

**Minnesota HIV Services Planning Council Meeting**  
**January 14, 2014**  
**9:00am – 12:00pm**  
**Health Services Building, Room L15**  
**525 Portland Ave S, Minneapolis**  
**Minutes**

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**Council Members Present:**

Hank Jensen (Council Co-Chair)	Lesa Nelson
Craig Schmidt	Winston Cavert
Scott Bilodeau	Michele Boyer
Darin Rowles	Al Fredrickson
Jonatan Guidno	Loyal Brooks
Andy Ansell	Tom Bichanga
Dennis London	Krissy Guerard (phone)
Asneth Omare	Valentine Momo
Monica Yugu	Sokun Bobson

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**Council Members Absent:**

Joan Carchedi	Mary Gulley
Debbie Gazett (Council Co-Chair)	Michael Hargrave

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**Guests/Consultants:**

Jared Erdmann	Susan Palchik
Karin Sabey	Matt Toburen

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**G-HAT:**

Jonathan Hanft, Hennepin County	Dave Rompa, DHS
Nick Metcalf, DHS	

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**Planning Council Staff:**

Tim Sullivan	Toby Tremain (minutes)
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Quorum Present? **Yes**

**I. Call to Order**

Hank stated he would be presiding and called the meeting to order at 9:12am.

**II. Introductions**

Introductions were made.

**III. Consideration and Approval of Proposed Agenda**

The agenda was approved by unanimous consent.

**IV. Review and Approval of December 10, 2013 Minutes**

The minutes were approved by unanimous consent

**V. Co-Chair Update**

Debbie is currently in training in Florida and will have feedback at next month's meeting.

**VI. Part A Report, Jonathan Haft, Hennepin County**

Jonathan distributed a document titled *Part A Update (half sheet-update)*

Submitted estimated unallocated balances for 2013.

Conditions of Award and Grant Reports

1. Estimated Unobligated Balances and 2013 into 2014 Estimated carryover request submitted December 31 (Handout). Cannot be over 5% in this area. The good news we are estimating spending of under \$75,000. (Down approximately \$20,000 from 2012) Areas of overspending mean overutilization. The service category Medical case management and pharmacy estimated carryover will be allocated there.

2. 2013 MAI Report due January 31.

#### 2014 Part A Funding Update

1. Partial Award
2. Congressional Appropriations Outlook

Core Medical Service Expenditure Requirement Process finalized.

1. Review of process (Handout)
  - a. Legislative Background-Ryan White program requires that grantees expend 74% for Part A, B, and C funds on core medical services. It assures that people will have access to core medical services within 30 days. More people will have access to core medical services through the Affordable Care Act (ACA). Unfortunately we do not yet know the extent of the impact of the ACA.
  - b. Waiver application is estimated to be 15-20 pages.

Planning Council Administrative Specialist hiring. Jonathan said they are interviewing for the position this week. If we do not hire for the position, we will repost it.

#### Questions/Comments:

- Jonathan informed the group that the supplemental funding that we haven't spent is returned to us and that we don't want to risk with too much underspending.
- Discretionary funding that softens sequestration adds money to our budget.
- Part A in appropriations bill has a 5% increase in funding. Part B omnibus bill: 3% increase. Jonathan will forward this information in an email. He is optimistic!

### **VII. Part B Report**

Dave distributed a document titled *Part B Update*.

The goal was to transition 211 MCHA clients by January 1st of this year. As of 1/1/14, 123 MCHA clients had transitioned to MNsure. The new goal is 88 MCHA clients by March 31, 2014. Kudos to Benefit Counselors and Case Managers!

Final steps are being made for purchasing plans from the open market for undocumented Minnesotans. This will be operational by 2/1/14. The current plan is to transition the undocumented on MCHA beginning the summer of 2014.

Medicare Part D transition went well with only 2 clients not making the transition. Thanks again to Benefit Counselors and Case Managers for your efforts!

A big thanks to Andy Ansell and Rob Kacheroski for their hard work and leadership with the ACA and Medicare Part D Projects.

April Beacham has left DHS to take a position with MDH. Andy Ansell and Rob Kachroski have been covering Customer Care until her vacancy can be filled.

The Open Cities MCM Capacity Building Project is launching.

Dave will be attending the winter meeting of the 340B Coalition.

We have 4 plans we will use. The client doesn't get to pick, it will come up in a rotation so one company doesn't get overburdened. April Beecham has left to take a non-HIV position. We are in the process of trying to fill this vacancy. We have hired a temporary person that has caught us up with data entry.

#### Questions/Comments:

- Preliminary review is that there will be savings, but the level may not be as dramatic as people hope. Most will be through ADAP, through Insurance Premium (purchasing end), not assistance end.
- Jared Erdman expressed concern about a ripple effect-with people coming to MN. David replied that this is already taking place and added that this will be a huge political battle that opens a huge can of worms.
- Jonathan expressed concerns that bulk of supplemental funding may be going to states not working with ACA. David added that we are not playing in ACA world-there are other states that are enrolling, but they don't want to use any state monies/infrastructure.
- There is a correction in the Joint Planning Council and CCCHAP meeting. The meeting is 9AM-Noon at the Wellstone Center

### **VIII. Prevention Update –Krissy Guerard**

2014 awarded amount just over 2 million less than last year's amount.

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Category C- received funding-sequestration cut.  
STD grant-\$40,000 increase.  
HIV surveillance, Hep. Grant level funded as well.  
STD surveillance-enhanced surveillance and salaries.

Questions/Comments:

- No funded agencies will be cut- Krissy stressed they are looking at organization and staffing. The cuts came in salaries- not hiring but utilizing existing staff.
- Reorganizing of staff began today.
- Krissy can share updated organizational chart at next meeting. She estimated only 4-5 employees will be affected.
- She feels optimistic, there will be no layoffs and they will continue as they did in 2013.
- Jonatan asked for clarification on HIV prevention funding. Krissy said federal funding will probably be another cut over over \$100,000.
- Craig asked if there are larger cuts, where would they be? Krissy replied that there would be combination of staffing and program funding cuts. She said to keep in mind the funds are allocated by State.
- Jared said as prevention dollars seemingly disappear, there is a shift of funding. Matt added that the reality is the funds are decreasing and that there isn't much more that can be cut.

## **IX. Staff Update**

- A. Tim thanked attendees for coming today due to the adverse weather conditions. Tim informed attendees when considering cancellation of a meeting due to weather, he will watch to see if schools are closing and gauge the situation. Operations Council will also be tackling this issue at their meeting on Friday January 17<sup>th</sup>.
- B. Requests-email to Tim instead of Wendy now.

## **X. Public Policy Committee Legislative Agenda, Matt Toburen, MAP**

Matt distributed *2014 Legislative Agenda*

- A. State HIV Prevention Assessment
  1. Minnesota's resources for HIV prevention are inadequate and new cases of HIV continue to rise. Legislature should request an assessment from DH and DHS on how to substantially reduce new HIV infections and a financial analysis on the state budgets if new infections are declining.
- B. SF451 (Pappas) Responsible Family Life and Sexuality Education Program.
  1. Minnesota's students deserve adequate health education that:
    - a. Promote policies that further HIV education and reduce stigma.
    - b. Provides an opportunity for young people to develop and understand their values, attitudes and beliefs about sexuality
    - c. Helps young people develop both interpersonal and relationship skills.
    - d. Helps young people exercise responsibility regarding sexual relationships.
- C. Maintaining access to stable, affordable housing for those living with HIV and those at risk for HIV infection and repeal of waived services housing caps.
- D. Promoting policies that further HIV education and reduce stigma.

Questions/Comments:

- Matt feels we need to step up our involvement in democracy and recommends that we attend our local caucuses and decide what our party's priorities should be. This committee will lobby for a resolution for comprehensive Sex Education classes in the schools as well as HIV prevention.
- Meet with Legislators about AIDS Action Day. (This year it is April 1<sup>st</sup>.) Training at MAP will take place prior to this date. More information will be on the website soon.

## **BREAK**

## **XI. Committee Reports**

- A. Community Voice-No Meeting
- B. Executive

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- 1) The committee discussed and developed the Mental Health Standards of Care that were then approved by Planning and Priorities Committee
  - 2) Discussed Dave Rompa's request to develop policy to prevent council members' email addresses to send fund raising appeals. Matter was referred to Operations Committee for further discussion.
  - 3) Requested all committees to finalize their timeline/work plan by the end of the Part A Fiscal year (February 28, 2014).
  - 4) Finalized work plan that will include monitoring activities and timelines of other committees.
- C. Needs Assessment and Evaluation-  
 Provided in written format- moving forward-talking about disparities amongst populations. Service Providers and clients from the African Born community invited to attend the meeting to discuss service and cultural barriers that deter clients from accessing services and the importance of outreach to draw clients into services.
- D. Operations
- 1) Appointed Dennis London to Needs Assessment and Evaluation committee and Asneth to Planning & Priorities Committee.
  - 2) Medicaid position at DHS needs to be filled-Dave is assisting with this.
  - 3) Reviewed vacancies and recruitment methods for new members. Currently there are 10 vacancies and we are sending fliers, promoting at community meetings, and meeting face-to-face with prospective members. In the past we have advertised in Lavender, however it is expensive.
- Questions/Comments:
- There are currently no term limits (definition of a term is 2 years). If you are nominated and elected, you can serve another term.
  - Tim will make one attempt to contact those at the end of their term. Hank suggested that if we are pursuing recruits and not receiving a response, that we need to pursue others.
  - Craig asked how many vacancies there are overall. Tim replied that there were 10.
  - Tim encouraged us reach out to recruit people that should be involved on our committee in the coming year.
  - We will be at 23 members in February-we need up to 7 more members. We have 14 Caucasian members we are looking for possibly 1 more.
  - 1/3 of the council needs to be unaligned consumers.
  - Currently we have 7 African/African American members; demographics say we should be at 11. We should have 2 Latino members, currently have 1. We are on track for Pacific Islander. Currently, we are looking for Native American member that is a member of a federally recognized tribe.
  - We try to make sure we have a balance of age as well-could use some younger members.
  - Tim added that more members mean more voices for us.
  - Applications are posted online. They are also available in email form and in hard copy.
  - Craig expressed an interest in recruiting some younger HIV members.
- E. Action Item: Bylaws Revisions  
**MOTION:** The Operations committee recommended that the revisions to the Bylaws be approved. A second is assumed. The motion passed unanimously.
- F. Planning and Priorities
- 1) Action Item: Mental Health Standards of Care  
**MOTION:** The Planning & Priorities Committee recommended the adoption of the Mental Health Standards of Care. A second is assumed.
- Questions/Comments:
- Andy Ansell has been working on Service Standards for Mental health the last 4 months and feels that we have the resources for this and we can reallocate funds. Darin added that approving this item today keeps the process going and that "we would not know the impact of this until after it is approved."
  - Andy said emotional support can have funds allocated to but cannot be considered a medical service. Tim says we anecdotally 'like' support groups, as long as there is someone

supervising these support services. He added that we don't have enough funds to support all of the populations.

- Craig said the client would need a diagnosis, which could be a hurdle they have to overcome. He felt that there would be a stigma attached as the plan stands. Andy felt this was a relevant point
  - Need to decide where the funding would come from for this program
  - Providers need to be able to bill Medicaid.
  - If client exhausts mental health visits, they can receive prior authorization for more.
  - Will be posted in the Service Standards section of our website
- 2) Reviewed HRSA's feedback to the 2012 Comprehensive plan
- 3) Tim asked the committee to be prepared to look at the 2014 prioritization process in February so Needs Assessment committee can begin planning for their presentation to the Council.

Questions/Comments:

- Winston asked if when surveying mental health providers if their practice would change. Jonathan said no. All of these providers need to be able to bill Medicaid.

The motion passed unanimously.

## **XII. Open Forum**

None

## **XIII. Recognition/Announcements from the Floor**

Upcoming Meeting at Wellstone Center. Everyone's participation is strongly encouraged. You don't need to RSVP, just show up. The general purpose is to integrate planning. We are in the exploration phase of where we want to go with this and to what extent. It is a listening session to hear where there may be common areas for collaboration and areas where this would not be possible.

Darin Rowles is leaving us. This is his last meeting. He has been on the council for approximately 5 years. He was a co-chair of operations committee. We wish him well.

## **XIV. Adjourn**

The meeting was adjourned at 11:47am

### **Meeting Summary**

- Tim reviewed the membership and recruitment needs of the Council. The annual election will take place in February.
- Matt Toburen presented the 2014 Public Policy Legislative Agenda with respect to our Committee.
- Operations Committee Action Item-Bylaws Revisions were approved
- Planning & Priorities Action Item-Mental Health Standards of Care Motion was approved.

### **Documents Distributed Before the Meeting:**

- Agenda
- Minutes from December 10, 2013
- Bylaw Revisions

### **Documents Distributed/Available At the Meeting:**

- ACTION ITEM: Mental Health Standards of Care
- ACTION ITEM: Bylaws Revision
- Committee Meeting Summaries
- Minnesota HIV Services Planning Council Bylaws
- Ryan White HIV AIDS Program Core Medical Services Waiver Application Requirements PP handout
- 2013 Part A Carryover Estimate

**TT/ts**