

Item	Details	Notes	
Hello, how are you?	<ul style="list-style-type: none"> <li>• Dia duit, conas atá tú (Irish)</li> <li>• Introductions – Welcome to the workgroup meeting</li> </ul>	<ul style="list-style-type: none"> <li>• JH needs to request minutes help to free up Carissa during PC meeting</li> </ul>	
Minutes Rock Star	<ul style="list-style-type: none"> <li>• Review minutes: Jonathan Hanft</li> <li>• On deck is Krissie Guerard</li> </ul>		
Housekeeping	<ul style="list-style-type: none"> <li>• Next meeting is 10/8 at 9:30, DHS room 3221</li> <li>• Heads up: Amy at all day training during next PC meeting 10/13.</li> <li>• Who to facilitate the IP update?</li> </ul>		
To our Guests here to listen...	<p><b>Friendly reminders</b></p> <ul style="list-style-type: none"> <li>• We're glad you're here to listen and check out the meeting</li> <li>• Meeting is 1:00 – 2:30pm</li> <li>• 2:20 – 2:30pm is open forum</li> <li>• Please hold your comments, suggestions &amp; questions until then</li> <li>• Each person will have 2 minutes during open forum</li> <li>• Help yourself to copies of the agenda or other documents</li> <li>• Thank you for your cooperation</li> </ul>	Amy	1:05pm (5)
Bylaws Updates in <b>BLUE</b>	<ul style="list-style-type: none"> <li>• CVC language – more than folks being HIV+? Discussion happening at next CVC meeting in November with Julie. Change wording to persons affected by HIV. This could change after November CVC meeting or once body convenes</li> <li>• Violations to the code of conduct or non-discrimination policy (See section 5.6)             <ul style="list-style-type: none"> <li>○ HC labor relations staff can assist with language. Need clear policy language &amp; process if someone feels this is being violated. Question: council member bring forth? Government grantee member bring forth? Currently it's up to the council co-chairs.</li> <li>○ Amy add to work plan: CW to research other councils' language. JH follow up with labor relations staff regarding language</li> </ul> </li> <li>• Language about suspending the bylaws? – Take out. New council handle at the time situation arises.</li> <li>• Grievance committee membership language – taken from current PC language. Ok to leave as standing committee, only convenes when needed.</li> <li>• Parliamentary section – definition added</li> <li>• Other? Add information regarding reimbursement, members need to abide by county reimbursement policy. Need to reference it, create document &amp; make available at new member orientation</li> <li>• Next steps             <ul style="list-style-type: none"> <li>○ Deadline to receive feedback from members 9.30, draft on PC/CCCHAP websites under Integrated Tab</li> <li>○ HC attorney needs to review yet</li> </ul> </li> </ul>		

IGA	<ul style="list-style-type: none"> <li>• Update</li> <li>• Clause in IGA, grant admin changes at state level, still valid?</li> <li>• Next steps</li> </ul>	<ul style="list-style-type: none"> <li>• JH, Krissie, Katherine Finlayson meeting before next PC meeting.</li> <li>• Draft being reviewed by city of Mpls</li> <li>• 3 agencies met yet about contracts &amp; money? Yes have met but need to still figure that out so we have one contract. We have time, probably wouldn't start until DHS fiscal year April 2016</li> <li>• Folks able to receive reimbursement during transition months? Yes, funding budgeted</li> </ul>
Structure Committee	<ul style="list-style-type: none"> <li>• Name change ok to Planning &amp; Allocations Committee?</li> <li>• Other?</li> </ul>	<ul style="list-style-type: none"> <li>• Planning &amp; Priorities Committee change to Planning &amp; Allocations Committee or PAC</li> </ul>
Membership Selection Committee	<ul style="list-style-type: none"> <li>• Updates</li> <li>• Applications received</li> <li>• Recruitment needed?</li> <li>• MSC – how can we support you? 😊</li> </ul>	<ul style="list-style-type: none"> <li>• Been meeting e/o week</li> <li>• Identified gaps, same as we reported on last month. Committee members are helping recruit to fill those gaps</li> <li>• 40+ applications received</li> <li>• Andy has reached out to a contact in Dept. of Corrections to fill that role</li> <li>• Deadline is Thursday, 10/1</li> <li>• If spot is already filled, will offer community membership opportunity</li> <li>• Is not filling all the seats right away an option? Fill key spots as requested by HRSA. Demographically race &amp; ethnicity and unaligned consumers are key per HRSA</li> <li>• How to determine who is serving one year vs two year? During interviews, MSC is asking preference.</li> <li>• Support MSC by reviewing Council &amp; membership information. First batch of interviews are 10/16</li> <li>• Selection criteria? Scale created and will look at meeting current requirements for care &amp; prevention. Still discussing details, facilitator helping us figure those out</li> <li>• Interview times already set up for month of October</li> </ul>
Work Plan	<ul style="list-style-type: none"> <li>• What is complete? To start? Add?</li> </ul> <p>*work plan updated</p>	<ul style="list-style-type: none"> <li>• Each grantee needs to figure out if IGA not executed can Council meet in January</li> <li>• PC EC needs to discuss ending of PC business</li> <li>• Need a letter from DHS Commissioners &amp; HC Board recognizing PC members for their service</li> <li>• Due to room resources being limited reservations set for 2016 in Mpls. Council &amp; subcommittees will revisit once seated. Tracking date March 2016</li> <li>• Continue conversation about logistics: food, planning first meeting</li> </ul>

		<ul style="list-style-type: none"> <li>• Amy to start separate work plan for Council for 2016</li> </ul>
Summary Points	<ul style="list-style-type: none"> <li>• What are our accomplishments during our meeting?                             <ul style="list-style-type: none"> <li>○ 1<sup>st</sup>; 2<sup>nd</sup>; 3<sup>rd</sup></li> </ul> </li> <li>• Gut Check</li> </ul>	<ul style="list-style-type: none"> <li>• Updated work plan</li> <li>• Bylaws are almost there</li> <li>• Need more on code of conduct &amp; reimbursement</li> <li>• Structure committee complete</li> <li>• Started talking about 2016</li> </ul>
Open Forum		No one present
End		2:30pm
<b>Next Meeting:</b>	<b>Thursday, 10/8/15; 9:30 – 11:00 DHS Saint Paul, Room 3223</b>	