

**Minnesota Council for HIV/AIDS Care and Prevention
Executive Committee Meeting
Tuesday, June 6, 2023
1:00 – 3:00 p.m.
Meeting Minutes**

Committee Members Present:	
Jay Orne (Disparities Elimination)	Tyrie Stanley (Council Co-Chair, Planning and Allocation)
Calvin Hillary Hylton (Council Co-Chair)	Tristian Sparks (Community Voices)
Stephen Jensen (Membership and Training)	Alejandro Aguilera (Needs Assessment and Evaluation)
Committee Members Absent:	
Joe Amrhein (Council Co-Chair, Needs Assessment and Evaluation)	Danielle Brantley (Community Voices)
Guests:	
Shea Grutemaro, DHS	Scott Bilodeau, Hennepin County
Hennepin County (Part A) Representative:	
Eriika Etshokin	DHS (Part B) Representative: Thomas Blissett
MDH (Prevention) Representative:	
McKinzie Woelfel	MCHACP Parliamentarian: Pat Reymann, Parliamentarian
Council Staff:	
Audra Gaikowski, Council Coordinator	Jeremy Stadelman, Admin Specialist (minutes)

Quorum Present? **Yes**

Proposed Agenda

I. Welcome and introductions

- Calvin Hillary Hylton called the meeting to order at 1:06 p.m. Introductions were made.

II. Review and approval of the agenda and past meeting minutes

- The proposed agenda for the meeting was approved as written.
- The minutes from the May 2 meeting were reviewed and approved.

III. Council co-chair update

- Tyrie noted that the Community Voices Committee (CVC) would like to convene an ad hoc committee. The Executive Committee should make sure that the charge of the committee is clear.
- The Executive Committee meeting will be cancelled for July due to the Independence Day holiday.

IV. Committee Reports

- A. Planning and Allocations Committee
 - Did not meet.
- B. Membership and Training Committee

- Stephen noted that they had one interview in May.
 - The committee reviewed attendance and contacted individuals who are in danger of violating the attendance policy.
 - The committee has one interview scheduled for June.
- C. Needs Assessment and Evaluation Committee
- The committee reviewed and approved the Assessment of the Administrative Mechanism objectives.
 - Discussed how to improve HIV care in the Hennepin County corrections system.
- D. Disparities Elimination Committee
- Jay noted that the committee held a forum on mental health care for those living with HIV. The committee will report back to the council with what they learned.
 - i. Tyrie could not join the meeting using the QR code. He requests that a link be sent in the future.
- E. Community Voices Committee
- Received a presentation on the public health emergency unwinding.
 - Held a discussion on where to hold future CVC meetings and approved a motion to hold the meetings at The Aliveness Project for the remainder of the fiscal year. This will be discussed further at the July meeting.
 - Held a discussion on creating an ad hoc committee to plan the World AIDS Day Breakfast.
 - i. Tyrie had concerns that the ad hoc committee’s charge is not clear. Roles and responsibilities are not clear.
 1. Tyrie noted that past ad hoc committees have been chaotic and have not always accomplished what they set out to do.
 - ii. Alejandro noted that the ad hoc committee will open the event planning to all council members. He suggested that the CVC co-chairs meet to plan the committee’s roles and responsibilities in more detail and bring it back to the Executive for review.
 - iii. Stephan would like the ad hoc committee to report back to the Executive Committee. This language should be put in the roles and responsibilities of the committee.
 - iv. Pat noted that any action item should include language around the ad hoc committee’s ability to act or recommend to Executive.
 1. Pat noted that it is preferable that this go through CVC, but in the interest of time, this can be done in Executive.

V. Recipient Reports

A. Part A: *Eriika Etshokin, Hennepin County Ryan White Program*

- Part A reports to HRSA/HAB
 - i. FY 2022 Annual Progress report was submitted May 2023.
 - ii. FY 2023 Program Terms was submitted May 2023.
 - iii. Clinical Quality Management Plan, and Council Roster and Reflectiveness Grid due June 12.

- HRSA Funding Application
 - i. Hennepin County is applying for a new HRSA grant for the Part A TGA Jurisdiction. If awarded, HC will work with local community organizations to implement a Status Neutral Non-Medical Case Management model for engaging high risk folks, prioritizing young African American men who have sex with men and Transgender women between the age of 15 and 34 years old. Through this model clients/patients will be connected to PrEP, testing, insurance navigation, primary care, social support/services, etc regardless of their HIV status.
 - HIV outbreak update from MDH Website
 - i. Hennepin County: As of April 25, 2023, there were 75 Encampment-Related HIV Outbreak Counts and 104 MSM/IDU & IDU Non-Encampment HIV Outbreak Counts.
 - ii. Duluth Area: As of April 25, 2023, there were a total of 37 Cases.
- B. Part B: *Thomas Blissett, Minnesota Department of Human Services HIV Supports*
- Part B Administrative Updates.
 - i. Resource/Rebate Update. As folks are aware, our program saw variances in our SFY 2022 revenues and expenditures that will lead to full expending of our accumulated rebate balance earlier than had been previously forecasted.
 - ii. DHS was successful in getting a one-time increase in state funding this session as part of the DHS omnibus bill. Through this bill, we received 12.1 million dollars to support grants for supportive services for people with HIV and healthcare costs related to Program HH. This funding is available beginning July 1, 2023 and is available for use through the biennium (through June 30, 2025).
 - iii. The HIV Community Services team has been hard at work on contract actions needed ensure services can continue without interruption in the new state fiscal year beginning 7/1/2023. As shared previously, these amendments included funding reductions. Finishing this contract work is priority through June. As this work winds down, efforts will shift to plan for use of the state funds. Steps to occur over the summer will include:
 1. Updating forecasts for SFY 24 and 25 with new state funding.
 2. Identifying the amount of new state funding needed to sustain funding for subrecipients at current levels (aka the levels after the reductions we've made) through SFY 2025 (June 30, 2025).
 - iv. Determining the use of any remaining funding.
 1. This could include review of funding reductions that have been made and adjusting funding to some service activities through the end of SFY 2025.

- v. MASSIVE THANKS to all the many community partners who raised their voices in different ways to help legislators understand the importance of this funding. This would not have happened without you!
- HRSA Updates. The XO8 Supplemental Notice of Funding Opportunity was due on April 20, 2023. DHS completed and submitted our application for funding before this deadline. DHS anticipates hearing the outcome of this application in summer, 2023. Funding, if awarded, would be available beginning 9/29/2023.
- Centralized Eligibility (CE) Update. MN CE goes live Monday 08/14/2023! MN will be working on a new Quality Improvement project with Technical Assistance from HRSA to map out and improve the experience of people and providers with the system. Data matching and other IT work has started with our partners MN Department of Health and Tri-Young as we prepare for one CareWare and CE. We are finalizing written communication and community engagement plans for consumers and providers planned between now and 08/14/2023. Stay tuned for some consumer and provider engagement meeting and additional written communication about CE.
- Ryan White Part B site visits have been completed and letters are going to providers.
- Darin Rowles remains the main contact for Ending HIV Minnesota.

C. Prevention: *McKinzie Woelfel, Minnesota Department of Health HIV/STD/TB*

- MDH Legislative Updates
 - i. Policy Updates-Amongst the many great legislative laws Governor Waltz signed, he signed (Chapter 52 - MN Laws) legislation into law that defines paraphernalia law to remove syringes, and deletes equipment used to test drugs. It also decriminalizes possession of paraphernalia, and this includes equipment used to smoke or snort substances. Lastly the law defines syringe service programs and puts them into law. Major advances for the PWID and harm reduction community.
 - ii. 2.267 million in FY24 and FY25 for HIV Prevention Health Equity funds were approved and in the Governor's budget for grants programs.
 - iii. MDH will also receive some for grants to develop, implement or promote drug overdose and morbidity prevention programs and activities. The funding will be directed to overdose prevention among people experiencing homelessness (PEH).
- Staffing
 - i. We are in the process of conducting interviews for a STD/HIV Nurse Specialist and hope to have someone hired by late July early August.
- MDH PRIDE Volunteer Opportunity – if anyone would like to attend the MDH booth at Pride to promote/recruit for the council please message McKinzie.

VI. Council staff update and review council meeting agenda

- Audra displayed the ***June 13 council meeting agenda***, which includes:
 - i. Public health emergency unwinding

- ii. Bylaws changes training
 - iii. Case of care presentation
 - iv. Council conversation
- The June council meeting will be 3 hours.
- Audra asked if the Executive Committee would like Matt Toburen to come back to the council to talk about what happened during the Minnesota legislative session.
 - i. To give Matt more time, could this be an open forum item?
 - ii. There were no objections to having Matt provide an update on the MN legislature session at the July council meeting.
 - **MOTION:** Jay Orne moved that Matt Toburen be invited to provide an update on the Minnesota legislature session at the July council meeting. Tristian Sparks seconded.
 - **DEBATE:** none.
 - **VOTE:** With 5 ayes and 0 no's, the motion passes.

VII. Results of meeting format survey

- Audra displayed the ***results of the meeting format survey.***
- How would the Executive like to handle this information?
 - i. Audra suggested bringing this to committee meetings next month so that each committee can decide how best to hold their meetings.
 - ii. Tyrie wondered if there is anything that needs to be done to bring committees back in person. He noted that the council and its committees met in person before the Covid, and nothing changed in the bylaws.

VIII. Recommendations of council and committee operations evaluation results

- Recommendations include:
 - i. Discuss how agenda items get put on council and committee meetings.
 - ii. Discuss the mentor program and how to get more mentors.
 - iii. Add a purpose statement with each agenda item.
- The next survey will be distributed at the July council meeting.

IX. Parliamentary procedure training

- Pat Reymann provided a training and displayed a PowerPoint titled, ***Effective Meetings- Tips for Co-Chairs.***

X. Unfinished Business / New Business

- No unfinished or new business.

XI. Announcements

- No announcements.

XII. Adjourn

- Calving Hillary Hylton adjourned the meeting at 3:00 p.m.

Meeting summary:

- The committee heard standing reports from committee co-chairs and government representatives.
- The committee approved a motion to invite Matt Toburen to attend the next council meeting to update members on the Minnesota legislative session.
- The committee received a Parliamentarian procedure training.

Documents distributed before the meeting:

- 2023.06.06 Executive Agenda
- 2023.05.02 Executive Minutes
- FY2023 Council and Executive Workplan
- Meeting Format Survey Responses

Documents distributed during and after the meeting:

- June 13 council meeting agenda
- Effective Meetings- Tips for Co-Chairs PowerPoint

JS/ag