



Meeting Minutes  
 Tuesday, January 13<sup>th</sup> at 9:00 a.m.

Council Members			
Quay Catalpa	Present	Sarah Schiele	Present
Eric Clemensen	Present	Jennfier Schoenberg	Present
Gari Jaleta	Present	Zachary Shumway	Absent
Mark Jenkins (Co-Chair)	Present	Kevin Sitter	Present
Stephen Jensen	Present	JT Stewart	Present
Raquelle Lenoir	Present	Bill Tiedemann	Present
Kendall Mager	Present	John Vener, MD	Present
Trillian Patneau	Present	Moua Xiong	Present
Timothy Rolfsmeyer	Absent	Tristain Sparks	Present
Community Members / Guests			
Alejandro Aguilera	Present	Tyrie Stanley	Present
Sherry Outten	Present	Madeleine Hammerlund	Present
Lucy Johnson, PRP	Present	Sherry Outten	Present
Terral Ewing	Present		
MCHACP Staff			
Aamina Abdirashid Mohamed, Planning Council Coordinator	Present		
Hennepin County Part A Representative(s)			
Alissa Fountain, Program Manager	Present	Eriika Etshokin, Grants Supervisor	Present
Carissa Weisdorf, HIV Services Planner	Present	Cody Raasch, Data Analyst	Present
Jeremy Stadelman, Program Officer	Present	Scott Bilodeau, Quality Improvement Coordinator	Present
Minnesota Department of Human Services Part B Representative(s)			
Tim Presley, Statewide HIV Strategy & Services Coordinator	Present	Thomas Blissett, HIV Community Services Supervisor	Present
Trillian Patneau, Program Officer	Present		
Minnesota Department of Health Prevention Grant Recipient(s)			
Jose Ramirez, Prevention Programs Manager	Present	Hannah Giles, HIV Care Prevention Epidemiologist	Present

Quorum: 10 members – yes

- I. Welcome and Introductions
  - a. Meeting called to order by Mark Jenkins at 9:01 AM.



- b. Guiding principles were read.
  - c. Members and guests introduced themselves.
- II. Minutes and Agenda
- a. January agenda approved as amended.
  - b. December meeting minutes approved as amended.
- III. Open Forum
- a. Tyrie welcomed members to the new year and emphasized:
    - i. Importance of respect and collaboration among members.
    - ii. Need for inclusivity and passion in HIV work.
    - iii. Reminder of upcoming BIPOC luncheon (date pending).
- IV. Council Staff Update
- Aamina Abdirashid Mohamed, Planning Council Coordinator, Hennepin County
- a. Membership requirements: 33% HIV-positive, non-conflicted members.
  - b. Current membership: 18 members; 33 seats available.
  - c. Recruitment needs: Male individuals, Hispanic/Latino, American Indian/Alaska Native, Greater Minnesota residents.
  - d. Committee chair vacancies:
    - i. Needs Assessment & Evaluation Committee.
    - ii. Disparities Elimination Committee.
  - e. Calendar invites updated; reports should be reviewed ahead of meetings.
- V. Recipient Reports
- a. Alissa Fountain, Ryan White Program Manager, Hennepin County (Part A)
    - i. Alissa reported that the Part A unobligated balance estimate was submitted to HRSA, with anticipated carryover within the allowable %5 threshold, and highlighted the addition of two interns to support service data book development and ongoing implementation of the Positively Hennepin project, including active client enrollment and outreach activities.
  - b. Thomas Blissett, HIV Community Services Supervisor, Minnesota Department of Human Services
    - i. Thomas described increased activity in the AIDS Drug Assistance Program, ongoing efforts to address waste, fraud, and abuse, open enrollment outreach, contract amendments for additional state funds, and successful submission of federal reports, with plans to



update reporting language in collaboration with Part A and CDC partners.

- ii. Thomas explained the transition from green dot cards to purple Visa cards for food vouchers due to Commerce Bank discontinuing support, with all affected consumers notified and a deadline of February 28th to use remaining balances, after which funds can be transferred to new cards upon request.
- iii. Alejandro inquired about the impact of fraud investigations and collaboration with the Office of the Legislative Auditor; Thomas confirmed no findings or audits affecting their division and ongoing internal oversight to prevent future issues.

c. Jose Ramirez, HIV Programs Manager, Minnesota Department of Health

- i. Jose provided updates on MDH's review of EIS, HIV testing, and PrEP programs, contract extensions, upcoming RFP changes to allow applicants to define priority populations, and a shift to governmental reviewers, as well as ongoing review of incentive and safety policies for community outreach.

VI. Committee Reports (See written reports)

i. Executive Committee

- 1. Succession planning for Co-Chairs; elections in February.

ii. Community Voices Committee

- 1. Elected Sherry Outten and Terrell Ewing as acting Co-Chairs; formal election to occur in March due to procedural concerns.
- 2. The Council discussed the validity of recent Community Voices Committee co-chair elections, with Tyrie, Lucy, Kevin, Aamina, Tristian, Sherry, and Alejandro discussing notice requirements, membership eligibility, and acting chair appointments, resulting in a motion to redo the election with proper notice in March.

- a. MOTION: Kevin moved that Sherry and Terrell serve as acting co-chairs starting in March, with a new election to be announced in advance and held at the March CVC meeting.
- b. Second: Quay seconded.
- c. Discussion: Tyrie clarified that Sherry is not an elected council member at this time. Alejandro spoke against the motion commending the efficiency of the CVC co-



chair election. Kevin spoke in favor of the motion due to irregularities in the election process.

d. VOTE: With 5 ayes and 1 nay, the motion carries.

- iii. Disparities Elimination Committee
  - 1. No December meeting.
- iv. Membership & Training
  - 1. Recruitment video in progress; interviews underway.
- v. Needs Assessment & Evaluation
  - 1. 2025 Needs Assessment survey closed; data cleaning in progress.
- vi. Planning & Allocations
  - 1. Preparing survey for funded organizations; next meeting January 21.

VII. Early Identification of Individuals with HIV/AIDS (EIIHA) program update  
Scott Bilodeau, Hennepin County

- a. Scott presented the annual EIIHA update, detailing program goals, testing statistics, linkage to care outcomes, challenges in data reporting, and feedback from providers and community members.
- b. Highlights:
  - i. HIV testing goals exceeded (2,003 tests in TGA; 7,600 statewide).
  - ii. 97% linkage to care within 30 days.
  - iii. Rapid START implementation ongoing.
  - iv. Discussed challenges: data reporting issues, staff capacity, policy changes.
  - v. Community feedback emphasized culturally sensitive care and housing stabilization.

VIII. Council co-chair nominations / recruitment discussion

- a. Mark opened nominations for Council Co chairs, with Raquelle, and Mark nominated, and Lucy and Tyrie clarifying eligibility requirements based on bylaws, while Tyrie encouraged consideration of a third co-chair to share responsibilities.
- b. Attendees were placed in breakout rooms to discuss council recruitment ideas in small groups.
  - i. Ideas shared:
    - 1. Social media outreach (Instagram reels).
    - 2. Emphasize virtual participation for accessibility.



3. Community engagement for older adults and rural populations.
4. Address trust issues and rebuild community confidence.

IX. Unfinished Business / New Business / Announcements

- a. Technical Assistance Feedback Survey: Aamina announced the upcoming technical assistance feedback survey for Council and committee members, requesting robust participation to inform HRSA about the Council's training and support needs.
- b. Community Announcements and Resource Sharing: Tyrie, Raquelle, Jennifer, Kendall, and Tristian shared updates on upcoming community events, new support services for Aliveness members, and resource sharing initiatives, emphasizing outreach to those unable to leave their homes and the importance of leveraging multiple community resources.

X. Adjourn

- a. Mark adjourned the meeting at 11:03 a.m.

Meeting Summary:

- The council approved the updates to Housing Service Standard.
- The council voted to elect Sherry as a CVC co-chair.
- The council received updates on integrated planning efforts and Part A and B quality management.

Documents distributed before the meeting: Additional documents reviewed during the meeting:

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| <ul style="list-style-type: none"><li>• 2025.12.09 MCHACP Agenda</li><li>• MCHACP Minutes 10.14.2025</li><li>• 2025.12.09 housing service standard – action item</li><li>• 2025.12.09 CVC Co-Chair election – action item</li><li>• 2025.12 Committee Report Summaries</li></ul> | <ul style="list-style-type: none"><li>• 2025 HC WP Part A CQM Presentation for MCHACP</li><li>• 2025MCHACP_Ryan White Part B CQM Program Presentation_Final</li><li>• 2022-2026 Integrated HIV Prevention and Care Plan – MCHACP Report</li></ul> |
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- Part A Update 2025.12.2
- Part B Council Update 12.2025
- Council & Committee Work Plan

Minutes prepared by: Aamina Abdirashid Mohamed

Minutes reviewed by:

Minutes approved on: 2026.02.10