

**MN Council for HIV/AIDS Care and Prevention**  
**November 10, 2020 9am – 11am**  
**Virtual Meeting**

**Meeting Summary/Minutes**

<b>Council Members Present:</b>	
Dennis Anderson	James McMurray
Andrew Bauman	Larry McPherson (Council Co-Chair)
Thu Danh	Javier Andrews-Mendoza
Charlotte Detournay	Nafula Namuninia
Alissa Fountain	Fred Ndip
Raymel Givens	Asneth Omare
Cree Gordon (Council Co-Chair)	Austin Phillips
Stephen Jensen	Jessie Saavedra
Teresa Jones	Sarah Schiele
Tom Kennedy	Jeremy Stadelman
<b>Council Members Absent:</b>	
Alfredo Rincon-Gonzales	McKinzie Woelfel (Council Co-Chair)
<b>Community Members/Guests/Consultants:</b>	
James Flowers	Brenda Senyana
Sara Horton	Tyrie Stanley
Anika Kaleewoun	Bill Tiedemann
Zelda Tobias-Kotyk	Thuan Tran
Jacob Melson	Bob Wickoren
Emily Petran	
<b>Hennepin County (Part A) Representative:</b>	<b>DHS (Part B) Representative:</b>
Jonathan Hanft	Collen Bjerke
<b>MDH (Prevention) Representative:</b>	<b>MCHACP Parliamentarian:</b>
Peggy Darrett-Brewer	Pat Reymann, PRP
<b>MCHACP Staff:</b>	
Carissa Weisdorf, Council Coordinator	Richard Puella (minutes)

- I. **Call to order and Introductions, Read Guiding Principles and Agenda and October minutes approval:**  
 Cree Gordon called the meeting to order at 9:00am. Introductions were made, and the guiding principles were read. The October minutes and proposed agenda were unanimously approved.
  
- II. **Committee Reports (also provided in written format)**
  - A. **Executive and Co-Chair Update:** Larry McPherson noted that there was no update to be reported but took a moment to thank the staff for all their hard work and helping council members navigate the unexpected changes that COVID-19 has brought. He also thanked all the council members for their consistent participation during such trying times.
  
  - B. **Community Voices:** James McMurray provided the update on behalf of the Community Voices Committee (CVC). James noted that the next CVC meeting will be on December 7, 2020 from 4:00pm-6:00pm. He asked that at least one co-chair for each committee attend.

- C. **Disparities Elimination:** Dennis Anderson provided the update on behalf of the Disparities Elimination Committee (DEC). He expressed concern over the lack of participation and discussion during DEC meetings and noted that in past meetings, there was very little feedback from members. He suggested when planning for next year to discuss ideas on how this can improve.
  
- D. **Planning and Allocations:** Andrew Bauman provided the update on behalf of the Planning & Allocations Committee (PAC) and presented an action item.  
**Action Item: Part A Reallocation Proposal**  
 At the six-month mark for fiscal year 2020, there is lower than expected spending in early intervention services, mental health, substance abuse – outpatient, medical case management and Part A MAI-funded medical case management. Providers reported it is largely due to reduced utilization related to the COVID-19 pandemic. The Planning and Allocations Committee recommends the council reallocate \$96,500 from the above-mentioned services to outpatient ambulatory health services, linguistics, and food bank/home delivered meals. Additional funding to outpatient ambulatory health services ensures Part A clients have access to core medical services and no waiting list. Additionally, linguistics services have higher than budgeted utilization due to increased use of interpretation services over the telephone during medical appointments. Finally, with an aging population, home-delivered meals continue to increase in demand and the COVID-19 pandemic has greatly increased the need for the service due to stay at home orders and self-isolation. The Planning and Allocations Committee recommends that the council approve the attached FY 2020 Reallocation Proposal of Part A funds
  
- **Motion:** Andrew Bauman moved that the council approve the FY 2020 Reallocation Proposal of Part A funds. No debate or discussion followed. **VOTE:** yes (19), No (0) the motion carried.

Roll call	Aye/No
Dennis Anderson	Aye
Andrew Bauman	Aye
Thu Danh	Aye
Charlotte Detournay	Aye
Alissa Fountain	Aye
Raymel Givens	Aye
Stephen Jensen	Aye
Teresa Jones	Aye
Tom Kennedy	Aye
James McMurray	Aye
Larry McPherson	Aye
Javier Andrews-Mendoza	Aye
Nafula Namuninia	Aye
Fred Ndip	Aye
Austin Phillips	Aye
Jessie Saavedra	Aye
Sarah Schiele	Aye
Jeremy Stadelman	Aye

E. **Membership and Training:** James McMurray provided the update on behalf of the Membership and Training Committee (M&T). He noted that the committee is currently soliciting applications for membership for term starting March 1, 2021.

- Projected membership needs are:
  - People with HIV who are not affiliated with an agency receiving Ryan White funding (unaligned consumers)
  - People who live in Greater Minnesota
  - Member of a federally recognized Native American Tribe
  - State Medicaid agency representative

James then presented three action items for the council to vote on:

**Action Item: Revision to MCHACP Practices and Procedures Document**

After a council member serves two consecutive terms, a minimum absence of one year is required, as defined in the council bylaws. The Membership and Training Committee decided that individuals who have fulfilled their terms on the council within the last year, and remain active in the work of the council as a community member, do not need to be interviewed by the Membership and Training Committee if they submit a new application for council membership. If an application is received, the individual will compete in the same open-nominations process as any other applicant.

**Motion:** James McMurray moved that the Membership and Training Committee recommends adding to section one of the attached MCHACP Practices and Procedures document, "Community members who have completed a full term on the council within the last year do not need to go through the interview process. However, if applicants are interested in going through the interview process, then they shall be allowed to do so." No debate or discussion followed. **VOTE:** with no nays, the motioned carried unanimously.

**Action Item: Membership Recommendation**

According to the council bylaws, a vacancy is created when a member of the council resigns, is removed from the council, moves from the state or TGA, and no longer belongs to the representative category upon which appointment was based, or is otherwise no longer able to function as a council member. Vacancies shall be filled in a timely manner in accordance with an open nominations process. The Membership and Training Committee interviewed and deliberated over the eligible candidates to assure reflectiveness and representation.

**Motion:** James McMurray moved that The Membership and Training Committee recommends the following individuals for consideration of membership to fill unexpired terms ending on February 28, 2022 (in alphabetical order): Calvin Hylton, and Bill Tiedemann. No debate or discussion followed. Carissa Weisdorf sent ballots via Survey Monkey to the council members. **VOTE:** Calvin Hylton received 16 votes and Bill Tiedemann received 15 votes. Both Calvin and Bill shall be elected to the planning council.

**Action Item: Membership and Training Committee Co-Chair Election**

James McMurray meets the eligibility requirements as defined in the bylaws and has been nominated to serve as co-chair by the Membership and Training Committee, forwarded to the council by the Executive Committee, and has agreed to serve in that capacity, and as a member of the Executive Committee.

**Motion:** James moved that The Membership and Training Committee forwards the recommendation that James McMurray is elected to serve as co-chair of the Membership and Training Committee. Ballots were sent out via Survey Monkey. No debate or discussion followed.

**Vote:** Yes (16), No (1), the motion carried, and James McMurray shall serve as co-chair of Membership and Training.

**F. Needs Assessment and Evaluation:** Asneth Omare provide the update on behalf of the Needs Assessment and Evaluation Committee (NA&E). She noted the following:

- Reviewed goals 1 – 3 of the integrated plan monitoring table.
- Received an update on the 2020 HIV/AIDS Comprehensive Needs Assessment.
- Discussed data dashboard and service area trainings for the council.

Aaron Peterson provide a status update on the 2020 comprehensive needs assessment and noted that data collection will end on November 30, 2020. He mentioned new strategies for the final weeks of data collection. One of which has been distribution of paper surveys at healthcare providers. There has been review of Ryan White data to see if there have been any new clients that fit the target demographic to set up phone interviews. Aaron noted that there will be well over 800 surveys collected by November 30. As of November 2, 2020, 796 responses have been received. He mentioned that on October 23 and October 30, 58 in-person response were collected at the Aliveness Project. Stringent protocols for social distancing were followed.

**III. Council Staff update:** Carissa Weisdorf mentioned that staff and M&T members are recruiting for membership. She mentioned that a postcard is available to those interested in helping with recruitment efforts. Carissa Weisdorf, Jonathan Hanft, Larry McPherson, and Cree Gordon had a phone call with consultants at HealthHIV about bringing their assessment of HIV planning body effectiveness to our jurisdiction. Five planning bodies from across the nation will be selected from those who apply, and if the council is selected there will be a three phased process that will begin in early 2021.

#### **IV. Recipient Updates:**

- **Part A:** Jonathan Hanft introduced and welcomed Brenda Senyana, the new Positively Hennepin Coordinator. Brenda introduced herself and shared her background.
- Jonathan mentioned that Part A will be applying for the core medical service expenditure waiver, and a public meeting will be held to gather input after the council meeting on December 8, 2020.
- An estimate of the unobligated balance is due at the end of the year (December 31, 2020) for any carryover of unspent 2020 funds into 2021.
- The Hennepin County Ryan White Program 25<sup>th</sup> anniversary celebration will be on World AIDS Day (December 1, 2020) from 10:00am-11:30am.
- **Part B:** Collen Bjerke updated the council on several items.
  - She noted that DHS is currently in a hiring process for a benefits and eligibility supervisor.
  - She pointed out that the State is in a hiring freeze, so the hiring process is taking longer than usual.
  - The HIV support section at DHS advocated against the Medicaid Drug Formulary Committee's decision to move HIV medication class to the non-preferred list. Through the work of lobbying from the community, and action taken by State Senator Scott Dibble, the commissioner will not adopt the Medicaid Drug Formulary Committee's recommendation at this time.

**V. Part F (AETC) Update:** Emily Petran provided an update/overview presentation on, *“Midwest AIDS Training & Education Center (MATEC) Updates for MCHACP.”* For any questions or concerns Emily Petran can be reached at, [jone2730@umn.edu](mailto:jone2730@umn.edu).

**VI. Unfinished Business/New Business:** Cree Gordon recognized Robert Andrews and his request for a letter of support from the council. Robert presented his master’s project on, *“Underutilized Funding in Ryan White for Co-Occurring Services.”*

- **Motion:** Larry McPherson moved to have a letter of support for Robert Andrews’ project signed by the council. The motion was seconded by Jessie Saavedra. Pat Reymann asked to have the letter of support projected so the council can review, and Carissa Weisdorf read the letter to the council. **Vote:** The motion carried unanimously, and the letter of support shall be signed.

**VII. Open forum:** Andrew Bauman asked what demographics the council is looking for regarding membership. Carissa Weisdorf noted the projected membership needs are for unaligned consumers, a member from a federally recognized Native American tribe, the State Medicaid Office, and people from greater Minnesota.

**VIII. Announcements:** No announcements were made.

**IX. Adjourn:** Meeting was adjourned at 11:04am.

#### **Meeting Summary**

- The council received updates from each standing committee, recipients, and council staff.
- Aaron Peterson provided an update on the 2020 comprehensive needs assessment.
- The Part A Reallocation Proposal was approved.
- All three of Membership and Training’s action items were approved.
- Emily Petran presented on, *“Midwest AIDS Training & Education Center Updates for MCHACP.”*
- Robert Andrews presented on, *“Underutilized Funding in Ryan White for Co-Occurring Services”* and a letter of support was approved by the council.

#### **Documents Distributed before the Meeting:**

- 2020.11.10 MCHACP Agenda
- 2020.10.13 MCHACP Minutes
- November 10 Committee Report Summaries
- 2020.11.10 action item\_Part A reallocations proposal
- 2020.10.28 Reallocation Redistribution Proposal for PAC
- 2020.11.10 action item\_revision to MCHACP practices and procedures
- 2019.12.10 MCHACP Practices and procedures
- 2020.11.10 action item\_membership recommendation
- 2020.11.10 action item\_M&T\_co-chair election
- 2020.12.08 Public Input Meeting Flyer
- 2020 MCHACP postcard
- 2020.11.10 FY2020 Part A Expenditure Report-Sep 2020 update
- MATEC MN Council Presentation November 2020

#### **Documents Distributed after the Meeting:**

- 2020.11.10 FY2020 Part A Expenditure Report – Q2
- Ryan White Council Masters presentation
- Letter of support\_Robert Andrews

RP/cw