

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

Council Members Present:	
Joseph Amrhein	Lesla Nelson (council co-chair)
Alissa Fountain	Jay Orne
Megan Higdon	Angela Reed
Julian Hines	Sarah Schiele
Calvin Hillary Hylton	Tyrie Stanley (council co-chair)
Stephen Jensen	Gage Urvina
Larry McPherson	John Vener, MD
Amy Miller	Jo Ann Vertetis
Rev. Jim Mitulski	
Council Members Absent:	
Charlotte Detournay	Sue Purchase
Annalise Jackson, RN, MSN, PH	McKinzie Woelfel (council co-chair)
Doug Peterson	
Community Members/Guests/Consultants:	
Shea Amaro, DHS	Océane Lune, Community Member
Danielle Brantley, Community Member	James McMurray, Community Member
Belinda Charleston-Green, Community Member	Emily Reimer, DHS
Sokun Derosier, DHS	Darin Rowles, DHS
Heather Eagleton, Viiv Healthcare	Gloria Smith, DHS
Hannah Kass-Aten, MDH	Beth Zemsky, Facilitator
Dennis London, DHS	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Thomas Blissett
MDH (Prevention) Representative:	
none	
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 9:01 a.m. Introductions were made.
- Tyrie led the council in reading the guiding principles.
- The proposed agenda was reviewed and approved as printed.
- The minutes from the August 2, 2022 meeting were reviewed and approved as printed.

II. **Open Forum:** No items were introduced for discussion during the open forum.

III. **Committee reports**

- The **Committee Report Summaries** document was displayed. Tyrie Stanley directed the council to refer to the document for more information about each committee's activities.
- Tyrie explained that he will call on the committees that have action items for today.

A. Executive and Co-Chair Update

B. Community Voices Committee

C. Disparities Elimination Committee

D. Membership and Training Committee

- Stephen Jensen presented **Action Item: New Membership Election.**
 - **MOTION:** It is moved that the Membership and Training Committee recommends Antwon Davis for consideration of membership to fill an unexpired term ending on February 29, 2024.
 - **DEBATE:** Tyrie called for debate on the motion. There was none.
 - **VOTE:** Tyrie announced that the vote will be conducted by ballot and a link to the ballot will be distributed to council members. The results of the vote will be announced at the end of the meeting.
- Stephen presented **Action Item: Membership and Training Committee Co-Chair Election.**
 - **MOTION:** The Membership and Training Committee forwards the recommendation that James McMurray is elected to serve as co-chair of the Membership and Training Committee.
 - **DEBATE:** Tyrie called for debate on the motion.
 - A council member mentioned that agencies are limited to having two representatives on the council. He stated that James works for the Aliveness Project and there are already two employees of that agency on the council.
 - Tyrie clarified that James would serve as a community co-chair of the Membership and Training Committee, not an elected council member.
 - **VOTE:** Tyrie announced that this vote will also be conducted by ballot and the results will be announced at the end of the meeting.
- Bryan Bick shared a link to the combined ballot for the new membership election and the Membership and Training Committee co-chair election in the meeting chat. He also emailed the link to all members of the council.

E. Needs Assessment and Evaluation Committee

F. Planning and Allocations Committee:

- Larry McPherson presented **Action Item: Part A Carryover Proposal.**

- Tyrie Stanley explained that the proposal is to allocate \$15,563 in unspent Part A Minority AIDS Initiative (MAI) funds to medical case management to serve the growing number of Black/African-born people living with HIV/AIDS, and to allocate \$180,430 in unspent Part A formula funds to food bank/home-delivered meals.
- **MOTION:** The Planning and Allocations Committee recommends the council approve the attached ***FY 2021 Part A and MAI Carryover Proposal.***

HRSA Category - Service Activity	FY2022	FY2022 w/Carryover	Change	Notes
Medical Case Management - MAI	\$228,706	\$244,269	\$15,563	There is a need for increased capacity to provide medical case management for the growing number of Black/African-born PWH. Medical case management services ensure that Black/African-born PWH receive culturally and linguistically responsive assistance to access core medical and supportive services so they can receive high quality HIV medical care and antiretroviral treatment to achieve sustained viral suppression.
Food Bank/Home Delivered Meals	\$335,734	\$516,164	\$180,430	Initial allocations for food bank home delivered meals were reduced in FY 2021 because of a reduction in the MSP-TGA's Part A award. The COVID pandemic likely increased food insecurity among PWH. The additional carryover funds will help prevent food insecurity among the MSP-TGA's Ryan White eligible PWH.
TOTAL	\$564,440	\$740,433	\$195,993	

- **DEBATE:** There was no debate.
- **VOTE:** Tyrie asked for a roll call vote on the motion.

First Name	Last Name	Conflict of Interest	Vote
Joe	Amrhein	n/a	Aye
Alissa	Fountain	n/a	Aye
Megan	Higdon	n/a	Aye
Calvin	Hillary Hylton	n/a	Aye

Julian	Hines	n/a	Aye
Stephen	Jensen	n/a	Aye
Larry	McPherson	n/a	Aye
Jim	Mitulski	n/a	Aye
Amy	Miller	n/a	Aye
Lesla	Nelson	n/a	Aye
Jay	Orne	n/a	Aye
Angela	Reed	n/a	Aye
Sarah	Schiele	n/a	Aye
Gage	Urvina	n/a	Aye
John	Vener	n/a	Aye
Jo Ann	Vertetis	n/a	Aye

- Bryan Bick announced that the vote was 16 ayes and zero nos.
- Tyrie stated that the motion is adopted.

G. Attendance Policy Ad Hoc Committee

IV. Review of resource allocation process and MCHACP conflict of interest policy

- Beth Zemsky provided the ***MCHACP Allocations Meeting Day Two*** presentation.
- Beth asked for any questions about the conflict of interest policy or the process of how to propose amendments to the allocations proposal. No questions were asked.

V. Action Item: FY 2023 pre-award allocations proposal (discuss intended amendments)

- **Action Item: FY 2023 Council Pre-Award Allocations Proposal** was displayed.
- Larry McPherson stated he intends to move the approval of the allocation proposal.
- **DISCUSSION**
 - *Tyrie Stanley passed facilitation of the meeting to Beth Zemsky.*
 - The ***Part A and Part B Council Allocations Proposal: FY 2023*** was displayed.
 - Beth Zemsky asked if there was any discussion or proposed amendments. No discussion or amendments were brought forward by the council.
 - *Beth Zemsky passed facilitation of the meeting to Tyrie Stanley.*

VI. Vote on final FY 2023 pre-award allocations proposal

- **Action Item: FY 2023 Council Pre-Award Allocations Proposal** was displayed again.

- **MOTION:** The Planning and Allocations Committee recommends the approval of the fiscal year 2023 pre-award allocations proposal with a waiver.
 - **DEBATE:** Tyrie called for debate on the motion. There was no debate.
 - **VOTE:** Tyrie called for a roll call vote on the motion.

First Name	Last Name	Conflict of Interest	Vote
Joe	Amrhein	n/a	Aye
Alissa	Fountain	n/a	Aye
Megan	Higdon	n/a	Aye
Calvin	Hillary Hylton	n/a	Aye
Julian	Hines	n/a	Aye
Stephen	Jensen	n/a	Aye
Larry	McPherson	n/a	Aye
Jim	Mitulski	n/a	Not present for vote
Amy	Miller	n/a	Aye
Lesla	Nelson	n/a	Aye
Jay	Orne	n/a	Aye
Angela	Reed	n/a	Aye
Sarah	Schiele	n/a	Aye
Gage	Urvina	n/a	Aye
John	Vener	n/a	Aye
Jo Ann	Vertetis	n/a	Aye

- Bryan Bick announced that the vote was 15 ayes and zero nos.
- Tyrie Stanley stated that the motion is adopted.

VII. Wrap-up and evaluation

- Beth Zemsky thanked everyone for participating in the process both weeks.
- Beth explained that council members will be asked to complete an evaluation of the priority setting and resource allocation (PSRA) process.

- She encouraged the council to participate actively in the evaluation so that it can be made the best possible process for the next cycle.
- She reminded the council that there were concerns expressed in the last meeting about how the prioritization process was done, and said it is important to express those concerns in the evaluation.
- Carissa Weisdorf shared a link in the chat to the PSRA evaluation. Beth explained that council members will also receive an email about completing it.
- Beth thanked the council for its work and the council co-chairs for their leadership.

VIII. Announcements and adjourn

- Tyrie Stanley announced the results of the ballot the new membership election and for the Membership and Training Committee co-chair election.
 - Antwon Davis needed eight votes for election and received 15.
 - James McMurray needed eight votes for election and received 15.
 - Tyrie congratulated Antwon and James on their elections.
- Carissa Weisdorf mentioned that today is the last day to register for National Ryan White Conference.
- Tyrie thanked the Executive Committee for participating in the Health Resources and Services Administration (HRSA) site visit yesterday.
- Tyrie adjourned the meeting at 9:59 a.m.

Meeting Summary

- The council elected Antwon Davis to fill an unexpired council term, and James McMurray to serve as co-chair of the Membership and Training Committee.
- The council voted to approve the FY 2021 Part A and Minority AIDS Initiative carryover proposal.
- The council voted to approve the FY 2023 pre-award allocations proposal.

Documents distributed before the meeting:

- Agenda for Allocations Meeting, Day Two
- August 2, 2022 meeting minutes
- August 9 Committee Report Summaries
- ACTION ITEM: New Membership Election
- ACTION ITEM: Membership and Training Committee Co-Chair Election
- ACTION ITEM: Part A Carryover Proposal
- ACTION ITEM: FY 2023 Council Pre-Award Allocations Proposal

Additional documents displayed during the meeting:

- MCHACP Allocations Meeting Day Two presentation

BB/cw