

Minnesota Council for HIV/AIDS Care and Prevention
Executive Committee
Tuesday, October 5, 2021
1 – 3 p.m.
Microsoft Teams Meeting
Meeting Minutes

Committee Members Present:	
Cree Gordon (Council Co-chair)	Lesa Nelson (Needs Assessment and Evaluation)
Calvin H. Hylton (Membership & Training)	McKinzie Woelfel (Council Co-chair)
Stephen Jensen (Membership & Training)	Tyrie Stanley (Planning and Allocations)
Teresa Jones (Disparities Elimination)	Jo Ann Vertetis (Community Voices)
Committee Members Absent:	
Alissa Fountain (Needs Assessment and Evaluation)	Larry McPherson (Council Co-chair)
James McMurray (Community Voices)	Megan Mueller (Disparities Elimination)
Guests:	
Thomas Blissett, HIV Community Services Supervisor	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Amy Miller
MDH (Prevention) Representative:	MCHACP Parliamentarian:
None	Pat Reymann, Parliamentarian
MCHACP Staff:	
Carissa Weisdorf (minutes)	

Quorum Present? **Yes**

I. Welcome and introductions:

- McKinzie Woelfel called the meeting to order at 1 p.m. and introductions were made.

II. Consideration and approval of proposed agenda

- The agenda was approved as printed.

III. Consideration and approval of September 7 meeting minutes

- The minutes were approved as printed.

IV. Council co-chair update

- Cree Gordon said hard topic facilitators previously participated in a training on designing and facilitating a focused conversation. The co-chairs think the training is relevant to other members of the Executive Committee and council members. Therefore, we would like to invite Sandra Greene, who provides the training, to

attend the Executive Committee and council meetings next month to briefly talk about the training with members. We would then find a time in January 2022 to hold the training for anyone who is interested in participating.

- The co-chairs hope this will provide additional tools for members who wish to step into a leadership role on the council.

V. Committee Reports

Membership and Training Committee

- Calvin Hillary Hylton said the committee is still finalizing the policy for membership selection.
- The committee is reviewing feedback from the HealthHIV assessment and the council and committee meeting operations evaluation.
- Reviewing membership requirements like the attendance policy and allowing proxy voting. Looking at solutions and any changes will be brought to the Executive Committee and council.
 - Stephen Jensen asked if anyone has any ideas for the committee to consider around the attendance policy. He also asked if members of the council should be asked to provide input.
 - Tyrie Stanley said everyone on the council should have input on the attendance policy and what might be a hinderance.
 - Tyrie Stanley noted the attendance policy is not applied to government representatives.
 - Calvin Hillary Hylton said the committee shares the common goal of having an attendance policy that is flexible but still maintains active participation from elected members.
 - Pat Reymann asked if there are guidelines from HRSA or the governing agencies requiring attendance and suggested that may be a good place to start.
 - Calvin Hillary Hylton said the committee reviewed policies from a council in California and liked their approach.
 - Carissa Weisdorf said she is not aware that HRSA has any policies around this but she can look into any HRSA guidance.
 - Jonathan Hanft said HRSA expects that one-third of council members are unaligned consumers and members are reflective of the epidemic. We need to make sure we are not so rigid that it is hard to recruit and retain members but if it is too flexible then we miss this voice when making decisions.
- The committee is continuing the discussion in their committee meeting and welcome feedback from others.

- Stephen Jensen added that two more candidates were interviewed for membership and the committee is making nominations at their meeting this month.

Needs Assessment and Evaluation Committee

- Lesa Nelson said the committee discussed the assessment of the administrative mechanism.

Planning and Allocations Committee

- Tyrie Stanley said the committee has not met recently and will meet on October 27 and invited anyone to attend their meeting.

Disparities Elimination Committee

- Cree Gordon was asked to provide the update since Megan Mueller is unable to attend today's meeting and Teresa Jones was unable to attend the committee meeting. They said Mariah Wilberg attended the meeting to get input on END HIV MN and provide feedback on two of the current prioritized tactics. The committee will discuss the remaining three tactics next month and Cree encouraged anyone who is interested to attend the meeting.
- Received information on COVID-19 data related to variants, disparities in infection and vaccination, and vaccine breakthrough cases.

Community Voices Committee

- Jo Ann Vertetis said the committee continues to look for more people to participate in the committee and is open to ideas.
- Jo Ann Vertetis attended the MATEC webinar [COVID-19 Update: Additional Vaccine Doses and People with HIV](#) and the committee may want to invite MATEC to attend a future meeting.

VI. Recipient Reports

Part A

- Jonathan Hanft said Richard Puella is no longer with Hennepin County and the process to get approval to fill the vacant council administrative specialist position is in process. He said a temporary person will join in the meantime and this person has previously provided support to the council.
- Submitted the first three-year grant application last week. First time in 27 years that Part A will not have an annual grant application so won't need to do it again next year. It's an objective review process and 33% of Part A funding is competitive.
- Jonathan Hanft anticipates the grant award for fiscal year 2022 will come late as Congress has not passed appropriations yet. There is a continuing resolution through December 3, 2021.

- Part A is receiving some funding from the City of Minneapolis for HOPWA (Housing for People with HIV/AIDS) COVID funding to help house people who are associated with the HIV outbreak in Hennepin County and Ramsey County. The contract was approved yesterday by the Hennepin County Board of Commissioners so is now in place. The funding will provide six units with housing coordination for people experiencing homelessness.
 - Tyrie Stanley asked what happens when grant ends. Jonathan Hanft said this funding goes through May 31, 2023 and most of the funding is for staffing to help people get into and stay in housing. Part A will evaluate and monitor the project, and, if it is successful, they hope to secure funding to continue it. Additionally, as part of Hennepin County's response to the HIV outbreak among people experiencing homelessness, the Ryan White Program is researching lower barrier models of housing and, if successful, will look into implementing.
 - Calvin Hillary Hylton doesn't think six units is adequate given the enormous need for housing and asked if the county has considered eliminating costs of staffing by partnering with an existing organization that provides housing.
 - Jonathan Hanft said they are partnering with Avivo and the funding from the City is \$80,000 so that is why there are six units. He added that there is \$800,000 available in Ryan White Part A and DHS Rebate funding for housing assistance. The Ryan White Program is also working with other housing providers to expand their capacity.
 - Additionally Hennepin County is hiring 20 – 40 housing navigators to help people who are experiencing homelessness, and people who are identified in the HIV outbreak are eligible for this assistance.
- Related to this, the U.S. Department of Housing and Urban Development (HUD) which administers HOPWA (Housing for People with HIV/AIDS) funding asked to meet with Ryan White staff because of the HIV outbreaks and have offered technical assistance. Hoping to schedule this meeting, which will include other community partners, for the third week in October.
- Incentives are available for COVID-19 vaccines. Four providers in the metro area have the incentives and talking with DHS about providing them in Greater Minnesota. This is funded through COVID funding.
- There are now 81 cases associated with the HIV outbreak in Hennepin and Ramsey Counties. The HIV outbreak started in December 2019.
 - Tyrie Stanley asked if these cases are all linked to syringe use or something else. Jonathan Hanft replied the risk factors include injection drug use (IDU), men who have sex with men and also inject drugs

(MSM/IDU), people who have been living in encampments, people with a history of sex work, or people with a history of incarceration. Outbreak cases also include sex partners of people in these risk factor groups.

Part B

- Thomas Blissett said their open enrollment boot camp is October 27, 9 a.m. – noon. Program HH will go over the plan selection for the open enrollment period which begins on November 1.
 - Jonathan Hanft asked how long the open enrollment period is. Thomas Blissett said he will provide specific dates at the council meeting.
- The request for proposal (RFP) for Ryan White Part B core medical and support services will be released sometime this month.
- Currently working on the HRSA notice of funding opportunities (NOFO) for Part B formula grant which is due on November 8.
- Gayle Caruso is retiring on December 7 and the process to fill this position is in progress. Will send out the job posting when it is available.

Prevention

- The next update is December 2021.
- Tyrie Stanley asked what is MDH's strategy to prevent additional cases in the HIV outbreak. McKinzie Woelfel said she can ask Anna Bosch to provide an update to the council as she is the staff person running the outbreak strategy.

VII. Council staff update and review council meeting agenda

- Carissa Weisdorf gave an update on membership and said Javier Andrews-Mendoza was removed from the council because he had accrued too many absences. The council will also be notified.
- We have a card to sign for Larry McPherson and the link was added to the chat. Larry plans to return for the November council meeting.
- The ***draft council meeting agenda*** was displayed and Carissa Weisdorf reviewed the proposed agenda items. She informed the committee that, at this time, we do not have the ability to use breakout rooms since only the meeting organizer can perform this function, and all of the upcoming meetings were organized by Richard Puella who is no longer here. We are looking into updating the meeting invitations but do not want to cause any confusion with sending out cancellations for upcoming meetings.

VIII. Continue discussion on HealthHIV assessment report

- McKinzie Woelfel reminded members that we used breakout rooms during the last meeting to discuss the recommendations in the ***Minnesota MCHACP HIV planning assessment report***. She said members had ideas and wondered if any of the recommendations should be forwarded to committees.

- Carissa Weisdorf noted that some of the ideas were already implemented and brought to committees. She offered to work with the Planning and Allocations Committee to move forward with the recommendation to “map” a decision made by the council. Tyrie Stanley agreed to do this with the Planning and Allocations Committee.
- Carissa Weisdorf highlighted some of the recommendations in the report:
 - Desired skills, people, and perspectives in membership
 - Desired trainings
 - Uneven distribution of speaking time. We should encourage other members to take on reporting roles, as possible, so it doesn’t feel like one person is always speaking at meetings. This can help develop leadership skills of members and allow us to hear more voices.
- Tyrie Stanley suggested we revisit this document later to see what we have accomplished and what we still need to work on.

IX. Unfinished Business/New Business:

- No unfinished business or new business was discussed.

X. Announcements:

- Cree Gordon said the Walk to End HIV is this Saturday at 10 a.m. at Minnehaha Falls.

XI. Adjourn:

- McKinzie Woelfel adjourned the meeting at 1:55 p.m.

Meeting Summary:

- Continued a discussion on the results of the HealthHIV assessment report.
- Heard reports from standing committees, council co-chairs, recipients, and council staff.

Documents distributed before the meeting:

- Proposed agenda
- September 7 meeting minutes
- Minnesota MCHACP HIV planning assessment report
- FY 2021 council and committee work plan

Documents displayed during the meeting:

- Draft council meeting agenda

cw