

**MN Council for HIV/AIDS Care and Prevention  
Allocations Retreat, Day Two  
August 18, 2020 9am – 11am  
Virtual Meeting**

**Meeting Summary/Minutes**

<b>Council Members Present:</b>	
Andrew Bauman	Tom Kennedy
Lisa Behr	Larry McPherson (Council Co-Chair)
Thu Danh	Javier Andrews-Mendoza
Alissa Fountain	Fred Ndip
Raymel Givens	Asneth Omare
Alfredo Rincon-Gonzales	Sarah Schiele
Cree Gordon (Council Co-Chair)	Jeremy Stadelman
Stephen Jensen	Jo Ann Vertetis
Teresa Jones	McKinzie Woelfel (Council Co-Chair)
<b>Council Members Absent:</b>	
Dennis Anderson	James McMurray
Charlotte Detournay	Nafula Namuninia
Tom Kelly, Jr.	Austin Phillips
<b>Community Members/Guests/Consultants:</b>	
Ann Bensen	Megan Mueller
Audra Gaikowski	Gloria Smith
Miranda Kunz	Allison Steffenhagen
Jacob Melson	Beth Zemsky
<b>Hennepin County (Part A) Representative:</b>	
Jonathan Hanft	Collen Bjerke
<b>MDH (Prevention) Representative:</b>	
None	<b>MCHACP Parliamentarian:</b>
	Pat Reymann, PRP
<b>MCHACP Staff:</b>	
Richard Puella (minutes)	
Carissa Weisdorf, Council Coordinator	

- I. **Call to order and Introductions, Read Guiding Principles and Agenda and July minutes approval:**  
Larry McPherson called the meeting to order at 9:00am and read the guiding principles. After review, the day one allocation minutes and the agenda for today were approved with unanimous consent.
  - Jonathan Hanft wanted to recognize and celebrate the 30<sup>th</sup> anniversary of the Ryan White HIV/AIDS Program, and thanked everyone for all of their hard work.
  
- II. **Review Resource Allocation Process for Ryan White HIV/AIDS Programs Funds and MCHACP Conflict of Interest Policy:**
  - Beth Zemsky explained that her role is to facilitate discussion of the process and the proposed allocation plan. She will return facilitation to the council co-chairs once a motion is made, and the co-chairs will move facilitation back to Beth as needed for debate of the motion.
  - **The Council will make the resource allocations decisions with the following in mind:**
    - Reducing HIV related disparities and promoting health equity
    - All Ryan White HIV/AIDS Program eligible clients have access to core medical services

- At the forefront our goals, objectives, and activities laid out in the Minnesota and the Transitional Grant Area (TGH) Integrated HIV Prevention and Care Plan
- Use an equitable, data-based process that manages conflict of interest
- All voting council members will participate actively in decisions about priority setting and resource allocation
- Allocate funds only to prioritized services categories that are legislatively approved for funding
- The Council are the decision makers for Ryan White HIV/AIDS Program Part A funds and directives
- The Council provide recommendations for Ryan White Program Part B funds
- **The Criteria:**
  - Contribute to geographic parity in access to care for all people with HIV in Minnesota and the 13-county TGA
  - Consider the needs of specific populations, including disproportionately impacted and traditionally underserved groups, and groups that experience HIV-related health disparities
  - Reduce the proportion of people who know their status but are not in care
  - Contribute to an improvement in HIV care continuum performance for all Ryan White HIV/AIDS Program clients and eliminate or reduce disparities along the HIV care continuum
  - Be data-based, with greater weight given to data that have larger samples and are more representative
- **Services Directives:**
  - We will provide directives to guide the Part A recipient on how best to meet priorities by focusing on geographic and population targeting, access to care, and service models. Due to the fiscal implications that directives have, we will try our best to complete and adopt them prior to resource allocations because:
    - The cost of implementing a directive needs to be included in the allocation for the affected service category.
    - Adding funds to one service category may require reducing funds to another services category.
- **Conflict of Interest: Special Rule of Order**
  - When a matter arises that involves a potential conflict of interest, the Chair shall declare that the matter will be discussed informally for a time. The Chair shall determine when informal consideration is over, and a motion is in order. After a motion has been made, those members in conflict that represent those interest shall leave the room until the vote is taken. Those members will be listed in the minutes as having abstained from the vote. The regular rules of debate shall go into effect after the motion has been made.

### III. Review Allocations Proposal:

Jonathan Hanft presented *the FY 2021 Council Proposed Allocation Plan*.

- This proposal was reviewed and forwarded by the Planning and Allocations Committee at their last meeting and includes the Disparities Elimination Committee's recommendation for Part A Minority AIDS Initiative (MAI) funds. The Council makes allocations decisions for Part A funding and provides recommendation for Part B, with the exception of Part B Minority AIDS Initiative

(MAI) funds and AIDS Drug Assistance Program (ADAP) because these funds are set and cannot be altered.

- Jonathan noted that changes when comparing the FY 2021 to current FY 2020 allocations come from the fact that the Part A funding for the last several years have been flat. However, the administration and quality management costs have increased.
- Once discussion on the proposal is complete and it comes time to move the proposal, if any amendments are brought forward, the table presented will be used to track any changes in allocations, and it's important that changes balance to zero to avoid allocating more funds than are awarded.

**IV. Small Group Discussion – Reactions to Proposal:**

Beth Zemsky moved the Council members into small groups to discuss *the FY 2021 Council Proposed Allocation Plan* that Jonathan Hanft presented.

**V. Council Discussion of Allocations Proposal and Possible Amendments:**

Larry McPherson mentioned going through the allocations process for the first time 4 years ago and it was intimidating. He reassured new members that even though the council is not meeting in person, to not feel intimidated. He suggested accepting the proposed allocations as is.

JoAnn Vertetis mentioned the concern shared by herself and other members regarding childcare. She announced that a sub-committee will be created so that at the next allocations meeting, childcare can be addressed differently.

- Jonathan Hanft mentioned that childcare can be provided through the Minnesota Family Investment Program (MFIP). The program specify serves low income women with children who need economic assistance, and anyone enrolled in MFIP can access childcare.
- Fred Ndip asked why Home Health Care and Hospice care were not being allocated any funds, and if there was no one needing theses services. Jonathan explained that both of those services are funded through other public and private insurance programs.

**VI. Debate Allocations Proposal and Amendments:**

Cree Gordon moved to accept the Part A and Part B Council allocations proposal as presented by Jonathan Hanft. The motion was seconded by Stephen Jensen. No discussion or debate followed, and the motion passed unanimously.

**VII. Vote on Final Allocations Process:**

Roll call	Aye/ No
Andrew Bauman	Aye
Lisa Behr	Aye
Thu Danh	Aye
Alissa Fountain	Aye
Raymel Givens	Aye
Alfredo Rincon-Gonzales	Aye
Cree Gordon	Aye
Stephen Jensen	Aye
Teresa Jones	Aye

Tom Kennedy	Aye
Larry McPherson	Aye
Javier Andrews-Mendoza	
Fred Ndip	Aye
Asneth Omare	Aye
Sarah Schiele	Aye
Jeremy Stadelman	Aye
Jo Ann Vertetis	Aye
McKinzie Woelfel	Aye

**VIII. Wrap Up and Evaluation:** Carissa Weisdorf asked everyone to please fill out an evaluation at <https://www.surveymoneky.com/r2020PSRA>.

**IX. Open Forum and Announcements:** The Co-chairs thanked everyone for taking the time and for all the hard work.

**X. Adjourn:** Meeting was adjourned at 10:45am

**Documents Distributed for the Meeting:**

- Agenda
- August 04, 2020 MCHACP minutes
- FY 2021 Council Proposed Allocation Plan
- Resource Allocation Process
- MCHACP conflict of interest policy

RP/cw