

Needs Assessment and Evaluation Committee
Tuesday May 23, 2023
9 – 11:00 a.m.
Microsoft Teams Meeting
Meeting Minutes

Committee Members Present:	
Julian Hines (co-chair)	Alejandro Aguilera
Angela Reed	John Vener, MD
Joe Amrhein (co-chair)	Moua Xiong
Committee Members Absent:	
Lesla Nelson	Tesha Johnson
Alissa Fountain	
Guests:	
Eriika Etshokin, Hennepin County	Gael Ziemer
Scott Bilodeau, Hennepin County	Charlotte Detournay
Rachel Prosser	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Cody Raasch	Dennis London
MDH (Prevention) Representative:	MDH (Surveillance) Representative:
McKinzie Woelfel	Hannah Kass-Aten
MCHACP Staff:	
Audra Gaikowski (coordinator)	Jeremy Stadelman (minutes)

Quorum? Yes

- I. **Welcome and introductions:** Joe Amrhein called the meeting to order at 9:03 a.m. Introductions were made.
- II. **Review and approval of March 28 meeting minutes. Review and approve proposed agenda.**
 - The March 28, 2023 minutes were approved as written.
 - The proposed agenda was reviewed and approved as written.
- III. **Review and approve Assessment of the Administrative Mechanism objectives**
 - Audra displayed [Assessing the Efficiency of Administrative Mechanism: An Introduction](#).

- The purpose of this activity is for the council to assess how quickly and efficiently Hennepin County is at dispersing funds to subrecipients.
- All planning councils are required to do this.
- Audra displayed ***MCHACP's Assessment of the Efficiency of the Administrative Mechanism***
 - The committee needs to approve the objectives at today's meeting.
 - NAE did some work a few years ago to reduce the length of the survey because it is a very dense document.
 - The results are due by October 3's deadline for the non-compete grant continuation; objectives should be approved today to stay on the timeline.
 - The survey reviews the previous fiscal year, so in this case the council will be assessing FY22.
- Objective 1: Part A funds are contracted quickly to subrecipients.
- Objective 2: Subrecipients of Part A funds are selected through an open process.
 - This is completed through an open, competitive RFP (request for proposals) process.
- Objective 3: The recipient secured sufficient subrecipients for all service areas receiving allocations.
- Objective 4: Subrecipients are paid in a timely manner by Hennepin County.
- Objective 5: Part A funds are used to pay only services that were identified as priorities by the council.
 - Subrecipients can only use Ryan White funds for the service categories that they receive funding for.
- Objective 6: The amounts contracted for each service category are the same as the council's allocations.
 - Who determines Part B allocations and priorities?
 - The council only directs Part A. Part B takes recommendations from the council but is not required to follow council allocations and priorities. Part B typically does follow the council's recommendations, however.
 - Some Part B funds are not administered by Part B. Emergency financial assistance (EFA) is an example.
 - Audra shared the ***FY 2023 Council Pre-award Allocations Plan***.
 - There is not a sole individual who makes Part B allocations decisions, but it is typically a decision made by the HIV unit.
 - McKinzie noted that the MDH RFP process involves community and public input. Funds are passed from Part A to Prevention, but MDH does not have discretion to use the funds however they wish. CDC sends funds to do specific activities.

- How else does Part B collect community input?
 - McKinzie noted that council members cannot be a part of RFP processes for Part A, Part B and MDH (Prevention).
 - Alejandro suggested that this policy be revisited.
 - Surveys, QMN, End HIV MN, and the Council are all ways Part B gathers input from the community.
- **MOTION:** Alejandro moved that the committee approve the Assessment of the Efficiency of the Administrative Mechanism as written. John seconded.
- **DEBATE:** There was no debate.
- **VOTE:** With a 4-0 vote, the motion passes.

IV. HIV care and prevention in the Hennepin County corrections system

- Dr. Rachel Prosser and Gael Ziemer from the Positive Care Center joined the meeting as subject matter experts for the discussion.
 - Joe noted that an estimated 20% of those living with HIV pass through the corrections system.
 - There are multiple entities involved in the corrections system in MN, it is not centralized like it is in Rhode Island. This is a challenge for the state.
 - Dr. Prosser was an infection disease specialist for the Department of Corrections for more than a decade.
 - Gael is a medical case manager (MCM) for those in the corrections system.
 - A member asked if an individual's medications get changed while in the corrections system.
 - Not in jails, but it does happen in the prison system.
 - Other counties do not have a similar MCM position; it is a relatively new role. Hennepin County's sphere of influence is not great in other counties because of this.
 - Dr. Prosser noted that in 2010, MCMs started going into prisons.
 - Dr. Prosser noted that county jails and prisons are two very separate entities. This makes coordination very challenging between the two entities.
 - For profit prisons are known for changing medications, typically to cheaper formularies.
 - They must legally provide care, not necessarily "cadillac medications."
 - Could Ryan White provide funding so that individuals can stay on more expensive medications?

- Audra noted that Part A funding cannot be used for those in jails/prisons (except for case management 6 months before release).
- This might be something to bring to public health leadership to see if other funding could be used.
- The Positive Care Center applied for SPNs funding a few years ago, but did not receive funding because we are a low incidence state.
 - Could we combine HIV with Hepatitis C to increase the numbers?
- About 100 PLWH (people living with HIV) in prisons (out of 10,000).
 - Those with HIV make up 20-30% of total chronic care costs in prisons.
- Dr. Prosser noted that a neighboring state was able to use 340B pricing for medications. This was attempted but failed in MN. This would need to be a partnership between department of corrections and public health departments.
- Can MAI (Minority AIDS Initiative) funds be used?
 - Dennis noted that these funds are for specific activities and are not significant.
 - They can only be used by Part B for outreach and education only.
 - Audra clarified that Part A and Part B have different requirements and allowable uses for MAI funds.
 - Part A can be used for core medical and related expenses.
 - Gael noted that additional staff would be beneficial.
 - Audra agreed to investigate this further.
 - How can we increase linkage to care?
- Dr. Prosser noted that funding has been a huge barrier.
 - RAAN (Rural AIDS Action Network) provides one-off services to inmates when needed.
- Capacity building might be another option to bring assistance to inmates. Training case managers to be able to serve those with HIV in the corrections system would be helpful.
 - Dr. Prosser noted that case managers are overwhelmed. Capacity building would require a lot of time, money, and energy and it might only catch a small number of people in the system.

- A member asked if the Positive Care Center and RAAN could investigate RFP grants to provide more case management in prison systems.

V. Unfinished Business / New Business

- John Vener noted that RAAN did testing for years but stopped receiving Part B funds. It changed the way they operate; testing was the way people were brought into the Ryan White system. RAAN does not apply for Part B grants anymore because they know they won't receive it. John noted Planned Parenthood received a grant. How did RAAN lose funding?
 - McKinzie noted that this was MDH funding. This was 6 years ago and RFPs were reviewed and RAAN was not selected. Not getting funding in one cycle does not preclude receiving funds in another cycle.

VI. Set agenda for next meeting

- Plan council committee operations evaluation
- DHS update on using Part B funds in jails and prisons

VII. Announcements

- Happy birthday to Alejandro!
- Congrats on Joe's graduation!

VIII. Adjourn

- Joe Amrhein adjourned the meeting at 10:57 a.m.

Meeting Summary

- The committee reviewed and approved the Assessment of the Administrative Mechanism objectives.
- The committee held a discussion on HIV care and prevention in the Hennepin County corrections system.

Documents distributed before the meeting:

- Proposed agenda
- March 28, 2023 meeting minutes
- FY 2023 NAE Workplan

Additional documents distributed during the meeting:

- MCHACP's Assessment of the Efficiency of the Administrative Mechanism
- FY 2023 Council Pre-award Allocations Plan

JS/ag