

Item	Details	Who	Time
Hello, how are you?	<ul style="list-style-type: none"> Hallo, wie geht es dir (German) 		
Minutes Rock Star	<ul style="list-style-type: none"> Amy will send minutes from the meeting to Sirry Alang to review, give feedback/changes and post on Basecamp when they are ready On deck is Brett Burnham 		
Open meetings discussion. New information received.	<p>Per bylaws: Section 7.2 Proceedings: All meetings related to the Planning Council shall be open to the public. Written minutes will be made available prior to the following meeting and will be a public document available at the Planning Council office.</p> <ul style="list-style-type: none"> Does this affect workgroup? If so, how do we conduct business keeping this section in mind? 15 minute open forum at end of agenda for comments? Guidelines that this is a working committee, folks may attend in a listening capacity only. 	<ul style="list-style-type: none"> A lot of discussion here on this Andy doesn't think there is likelihood people will show. Tired of always having to revisit this topic These meetings are based on the decision that we would do the work We could set the ground rules, you can attend, listen and cannot participate Folks attend and say things and continue to escalate their opposition Jonathan has a call out to Jennifer M, attorney Between a rock and a hard place. Once decision is made, cannot go back Decided to open to speak to transparency Will have guidelines 	
Integrated Planning Update	<ul style="list-style-type: none"> “Prezi” PP for updates (like PowerPoint but on steroids) will be used (CCCHAP too in August?): Amy Bylaws: Chrissy, Carissa, Sirry <ul style="list-style-type: none"> Update on Prezi & next steps Meeting to discuss ideas received by stakeholders? Open meeting? Criteria for decisions needed. Share with PC & CCCHAP on Integration tab? Information – how organized? Corresponds with Bylaws document that was sent out? Planning body meeting monthly or bimonthly? Decide now or table? IGA update – each grantee Membership Selection Committee: Carissa Weisdorf, Krissie Guerard, Andy Ansell <ul style="list-style-type: none"> Updates, what do you need to support you? Carissa & Ruth are keeping a list of interested parties to apply **Amy received feedback from PC member not on Structure committee: suggestion to allow PC members to read the application and give feedback via email because 	<ul style="list-style-type: none"> Prezi changed to PowerPoint due to connectivity issues. Bylaws – 12 people attended 6.25 meeting. All ideas & feedback collected and will be posted on Integrated Planning tab on both planning bodies Next steps – workgroup to meet and consider all feedback, revise draft and post to Integrated Planning Tab IGA – reviewed by Hennepin county legal, then MDH & DHS Membership Selection Committee – reviewed, discussed & combined existing membership applications from both CCCHAP & PC. Next meeting reviewing application draft, developing interview questions and a recruitment plan Members: PC: Loyal Brooks, Terral Ewing, Lesa Nelson, CCCHAP: Roger Ernst, Mariah Wilberg, Matthew Stewart, Grantee staff: Carissa Weisdorf (HC), Krissie Guerard (MDH), Andy Ansell (DHS) Structure Committee – Reviewed responsibilities of new planning body and existing planning council committees. 	

Integrated Planning Work Group Agenda 7/13/15 2:30 to 4pm Location: Saint Paul, MDH building B460 (see below)

	<p>“a lot of members have strong attention to detail” and wants the application to “be as strong as it can be”</p> <ul style="list-style-type: none"> ○ Sole decision maker? Where does PC/CCCHAP & Workgroup intersect? ● Structure Committee: Chryssie Jones, Sirry Alang/ Jonathan Hanft, Andy Ansel <ul style="list-style-type: none"> ○ Updates ○ What do you need? ● Naming of new planning body: Carissa <ul style="list-style-type: none"> ○ 20 suggestions received ○ 3 finalists 	<p>Received proposals for committees. Next steps are review current committee responsibilities and proposals.</p> <ul style="list-style-type: none"> ● Members: CCCHAP: Wendi Johnson, May Ly, Chris Ackerman; PC: Alejandro Aguilera, Asneth Omare, Aaron Wittnebel, Grantee staff: Jonathan Hanft (HC), Krissie Guerard & Japhet Nyakundi (MDH), Andy Ansell (DHS) ● Naming of new planning body: 20 suggestions received, Workgroup narrowed down to 3 selections ● Winning selection's creator wins Target gift card ● Survey Monkey will be sent out on Wednesday, July 15th. (deadline to respond by 7/22/15) or PC members can vote via index card during the meeting <p>Selections:</p> <ul style="list-style-type: none"> ● Minnesota Alliance for HIV Care and Prevention (MAHCP) ● Integrated HIV Prevention & Care Planning Council of Minnesota (IHPCPC) ● Minnesota Council for HIV/AIDS Care and Prevention (MCHACP)
<p>RACI chart & graph</p>	<ul style="list-style-type: none"> ● Identifies roles for each major work item, who is Responsible, Accountable, Consulted, and Informed ● Created in answer to feedback from stakeholders that they wanted to see where they are involved ● Feedback? 	<ul style="list-style-type: none"> ● Not ready, need to add column of City of Mpls, STP and Ramsey County ● Will revisit with workgroup members ● Eventually share with PC & CCCHAP members
<p>Individual Meet Ups</p>	<ul style="list-style-type: none"> ● Thoughts? Who would benefit? ● Grantees &/or Committee members do the meeting? 	<ul style="list-style-type: none"> ● Agreed that it is needed ● How to frame this conversation? Will discuss at next workgroup meeting (or basecamp is option) ● Marvin –? ● Midnight –? ● Aaron – Krissie? ● Asneth – Jonathan ● Teryl – Andy or Sirry ● Al – Andy ● Alejandro – Jonathan ● Keith Henry – Jonathan
<p>From our 6.11 minutes</p>	<ul style="list-style-type: none"> ● Facilitation with group? <ul style="list-style-type: none"> ○ “The underlying message is mistrust. Somehow the grantees are doing something to do something over the members. Need to ask members 	<ul style="list-style-type: none"> ● Exploring one on one meet ups at this time

Integrated Planning Work Group Agenda 7/13/15 2:30 to 4pm Location: Saint Paul, MDH building B460 (see below)

	<p>what is your underlying issue & have a conversation.”</p> <ul style="list-style-type: none"> • Amy has a question: Do something together with CCCHAP & PC? Or PC alone? This could be a relationship building exercise or something to bring everyone together. Thoughts? • Community Membership on the new planning body – Structure Committee task? Or other? – need to revisit 	
Integrated Work Plan	<ul style="list-style-type: none"> • See highlighted Red areas • Stakeholder feedback received regarding items listed in January 2016, that they be moved up and worked on earlier – need to revisit 	<ul style="list-style-type: none"> • Amy says please see red areas and fill in where needed - Thank you!
If Time permits	<ul style="list-style-type: none"> • Sirry’s departure, what does this mean for Integrated Effort? <ul style="list-style-type: none"> ○ Concerns to identify and find solutions? 	<ul style="list-style-type: none"> • Amy asked to attend Membership selection & Structure committees to facilitate
Summary Points	<ul style="list-style-type: none"> • What are our accomplishments during our meeting? <ul style="list-style-type: none"> ○ 1st; 2nd; 3rd • Gut Check 	<ul style="list-style-type: none"> • A ton! 😊 <ol style="list-style-type: none"> 1. Presentation for tomorrow 2. Open meetings decided and perimeters set 3. Narrowed down planning body selections
End		4:00
Next Meeting:	Next meeting is 7/29, 1 to 2:30pm at HSB	

Guiding Principles for this effort:

Maintain positive attitude

Transparency

Model positive behavior

Maintain consumer voice in the process

Assume good intentions

Follow through

We value their input