

**Minnesota Council for HIV/AIDS Care and Prevention  
Executive Committee Meeting  
Tuesday, September 5, 2023  
1:00 – 3:00 p.m.  
Meeting Minutes**

<b>Committee Members Present:</b>	
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)	Kevin Sitter (Planning and Allocations)
Joe Amrhein (Council Co-Chair, Needs Assessment and Evaluation)	Shea Grutemaro (Membership & Training)
Alejandro Aguilera (Needs Assessment and Evaluation)	
<b>Hennepin County (Part A) Representative:</b>	<b>DHS (Part B) Representative:</b>
Jonathan Hanft, Hennepin County	None
<b>MDH (Prevention) Representative:</b>	<b>MCHACP Parliamentarian:</b>
Peggy Darrett-Brewer	Pat Reymann, Parliamentarian
<b>Council Staff:</b>	
Jeremy Stadelman, Admin Specialist (minutes)	

Quorum Present? **Yes**

**Proposed Agenda**

**I. Welcome and introductions**

- Joe Amrhein called the meeting to order at 1:02 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 September 5 meeting were reviewed and approved.

**III. Council co-chair update**

- A public input meeting for Part A's Core Medical Expenditure Waiver Request is after the council meeting on September 12, 11:30am-12:30pm.

**IV. Committee Reports**

A. Planning and Allocations Committee

- **Action Item: Outpatient substance abuse service standard**

- i. Kevin reviewed the background and rationale of the action item.
- ii. Kevin reviewed the proposed changes to the service standard.
- iii. **MOTION:** Kevin Sitter moved that the outpatient substance abuse service standards be recommended for adoption by the council as presented.
- iv. **DEBATE:** None.
- v. **VOTE:** With 6 ayes and 0 noes, the motion passes.

- **Action Item: Rapid reallocation process**
  - i. Kevin reviewed the background and rationale of the action item.
  - ii. Kevin reviewed the proposed changes to the reallocation process.
  - iii. **MOTION:** Kevin Sitter moved that the rapid reallocation process be accepted as presented and sent to the council for full consideration.
  - iv. **DEBATE:** None.
  - v. **VOTE:** With 6 ayes and 0 noes, the motion passes.
- B. Membership and Training Committee
  - Did not meet in August.
- C. Needs Assessment and Evaluation Committee
  - Reviewed the results of the Assessment of the Efficiency of the Administrative Mechanism.
  - Reviewed the results of the biannual council and committee operations evaluation and made suggestions for improvement.
  - Discussed next steps for HIV in jails and prisons.
- D. Disparities Elimination Committee
  - Received a presentation from Hennepin County Intern, Rashmi Acharya, on the preliminary findings of the Increasing Enrollment Project, a qualitative data collection project to understand barriers and facilitators to enrolling in Ryan White services.
  - Received a presentation from DEC co-chair, Jay Orne, on the mental health forum notes and continued discussions of possible interventions/directives to improve mental health care.
- E. Community Voices Committee
  - Did not meet in August.
  - Next meeting to take place on September 11, from 4pm-6pm, hybrid via Microsoft Teams and in-person at the Aliveness Project (3808 Nicollet Ave, Minneapolis, MN).

## V. Recipient Reports

- A. Part A: *Jonathan Hanft, Hennepin County Ryan White Program*
  - Part A reports to HRSA/HAB
    - i. FY 2023 Part A Carryover (from FY 2022) request submitted
      - 1. \$452,128 Part A formula; \$14,203 MAI
    - ii. Non-Competing Continuation Progress Report for FY 2024 funding due 10/2/2023
    - iii. HRSA/HAB site visit corrective action plan submitted – awaiting Project Officer approval
  - Awarded Minority AIDS Initiative Special Programs of National Significance funding to implement a Status Neutral Approach to HIV among at-risk young (13-34) Black men
    - i. Employs a non-medical case management model
    - ii. \$500,000/year for three years
    - iii. *Two implementation partners*
  - HIV outbreak update from [MDH Website](#).

B. Part B: *Thomas Blissett, Minnesota Department of Human Services HIV Supports*

- None.

C. Prevention: *Peggy-Darrett Brewer, Minnesota Department of Health HIV/STD/TB*

- An MPox RFP (request for proposals) has been posted and the application deadline is Monday, October 2nd, 2023.
  - These funds provide urgently needed resources to community-based organizations, clinical sites, and local health departments to initiate or continue response activities such as vaccination, community engagement, education and outreach activities.
- MDH will begin interviews for a harm reduction specialist position and hope to have someone hired in late October.
- Draft RFPs are in the works for the syringe services and PrEP programs.
  - The target population for PrEP funds will be for those that live in Greater Minnesota.
  - The target population for syringe service funds will be those experiencing homelessness.
- More information about the PrEP Institute will be coming soon.

**VI. Council staff update and review council meeting agenda**

- Jeremy displayed and reviewed the ***agenda for the September 12 council meeting.***

**VII. Council and Committee operations evaluations results**

- Jeremy displayed the scored results of the ***Council and Committee Operations Evaluation.***
- Council members were asked for feedback on their committees and the Council from January 2023 through July of 2023. Individuals who indicated that they somewhat disagree or strongly disagree were asked to provide a comment.
- Jeremy displayed the ***July 2023 Council and Committees Operations Evaluation Report*** and asked committee members to provide feedback.
  - Tyrie noted that there have been technological challenges for co-chairs while they facilitate meetings. There are things we can be doing to improve this.
  - It was noted that there were a couple of members who indicated that they did not feel comfortable speaking during meetings. This should be a priority for the council to work on.
  - Joe suggested that there might be a better way to ask questions and collect the data. This is something that the Needs Assessment and Evaluation Committee can work on.
  - Tristian suggested that the council should be prepared for Covid restrictions to return (like virtual meetings and mask mandates) to make sure that we can keep participating in community engagement activities. In addition, we should think of ways to get more people to attend meetings in person because it provides for better engagement.
    - i. Tristian recommended that the survey be distributed more often than twice a year so that we can get better sense of how things are going for members.

- Jay suggested that if the council was given more opportunity to provide meaningful feedback on things (and being regularly updated about how that feedback was used) it would increase engagement.
- Kevin suggested that the council might want to explore ways that we can be engaging with the community between meetings and recognizing ourselves as appointed members of a commission to work towards improving services for people with HIV, people at risk of HIV.
- Alejandro observed that meaningful engagement happens when we facilitate it, but those that show up to the table also have to be willing to be meaningfully engaged (come prepared, do your homework).
  - i. Joe would like to continue the discussion about how to get members more meaningfully engaged at a future Needs Assessment and Evaluation meeting.

**VIII. Unfinished Business / New Business**

- No unfinished or new business.

**IX. Announcements**

- The Aliveness Project is hiring an outreach specialist to work with harm reduction and mobile syringe exchange.
- Rainbow has an upcoming 50+ living strong training.
- Rainbow Health is moving to downtown Minneapolis.

**X. Adjourn**

- Joe Amrhein 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 that the outpatient substance abuse service standards be recommended for adoption by the council as presented.
- The committee approved a motion that the rapid reallocation process be accepted as presented and sent to the council for full consideration.
- The committee reviewed and discussed Council and Committee operations evaluations results.

**Documents distributed before the meeting:**

- 2023.09.05 Executive Agenda
- 2023.08.01 Executive Minutes
- Action Item: Outpatient substance abuse service standard
- Action Item: Rapid Reallocation Proposal
- July 2023 Scored Evaluation Results

- July 2023 Council and Committee Operations Report
- Standards Process Checklist
- FY 2022 Assessment of the Administrative Results

**Documents distributed during and after the meeting:**

- Agenda for the September 12 council meeting

**JS/ag**