

Minnesota Council for HIV/AIDS Care and Prevention
Tuesday, April 12, 2022
9 – 11 a.m.
Microsoft Teams Meeting
Meeting Minutes

Council Members Present:	
Joseph Amrhein	Lesla Nelson (council co-chair)
Nyonbeor Boley	Jay Orne
Charlotte Detournay	Sue Purchase
Alissa Fountain	Angela Reed
Megan Higdon	Sarah Schiele
Calvin Hillary Hylton	Paul Skrbec
Annalise Jackson, RN, MSN, PHN	Tyrie Stanley (council co-chair)
Stephen Jensen	John Vener, MD
Larry McPherson	Jo Ann Vertetis
Amy Miller	McKinzie Woelfel (council co-chair)
Rev. Jim Mitulski	
Council Members Absent:	
Julian Hines	Nafula Namuninia
Lori Linkous	
Community Members/Guests/Consultants:	
Dennis Anderson, Community Member	James McMurray, Community Member
Anika Kaleewoun, Hennepin County Ryan White	Emily Reimer, Department of Human Services
Allison LaPointe, Minnesota Department of Health	Aurin Roy, Hennepin County Ryan White
Mary McCarthy, Rural AIDS Action Network	Gloria Smith, Department of Human Services
Hennepin County (Part A) Representative:	
Jonathan Hanft	DHS (Part B) Representative:
	Thomas Blissett
MDH (Prevention) Representative:	
Peggy Darrett-Brewer	MCHACP Parliamentarian:
	Pat Reymann
MCHACP Staff:	
Carissa Weisdorf, Coordinator	Bryan Bick, Administrative Specialist (minutes)

Quorum Present? **Yes**

I. Call to Order, Welcome and Introductions

- Tyrie Stanley called the meeting to order at 9:03 a.m. and led the council in reading the guiding principles. Introductions were made.
- A candle was lit in honor of a Community Voices Committee member who passed away earlier this year. Lesla Nelson led the council in a moment of silence.
- The agenda was reviewed and approved as printed.
- The minutes from the March 8, 2022 meeting were reviewed and approved as printed.

II. **Getting to know each other (breakout rooms):** Carissa Weisdorf listed some ideas for discussion topics in the chat, and Bryan Bick placed the council members into breakrooms for ten minutes of discussion.

III. **Committee reports** (also provided in written format)

A. Executive Committee and Co-Chair Update

- **ACTION ITEM:** Ad hoc committee membership
 - **Action item: Ad hoc committee membership** was displayed and read out loud by Lesa Nelson. Lesa read that the Executive Committee requests at least three council members volunteer to serve on an ad hoc committee to come up with recommendations for an amendment to the current council attendance policy.
 - Calvin Hillary Hylton, McKinzie Woelfel, Larry McPherson and Jo Ann Vertetis volunteered to serve on the ad hoc committee.
 - **DISCUSSION:** Tyrie Stanley called for discussion; there was none.
 - Pat Reymann explained that a vote is not required. In May the Executive Committee will make appointments to the ad hoc committee from the four council members who volunteered today.

B. Planning and Allocations Committee

- **ACTION ITEM:** Resource Allocation Process
 - **Action item: Resource Allocation Process** was displayed and read out loud by Larry McPherson. Larry read that the Planning and Allocations Committee recommends that the **Resource Allocation Process for Ryan White HIV/AIDS Program Funds** be adopted for the fiscal years 2023 and 2024.
 - **DISCUSSION:** Tyrie Stanley called for discussion; there was none.
 - **VOTE:** Tyrie Stanley called for a voice vote on the recommendation. It was approved unanimously.
- **ACTION ITEM:** Committee co-chair election
 - **Action Item: Planning and Allocations Committee Co-Chair Election** was displayed and read out loud by Larry McPherson. Larry read that he and Tyrie Stanley have been nominated to serve as co-chairs by the Planning and Allocations Committee.
 - **DISCUSSION:** Tyrie Stanley called for discussion. Carissa Weisdorf explained that since there are several committee co-chair elections today, one ballot will be sent out at the conclusion of all the action items and the results will be read during unfinished business.

C. Membership and Training Committee

- The **Committee Report Summaries** was displayed. Calvin Hillary Hylton highlighted that there are nine vacancies on the council and reviewed the council's representation and reflectiveness needs. He reminded members to promote the council to their clients and networks.

- **ACTION ITEM:** Committee co-chair election
 - **Action Item: Membership and Training Committee Co-Chair Election** was displayed and read out loud by Calvin Hillary Hylton. Calvin read that he has been nominated to serve as co-chair by the Membership and Training Committee.
 - **DISCUSSION:** Tyrie Stanley called for discussion; there was none.

D. Needs Assessment and Evaluation Committee

- **ACTION ITEM:** Committee co-chair election
 - **Action Item: Needs Assessment and Evaluation Committee Co-Chair Election** was displayed and read out loud by Lesa Nelson. Lesa read that Joe Amrhein and Julian Hines have been nominated to serve as co-chairs by the Needs Assessment and Evaluation Committee.
 - **DISCUSSION:** Tyrie Stanley called for discussion; there was none.

E. Disparities Elimination Committee

- **ACTION ITEM:** Committee co-chair election
 - **Action Item: Needs Assessment and Evaluation Committee Co-Chair Election** was displayed and read out loud by Jay Orne. Jay read that they and Sarah Schiele have been nominated to serve as co-chairs by the Disparities Elimination Committee.
 - **DISCUSSION:** Tyrie Stanley called for discussion; there was none.

F. Community Voices Committee

- **ACTION ITEM:** Committee co-chair election
 - **Action Item: Community Voices Committee Co-Chair Election** was displayed and read out loud by Jo Ann Vertetis. Jo Ann read that she and Danielle Brantley have been nominated to serve as co-chairs by the Community Voices Committee.
 - **DISCUSSION:** Tyrie Stanley called for discussion; there was none.

Bryan Bick put a link to the Committee Co-Chair Ballot in the meeting chat and emailed the link to the members of the council. Bryan asked each council member to complete the ballot only one time.

IV. Recipient reports

A. Part A: Jonathan Hanft from the Hennepin County Ryan White Program displayed the **Part A Update**.

- Jonathan provided a COVID-19 update.
 - Jonathan stated that COVID-19 infection rates in Minnesota are stable or slightly increasing. The prevalence of the Omicron BA.2 variant is increasing in the state and nationwide.
 - Jonathan reported that people with HIV still have lower vaccination rates than the general population. He asked the council to encourage people with HIV who are unvaccinated to get vaccinated and mentioned that people living with HIV may be more vulnerable to severe COVID illness if they are not virally suppressed, not on antiretroviral treatment, or not connected to care.

- Jonathan Hanft reported that six new cases have been added to the metro HIV outbreak case count since the last council meeting, for a total of 95 cases. The Duluth area outbreak case count is 22; it has not increased since the last council meeting.
- Jonathan shared that Health Resources and Services Administration (HRSA) will conduct the Part A site visit the week of August 8. The site visit team will meet with the Executive Committee on August 8, probably in the afternoon, and will attend the council meeting on August 9.
- Jonathan displayed **FY 2023 Appropriations for Federal HIV/AIDS Programs and** explained that the appropriations for Ryan White funding passed a month ago and included an increase of \$71 million for fiscal year 2022 (which started April 1, 2022).
 - The Part A allocation had a 2% increase.
 - The largest increase was in Part B base funding, which goes to community and clinic-based HIV care programs.
- Jonathan shared that the President's budget for fiscal year 2023, which is usually not what gets appropriated, decreases Part A funding. The budget seems to prioritize any increases in Ryan White funding on the Ending the HIV Epidemic in the U.S. (EHE) initiative. This indicates that flat funding may be the best we can expect in 2023.
- For 2022, the Part A grant award for the Minneapolis/St. Paul Transitional Grant Area (TGA) should not be less than 2021 and will hopefully have a small increase. The Part B funding for 2022 was increased by 6% or 7%, so Minnesota's Part B base funding should see that same increase.
- Calvin Hillary Hylton asked why Minnesota is not part of the EHE initiative. Jonathan replied there is not consensus among the Communities Advocating Emergency AIDS Relief (CAEAR) Coalition on whether the 14 TGAs that are not included in EHE should be included in the second phase of the EHE initiative, which is supposed to start in 2025. Jonathan is advocating for inclusion.
- Anika Kaleewoun announced that there are two vacancies for consumers on the Minnesota HIV Quality Management Advisory Committee (QMAC). There is also a vacancy for a provider. Anika displayed the **Minnesota HIV Quality Management Advisory Committee (QMAC) flyer**. She shared that they meet for about two hours, four times per year. Bryan Bick will email the flyer to council members.

B. Part B: Thomas Blissett from Minnesota Department of Human Services (DHS) HIV Supports gave the Part B update.

- Thomas shared that Part B will have its site visit starting August 15.
- Thomas shared that the END HIV MN coordinator position is posted, and he encouraged the council to share it. A link to the posting will be sent to the council.
- Thomas reported that two open grant management positions are on hold while they are being reevaluated by DHS human resources.
- Thomas also reported that DHS is in the final stages of contract negotiations for the Request for Proposal that was released in October 2021. Thomas hopes to share information next month about which agencies will be funded.

- Thomas shared that he and HIV Benefits and Eligibility Supervisor Asneth Omare will be scheduling visits with metro area providers in May. These are visits for providers and new DHS staff to get to know one another.

C. Prevention: Peggy Darrett-Brewer from the Minnesota Department of Health (MDH) presented the prevention update.

- Peggy announced that MDH has an open student worker position that will close April 18. A link to the posting will be shared with the council. An HIV nurse specialist position will be posted soon. Peggy asked the council to distribute these positions.
- Peggy shared that MDH office buildings are reopening April 22. MDH staff is still in transition and will not be in the office right away.
- Peggy announced plans for a large testing event in late Spring in north Minneapolis. They will provide testing for HIV, hepatitis C and syphilis. They will also offer COVID-19 vaccinations.
- Peggy stated that MDH is still working on its process to prioritize populations for its upcoming request for proposal. Once ready the priority populations will be shared with the council.
- Peggy announced that MDH will host a syphilis summit in October. It will have a clinical provider focus, but the first and third days will include content for community-based organizations.
- McKinzie Woelfel shared MDH purchased 25,000 receptive condoms. 18,000 were distributed to organizations in the metro, in Duluth, and to local public health partners along I-35 between the Twin Cities and Duluth. The remaining 7,000 will be delivered to organizations in greater Minnesota in the next week or two.

V. Part B rebate update: Thomas Blissett from the Minnesota Department of Human Services (DHS) HIV Supports provided an update on Part B rebate expenditures.

- Thomas displayed and reviewed the ***DHS Grants and Rebate Revenues*** presentation.
- Jonathan Hanft added that Early Intervention Services provide testing and the number of people who are tested is not reflected in the expenditure figures. Only those who are diagnosed with HIV appear in those data.

VI. Council staff report

- Carissa Weisdorf explained that the Planning and Allocations Committee is starting to prepare for the August allocations meetings. The committee decided to split the work into two meetings on August 2 and August 9. Council members should plan on attending both meetings.
 - The agenda for August 2 will include an introduction of the process and discussion of the proposal that is coming from the grant recipients and the Planning and Allocations Committee. It will also include how council members can propose amendments to the proposal.
 - The August 9 meeting is when the allocations proposal and any amendments will be approved.

- The council co-chairs and staff have agreed again to contract with Beth Zemsky, a consultant who has been involved with this process for many years, to facilitate the August meetings.
- The meeting times are still to be determined and will be capped at two hours each if they are virtual or three hours each if conducted in person.
- Carissa Weisdorf shared that training on focused conversations is being planned for the council members who volunteered to become hard topic facilitators. Carissa invited all council members to let her know if they are interested in receiving that training.
- Carissa stated that an integrated plan steering committee consisting of staff from Minnesota Department of Health, Minnesota Department of Human Services, Hennepin County, council staff, and council co-chairs has been formed. Its first meeting will take place April 28. The steering committee will develop a workplan for the integrated plan and bring work to the different council committees.
- Carissa thanked everyone who completed the knowledge assessment. She stated that the assessment results were reviewed by the council data workgroup and will inform the data training plan for the coming year.
 - Carissa shared that the first data training on epidemiological terms will be in June before the annual HIV epidemiological data release from Minnesota Department of Health.
 - Carissa added that training on funding sources will occur in July.
 - Carissa displayed the Minnesota Council for HIV/AIDS Care and Prevention web site and showed that past trainings can be found under the training tab at www.mnhivcouncil.org/trainings.html.
- Carissa stated that Hennepin County has issued guidance about in-person gatherings including public meetings.
 - Council staff has requested more information from the county about meeting space technology upgrades that will be needed before council meetings can take place in-person.
 - Carissa shared that council staff created a survey to get feedback about members' comfort with in-person meetings. She stated that a personal link will be emailed to each council and community member after this meeting and asked that it be completed by April 20.
 - Carissa explained that meetings will continue to be virtual until at least July.
- Carissa stated that the conflict of interest form which was attached to the email for today's meeting should be completed and returned.
- Carissa announced that today is Nafula Namuninia's last meeting. She took a new job and no longer has time to dedicate to the council. Carissa wished her all the best in her future endeavors.
- Carissa stated that a link to the post-meeting survey was placed in the meeting chat and will also be emailed.
- Bryan Bick explained that the Microsoft Teams invitations for all council and committee meetings were updated recently with new conference IDs. Bryan reminded council members that the correct conference ID will always be in the email reminder that Carissa Weisdorf sends out a week before each meeting.

VII. Conflict of interest training: Carissa Weisdorf presented the ***Conflict of Interest Policy and Management training.***

- Carissa requested that council members and community members complete and return the form today. It is a fillable PDF which can be saved to your device and then emailed to her.

VIII. Unfinished Business / New Business

- The committee co-chair election results were announced during unfinished business.
 - Tyrie Stanley announced the Planning and Allocations Committee co-chair election results. **VOTE:** the number of ballots cast is 14. The number needed for a majority is seven. Larry McPherson received 14 votes and Tyrie Stanley received 13 votes.
 - Tyrie announced the Membership and Training Committee co-chair election results. **VOTE:** the number of ballots cast is 14. The number needed for a majority is seven. Calvin Hillary Hylton received 14 votes.
 - Tyrie announced the Needs Assessment and Evaluation Committee co-chair election results. **VOTE:** the number of ballots cast is 14. The number needed for a majority is seven. Joe Amrhein received 14 votes and Julian Hines received 14 votes.
 - Tyrie announced the Disparities Elimination Committee co-chair election results. **VOTE:** the number of ballots cast is 14. The number needed for a majority is seven. Sarah Schiele received 14 votes and Jay Orne received 14 votes.
 - Tyrie announced the Community Voices Committee co-chair election results. **VOTE:** the number of ballots cast is 14. The number needed for a majority is seven. Jo Ann Vertetis received 14 votes and Danielle Brantley received 14 votes.
- No new business was discussed.

IX. Open Forum

- No new topics were discussed in the open forum.

X. Announcements and Adjourn

- Tyrie Stanley reminded the council that an announcement about Camp Heartland came via email from Bryan Bick, and the job posting at Minnesota Department of Health was emailed by Carissa Weisdorf.
- Jo Ann Vertetis announced that Dining Out for Life is April 28.
- Tyrie Stanley adjourned the meeting at 11:05 a.m.

Meeting Summary

- Committee updates were given, and an election was held for committee co-chairs.
- The council heard updates from Part A, Part B, and prevention.
- The Department of Human Services presented an update on Part B rebate expenditures.
- A Conflict of Interest training was provided by council staff.

Documents distributed before the meeting:

- Proposed agenda for today's meeting

- March 8 meeting minutes
- Committee Report Summaries
- **Action item:** Ad hoc committee membership
- **Action item:** Resource Allocation Process (including Resource Allocation Process for Ryan White HIV/AIDS Program Funds)
- **Action items:** Committee co-chair elections
- Conflict of interest form

Additional documents displayed during the meeting:

- Part A Update
- FY 2023 Appropriations for Federal HIV/AIDS Programs
- Minnesota HIV Quality Management Advisory Committee (QMAC) flyer
- DHS Grants and Rebate Revenues
- Conflict of Interest Policy and Management training

BB