

Planning and Allocations Committee
Wednesday, November 24, 2021
9:30 – 11:00 a.m.
Microsoft Teams Meeting
Meeting Minutes

Committee Members Present:	
Tyrie Stanley (co-chair)	Nyonbeor Boley
Larry McPherson (co-chair)	Florence Kulubya-Nabeta
Committee Members Absent:	
Mary McCarthy	Guests:
Sue Purchase	Aurin Roy, HC RW Part A (minutes)
Jeremy Stadelman	
Paul Skrbec	
Hennepin County (Part A) Representative:	
Thuan Tran	DHS (Part B) Representative:
	Amy Miller
MDH (Prevention) Representative:	
McKinzie Woelfel	MCHACP Staff:
	Carissa Weisdorf

Quorum? Yes

I. Welcome and introductions

- Tyrie Stanley called the meeting to order at 9:40am and introductions were made.

II. Review and approval of October 27 minutes and proposed agenda

- The October 27 minutes were approved as printed.
- The proposed agenda was approved as printed.

III. Service standards

- Amy Miller reviewed the ***Service Area Standards: Food Bank/Home Delivered Meals*** document. There have been some substantial changes to these standards, as well as reorganization and rephrasing of some components. Parts of the standards that were duplicated in the universal standards were removed because subrecipients already must meet universal standards.
 - Standard 1.1: There was major condensing and rephrasing of what was there previously, but no substance changes.
 - Standard 1.3: It was brought up in the consumer meeting that training should be completed prior to handling food, so that was added.
 - Standard 2.4: There was major paraphrasing and condensing of what was there previously, but with no substance changes. The suggestion in the consumer meeting to change “good health” to “good outcome” was incorporated into this standard.

- Section 4 is completely new. Food vouchers were added to the service standards. Other states' service standards around food vouchers were reviewed to create these standards.
- In summary, there were the two aforementioned suggestions from the consumer meeting, and no suggested changes from the provider meeting. The providers seemed to have no issues with these standards and with following them.
- Tyrie Stanley was the Planning and Allocations Committee (PAC) representative at the provider and consumer meetings and affirmed that everything was captured correctly, that concerns from the consumer meeting and provider meeting were accurately reported, and that all relevant policies/processes were followed.
- Carissa Weisdorf displayed and reviewed the **Standards Process Checklist** and explained how each step was followed correctly. The standards review is currently on step 5 (review by PAC).
- Tyrie Stanley said there is no conflict of interest in members today, so special rules do not have to be followed for PAC's approval today
- **MOTION:** Larry McPherson moved to adopt the proposed food bank/home delivered meals service standards as they are written. Florence Kulubya-Nabeta seconded. Motion passed 2 in favor, 1 not voting due to facilitation.
- Amy Miller reviewed the **Service Area Standards: Early Intervention Services (EIS)**.
 - Standard 4: There is a proposed implementation of a change in both EIS and Outpatient Ambulatory Health Services (OAHS) service standards around rapid access to ART, so the language around this is the same in both service standards. This standard was updated based on research (literature reviews) on rapid access to ART, and that evidence was shared with the Council by Thuan Tran.
 - There were no concerns or suggestions about these standards at the consumer meeting.
 - There were not many concerns at the provider meeting, but one provider said they are concerned about whether or not they can meet this rapid access standard, specifically the 7-day linkage to care requirement. This provider will need technical assistance to fully incorporate these standards.
 - Thuan Tran joined in and reiterated the current national standard/principle is that 7 days is a liberal time frame for access to ART – same day or 3-day linkage are the accepted practices. Consumers and providers were asked for input about concerns that they have that would add a barrier to clients' access or advancing along the HIV Care Continuum (HCC). If providers have concerns about implementation, they will receive technical assistance. The objective of the standards is to

increase access to and advance along the HCC, and there is evidence that rapid ART is critical for reducing HIV disparities (especially race and health-related), which is why there is advocacy for this 7-day standard.

- Amy Miller reviewed the **Service Area Standards: OAHS**.
 - Standard 2.2: There was some adjustment in the language.
- **MOTION:** Larry McPherson moved to adopt the proposed early intervention services service standards as they are written. Florence Kulubya-Nabeta seconded. Motion passed 2 in favor, 1 not voting due to facilitation.
- Carissa Weisdorf highlighted Standard 3.1 in OAHS Standards and asked what the intention of the phrase “(out of care clients?)” is. Thuan Tran responded that this was added to make current standards align with EIS and Council standards. Thuan Tran made the edit of removing the parenthesis and question mark.
- **MOTION:** Larry McPherson moved to adopt the proposed outpatient ambulatory health services standards as they are written. Florence Kulubya-Nabeta seconded. Motion passed 2 in favor, 1 not voting due to facilitation.
- Carissa Weisdorf thanked PAC for bringing this to the attention of government representatives and ensuring that clients who are newly diagnosed have access to rapid ART. Government representatives made changes in response.

IV. Review plans to address gaps in integrated plan and prepare report for the council

- Carissa Weisdorf displayed and reviewed the updates (text in red) to the **Report on Goals 1-3 for MCHACP**. The monitoring plan was reviewed and so was data from 2020 to see where progress was made. Based on that, committees brainstormed new ideas about how to achieve the Integrated Plan goals, and these comments were added to this document. The text in red is what was added this year. Some of these revisions resulted from discussions with the Needs Assessment and Evaluation Committee and Disparities Elimination Committee.
- Carissa Weisdorf clarified that there does not have to be any vote on these revisions; there just has to be a discussion about how they should be presented to the Council. The monitoring plan is reviewed annually, and this report is presented alongside with that. This review/presentation is on the workplan for January. Carissa Weisdorf offered to do that.

V. New Business / Unfinished Business

- None.

VI. Set agenda for the next meeting

- Carissa Weisdorf displayed the **FY 2021 PAC Workplan**.
- **MOTION:** Larry McPherson moved to cancel the December PAC meeting and reconvene in January. Florence Kulubya-Nabeta seconded. Motion passed unanimously.

VII. Announcements

- None.

VIII. Adjourn:

- Tyrie Stanley adjourned at 10:33am.

Meeting Summary

- The revised service area standards for food bank/home delivered meals, early intervention services, and outpatient ambulatory health services were reviewed. Three motions were made to adopt each service standard as written, and all three motions were passed. The service standards will be sent to the Executive Committee for review.
- Updates to the report on goals 1-3 were reviewed.
- A motion was made to cancel the December PAC meeting, and it passed. PAC will reconvene in January.

Documents distributed before the meeting:

- Proposed agenda for November 24 meeting
- Minutes from the October 27 meeting
- Service area standards for food bank home delivered meals
- Service area standards for Early Intervention Services (EIS)
- Service area standards for Outpatient/Ambulatory Health Services (OAHS)
- Service standards process checklist
- Report on goals 1-3 for MCHACP

Documents displayed during the meeting:

- Service area standards for food bank home delivered meals
- Service area standards for Early Intervention Services (EIS)
- Service area standards for Outpatient/Ambulatory Health Services (OAHS)
- Service standards process checklist
- Report on goals 1-3 for MCHACP
- FY 2021 PAC Workplan

AR/cw