

Planning and Allocations Committee
Wednesday, June 22, 2022
9:30 – 11:00 a.m.
Microsoft Teams Meeting
Meeting Minutes

Committee Members Present:	
Nyonbeor Boley	Doug Peterson
Annalise Jackson	Sue Purchase
Florence Kulubya-Nabeta	Tyrie Stanley (co-chair)
Larry McPherson (co-chair)	
Committee Members Absent:	
Mary McCarthy	
Guests:	
Joe Amrhein	Sarah Schiele, co-chair, Disparities Elimination Committee
Jay Orne, co-chair, Disparities Elimination Committee	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Thomas Blissett
MDH (Prevention) Representative:	MCHACP Staff:
McKinzie Woelfel	Carissa Weisdorf, Coordinator
	Bryan Bick, Administrative Specialist (minutes)

Quorum? Yes

- I. **Welcome and introductions:** Tyrie Stanley called the meeting to order at 9:30 a.m. Introductions were made.

- II. **Review and approval of May 25 minutes and proposed agenda**
 - The May 25 minutes were reviewed and approved as printed.
 - The proposed agenda was reviewed and approved as printed.

- III. **Fiscal year 2022 Part A post-award adjustments:** Jonathan Hanft displayed the ***Hennepin County Ryan White Program presentation to the Planning and Allocations Committee, June 22, 2022.***
 - Jonathan shared that the Minnesota Department of Human Services just received the final Part B award. An updated post-award allocations proposal that reflects the final Part B award was emailed to the committee this morning.
 - Jonathan presented the proposal to allocate additional funds to medical case management targeting the Latinx population and to housing services prioritizing HIV outbreak and HIV outbreak adjacent cases, along with data to support those decisions.
 - Jonathan displayed the ***FY 2022 Part A Post-award Allocations Increase Proposal*** and summarized the amounts being proposed.

- The **Recommendation to Planning and Allocations Committee from Disparities Elimination Committee** was displayed.
 - Jay Orne stated that the Disparities Elimination Committee (DEC) recommends the increase in Part A Minority AIDS Initiative (MAI) funding goes toward medical case management for Latinx populations.
 - Jay shared that DEC recommends that the Planning and Allocations Committee (PAC) allocate the Part A award increase (excluding MAI) to housing services, and to prioritize housing unhoused people who inject drugs and American Indian/Alaskan Native HIV positive individuals because those populations are associated with the outbreak.
- Carissa Weisdorf displayed the **Part A and Part B Council Allocations Proposal**. Jonathan Hanft reviewed the proposed allocation increases by service area.
 - **MOTION:** Larry McPherson moved to adopt the fiscal year 2022 Part A post-award adjustment. The motion was seconded.
 - **DEBATE:** Tyrie Stanley called for debate on the motion. There was none.
 - **VOTE:** Tyrie asked for a roll call vote. The motion was approved and will be forwarded to the Executive Committee.

Name		COI?	Vote
Nyonbeor	Boley	No	Not present during roll call vote
Annalise	Jackson	No	Aye
Larry	McPherson	No	Aye
Sue	Purchase	No	Aye
Doug	Peterson	No	Aye
Florence	Kulubya-Nabeta	No	Aye

- **Recommendation to Planning and Allocations Committee from Disparities Elimination Committee** was displayed again. Carissa edited the language of the proposal to reflect what PAC is voting on today.
 - **MOTION:** Larry McPherson moved to allocate \$183,900 to housing services and prioritize housing unhoused people who inject drugs and American Indian/Alaskan Native HIV positive individuals because those populations are associated with the outbreak. The motion was seconded.
 - **DEBATE:** There was no debate.
 - **VOTE:** Tyrie called for a voice vote. The motion passed unanimously and will be adopted and forwarded to the Executive Committee as a directive for Part A.

IV. Discuss fiscal year 2023 allocations proposal

- Jonathan said he does not anticipate Part A proposing changes to the allocations for housing or medical case management in 2023 so that those initiatives can be sustained.
- Jonathan explained that Part A will examine spending over the last two to three years and may propose allocating what has been underspent to other service areas in need.

Those decisions will be based on data from several sources including the 2020 HIV consumer needs assessment.

- Thomas Blissett said the Part B proposal is to continue with the council's recommendation from 2022.
 - Part B will spend a minimum amount of money per service area.
 - For example, Part B will allocate a minimum of \$557,000 for emergency financial assistance (EFA).
 - Thomas explained that Part B legislation requires that rebate funds be spent prior to the Part B base award.
- Jonathan Hanft advised that the council should be aware of what other resources are being used to fund each service area as it considers the allocations proposals.
 - Jonathan mentioned there is a significant amount of rebate budgeted for 2023.
 - Thomas Blissett added that the procurement process for Part B is still underway, but information about which service areas will be funded by rebate will be available soon.
 - Thomas said he will then distribute an update on all Part B funds including Part B formula, rebates, and state funds.
 - Carissa Weisdorf said a web page for priority setting and resource allocation (PSRA) is being populated now on the council web site. When the information about rebate-funded services is available it will be distributed and uploaded there.
- Carissa displayed the **2022 PSRA page of the Minnesota Council for HIV/AIDS Care and Prevention web site**.
 - Carissa explained that the data dashboard has not yet been updated with 2021 information. When that is ready, the instructions and the paired comparison worksheets will be emailed to council members.
 - Carissa displayed the **Resource Allocation Process for Ryan White HIV/AIDS Program Funds**. She reminded the Planning and Allocations Committee members to keep the principles and criteria listed in this document in mind as they consider whether to make amendments to the Part A and Part B allocations proposals.
- Jonathan stated that the data dashboard provides a good summary of expenditure data. Once it is updated it will show 2017-2021 information. Jonathan displayed the **Data dashboard – Emergency Financial Assistance** table and demonstrated how to find expenditure data by funding source.

V. Discuss Community Voices Committee input into FY23 allocations proposal

- Carissa explained that the Planning and Allocations Committee (PAC) advises on the process to solicit community input on the prioritization of services and the allocations process.
 - Carissa shared that PAC went to the Community Voices Committee (CVC) to get feedback on priority setting in the past several cycles.
 - At the May CVC meeting the attendees selected their top priorities for core medical services and support services.
 - CVC's top priorities for core medical services were: 1) ADAP, 2) medical case management, mental health, and oral health care (tied).

- The Community Voices Committee's (CVC) top priorities for support services were: 1) housing 2) transportation 3) emergency financial assistance.
- Carissa proposed that CVC could provide information about how the Ryan White system can best use funding to meet community priorities, including geographic and population targeting, which could possibly be incorporated into directives.
- A committee member asked if there was any Greater Minnesota representation at CVC.
 - Carissa stated there used to be representation from Greater Minnesota at CVC but that stopped when meetings went virtual during the pandemic.
 - Carissa reminded the committee that reimbursement for travel and lodging expenses is available if people want to attend in person.

VI. Unfinished Business / New Business

- No unfinished business was discussed.
- No new business was discussed.

VII. Set agenda for next meeting

- Carissa Weisdorf displayed the ***FY 2022 PAC Workplan***.
- Carissa added feedback from the CVC on the allocation proposal to the PAC workplan for July.

VIII. Announcements

- Bryan Bick announced that the Council will have promotional materials at the Minnesota Department of Health booth at Twin Cities Pride, and council members are invited to be there to answer questions.
- Sue Purchase announced that Harm Reduction Sisters is holding community popup events throughout the summer. There is one coming up on July 27 in the West End of Duluth, with the exact location still to be determined. They partner with the University of Minnesota mobile medicine clinic.
- Tyrie Stanley reminded the committee to complete the biannual council and committee operations evaluation. Carissa shared a link in the meeting chat.

IX. Adjourn: Tyrie adjourned the meeting at 10:44 a.m.

Meeting Summary

- The Planning and Allocations Committee voted in favor of adopting the fiscal year 2022 Part A post-award adjustment that was presented by Hennepin County Ryan White Services.
- PAC voted in favor of allocating \$183,900 to housing services and to prioritize housing unhoused people who inject drugs and American Indian/Alaskan Native HIV positive individuals because those populations are associated with the outbreak.
- The committee heard initial information from Part A and Part B about the FY 2023 allocations proposal.

Documents distributed before the meeting:

- Proposed agenda for June 22 meeting
- Minutes from May 25 meeting
- FY 2022 PAC Workplan
- FY 2022 v 2021 Part A award
- FY 2022 Part A Post-award Allocations Increase Proposal
- Part A and Part B Council Allocations Proposal
- Recommendation to Planning and Allocations Committee from Disparities Elimination Committee

Additional Documents displayed during the meeting:

- Hennepin County Ryan White Program presentation to the Planning and Allocations Committee, June 22, 2022.
- 2022 PSRA page of the Minnesota Council for HIV/AIDS Care and prevention web site
- Resource Allocation Process for Ryan White HIV/AIDS Program Funds
- Data dashboard

BB/cw