

**MN Council for HIV/AIDS Care and Prevention
Community Voices Committee Meeting (CVC)
(Remote Mtg.)
May 10, 2021
4:00 pm – 6:00 pm
Meeting Summary/Minutes**

Committee Members Present:	
Virginia Bloom	James McMurray, Co-Chair
Belinda Charleston-Green	Larry McPherson
Calvin Hillary Hylton	Sherry Outten
Stephen Jensen	JoAnn Vertetis
Teresa Jones	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Thuan Tran	Colleen Bjerke
MDH (Prevention) Representative:	
None	
MCHACP Staff:	
Richard Puella, Council administrative specialist (minutes)	Carissa Weisdorf, Council coordinator

I. WELCOME AND INTRODUCTIONS:

- The proposed agenda was approved unanimously.
- The March meeting minutes were approved unanimously.

II. Open Forum:

- James McMurray noted that, as requested, open forum has been moved to after introductions in the agenda to allow for community questions and concerns.
 - Sherry Outten asked if materials for this committee are sent out to all the members prior to the meeting.
 - Carissa Weisdorf confirmed that materials are sent out to those who are on our mailing list and asked if any new guests would like to be added to the list and receive future notifications regarding the CVC.
 - Sherry Outten and Virginia Bloom requested to be added to the CVC mailing list.
 - JoAnn Vertetis asked about the conflict of interest form and if being a member of an organization such as Aliveness places that member in conflict.
 - Carissa confirmed that no it does not. Being a member would put that person in a large class of people and there is no conflict of interest. However, if an individual held a seat on the board of Aliveness then there would be in conflict of interest for any Ryan White funded service area.
- James asked if anyone would like to identify and discuss issues related to quality of care, availability, accessibility, and cultural appropriateness of services (reminder that specific providers cannot be discussed)
 - Larry McPherson brought up his concerns and frustration with Program HH regarding coverage despite completing the preauthorization procedure.
 - Virginia Bloom indicated that she experienced the same issues with Program HH. She asked if there is anyone at Program HH that folks can follow up with.

- Colleen Bjerke noted that there is a customer care number that people can call and will provide the contact information to Carissa to forward to the committee.
- Sherry Outten noted that she has experienced issues with Program HH and pharmacy expenses and noted that there are times that she pays for medications out of pocket before Program HH covers the cost. Virginia noted that she thinks there is a delay in processing since she has had similar experiences at the end of the year.
- JoAnn Vertetis feels frustrated dealing with insurance companies and finds efforts to navigate multiple barriers and red tape are unnecessarily and very stressful.

III. Connecting the Work:

- James McMurray welcomed members from other committees to provide updates.
 - Executive: Larry McPherson provided an update on behalf of the Executive Committee.
 - The guidance for the intergraded plan is expected from CDC and HRSA in June.
 - The planning council leadership has been invited to participate in a Planning CHATT webinar on June 9, 2021 at 2pm. Invitations and links to attend this event will be shared later in the month
 - Disparities Elimination: Teresa Jones provided an update on behalf of the Disparities Elimination Committee.
 - Teresa Jones mentioned that Sharai Sims provided an update on the Red Door focus summary results and presented, "*Black MSM Focus Group Ryan White Funded Presentation.*"
 - Thuan Tran presented the FY21 post grant award.
 - Planning and Allocations: No update.
 - Membership and Training: Stephen Jensen provided an update on behalf of the Membership & Training Committee.
 - The M&T Committee is drafting a policy and procedure around membership selection and held one of two focused conversations with Ray Klahr at last month's meeting. The second conversation is scheduled for this month.
 - M&T plans to review the attendance policy using the same focused conversation method that is being used for membership selection policy
 - Tom Kennedy and Alfredo Rincon-Gonzalez have been removed from the council and their committees due to attendance.
 - Needs Assessment & Evaluation: No update.

IV. CVC Survey:

- The committee discussed surveying people who have attended CVC meetings in the past to determine why people engaged in CVC and/or why they are not presently attending.
- Carissa Weisdorf displayed the draft CVC engagement survey and reviewed the following 8 questions.
 1. What brought you to a Community Voices Committee meeting?
 2. Do you feel your time was well spent?
 3. What did the Community Voices Committee do well?
 4. How can we do better so you are more likely to attend?
 5. Do you plan to attend any meetings for the remainder of the year? Remaining meetings in 2021 are July 12, September 13, November 8.

6. Does this meeting day and time work for you (Monday 4 – 6 p.m.)? If not, what day and time work better for you?
 7. What would make it easier for you to attend Community Voices Committee meetings?
 8. How else would you like to give your input as a consumer? Check all that apply.
 - a. Caucus or task force (a limited duration group who is tasked with a specific activity)
 - b. Surveys
 - c. Town hall meetings
 - d. Other forms of communication like emails, phones calls, text messages
 - e. Other? Write in: _____.
- James asked for feedback and/or if anyone would like to add additional questions.
 - Stephen Jensen suggested expanding on the first question, by adding, “if you no longer attend meetings, or do not attend meetings regularly, why did you stop?”
 - Larry McPherson asked if there are any specific times that folks can choose from regarding question 7 (what day and time work better).
 - Carissa suggested to list times that people to choose from. For example, M-Tu-We-Th-Fr, morning, afternoon, evening.
 - Calvin Hylton suggested including Saturdays and Sundays.
 - Carissa suggested defining times instead of listing morning, noon, and evening.
 - Morning (9am-noon)
 - Afternoon (noon-3pm)
 - Evening (3pm-8pm)
 - Belinda Charleston-Green mentioned that after working in the field five days a week, she would rather not be attending meetings on the weekend.
 - She questioned whether changing the meeting day and time will create the boost in participation, at the potential cost of losing those who regularly attend current meetings.
 - Belinda mentioned that since the state is beginning to open up, she suggested adding a question asking people on meeting preference, “currently all meetings are held virtually. If in-person meetings are possible in the future, how would you like to participate in meetings?”
 - Colleen mentioned that having a hybrid option is a good idea when considering Greater Minnesota, when traveling to an in-person meeting may not be an option.
 - Larry asked how the CVC can do better and keep folks attending these meetings.
 - James noted that he is waiting on the results to come in to review what suggestions people have.

V. Co-chair Election:

- James McMurray called for open nominations for CVC co-chair. The second co-chair must be a council member.
 - Carissa Weisdorf reviewed the Committee Co-Chair Position Description with everyone.
 - She encouraged those council members in attendance to consider the position and noted that members are allowed to chair more than one committee.
 - JoAnn Vertetis nominated herself.
 - Teresa Jones nominated herself.

- Calvin Hylton mentioned that he would not feel comfortable voting since he is new to the council and has not had the time to get to know each candidate and thought it would be good to hear from them.
 - JoAnn Vertetis mentioned that she has served as co-chair once before and is familiar with the process. She is committed to ensuring the community has a voice and feels that it takes a great dedication on the co-chair to make this committee move forward and she will do her best to keep that momentum going.
 - Teresa Jones mentioned that she is new to this and is learning as she goes. However, what she lacks in experience she makes up for in dedication. She may not have the answer to everyone's question but will do her best to find the answer.
- Richard Puella sent out ballots via Microsoft Forms. After the votes were tallied, JoAnn Vertetis' nomination will be forwarded to the Executive Committee for approval.

CVC Co-Chair candidate	Votes received
JoAnn Vertetis	7
Teresa Jones	1

VI. New or Unfinished Business:

- James reminded everyone that the Vaccine Connector can be used to sign up and schedule a vaccination appointment. (<https://vaccineconnector.mn.gov/en-US/>).

VII. Set agenda for next meeting:

- Nothing discussed.

IX. Announcements and Adjourn:

- Carissa announced that she placed a link to the council's application into the chat for those who may be interested in applying to the council. (<https://survey.vovici.com/se/56206EE34E0D1C5D>)
- Colleen Bjerke announced that this will be her last CVC meeting because she will be retiring in July and noted that Jacob Melson will be replacing her as the DHS representative.
 - The committee thanked her for her dedication and service and noted she will be missed.
- Meeting was adjourned at 5:23pm.

Meeting summary:

- Received updates from each standing committee and government recipients.
- The committee finalized the CVC engagement survey
- The committee held co-chair elections and elected JoAnn Vertetis to serve as co-chair.

Documents Distributed for the Meeting:

- 2021.05.10 agenda
- 2021.03.08 CVC minutes
- 2021 CVC engagement survey_draft
- Community Voices Committee Co-Chair Position Description
- FY2021 CVC meetings flier
- May 10, 2021 Standards input

- FY 2021 CVC work plan

RP/cw