

**Minnesota Council for HIV/AIDS Care and Prevention (MCHACP) Meeting**  
**Tuesday, February 13, 2024**  
**9:00 a.m. – 11:00 a.m.**  
**Hybrid Meeting**

**Microsoft Teams meeting**

<b>Committee Members Present:</b>	
Jay Orne (DEC co-chair)	Nikki LeClaire
Terri Wilder	Shea Grutemaro
Ellen Ryan	Carol Labine
Calvin Hillary Hylton (council co-chair)	Moua Xiong
Joe Amrhein (council co-chair, NA&E co-chair)	Lesia Nelson
Tyrie Stanley (council co-chair, PAC co-chair)	Quay Catalpa
James Velek	John Vener, MD
Alejandro Aguilera (NA&E co-chair) P	Deon Kirby
Alissa Fountain	Danielle Brantley (CVC co-chair)
Stephen Jensen (M&T co-chair)	Gage Urvina
James Velek	
<b>Committee Members Absent:</b>	
Kevin Sitter	Annalise Jackson
Megan Higdon	
<b>Guests:</b>	
Carissa Weisdorf, Hennepin County	Bob Wickoren, Merck
Mary McCarty, PAC Community Member	Jonathan Hanft, Hennepin County
Tim Presley, DHS	Allison LaPointe, MDH
Mark Jenkins, Community Member	Cody Raasch, Hennepin County
Ndekela Sakala, MDH	Pat Reymann, Parliamentarian
Scott Bilodeau, Hennepin County	
<b>Hennepin County (Part A) Representative:</b>	<b>DHS (Part B) Representative:</b>
Eriika Etshokin	Thomas Blissett
<b>MDH (Prevention) Representative:</b>	<b>MDH (Surveillance) Representative:</b>
None	Hannah Giles
<b>MCHACP Staff:</b>	
Audra Gaikowski, Council Coordinator	Jeremy Stadelman, Admin Specialist (minutes)

Quorum Present? **Yes**

**I. Welcome and introductions**

- Tyrie Stanley called the meeting to order at 9:01 a.m. Introductions were made.
- The guiding principles were read.
- The agenda was reviewed and approved as written.

- The minutes from the January 9 meeting were reviewed and approved with noted changes/clarifications below:
  - For the DEC update Alejandro noted that the Co-Chairs met with government recipient staff to discuss potential interventions/directives for mental health directive.
  - A community member experiencing homelessness shared their experiences with accessing prevention services.
  - Alejandro asked for clarification about what is not a priority for non-medical case management, during the discussion on service utilization data.

## II. Recipient Report

- Part A: *Eriika Etshokin, Hennepin County Ryan White Program* (see written report)
  - FY 2024 Part A/MAI Partial Award
    - Hennepin County received our FY24 partial award pending Congress passing their FY2024 appropriations. The partial award letter was accompanied by a funding projection letter which estimates flat funding for Formula and MAI. There was no projection provided for the supplemental award.
    - Once the full award is issued, likely in May/June, Post-Award allocation adjustments may be presented to the Council for review.
  - HIV outbreak update from [MDH website](#).
  - Eriika took time to acknowledge that in the January Executive Committee there was a reference to white supremacy after one council member interrupted another who had been called on by the Chair to speak. Part A and council staff have followed up with both parties to identify ways to support resolving the conflict. MCHACP has no place for white supremacy, racism, or interpersonal discrimination. The council is a place specifically designed to amplify diverse voices and perspectives to inform the way that HIV funding and services are prioritized in Minnesota. Regardless of the intention behind the interruption, it was a violation of the code of conduct which states that council members conduct business in ways that are respectful of diversity and that all council and committee members have the opportunity to speak and be listened to without interruption. The code of conduct is in place to ensure equitable treatment and opportunity for all members, while being mindful of different communication styles.
    - This was discussed at the February Executive Committee and members recommended that a racial equity training on interpersonal communication be provided. Council staff are working with Hennepin County Diversity, Equity, and Inclusion (DEI) to identify an appropriate training.
    - Going forward, members will also be required to sign the code of conduct and there will be a code of conduct refresher training at the April council meeting.
- Part B: *Thomas Blissett, Minnesota Department of Human Services HIV Supports* (see written report)
  - The HIV Supports Section at DHS is hosting a fiscal and program update on Friday, February 23rd from 1-2 PM. This meeting will include a brief program overview, updates on our State Fiscal Year 2024 and 2025 budgets and forecasts, information on steps taken since receiving additional state and federal resources in 2023 and previews of upcoming work for our program. Please share this invite with others who may be

interested. Slides and summary information from this meeting will be shared after the session.

- DHS will also bring updates to the March council meeting. Members can attend the event on Feb 23rd and/or get the updates in our March meeting.
- Open enrollment for 2024 has ended. DHS/Program HH staff are working on finalizing this activity for the season. Program HH staff are reaching out to clients and providers to get in premium notices for those eligible for Insurance Premium Assistance.
- Public Health Emergency (PHE) ending. The Program HH team also continues to communicate monthly to clients and providers who need to renew their Medical Assistance (MA) because of the PHE ending. The DHS MHCP policy team continues to change their policies and processes based on CMS guidance that continues to make it challenging for Program HH to effectively support clients that need to take action.
- Centralized Eligibility. Technical work continues for the changes needed for the MN Centralized Eligibility technology. Additionally, the teams are working to review data in preparation for federal reporting.
- 2024 Federal Poverty Guidelines updated for MN Centralized Eligibility for Part A and B. As scheduled annually on February 1. DHS/Program HH will be sending applications to clients who were over income in 2023 that may now be eligible under the 2024 FPG level.
- Ryan White Part B site visit has started to be wrapped up by April 2024.
- Ryan White Service Report (RSR) process has started and due March 31, 2024.
- Planning for the XO8 Supplemental has started with a focus on ADAP and Health Insurance Premiums.
- We are happy to announce that Fond da Lac is now contracted to provide opt-out testing at both of their clinics.
- Questions:
  - Alejandro asked where the February 23 fiscal update will be held.
    - a. Thomas indicated that it will be virtual, and an invitation has been sent to the council.
  - Alejandro asked if the Centralized Eligibility application has been translated to Spanish.
    - a. Thomas noted that DHS is still working on getting that updated.
  - Thomas clarified that the site visits are with recipients and not HRSA.
- Prevention: *Peggy Darrett-Brewer, Minnesota Department of Health HIV/STD/TB* (see written report)
  - See written report.

### III. Committee reports (see written reports)

- Executive and Co-chair Update
  - Heard reports from each standing committee, council co-chairs, recipients, and council staff.
  - **ACTION ITEM: Council budget process proposal**
    - Joe read the background and rationale for the action item.
    - **MOTION:** Joe Amrhein moved that the council budget process proposal be adopted as presented.
    - **DEBATE:** none.

- **VOTE:** With 14 ayes and 0 noes, the motion carries.
- **ACTION ITEM: April MCHACP meeting extension**
  - Calvin read the background and rationale for the action item.
  - **MOTION:** Calvin Hillary Hylton moved that the council extend the April 9, 2024, council meeting by 30 minutes to accommodate a code of conduct training.
  - **DEBATE:** None.
  - **VOTE:** With 16 ayes and 0 noes, the motion carries.
- Community Voices Committee (CVC)
  - The next meeting is scheduled for March 11, 4-6pm. The meeting will be hybrid, with an in-person option at Clare Housing- Midtown.
- Membership and Training Committee
  - **ACTION ITEM: New members election**
    - **MOTION:** Stephen Jensen moved that Cynthia Elmore, Patrick Ingram, Mark Jenkins, Teresa Jones, Dongwook Kim, Derek Martin, Sarah Schiele, Jennifer Schoenberg, and Jatavious Stewart be considered for membership to the council.
    - **DEBATE:** None.
    - **VOTE:** Members voted both by paper and virtually. Results will be provided in unfinished business.
  - **ACTION ITEM: Returning members election**
    - **MOTION:** Shea Grutemaro moved that John Vener, Jay Orne, and Stephen Jensen be considered for a second term on the council.
    - **DEBATE:** None.
    - **VOTE:** Members voted both by paper and virtually. Results will be provided in unfinished business.
  - **ACTION ITEM: Council co-chair election**
    - **MOTION:** Stephen Jensen moved that Joe Amrhein and Kevin Sitter be considered for council Co-Chairs.
    - **DEBATE:** None.
    - **VOTE:** Members voted both by paper and virtually. Results will be provided in unfinished business.
- Needs Assessment and Evaluation Committee
  - Reviewed data discrepancies in the data dashboard; Part A data analysts will work to fix these discrepancies.
  - Reviewed and approved the 2025 Comprehensive Needs Assessment goals.
  - Reviewed medical nutrition therapy and food bank/home-delivered meals service utilization data.
  - Approved the biannual council and committee operations evaluation.
  - Discussed the committee co-chair election that will take place in March.
- Disparities Elimination Committee (DEC)
  - Disparities Eliminations Committee co-chairs presented a sample directive idea that would direct the recipient to revise standard 8.3 of the Psychosocial Support Services. The committee agreed to continue down this path for a behavioral health directive.
  - Continued discussions around the collection and reporting of Native American/Alaska Native data.

- Continued discussion around the housing directive that was passed by the council in June 2022.
- Brainstormed mental health questions for the 2025 Comprehensive Needs Assessment.
- Discussed the committee co-chair election that will take place in March.
- Planning and Allocation Committee
  - Joe Amrhein took over facilitation.
  - **ACTION ITEM: FY 2023 Annual review of service standards**
    - **MOTION:** Tyrie Stanley moved that the FY 2023 annual review of service standards be approved as presented.
    - **DEBATE:** None.
    - **VOTE:** With 14 ayes and 0 noes, the motion carries.
  - **ACTION ITEM: Home & community-based service standard**
    - Tyrie read the background and rationale of the action item.
    - There was no discussion.
    - Those with a conflict of interest temporarily left the meeting.
    - **MOTION:** Tyrie Stanley moved that the Home & Community-based Health Service Standards be approved as presented.
    - **DEBATE:** None.
    - **VOTE:** With 14 ayes and 0 noes, the motion carries.
    - Those with a conflict of interest returned to the meeting.
  - Tyrie Stanley took over facilitation.
- Criminal Justice Involved Ad Hoc Committee
  - Reviewed FY 2024 workplan.
  - Discussed end goals for the committee's work and outreach plan.
  - Discussed meeting logistics.
  - The next meeting is scheduled to be held on February 26, 1-2:30pm. If interested in joining the committee, please let council staff know.

#### IV. Council Staff Report

- Charlene L. is no longer on the council; she did not return from her leave of absence.
- Tristian S. has moved out of state and has resigned from the council.
- HERR Day Out is hosting an [event on March 9 for National Women and Girls HIV/AIDS Awareness Day \(NWGHAAD\)](#). Any MCHACP members interested in attending and sharing their experiences on the council are encouraged to attend.
- Council members, please complete the bi-annual council operations evaluation by February 27, 2024 (to be emailed out after the council meeting).
- There will be a New Member Orientation held on March 1, 8am-12pm; all members are invited to attend if they are interested.

#### V. Service utilization data: medical nutrition therapy & food bank / home delivered meals

*Alejandro Aguilera, NAE Committee Co-Chair*

- Alejandro presented a PowerPoint on **Medical nutrition therapy & food bank / home delivered meals**.
  - Questions/comments:

- Jay noted that there is currently one medical nutrition therapist at The Aliveness Project. There's far more interest in joining medical nutrition therapy than there is provider space.
- Calvin wondered why there has been a continuous drop in utilization for medical nutrition therapy since FY 2019.
  - a. Jonathan noted that covid did play a role. Jonathan added that DHS is also a provider through Program HH. Individuals can access supplements through this program.
  - b. Calvin encouraged the council to further explore the decrease and wondered if this is an outreach issue.
  - c. Joe added that consumers may not see the benefit to the service and wondered if the programming can be made more interesting.
  - d. It was noted that medical nutrition therapy can be readily accessed through non-Ryan White providers.

## **VI. Membership Recognition**

- Members terming off the council were thanked for their dedication and hard work for the council. We hope they stick around as community members and reapply in one year.

## **VII. Unfinished business / new business**

- Reading of the Teller's Report
  - Calvin read the Teller's Report:
    - New members:
      - i. Numbers of ballots cast: 18
      - ii. Number needed for election (a majority): 10
      - iii. Number of illegal ballots (if any): 0
      - iv. Number of votes for each candidate:
        - 1. Cynthia Denisa Elmore: 16
        - 2. Derek S Martin: 15
        - 3. Dongwook Kim: 15
        - 4. Jatavious Stewart: 17
        - 5. Jennifer Schoenberg: 15
        - 6. Mark Jenkins: 15
        - 7. Patrick Ingram: 16
        - 8. Sarah Schiele: 17
        - 9. Teresa Jones: 16
    - Returning members:
      - i. Numbers of ballots cast: 18
      - ii. Number needed for election (a majority): 10
      - iii. Number of illegal ballots (if any): 0
      - iv. Number of votes for each candidate:
        - 1. Jay Orne: 17
        - 2. John Vener: 17
        - 3. Stephen Jensen: 18
    - Council Co-Chair:
      - i. Numbers of ballots cast: 16

- ii. Number needed for election (a majority): 9
- iii. Number of illegal ballots (if any): 0
- iv. Number of votes for each candidate:
  1. Joseph Amrhein: 13
  2. Kevin Sitter: 14
  3. No write-ins
- Joe noted that [Target HIV](#) has various training available.
  - The Quality Learning Community also has a number of webinars available. If interested, ask Ryan White Staff to invite you to Basecamp.
- ESCALTE training is coming to Minneapolis, July 15-19. Now is the time to create teams; reach out to Alejandro or council staff for more information.

### **VIII. Open forum**

- None.

### **IX. Announcements**

- Minnesota is working on a HIV and aging bill of rights and there will be a meeting on March 5 to discuss this further. If interested in joining monthly meetings, contact Terri Wilder. The group is especially interested in having members from the transgender and BIPOC community to ensure that all voices are heard.
  - The American Society on Aging Conference is taking place in San Francisco in March and HIV & Aging will be a plenary session.
- MN POC Pride's website is back up: see [mnpocpride.org](http://mnpocpride.org) for more information about the group.

### **X. Adjourn**

- The meeting was adjourned at 10:36 a.m.

### **Meeting Summary:**

- Part A, Part B, and MDH updates were provided.
- Committee updates were reported to the council.
- The council approved a motion that the council budget process proposal be adopted as presented.
- The council approved a motion that the council extend the April 9, 2024, council meeting by 30 minutes to accommodate a code of conduct training.
- The council elected 9 new members.
- The council reelected 3 members.
- The council elected Co-Chairs for FY24.
- The council approved a motion that the FY 2023 annual review of service standards be approved as presented.
- The council approved a motion that the Home & Community-based Health Service Standards be approved as presented.
- The council received a presentation on service utilization data for medical nutrition therapy & food bank / home delivered meals.
- The council recognized members terming off of the council.

### **Documents distributed before the meeting:**

- Proposed agenda

- January 9 meeting minutes
- February 13 Committee Report Summaries
- Action Item: Annual review of service standards
- Action Item: April MCHACP meeting extension
- Action Item: Council Co-Chair election
- Action Item: Home and community-based health service standards
- Action Item: New membership election
- Action Item: Returning membership election
- Action Item: Council budget proposal
- Home and community-based health service standards
- Health Justice evaluation results
- MDH updates
- Part A updates
- Health Justice Evaluation Results
- Medical nutrition therapy and food bank/home delivered meals PowerPoint
- Council Co-Chair position description

**Documents distributed after the meeting:**

- Updated Part B update

**JS/ag**