

Minnesota Council for HIV/AIDS Care and Prevention
Tuesday, February 8, 2022
9 – 11 a.m.
Microsoft Teams Meeting
Meeting Minutes

Council Members Present:	
Joseph Amrhein	Amy Miller
Nyonbeor Boley	Nafula Namuninia
Charlotte Detournay	Lesa Nelson
Alissa Fountain	Angela Reed
Cree Gordon (council co-chair)	Sarah Schiele
Megan Higdon	Paul Skrbec
Calvin Hillary Hylton	Tyrie Stanley
Annalise Jackson, RN, MSN, PHN	McKinzie Woelfel (council co-chair)
Larry McPherson (council co-chair)	
Council Members Absent:	
Sue Purchase	Jo Ann Vertetis
Community Members/Guests/Consultants:	
Dennis Anderson, People of Color Pride	Mo Mike, Indigenous People Task Force
Jaqueline M. Gould, Hennepin County	Jay Orne
Sara Horton, Red Door Clinic	Razi Payne, Indigenous People Task Force
Amanda Johnson, Health Partners	Aaron Peterson, Data Coordinator, Ryan White HIV/AIDS Program
Teresa Jones, Community Member	Emily Reimer, HIV Supports Data Analyst
Allison LaPointe, Minnesota Department of Health	Ellen Roelofs, Indigenous People Task Force
James McMurray, Community Member	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Thomas Blissett
MDH (Prevention) Representative:	MCHACP Parliamentarian:
Peggy Darrett-Brewer	Pat Reymann
MCHACP Staff:	
Carissa Weisdorf	Rhoda Chaffe, temp admin. specialist (minutes)

Quorum Present? **Yes**

I. Call to Order

- Larry McPherson called the meeting to order at 9:00 a.m.

Reading of Guiding Principles

- Larry McPherson led the Council in reading the Guiding Principles.

Welcome & Introductions

- All meeting participants were introduced.
- Larry McPherson announced that, due to time, the member spotlight will be held next month.

Approval of Agenda

- The agenda was approved as printed.

Approval of January 11 Meeting Minutes

- The minutes were approved as printed.

II. Committee reports (also provided in written format)

Executive and Co-Chair Update

- Cree Gordon announced that this council meeting is Larry McPherson and Cree Gordon's last as council co-chairs, however McKinzie Woelfel will continue on as a council co-chair. Cree thanked the council for support over the past two years. Larry thanked the council for the opportunity to serve on the council and praised the council for the high level of participation. McKinzie Woelfel thanked Larry and Cree for their reliability and meeting support.

Community Voices

- The next meeting is March 7. The committee will elect two new committee co-chairs at the meeting.

Disparities Elimination

- Cree Gordon stated that the committee reviewed data and descriptions for a few service areas, specifically services that the committee determined could receive Part A MAI funding. They will continue to look at service areas in the coming meetings. The committee also participated in a Rainbow Health data presentation from the recent Voices of Health Survey.

Membership and Training

- Calvin Hillary-Hylton introduced and moved the following action items regarding returning membership elections, new membership elections and council co-chair elections.
 - **Action item:** Returning Membership Election: Calvin Hillary-Hylton moved that the following members are considered for a second two-year term: Alissa Fountain, Calvin Hillary Hylton, Jo Ann Vertetis. The number of ballots cast is 17. The number needed for election (a majority) is 9. No debate. VOTE: Alissa Fountain (17), Calvin Hillary Hylton (17), Jo Ann Vertetis (16). All returning members received a majority vote and will serve a second term.
 - **Action Item:** New Membership Election: Calvin Hillary-Hylton moved that 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. The number of ballots cast is 17. The number needed for election (a majority) is 9. No debate. VOTE: (in alphabetical order): Julian A. Hines (17), Stephen Jensen (17), Sarah Krier (17), Lori Linkous (16),

Jim Mitulski (16), Jay Orne (16), Douglas Stewart (16), and John Vener(16). All new members received a majority vote and will join the council.

- **Action Item:** Council Co-Chair Election: Calvin Hillary-Hylton moved that 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 and Tyrie Stanley. Larry McPherson opened the floor for any further nominations; There were no further nominations. The number of ballots cast is 16. The number needed for election (a majority) is 8. No open nominations were received, and no discussion followed. VOTE: Lesa Nelson (16) and Tyrie Stanley (14). Both candidates received a majority vote and will serve as council co-chairs.

Needs Assessment and Evaluation

- Lesa Nelson shared updates from their January meeting. The committee reviewed the data dashboard and discussed training and they reviewed the council & committee survey which showed good results.

Planning and Allocations

- Tyrie Stanley announced that the committee received an annual review of Part A service standards at their January meeting. The committee voted to cancel their February meeting.

III. 2020 HIV community needs assessment results

Aaron Peterson, Data Coordinator, Ryan White HIV/AIDS Program and Emily Reimer, HIV Supports Data Analyst, HIV Supports

- The **2020 Main Data Book** was displayed. Aaron Peterson and Emily Reimer provided an overview of the **2020 HIV/AIDS Comprehensive Needs Assessment Survey** a collaboration between Ryan White, Hennepin County, and service providers. The survey assessed six broad areas and over 800 responses were received. The 2020 Data Book provides a means to share back to the community and empower the council and stakeholders with data to determine how to leverage it towards developing social services and addressing disparities to meet the basic needs of those living with HIV. Aaron underscored the importance of the survey results emphasizing that the magnitude of this data will help drive policy changes.
 - The question was raised, if a medical appointment is missed due to drug and alcohol use, could the respondent answer that they were in recovery? It was noted that this scenario was not included in the survey.
 - It was questioned whether racial data was controlled. Emily responded that racial information was not controlled; the data is not perfectly represented. Aaron added that a sufficient number of people statewide participated in the survey, and it did not have racially represented focus.
 - In response to questions on housing data for people living with HIV, the council was informed that HOPWA, the City of Minneapolis and Ryan

White are working to attain better efforts. How they coordinate collectively can be looked at in the future. Jonathan added that HOPWA is reporting on two grants, one to City of Minneapolis and one to the State of MN; he will send out the links to those performance reports.

- It was questioned why there was no category of self-employment given the increase in this area. Aaron explained that several respondents reported both employed and self-employed in a household. They are having discussions about how to better define this category.
- Emily Reimer welcomed the council to reach out to her or Aaron Peterson with questions. Aaron added there was [a presentation about service needs](#) at the July 2021 council meeting.
- Carissa Weisdorf announced that she could provide a hard copy of the **2020 Main Data Book** to anyone who requests it.

IV. Recipient reports

Part A

- Jonathan Hanft thanked the Needs Assessment and Evaluation Committee for their work on the needs assessment survey.
- COVID response update: Infection rates are still high, but cases are declining. A CDC study on masks was presented on Friday. This study will be made available soon. COVID Cares Act final federal financial report has been submitted. All funding was spent. The funding included incentives for 250 COVID vaccinations provided to those living with HIV.
- HIV Outbreak update: Two new cases have been reported since the last meeting; 20 cases remain in the Duluth area.
- Part A FY2022 Request for Waiver of Part A core medical expenditures requirement request has been submitted and approval is anticipated. Approval will allow more than twenty-five percent of Ryan White funds to be allocated to support services; this, in turn, will waive the current requirement to spend seventy-five percent of funding on core medical services. FY2022 full award notices have been delayed longer than expected. Ryan White has secured a partial grant until full funding is awarded and becomes available.
- Staffing update: Bryan Bick to join as Council Administrative Specialist on February 28.
- Quality Management Advisory Committee is seeking one unaffiliated consumer in MSP-TGA to apply for membership.
- Jonathan thanked the council for their work over last few years as well as Larry McPherson and Cree Gordon for their service adding that Larry and Cree did not miss a beat.

Part B

- Thomas Blissett thanked Larry McPherson and Cree Gordon for their hard work and dedication over the past few years in ensuring people living with HIV have what they need.

- Mariah Wilberg’s former position is in the process of going to HR. Legislatively funded positions have been given higher priority.
- PCN 21-02 and ending the six-month recertification overview was provided to the Community Voices Committee on January 10.
- The integrated plan is due in December. DHS is securing project management support from a state consultant service to assist with management and analysis.
- Part B Staffing: two Grants Coordinator positions are available. The council will be informed when they are posted.

Prevention

- Peggy Darrett-Brewer will give a full report at the March council meeting.

V. Council staff report

- Carissa Weisdorf thanked Larry McPherson and Cree Gordon for their work as council co-chairs and expressed that she is looking forward to working with the new council co-chairs as well. She also thanked those who are completing their term on the council.
- Carissa thanked everyone who worked on membership recruitment. She is looking forward to the new slate of members who will be starting next month. Orientation will be held on Friday, March 4 from 8 a.m. – noon. Anyone is welcome to attend for a refresher; an e-mail will go out to all council and community members. The new council contact sheet will be coming soon; Carissa will send out copies upon request.
- Perfect attendance: The following members were thanked for their time and dedication in attending all meetings this past fiscal year.

Council:

- Cree Gordon
- Lesa Nelson
- Tyrie Stanley

Assigned committee:

- Loyal Brooks M&T
 - Stephen Jensen M&T
 - James McMurray M&T and CVC
 - Lesa Nelson NA&E
 - John Vener NA&E
 - Tyrie Stanley PAC
 - Florence Nabeta PAC
- Carissa Weisdorf checked in with Stephen and learned that his mother had passed away, so Stephen is currenting spending time with family. A sympathy card will be sent around.

VI. Membership recognition

- Carissa Weisdorf presented a certificate of appreciation to the following individual thanking them for their time, dedication, and service on the council.
 - Cree Gordon
- The council co-chairs thanked Cree Gordon for doing a good job on the council. Cree thanked council members and assured them of continued service on the Disparities Elimination Committee.

VII. Unfinished Business / New Business

- Unfinished business: Larry McPherson referred to Carissa Weisdorf to read the teller's reports: Results of balloted elections:
 - Returning Members: The number of ballots cast is 17. The number needed for election (a majority) is 9. No debate. VOTE: Alissa Fountain (17), Calvin Hillary Hylton (17), Jo Ann Vertetis (16); all three members were elected to a second term on the council.
 - New Membership: The number of ballots cast is 17. The number needed for election (a majority) is 9. No debate. VOTE: (in alphabetical order): Julian A. Hines (17), Stephen Jensen (17), Sarah Krier (17), Lori Linkous (16), Jim Mitulski (16), Jay Orne (16), Douglas Stewart (16), and John Vener(16). All eight new member applicants were elected to the council.
 - Council Co-Chair: The number of ballots cast is 16. The number needed for election (a majority) is 8. No open nominations were received, and no discussion followed. VOTE: Lesa Nelson (16) and Tyrie Stanley (14). Lesa and Tyrie will be new council co-chairs starting in March.
- Unfinished business: The question was raised whether the attendance policy pertaining to time away due to the loss of a loved one had been updated. Calvin Hillary-Hylton responded that due to varying opinions, the Membership and Training Committee had not come to a consensus; however, most of the committee was interested in a limited number of excused absences. The committee will look at options prior to presenting a full proposal. The committee has also looked at best practices from other councils as well as HRSA guidance. Calvin encouraged council and community members to share ideas and opinions on a more flexible attendance policy and to send their responses to Carissa or attend a Membership & Training Committee meeting.
- Carissa Weisdorf informed the council that current council members may request to switch committees at this time as approved by the Membership & Training Committee. Requests to switch committees should go to Carissa for forwarding to the Membership & Training Committee.

VIII. Open Forum

- None.

IX. Announcements

- None.

X. Adjourn

- Larry adjourned the meeting at 10:43 a.m.

Meeting Summary

- Aaron Peterson, Data Coordinator, Ryan White HIV/AIDS Program and Emily Reimer, HIV Supports Data Analyst, HIV Support presented the "2020 Main Data Book and an overview of the 2020HIV/AIDS Comprehensive Needs Assessment Survey to the council.
- The council approved Membership & Training's recommendation for candidates returning for a second term.
- The council approved Membership & Training's recommendation and elected 8 new council members whose terms will start on March 1, 2022.
- The council elected Lesa Nelson and Tyrie Stanley to serve as council co-chairs.
- Reports were provided from each standing committee, council co-chairs, recipients, and council staff.
- Recognition for attendance was announced (for both council and committee).
- Certificates of appreciation were presented to members who completed their term with the council.

Documents distributed before the meeting:

- Proposed agenda for today's meeting
- January 11 meeting minutes
- Membership & Training Committee action items
- Council Co-Chair Position Description
- FY 2021 Annual Review of Service Standards
- Part B report

Additional documents displayed during the meeting:

- Part A update
- 2020 Main Data Book - 2020HIV/AIDS Comprehensive Needs Assessment Survey

RC/cw