked what the council wants the committee to look at.
 - Roger explained that the suggested changes were about the \$50,000 figure- the Planning and Allocations Committee should look at it and reconsider.
 - Tyrie asked Carissa about moving forward on this.
 - Gwen mentioned that this figure was developed many years ago, and it is not sufficient any longer to support a FTE.
 - Ejay recommended that the Planning and Allocations Committee have a conversation with providers who put budgets together to find out what an appropriate amount would be. Ejay stressed that we should ensure that we are paying a living wage.
 - Rachel suggested that the committee find out how often we are hiring at \$50,000 level and look at average hiring salary.

- David Neller added that the council should consider updating the concept of how we fund and make it current to today's market values- our documents should include realistic amounts.
- With 16 ayes and 3 no's, the motions carries.

VIII. Service Area Presentation

Needs Assessment and Evaluation Committee

- Alejandro referenced the **PrEP and Condom Distribution Service Areas document** provided to members.
 - Alejandro stressed that members should make sure you are looking at that data sources.
 - Needs Assessment has a survey in the works to gather info on PrEP.
 - Alejandro asked if condom distribution is referring to number distributed or people served.
 - Ejay explained that the numbers referenced were for people served.
 - McKinzie affirmed that the numbers are for people served.
 - Tyrie mentioned that he is bothered that the providers are listed on the back of the document.
 - Bielca noted that she likes to see who the providers are.
 - Alejandro explained that, as an advocate, he would like to know where to go for services.
 - Roger stressed that this is public information but explained that we are not supposed to talk about specific providers.
 - Carissa explained that the providers are listed for educational purposes- some know, some don't so all should know for an even playing field.
 - Alejandro stressed that listing the providers is not about criticizing providers, it's just about sharing what providers do or who they serve, which is factual information.

BREAK

IX. HIV/AIDS Epidemiology Update

Jared Shenk, Minnesota Department of Health

- Jared Shenk gave a presentation on the HIV/AIDS Epidemiology Update for 2016.

X. Unfinished Business/New Business

- None.

XI. Open Forum

- Terral thanked all the agencies who participated in camp.

XII. Announcements

- Roger reminded members to fill out the surveys.

XIII. Adjourn

- **MOTION:** Lesa moved to adjourn the meeting. The meeting adjourned at 12:03pm.

Meeting Summary:

- The Council approved the **Action Item:** Needs Assessment & Evaluation Committee recommendations
- The Council approved the **Action Item:** Co-Chair Election
- The Council approved the **Action Item:** Revised 2017 Guiding Principles
- The Council received and updated from Dr. Alvine Laure Ekame on the Minnesota HIV Strategy
- The Council received a Robert's Rules of Order training tidbit presentation from Pat Reymann, MCHACP Parliamentarian
- The Council received an HIV/AIDS Epidemiology update from Jared Shenk of the Minnesota Department of Health

Documents Distributed Before the Meeting:

- Proposed Agenda
- May 9 Meeting Minutes
- **Action Item:** Needs Assessment & Evaluation Committee recommendations
- **Action Item:** Co-Chair Election
- **Action Item:** Revised 2017 Guiding Principles
- Committee Report Summaries
- HIV/AIDS Impact in Native American Communities
- Revised 2017 Guiding Values for the Allocation Process
- Integrated Monitoring Plan Reporting Table
- PrEP and Condom Distribution Service Areas Presentation
- Ryan White Standards of Care Consumer Input Meeting July 11

Documents Distributed At the Meeting:

- Part A Update
- Parliamentary Training Tidbit

JS/cw