

**Minnesota Council for HIV/AIDS Care and Prevention
Executive Committee
Tuesday, February 1, 2022
1 – 2:30 p.m.
Microsoft Teams Meeting
Meeting Minutes**

Committee Members Present:	
Larry McPherson (Council Co-chair)	Tyrie Stanley (Planning and Allocations)
Cree Gordon (Council Co-chair)	McKinzie Woelfel (Council Co-chair)
Lesla Nelson (Needs Assessment and Evaluation)	Jo Ann Vertetis (Community Voices)
James McMurray (Community Voices)	
Committee Members Absent:	
Alissa Fountain (Needs Assessment and Evaluation)	Megan Mueller (Disparities Elimination)
Calvin H. Hylton (Membership and Training)	Stephen Jensen (Membership and Training)
Guests:	
Thomas Blissett	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Amy Miller
MDH (Prevention) Representative:	MCHACP Parliamentarian:
Jose Ramirez	Pat Reymann, Parliamentarian
Council Staff:	
Rhoda Chaffe, temporary admin. specialist (minutes)	

Quorum Present? **Yes**

I. Welcome and introductions:

- Larry McPherson called the meeting to order at 1:01 p.m. Introductions were made.

II. Consideration and approval of proposed agenda

- There were no changes to the proposed agenda.

III. Consideration and approval of the December 7, 2021, and January 4, 2022, meeting minutes

- The December 7, 2021, meeting minutes were approved as printed.
- The January 4, 2022, meeting minutes were approved as printed.

IV. Council co-chair update

- Larry McPherson said that both he and Cree Gordon are completing their last term as Council Co-Chairs. Cree will say an official “Goodbye” at the planning council meeting and thanked the committee for helping and supporting them through COVID.
 - Larry McPherson shared that working with the committee was a good journey, and Tyrie Stanley really showed him how to come across as a real leader.

V. Committee Reports

Membership and Training Committee

- **Action Item:** Returning membership election

- Jonathan Hanft displayed the **2022.02.08 action item returning membership election** and Cree Gordon read aloud the recommendation from the M&T Committee for the returning membership election slate to forward to the council.
 - The Membership and Training Committee deliberated over the eligible candidates and forwards the following names for consideration for a second two-year term, March 1, 2022 – February 29, 2024 (in alphabetical order):
 - Alissa Fountain
 - Calvin Hillary Hylton
 - Jo Ann Vertetis
 - Larry called for discussion; there was no discussion.
 - **MOTION:** Larry McPherson moved to bring Alissa Fountain, Calvin Hillary Hylton, Jo Ann Vertetis forward to MCHACP for consideration in the returning council member election at the February 8 meeting. Larry called the vote; the motion passed unanimously

- **Action Item:** New membership election
- Jonathan Hanft displayed the **2022.02.08 action item new membership election** and Cree Gordon read aloud the recommendation from the Membership & Training Committee for the new membership election slate motion:
 - The Membership and Training Committee makes the following recommendation for consideration of membership for a term starting March 1, 2022, and ending on February 29, 2024 (in alphabetical order):
 - Julian A. Hines
 - Stephen Jensen
 - Sarah Krier
 - Lori Linkous
 - Jim Mitulski
 - Jay Orne
 - Douglas Stewart
 - John Vener
 - Larry called for discussion; there was no discussion.
 - **MOTION:** Larry McPherson moved to bring forward new council member nominees, Jim Mitulski, Stephen Jensen, Lori Linkous. Julian A. Hines, Sarah Krier, Jay Orne, Douglas Stewart, and John Vener to MCHACP for consideration in the new council membership election at the February 8 meeting. Larry called the vote; the motion passed unanimously.
- **Action Item:** Council co-chair election
- Jonathan Hanft displayed the **2022.02.08 action item council co-chair election** and Cree Gordon read aloud the recommendation from the Membership & Training Committee for the co-chair election slate motion.
 - The Membership and Training Committee reviewed the names of the nominated community co-chairs and forwards the following people for consideration in the election of co-chair of the Minnesota Council for HIV/AIDS Care and Prevention for a term of March 1, 2022 – February 28, 2023 (in alphabetical order):
 - Lesa Nelson
 - Tyrie Stanley
 - Larry called for discussion; there was no discussion.
 - Larry McPherson recommended to forward Tyrie Stanley and Lesa Nelson as council co-chair nominees to MCHACP in the council co-chair election at the February 8 meeting and questioned if there were any further nominees. There were no further nominees brought forward to the committee.

- Pat Reymann reminded the committee that others are still encouraged to run for the council co-chair positions, and they can run without the approval of the Executive Committee. Cree Gordon suggested that whoever states the motion should explain this as well. The question was raised as to whether open nominations are also accepted in co-chair elections. Pat clarified that the Executive Committee is more of a nominating committee, and this was a nomination process and not an election process. It is not an election process until all the names of those interested in running are on the list. Pat concluded the nominating process discussion reiterating that the council co-chair election motion was a nomination, not a motion, to bring to the council.

Needs Assessment and Evaluation Committee

- Lesa Nelson provided January committee meeting highlights: the Data Dashboard training was discussed, as well as trainings that are coming up in next few months. The evaluations of the committee and council reported in the Council and Committee Operation Evaluation Scored Results document were also discussed. Overall results were good with only a few slight decrease/ under-performances in weighted scores from June of 2021.

Planning and Allocations Committee

- Tyrie Stanley reported that the committee had a good but short meeting. McKinzie Woelfel chaired the meeting temporarily while Tyrie briefly left the meeting.
- Thuan Tran presented an overview of the Annual Review of Service Standards.
- The committee voted unanimously to cancel the February meeting.

Disparities Elimination Committee

- Cree Gordon reported that the committee reviewed Ryan White health service areas, specifically on the service areas of mental health and substance abuse and Carissa Weisdorf led a discussion on how to navigate the MCHACP website and utilize the Data Dashboard.
- Dylan Flunker from Rainbow Health presented on an annual statewide LGBTQ health survey called The Voices of Health Survey. Dylan provided survey highlights and HIV data around sexual health and HIV.
- Co-chair succession planning was discussed.

Community Voices Committee

- James McMurray shared that the Community Voices Committee had good turnout at their January meeting.
- Charlotte Detournay from Hennepin Health Positive Care presented on a program for those living and aging with HIV that mirrors the Golden Compass Program in San Francisco. Maren Levad from Rainbow Health informed the committee of an aging initiative for those 50 and older living with HIV.
- Hank Jensen presented on Program HH Dental Services.
- The committee will go to the hard topics meeting focus at their next meeting; James, Jo Ann and Carissa will plan it over the next few days.

VI. Recipient Reports

Part A

- Jonathan Hanft announced that a final federal financial report for the Part A COVID Cares Act funds received towards the beginning of 2020 has been submitted. All funding was spent. The incentives for vaccines funding included 250 COVID vaccinations provided to those living with HIV. They will be submitting the Request for Waiver of Part A core medical expenditures requirement; it will be submitted this week. Approval is anticipated as it has been approved in the past. Once the waiver has been obtained, it will be possible to allocate more than twenty-five percent of Ryan White funds to support services which in turn will waive the current requirement to spend seventy-five percent of funding on core medical services
- Six people identified in the HIV outbreak who are experiencing homelessness have secured navigation and coordination services to secure housing and shelter through funding from City of Minneapolis COVID HOPWA (Housing Opportunities for People with AIDS) funds. Two of these six individuals are now in stable housing.
- HIV Outbreak: two additional cases were added to the HIV outbreak in the metro over the last two weeks, bringing the total cases to 88 going back to the first case identified in December 2018.
- Hennepin County Public Health, Red Door Services, and Hennepin Healthcare have scaled up some of their activities. There are two new disease investigation staff members who will be hired to work on the outbreak response.
- Jonathan will provide a staffing update on the Council Administrative Specialist position at the next council meeting.

Part B

- Thomas Blissett provided the Part B update with the following highlights:
 - The End HIV MN HIV coordinator hiring process is taking longer than expected. This has been slowed down due to the approval of other legislatively mandated positions recently approved by the feds, so they have taken priority.
 - DHS and Hennepin County are working to eliminate the 6-month re-certification requirement, as part of the PCN 21-02. Approval has been received to move forward with this change from DHS and the project officer. There will be more details to come during the February and March planning council meetings.
 - The integrated planning process has started. DHS, Hennepin County and MDH had initial discussions for the plan that is due in December 2022. DHS is securing project management support from a statewide consultant service to assist them with this work.
 - HRSA Part B site visits planning has begun to start the planning for virtual site visits scheduled for August 15-19. Community partners will be informed of the role they will be playing in the Ryan White Part B site visits over the upcoming months.
 - Two vacant grant coordinator positions are available. The positions should be posted by the end of February; Thomas will let the committee know when the positions are posted.
 - Thomas added an edit to the CVC meeting update. Thomas presented an overview PCN 21-02 to the Community Voices Committee on January 10.

Prevention

- Jose Ramirez of MDH provided the prevention update in Peggy Darrett-Brewer's absence.

- Their year-end was 12/31/21. Testing numbers improved drastically over 2021, however they were still lower than 2019. Peggy will be providing a full update in March.
- A new HIV Testing Coordinator or Grant Manager has been hired; it should be announced soon. Two new DIS workers are being hired for their CareLink Services program.
- MDH continues to work on the HIV outbreak response for the metro and Duluth areas.
- Jose reiterated that Peggy Darrett-Brewer will be providing a full update in March.

VII. Council staff update and review council meeting agenda

- Jonathan Hanft announced that Carissa Weisdorf will be out the rest of the week. The committee was asked to contact Jonathan with questions in her absence. Carissa will be back next week for the February council meeting.

VIII. Unfinished Business/New Business:

- Unfinished business: Larry McPherson queried the committee for any updates regarding the council attendance policy on excused absences (e.g., the loss of a family member) that he brought forward as a new business item at the November Executive Committee meeting. Tyrie Stanley responded that the Membership & Training Committee oversees the attendance policy and noted that the two committee co-chairs were not in attendance. Larry thanked Tyrie for the information and suggested adding this topic to the next committee meeting.
- New business: None.

IX. Announcements

- Jo Ann Vertetis thanked the committee for the sympathy card on the death of her sister.
- Tyrie Gordon thanked Larry McPherson and Cree Gordon for their wonderful work over the last two years and McKinzie Woelfel for her work over the last four years.

X. Adjourn

- Larry McPherson adjourned the meeting at 1:40 p.m.

Meeting Summary:

- The committee forwarded three action items: motions to elect new and returning council members and a motion nominating two council co-chairs.
- Reports were provided from each standing committee, council co-chairs, recipients, and council staff.

Documents distributed before the meeting:

- Proposed agenda
- December 7, 2021, and January 4, 2022, meeting minutes
- 2022.02.08 action item_new members item
- 2022.02.08 action item_council co-chair item
- 2022.02.08 action item_returning members item

Additional documents displayed during the meeting:

None

RC/cw