

Minnesota Council for HIV/AIDS Care and Prevention (MCHACP) Meeting

June 11, 2024

9 – 12:00 p.m.

Hybrid Meeting: MS Teams and HSB Room 110

Committee Members Present:	
Joe Amrhein (council co-chair)	Jay Orne
Quay Catalpa	Ellen Ryan
Cynthia Denise Elmore	Sarah Schiele
Shea Grutemaro	Jennifer Schoenberg
Mark Jenkins (DEC co-chair)	Kevin Sitter (council co-chair, PAC co-chair)
Teresa Jones	Tyrie Stanley
Dongwook Kim	JT Stewart
Deon Kirby (M&T co-chair)	James Velek
Carol Labine	John Vener, MD
Nikki LeClaire	Terri Wilder
Lesa Nelson	Moua Xiong
Committee Members Absent:	
Stephen Jensen	Derek Martin
Patrick Ingram (DEC co-chair)	Megan Higdon
Annalise Jackson	Alejandro Aguilera (NAE and CVC co-chair)
Guests:	
Carissa Weisdorf, Hennepin County	Tim Presley, DHS
Cody Raasch, Hennepin County	Bob Wickoren, Merck
Calvin Hillary Hylton, DEC and NAE community member	Emily Villalobos, Clinic 555
Verneice Acevedo, community member	Jonathan Hanft, Hennepin County
Scott Bilodeau, Hennepin County	DeCarlo Braddy, DHS
Emma Sherman, Indigenous People’s Task Force	Emily Reimer, DHS
Hennepin County (Part A) Representative:	
Eriika Etshokin	DHS (Part B) Representative: Thomas Blissett
MDH (Prevention) Representative:	
Peggy Darrett-Brewer	MDH (Surveillance) Representative: Hannah Giles
MCHACP Staff:	
Audra Gaikowski, Council Coordinator	Jeremy Stadelman, Admin Specialist

Quorum Present? **Yes**

I. Call to order, Welcome & Introductions

- Kevin Sitter called the meeting to order at 9:00 a.m.
- The guiding principles were read.
- A candle was lit in honor of those recently lost.
- The agenda was reviewed and approved as written.
- The minutes from the May 14 meeting were reviewed and approved as written.

II. Recipient report

- Part A: *Eriika Etshokin, Hennepin County Ryan White Program*
 - Jonathan shared the most recent **Federal AIDS Policy Partnership FY25 appropriations for Federal HIV/AIDS programs**. Funding is essentially flat through FY25, informed by the current political climate.
 - Jonathan met with members of Minnesota’s congressional delegation staff (Reps Phillips, Omar, Stauber, Emmer, Craig, and Senator Smith) in Washington DC. They were all very

positive and receptive in their response. Jonathan encouraged members to meet with their congressional representatives to provide education on the impact and importance of Ryan White funding.

- Jonathan’s replacement, Alissa Fountain, will begin in mid-August.
- See written report.
- Part B: *Thomas Blissett, Minnesota Department of Human Services (DHS) HIV Supports*
 - See written report.
- Prevention: *Peggy Darrett-Brewer, Minnesota Department of Health*
 - See written report.

III. Committee reports

- Executive and Co-Chair Update
 - See written report
- Community Voices Committee
 - See written report.
- Disparities Elimination Committee
 - See written report.
- Membership and Training Committee
 - See written report.
- Needs Assessment and Evaluation Committee
 - See written report.
- Planning and Allocations Committee (PAC)
 - **ACTION ITEM: Priority Setting Process**
 - **MOTION:** The Planning and Allocations Committee forwards the recommendation that the council prioritize all fundable Ryan White HIV/AIDS Program Part A and Part B service areas and use of the paired comparison tool to prioritize the service areas. The list of service areas and a brief summary of each was provided to members.
 - **DEBATE:** None.
 - **VOTE:** With 15 ayes and 0 noes, the motion carries.
 - **ACTION ITEM: FY23 Carryover**
 - **MOTION:** The Planning and Allocations Committee recommends the council approve the attached Part A carryover proposal as presented.
 - **DEBATE:** None.
 - **VOTE:**

Name	COI?	Vote	Name	COI?	Vote
Alejandro Aguilera			Nikki LeClaire		Aye
Joe Amrhein			Derek Martin		
Quay Catalpa		Aye	Lesa Nelson		Aye
Cynthia Denise Elmore			Jay Orne		Aye
Shea Grutemaro		Aye	Ellen Ryan		Aye
Megan Higdon			Sarah Schiele		Aye
Patrick Ingram			Jennifer Schoenberg		Aye
Annalise Jackson			Kevin Sitter		
Mark Jenkins		Aye	Tyrie Stanley		Aye
Stephen Jensen			JT Stewart		
Teresa Jones		Aye	James Velek		Aye
Dongwook Kim			John Vener, M.D.		Aye
Deon Kirby		Aye	Terri Wilder		Aye
Carol LaBine		Aye	Moua Xiong		Aye

- With 17 ayes and 0 noes, the motion carries.

- **ACTION ITEM: Co-Chair Election**

- **MOTION:** The Planning and Allocations Committee forwards the recommendation that JT Stewart is elected to serve as co-chair of the Planning and Allocations Committee.
- **DEBATE:** None.
- **VOTE:** Members voted virtually and in person. Results will be provided in unfinished business.
- Criminal Justice Involved Ad Hoc Committee
 - See written report.

IV. Council staff report

- Thank you for completing the Council and Committee Operations Evaluation.
 - One overall finding was that members would like more opportunities to interact with other members socially.
 - There will be a BBQ hosted by the Community Voices Committee on July 8, 4-6pm, at Loring Park. Please share the [distributed flier](#) with your networks.
- The 2024 Ryan White Conference is August 20-23 and members are able to participate virtually. You can register [here](#).
- Audra will be following up with those who have not yet completed their conflict-of-interest forms.
- As a reminder, please review the [council attendance policy](#) and the [council's practices and procedures](#) document as it relates to membership attendance.
 - Attendance will only be tracked for the second August allocations retreat meeting (on August 13).

V. Priority setting training & paired comparison worksheets

Audra Gaikowski, Council Coordinator

- Audra presented a PowerPoint presentation titled, **Priority Setting and Paired Comparison Worksheet Training** (Audra emailed the presentation to the council on June 12).

VI. Service utilization data: non-Part A funded services

Audra Gaikowski, Council Coordinator

- Audra presented a PowerPoint presentation titled, **Non-Part A funded services** (Audra emailed the presentation to the council on June 12).
- Questions/comments:
 - Jonathan noted that previously the council did fund outreach, which is similar to early intervention services (EIS), but an analysis found that EIS is much more effective in finding new diagnoses and getting people back into care. EIS is also more cost-effective per client.
 - Tyrie, noting inflation, asked if DHS plans to increase the amount clients can receive for food vouchers.
 - Thomas noted that they are currently looking at flat funding because of the different financial landscape the state is facing in FY26. Thomas clarified that food vouchers are funded under food bank/home delivered meals, not emergency financial assistance (EFA).
 - Kevin highlighted that the viral suppression rate is lower for those receiving medical transportation.
 - Tyrie noted that 75% of Ryan White funding automatically goes towards ADAP and there cannot be any waitlist for the service.

VII. BREAK

VIII. Data dashboard & data reports used in the planning process training

Cody Raasch & Emily Reimer, Data Analysts

- Cody and Emily presented a PowerPoint presentation titled, **HIV Council Data Training: Data Dashboard** (Audra emailed the presentation to the council on June 12).
- The Data Dashboard is available on the [council's website](#).
- Questions/comments:
 - How can the data dashboard be used innovatively?
 - To view client utilization of a service over time to determine if there has there been an uptick/reduction in utilization. And what might that mean?
 - The data can help ground questions for further research/inquiry.
 - Through funding data, you can see big variances in what different services cost.
- Cody and Emily presented a PowerPoint presentation titled, **Council data training series: data and reports used in the council planning process** (Audra emailed the presentation to the council on June 12).
- Questions/comments:
 - Kevin asked if testing data includes tests done in emergency rooms, doctor clinics, etc.
 - Peggy responded that MDH collects data from their grantees, which don't currently include emergency rooms or doctor's offices, unless funded by MDH.

IX. Code of Conduct training

Audra Gaikowski, MCHACP Coordinator

- Audra presented a PowerPoint presentation titled, **Code of Conduct Training** (Audra emailed the presentation to the council on June 12).

X. Unfinished business / new business

- Kevin provided a reminder about email etiquette.
 - Limit emails to those pertinent to the topic at hand and avoid replying to all.
 - Assume good intentions.
 - Review emails before sending them.
- Reading of the Teller's Report
 - VOTING RESULTS:
 - Planning and Allocations Committee co-chair election
 - Numbers of ballots cast: 21
 - Number needed for election (a majority): 11
 - Number of illegal ballots (if any): 0
 - Number of affirmative votes:
 - JT Stewart: 21

XI. Open Forum

- None.

XII. Announcements

- Juneteenth activities are occurring this weekend. Cynthia will have a booth on Broadway between Aldridge and Emerson in North Minneapolis at the Sanctuary Church.

XIII. Adjourn

- Kevin Sitter adjourned the meeting at 11:36 a.m.

Meeting Summary:

- Approved a motion that the council prioritize all fundable Ryan White HIV/AIDS Program Part A and Part B service areas and use of the paired comparison tool to prioritize the service areas.
- Approved a motion that the Part A carryover proposal be accepted as presented.
- Elected JT Stewart to serve as co-chair of the Planning and Allocations Committee.
- Received a training on the Priority Setting and Paired Comparison Worksheet.

- Service utilization data for non-Part A funded services was presented.
- Received a training on the Data Dashboard & data reports used in the planning process.
- Received a training on the council's code of conduct policy.

Documents distributed before the meeting:

- Proposed agenda
- May 14 minutes
- ACTION ITEM: Carryover Proposal
- ACTION ITEM: Priority setting process
- ACTION ITEM: PAC co-chair election
- MDH response to questions about HIV outbreaks
- July 8 CVC meeting flier
- Part A update
- Part B update
- MDH update
- Part A MAI service area priorities
- Committee report summaries

Documents distributed after the meeting:

- Federal AIDS Policy Partnership FY25 appropriations for Federal HIV/AIDS programs
- Code of Conduct PowerPoint Presentation
- Non-funded Part A Services PowerPoint Presentation
- Priority setting and paired comparison worksheet training PowerPoint Presentation
- HAB Program Letter
- Council data training series: data and reports used in the council planning process PowerPoint Presentation
- HIV Council Data Training: Data Dashboard PowerPoint Presentation

JS/ag