

**MN Council for HIV/AIDS Care and Prevention**  
**Meeting Minutes for November 13, 2018**  
**9:00am to 12:00pm**  
**Health Services Building, Room L15**  
**Minutes**

<b>Council Members Present:</b>	
Dennis Anderson	Stephen Jensen
Robert Andrews (phone)	James McMurray
Lisa Behr	David Neller
Tom Bichanga	Lesla Nelson (Council Co-Chair)
Loyal Brooks	Florence Nabeta
Evelyn Combs	Fred Ndip
Roger Ernst (phone)	Gelli Overton
Terral Ewing (phone)	Tyrie Stanley (Council Co-Chair)
Ryann Freeman	Matt Toburen
Robert Gillum Jr.	Gwen Velez
Raymel Givens	Johnnie Williams
Destiny Holiday	McKinzie Woelfel (Council Co-Chair)
<b>Council Members Absent:</b>	
Alejandro Aguilera	Val Rubin-Rashaad
Cree Gordon	John Vener, MD
<b>Community Members/Guests/Consultants:</b>	
Walter Urey, Hennepin County	Anika Kaleewoun, Hennepin County
Thuan Tran, Hennepin County	Jake Maxon, Hennepin County
Mona Deoferio, Hennepin County	Aaron Peterson, Hennepin County
<b>Hennepin County (Part A) Representative:</b>	
Jonathan Hanft	<b>DHS (Part B) Representative:</b>
	Colleen Bjerke
<b>MDH (Prevention) Representative:</b>	
Peggy Darrett-Brewer	<b>MCHACP Parliamentarian:</b>
	Pat Reymann, PRP
<b>MCHACP Staff:</b>	
Carissa Weisdorf, Council Coordinator	Jeremy Stadelman, Admin Specialist (minutes)

Quorum Present? **Yes**

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

- Lesa Nelson called the meeting to order at 9:06 a.m. The guiding principles were read and introductions were made.
- Destiny Holiday lit the candle in memory of Argentina (Tina) Taylor who recently passed away.
- Lesa Nelson read an article about Dr. Jerry Rabinowitz, an HIV doctor who was killed in the Pittsburgh synagogue shooting.

**Consideration and Approval of Proposed Agenda**

- The agenda was approved by unanimous consent.

**Consideration and Approval of October Meeting Minutes**

- The minutes were approved by unanimous consent.

**II. Co-Chair Update**

- McKinzie Woelfel announced that the council co-chairs will be going to the National Ryan White Conference in December.
- McKinzie asked members to hold their questions until the end of each presentation and use the provided notecards if you need to jot down your question or would like it to be asked anonymously.

**III. Council Staff Update**

- Carissa Weisdorf reminded members that the date of the December council meeting was moved from the 11<sup>th</sup> to the 18<sup>th</sup>.

#### IV. Recipient Reports

- **Part A Update**

*Jonathan Hanft, Hennepin County*

- FY2019 Part A award notice is expected on time this year.
- HRSA/HAB issued a letter regarding viral suppression, which encourages recipients to highlight the benefits of achieving viral suppression.
- FY2018 estimated unobligated balances are due December 31.
- Part A Notice of Funding Opportunity: building capacity for HIV elimination in Ryan White HIV/AIDS Program Part A jurisdictions.
  - Up to \$500,000/year
  - Part A plans to apply, but only five jurisdictions will receive the funds.
  - Part A will propose using the funds to reduce transmission in disparately impacted communities.
- The National Ryan White Conference is December 11-14, 2018.
- QMAC (Quality Management Advisory Committee) is recruiting for two consumers and two providers.
  - Contact Anika Kaleewoun (anika.kaleewoun@hennepin.us) for an application.
- FY2019 core medical expenditure waiver public input meeting follows today's council meeting.
- Jonathan reviewed the **FY2018 second quarter expenditure report**.
  - 44% of budgeted funds have been spent.
  - Colleen Bjerke noted that because Part B has to spend the rebate funds before spending grant money, some service areas look like they are spending less than they actually are.
  - Part A's policy is that any provider that spends 40% or less by end of 2<sup>nd</sup> quarter may have some of their funding redistributed to other service areas.
  - Mostly on track with spending, but some small reallocations have been proposed.
  - Tyrie Stanley wondered why Part B Greater MN Set Aside funds have not yet been spent.
    - Colleen explained that Part B is not quite at two quarters of spending and reminded members that rebate funds must be spent first.
  - Tyrie asked if it is possible to get an update from the Minnesota Department of Health (MDH) on its spending.
    - McKinzie indicated that she would check if this is something that can be done.
  - Loyal Brooks wondered how much rebate funding is going towards food bank/home delivered meals.
    - Colleen indicated that \$290,000 in rebate funds are allocated for this service area.
  - Matt Toburen suggested that it would be helpful to include rebate in the quarterly reports.
    - Colleen explained that this can be done, but it may look uneven because of the requirement that rebate funds are spent before grant funds.
  - Lesa Nelson wondered why spending for mental health services is low.
    - Jonathan explained that mental health services have historically been underspent. The council is working to better understand if clients are not accessing this service or if people are receiving it via other means.

- **Part B Update:**

*Colleen Bjerke, DHS*

- Darin Rowles has started as the new manager of the HIV section at DHS.
- The Part B grant award will be received on time; expecting flat funding.
- Colleen explained that Part B is on track to spend all funds and there probably will not be any carryover.
- A data analyst position is open at DHS.

- **Prevention Update**

Peggy Darrett-Brewer, MDH

- The HIV Statewide Strategy is being finalized and will be submitted to the legislature soon.
- Early Intervention Services (EIS) supervisor position is open at MDH.
- EIS metro and greater MN coordinator positions are open.
- MDH is looking to hire an HIV prevention nurse.
- Newly funded syringe service programs have been funded.
- MDH held a rapid HIV testing event at the homeless encampment; 177 individuals were tested.

## V. Committee Reports

- Executive
  - Lesa informed the council that on October 2, bylaws sections 4.3 and 7.1 were updated to change pronouns to “they/them/theirs”.
  - Pat Reymann provided a Robert’s Rules of Order facilitation training for co-chairs.
  - See **Committee Report Summaries** handout
- Community Voices
  - See **Committee Report Summaries** handout
- Disparities Elimination
  - See **Committee Report Summaries** handout
- Membership & Training
  - The committee is seeking volunteers for the council recruitment video.
    - James McMurray volunteered to provide a testimonial.
  - See **Committee Report Summaries** handout
- Needs Assessment & Training
  - **Action Item:** Co-chair election
  - **MOTION:** Ryann Freeman moved that the recommendation that Roger Ernst be elected to serve as co-chair of the Needs Assessment and Evaluation Committee be approved.
    - Jeremy Stadelman handed out written ballots to council members.
      - Ballots were tallied by Mona Deoferio and Walter Urey.
      - **With 19 ayes and 0 no’s; the motion carries.**
  - See **Committee Report Summaries** handout
- Planning & Allocations
  - Aaron Peterson presented the updated monitoring plan reporting table to the council (a PowerPoint was emailed to the council by Jeremy Stadelman on November 13).
    - Questions:
      - Matt noted that the data indicates that Ryan White services are working well, but there is a group of people who are falling through the cracks.
        - Jonathan added that it is estimated that about 70% of people living with HIV/AIDS in the TGA are eligible to receive Ryan White services, but only about 50% receive the services. How would it affect the overall statewide numbers if more people were enrolled in Ryan White services?
  - **Action Item:** Update to Section II of Integrated Plan
    - **MOTION:** Tyrie Stanley moved that the recommended amendments to Objective 3.1 of the Integrated HIV Prevention and Care Plan be approved.
      - There was no discussion.
      - **With unanimous consent, the motion carries.**
  - **Action Item:** Work plan for annual review of service standards
    - **MOTION:** Tyrie Stanley moved that the council adopt the attached Annual Review of Service Standards Work Plan.
      - There was no discussion.
      - **With unanimous consent, the motion carries.**
  - **Action Item:** 2018 revised service standards
    - **MOTION:** Tyrie Stanley moved that the following service standards be approved:

- [Early Intervention Services](#)
- [Emergency Financial Services](#)
- [Food Bank/Home Delivered Meals](#)
- [Health Education/Risk Reduction](#)
- [Health Insurance Premium & Cost Sharing](#)
- [Home and Community-Based Health Services](#)
- [Housing Rental Assistance](#)
- [Legal Services](#)
- [Medical Case Management](#)
- [Medical Nutrition Therapy](#)
- [Medical Transportation](#)
- [Mental Health Services](#)
- [Non-Medical Case Management](#)
- [Outpatient Ambulatory Care](#)
- [Outreach Services](#)
- [Psychosocial Support Services](#)
- [Substance Abuse Treatment Outpatient](#)
- [Treatment Adherence](#)
  - Colleen noted that “Housing Rental Assistance” should be called “Housing Services.”
  - There was no further discussion.
  - **With unanimous consent, the motion carries.**
- **Action Item:** Part A reallocations proposal
  - **Motion:** Tyrie Stanley moved that the council approve the reallocation proposal to move \$22,000 of underspent Part A funds from Medical Case Management – Treatment Adherence, Psychosocial Support and Health Education / Risk Reduction to Food Bank / Home Delivered Meals.

Name		COI?	Vote	Name		COI?	Vote
Dennis	Anderson		Yes	Destiny	Holiday		Yes
Robert	Andrews		Yes	Fred	Ndip		Yes
Lisa	Behr		Yes	David	Neller		Yes
Tom	Bichanga		Yes	Lesa	Nelson		Yes
Loyal	Brooks		Yes	Gelli	Overton		Yes
Evelyn	Combs		Yes	Tyrie	Stanley		Yes
Roger	Ernst		Yes	Matt	Toburen		Yes
Terral	Ewing		Yes	Gwen	Velez		Yes
Ryann	Freeman		Yes	Johnnie	Williams		Yes
Raymel	Givens		Yes	McKinzie	Woelfel		Abstained due to facilitation

- **With 19 ayes and 1 abstention due to facilitation, the motion carries.**
- See **Committee Report Summaries** handout

**BREAK**

**VI. Update on Positively Hennepin**

*Jake Maxon, Positively Hennepin Coordinator*

- Jake announced that there is a Worlds AIDS Day event on December 3, 6pm to 8pm, at Parkway Theater.
- Food and testing will be available.

**VII. Questions about presentation**

- None.

**VIII. Antiretroviral Therapy (ART) Treatment Guidelines and Rapid Access to Care**

Keith Henry, M.D.

- Dr. Henry presented a PowerPoint that Jeremy Stadelman emailed to the council on November 13.

#### **IX. Questions about presentation**

- Matt asked Dr. Henry what recommendations he has for the planning council.
  - Dr. Henry recommends that the council prioritize rapid access and MAX programs.
- Destiny Holiday thanked Dr. Henry for providing this information to the council and she hopes we can take his recommendations seriously.
- Johnnie Williams wondered what Dr. Henry was suggesting about clients not returning to a clinic for treatment.
  - Dr. Henry noted that all interactions an individual has with a clinic should be positive, from the receptionists to doctors.
    - Weed out bad attitudes and make a welcoming environment.
    - Make the clinic experience more personal and set a positive tone.

#### **X. Unfinished Business / New Business**

- None.

#### **XI. Open Forum**

- None.

#### **XII. Announcements**

- Matt announced that there is an all-day World AIDS Day event All God's Children on December 1.
- McKinzie announced that incentives are now available for the PrEP survey.
  - Japhet Nyakundi would like more respondents from the target populations identified by the Needs Assessment and Evaluation Committee, including African Americans and African-born individuals.
- Gelli Overton announced that the new syringe services program is now operational at NorthPoint.
- Destiny Holiday announced that she is hosting a Narcan training in Greater MN on December 14-15.
- They/Them Project will be at the [Sabes Jewish Community Center](#), November 11-December 20.
- The Core Medical Expenditure Waiver Request Input Meeting is at 12:00pm today.

#### **XIII. Adjourn**

- **MOTION:** The meeting adjourned at 11:50 a.m.

#### **Documents Distributed Before the Meeting:**

- Proposed Agenda
- October 9 Meeting Minutes
- October Committee Report Summaries
- Action Item: NAE Co-chair election
- Action Item: Update to Section II of Integrated Plan
- Monitoring Plan Reporting Table
- Action Item: Work plan for annual review of service standards
- Annual Review of Standards Draft Work Plan
- Action Item: 2018 revised service standards
- Action Item: Part A reallocations proposal
- Part A Reallocation Proposal
- Council Procedure and Monitoring Plan Evaluation
- Core Medical Expenditure Waiver Request Input Meeting Flier

#### **Documents Distributed at the Meeting:**

- None

