

**Minnesota Council for HIV/AIDS Care and Prevention  
Executive Committee Meeting  
Tuesday, March 7, 2022  
1:00 – 3:00 p.m.  
Meeting Minutes**

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|---|---|
| <b>Committee Members Present:</b>               |   |
| Joe Amrhein (Needs Assessment and Evaluation)   | Jay Orne (Disparities Elimination)                        |
| Danielle Brantley (Community Voices)            | Sarah Schiele (Disparities Elimination)                   |
| Larry McPherson (Planning and Allocation)       | Tyrie Stanley (Council Co-Chair, Planning and Allocation) |
| Calvin Hillary Hylton (Membership and Training) | James McMurray (Membership and Training)                  |
| Julian Hines (Needs Assessment and Evaluation)  | Jo Ann Vertetis (Community Voices)                        |
| <b>Committee Members Absent:</b>                |   |
| None  |   |
| <b>Guests:</b>                                  |   |
| Thomas Blissett, DHS                            | Japhet Nyakundi, MDH                                      |
| Quay Catalpa, MDH                               | Brenda Senyana, Positively Hennepin                       |
| <b>Hennepin County (Part A) Representative:</b> |   |
| Jonathan Hanft                                  | Shea Amaro  |
| <b>MDH (Prevention) Representative:</b>         |   |
| Peggy Darrett-Brewer                            | Pat Reymann, Parliamentarian                              |
| <b>Council Staff:</b>                           |   |
| Audra Gaikowski, Council Coordinator            | Angela McGregor (minutes)                                 |

Quorum Present? **Yes**

**Proposed Agenda**

**I. Welcome and introductions**

- Tyrie Stanley 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 February 7 meeting were reviewed and approved.

**III. Council co-chair update**

- Please attend meetings in person, if possible, as there are 14 new members.
- Council co-chairs have a project officer call next Wednesday, March 15<sup>th</sup>.
- Parliamentarian election will take place in the March council meeting.

**IV. Committee Reports**

- A. Planning and Allocations Committee
  - No updates.
- B. Membership and Training Committee

- During February 3<sup>rd</sup> Executive meeting, the committee motioned to bring the seven combined missed meeting item back to Membership and Training. The Membership & Training Committee created an action item for the 7 missed meetings, as well as an action item for the Policies and Procedures document that brings the missed meetings notification procedure in alignment with the current bylaws. Audra asked Pat what the Executive Committee should do today because if both action items are passed, would not be in alignment with each other. Audra asked if the Policies and Procedures document could be sent back to Membership & Training until the action item for the 7 missed meetings ends on June 30, 2023.
    - Pat responded that it would be good to not give conflicting proposals at the same meeting. Pat said that the Practices and Procedures document should not ever be conflicting with the bylaws. If we are going to change anything, the bylaws should be taken care of first, and procedures should follow.
    - Audra responded that if we could send the Practices and Procedures Action Item back to Membership & Training and then bring it back to the Executive Committee in July, then we would be in alignment.
  - **MOTION:** Calvin Hillary Hylton moved to forward the **Notification of Missed Meetings Action Item** from the Membership & Training Committee to the council.
  - **DISCUSSION:** There was no discussion.
  - **VOTE:** The vote passed 5-0.
- C. Needs Assessment and Evaluation Committee
- Continuing work with HIV in prisons.
    - Joe Amrhein met with Dr. Rachel Prosser at Gilead Sciences and received data on HIV and jail systems. Joe will present at next Needs and Assessment and Evaluation Committee meeting.
    - Calvin asked if this data was at a national level or a local level?
    - Joe responded that it is on a local level.
- D. Disparities Elimination Committee
- Planning continues for the mental health provider discussion.
  - DEC was presented data from Cody Raasch, Data Analyst at Hennepin County Ryan White Program.
  - Schedule a meeting to work on the script for the forum. Jay and Audra will be meeting again to finish the script so it can be presented at the next DEC meeting.
- E. Community Voices Committee
- Did not meet in February.
  - The next CVC meeting is on Monday, March 13<sup>th</sup> 4:00 p.m. – 5:00 p.m. at Aliveness (dinner to follow for those who attend in-person).

## V. Recipient Reports

### A. Part A, Jonathan Hanft

- Part A received their core medical expenditure waiver, which means that we can expend more than 25% will go towards support services in 2023. As a reminder, legislation says to spend 75% on medical expenditures, but there is a process to request a waiver of that. This allows for more flexibility with reallocations or carryover funds.

- Anticipating that we will receive full 2023 grant award by the end of the month or early April. If it requires additional funds, will bring through process (starting with Planning and Allocations Committee).
- Upcoming: 3/22/2023 and 3/29/2023 there is a 2-part HIV outbreak learning series by MDH, HC. These trainings provide learning opportunities for all of those responding to the HIV outbreak.
  - Trainings will focus on molecular cluster analysis (what it is and what it does and how molecular cluster analysis is being used in Hennepin County, Ramsey County and Duluth area).
- Staff updates:
  - HIV Services Grant Supervisor starts on Monday (Eriika Etshokin). Eriika will attend these meetings regularly and should be at next week's council meeting.
  - MN HIV/AIDS Council Administrative Specialist 2nd interviews are complete, and Jonathan will make an offer end of this week, early next week
  - Quality Management Coordinator interviews are this week and last week.

B. Part B, Thomas Blisset

- Administrative:
  - DHS has shared their fiscal situation with leadership and other groups including housing and shared a presentation with the Planning Council last month (February).
  - DHS is working on Part B supplemental funding application, which is due on April 20, 2023.
    - Have also requested an increase in state funding to the revised governor's budget (not yet published).
  - HIV Stakeholders are also working on advocacy efforts to request increased funding.
    - If these requests are not in the governor's budget, DHS is committed to supporting the community with technical support and to support legislative solutions.
- Staff updates:
  - Natasha Morris has been named the permanent Assistant Commissioner for the Aging and Disability Service Administration
  - Program HH has backfilled the specialist role (recently vacated due to retirement)
    - Program HH now has 4 eligibility specialists
    - There are only 2 insurance specialists with 1 position vacant
- CAREWare is now on the state owned and hosted server.
  - Next steps to centralized eligibility in early March, working with MDH CAREWare to create final build confirmation and data matching between the state CAREWare and the app CAREWare.
  - Also wrapping up the communication process with providers and eligible clients regarding changes to expect in CAREWare as it goes live.
- If there are any questions regarding centralized eligibility? Please reach out to Katie Helgerson.
- 2023 open enrollment activities:
  - Clients: 2,289 opened as of 2/28/2023

- Approx. 115 or 4% are uninsured.
    - Includes clients we have requested employer insurance information, verification of income, preapproved status, may have missed open enrollment, etc.
    - Off market plans for categorically and eligible for Medicare, MNCare, and unable to apply through MNSure with no access to employer insurance.
    - We had 243 clients as of 2/28/2023, with 47 newly enrolled.
    - 13 clients were identified during open enrollment and did not enroll in insurance off market plan.
  - 88 clients enrolled in MNSure with 15 new enrolled.
  - 8 clients identified did not enroll.
  - 263 clients enrolled in Medicare Part C Advantage plans.
    - 7 new enrolled for 2023 coverage.
    - Approx. 45 clients were identified during open enrollment as likely being eligible for Medicare IPA but currently not enrolled due to pending evaluations of IPA on submission.
    - Will send additional mailings out to critical groups who have declined enrollment in supplemental benefits in February, stating they may be eligible for an advantage plan before March 31, 2023.
  - MN Healthcare program at Program HH pays premiums monthly for 84 clients.
    - MAEPD Medicaid Expansion Premium Assistance Program.
    - 48 clients are paid for through MN Care.
- Contracts/service:
  - Ryan White Part B hope to have completed by May 20<sup>th</sup>.
  - March 31<sup>st</sup> is the end of the current cycle.
  - Will receive notice of awards in the next few weeks.
- Less than 12% of people are missing viral load test information in CAREWare .
  - trending towards less than 10% by June 2023 goal date.
  - CAREWare is the Ryan white system of record - there were some matching errors that were causing missing viral load data but they are being reconciled.
- Backfill for strategic and service coordination position is paused as DHS continues to address changes in program resources. Darren continues to be the main contact for coordination of North HIV MN efforts, Aubrey and Lizzie will provide project support through Matt with our MN Administration Department.
- The cost of food the Council supports in service of food certificates – what is the plan of giving out more to the community?
- Also, housing costs are rising quickly in Minneapolis and Saint Paul. What do we plan on doing with our housing program that we fund while we plan on increasing more money for people to find housing?
  - We are looking to try to keep funding at its current expending levels.
  - Currently focused on how to continue funding services at our current levels.
  - Any increased in Part A, could consider increasing any of those services. Rental (through Part A), is scaled toward median household income, limiting people's own need to contribute 30% of their own income. All of the total housing allocations will not be fully spent. Looking for ways that what is available is better utilized. There will be significant carry over in 2023.

- The medicaid representative for the council:
    - Jonathan Hanft is working with Darren. There is a key contact with state's healthcare administration.
    - Will need to set up a meeting to see if they can designate someone with Medicaid experience to the council.
- C. Prevention, Peggy Darrett-Brewer
- Prevention staff has completed grantee orientation meetings and will host quarterly calls for grantees moving forward
  - Working on approval of 2023 work plans.
  - MDH surveillance will release a save the date for data release coming up in April
  - Programmatic updates April 11<sup>th</sup> for SSP, testing, and PrEP programs and will include financial review for all of 2022
  - Staff updates:
    - Working with Human Resources to hire STD HIV nurse specialist to provide support to STD HIV (will let council know when the position is posted for referral opportunities).

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

- Audra displayed the **03/14/2023 meeting agenda**.
- Joe Amrhein and Tyrie Stanley will be grievance committee co-chairs.
- Audra mentioned that the July Executive Committee takes place with July 4<sup>th</sup>. If there are any action items during this time, it can be completed with the electronic voting procedure.
- **MOTION:** Tyrie Stanley motioned that the Executive Committee cancel the July 4<sup>th</sup> meeting unless there is important work to be done with the electronic voting procedure. Calvin Hillary Hilton seconded. Pat suggested changing the motion to state "I move that the Executive Committee meeting on July 4<sup>th</sup> be cancelled. If there is any business, it will be done electronically." Tyrie and Calvin agreed to the amended language.
- **DEBATE:** There was no debate.
- **VOTE:** The motion passed 5-0.
- Dr. Henry is available for the July Council meeting to present on an HIV care update and is requesting a 45-minute presentation. The Executive Committee has also discussed hosting a council conversation during this time as well. The council meeting would need to be extended to accommodate this presentation.
- **MOTION:** Tyrie Stanley motioned to extend July Council to accommodate Dr. Henry's presentation and to host a council conversation to 12pm. Calvin Hillary Hylton seconded.
- **DEBATE:** There was no debate.
- **VOTE:** The motion passed 4-0.

#### VII. Collaborative partners understanding

- The three government partners and the council co-chairs agree to this annually. It's an agreement to our different roles and responsibilities of the government partners and the council.

- There was one change to the document after the last CPU that was agreed to. The change was to state 2, up to 3 council co-chairs, from the previous 2 community co-chairs, and 1 MDH co-chairs.
- There were no questions from committee members on the CPU.
- All the partners verbally agreed to approve the document.

**VIII. Unfinished Business / New Business**

- No unfinished or new business.

**IX. Announcements**

- Thomas Blissett congratulated Tyrie Stanley, Calvin Hillary Hylton, and Joe Amrhein on their term.
- Tyrie Stanley mentioned Red Door is looking for a Care Navigator.

**X. Adjourn**

- Joe Amrhein adjourned the meeting at 2:17 p.m.

**AM/ag**