

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

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**Council Members Present:**

|                                  |                                |
|----------------------------------|--------------------------------|
| Andy Ansell                      | Jonatan Gudiño                 |
| Michael Behl                     | Bielca Guevara                 |
| Scott Bilodeau                   | Michael Hargrave               |
| Sokun Bobson                     | Keith Henry, M.D.              |
| Michele Boyer                    | Hank Jensen (Council Co-Chair) |
| Loyal Brooks                     | Joe Larson (phone)             |
| Winston Cavert, M.D.             | Valentine Momo                 |
| Jared Erdmann                    | Lesla Nelson                   |
| Debbie Gazett (Council Co-Chair) | Asneth Omare                   |
| Michael Graham                   | Monica Yugu                    |

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**Council Members Absent:**

|                 |               |
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| Al Fredrickson  | Lucie Makena  |
| Krissie Guerard | Craig Schmidt |
| Mary Gulley     |               |

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**Guests/Consultants:**

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| Terral Ewing | Ben Osborne, HUD |
| Karin Sabey  | Jim McNamara     |

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**G-HAT:**

|                   |                             |
|-------------------|-----------------------------|
| Nick Metcalf, DHS | Thuan Tran, Hennepin County |
| Dave Rompa, DHS   | John Suhr, HC               |

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**Planning Council Staff:**

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|--------------------------|----------------------------|
| Sirry Alang, Coordinator | Carissa Weisdorf (minutes) |
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Quorum Present? **Yes**

**I. Call to Order**

Hank Jensen called the meeting to order at 9:00 am.

**II. Lighting of the Candle**

**III. Welcome and Introductions**

Introductions were made.

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

Loyal motioned to approve the agenda and Sokun seconded; the agenda was approved by unanimous consent.

**V. Review and Approval of August 12, 2014 Minutes**

Hank made a correction to page 6 of the minutes under the discussion of the pre-award allocations proposals; it should read: "if prioritization did not remain the same how the numbers from two different years would change". The minutes, with the change, were approved unanimously.

**VI. Co-Chair Update**

- Hank and Debbie provided an update from the United States Conference on AIDS (USCA) in San Diego. Hank reported that he talked to representatives from HRSA about planning council consumer engagement.
- They will give a more detailed report at next month's meeting.

**VII. Part A Report**

Minnesota HIV Services Planning Council  
Planning Council Meeting Minutes for October 14, 2014  
[www.mnhivplanningcouncil.org](http://www.mnhivplanningcouncil.org)

*Thuan Tran, Hennepin County*

- A written update was provided to the council.
- The Part A grant application was submitted in September, there were a lot of changes to the application this year.
- Thuan went through the ***Q1 2014 Part A Expenditure Report*** and explained what it meant; some providers are underspent but Thuan provided explanation and anticipates all services will be fully spent by the end of the year.
  - Karin said there was high utilization for dietician services at first but it can be difficult to get Ensure so now people are used to not having Ensure. She also said there is a high no-show rate at HCMC when a patient is referred by a physician which she said is something to think about going forward.
  - Thuan said he will forward the message about a shortage of Ensure (especially in greater MN) to contract managers.
  - Linguistic services have high utilization; we will increase the amount in next month's proposal.
    - Hank said in past years linguistic services were typically used by 1-2 ASL clients and asked if this is the case this year. Thuan said yes, ASL interpretation is quite intensive, i.e. for over two hours of interpretation, two interpreters are required.
  - Lesa asked about early intervention service utilization and Thuan said we will look into it at the 6 month mark.
  - Psychosocial support contracts are being finalized right now.
- The All Provider Meeting is November 6; Carissa is collecting RSVPs.

### **VIII. Part B Report**

*Dave Rompa, DHS*

- Dave referred to two documents distributed at today's meeting, the Part B report and announcement of quarterly stakeholder meeting.
- The SCSN/rebate planning continues; Advanced Strategies met with stakeholders to improve the process. The next and final meeting is November 20, please RSVP to Sandy. The website will be updated by November 1 to include the collected data and the budget.
- The Empowering Heroes meetings are underway and they are planning for future meetings; the next meeting will be a 1 1/2 day conference.
- Andy reported that open enrollment for the insurance plans and Medicare Part D is about to begin; Medicare plans will not change so there won't be a massive amount of clients that need to switch plans; however there are some exchange plans that will not be available this year.
  - DHS met with MAP benefits counselors to review plans that will be available and will send mailings and coordinate with benefits counselors to ensure everyone gets covered who wants to.
- The Drug Formulary Committee meeting is October 21, please RSVP to Andy. The committee advises DHS on medications included in their advisory, look at pricing, rebate, effectiveness, drug class, etc. The committee is comprised of physicians, pharm Ds, case managers, consumers, stakeholders, members of the planning council and minutes are available on the DHS website.
- They are working on the Part B grant app which is due next month.
- The quarterly stakeholder call is this Thursday afternoon and additional agenda items can be communicated to Dave. The next meeting will be February or March, 2015. Dave encouraged everyone to join the call.
- Monica asked about undocumented individuals and open enrollment for the exchange; Andy said the plan is to have at least several plans that undocumented individuals can enroll in. They will prefill applications, request a signature, attach payment and forward to the insurance company.
- Dave reported there was great interest in Mary's position; they are currently screening applicants and will schedule interviews shortly. They also have another position to post in November.

### **IX. Prevention Update**

No update

### **X. Staff Update**

- Sirry reported the consumer satisfaction survey is now in its 4<sup>th</sup> quarter so new services are being surveyed through the end of year. She encouraged consumers to take log onto the survey to take surveys for services which they have received. The survey is available in Spanish and we now have promotional documents available in Spanish.
- The date for the November planning council meeting is changed to Wednesday and we will meet in room 110.

**XI. Committee Reports- Provided in a written format with no discussion**

A. Community Voice

B. Executive

C. Needs Assessment & Evaluation

D. Operations

E. Planning & Priorities

- Michael Hargrave corrected the written report; he said all standards are being reviewed, not just outpatient ambulatory.

**XII. Open Forum**

None

**XIII. Assessment of the Administrative Mechanism (Part B)**

- The committee reviewed the document *Part B Grantee Evaluation 2014* and Sirry provided instruction to use the clickers to determine if each goal (A-E) was met or unmet.
- Any council member not in attendance today will be asked to fill it out later.
- Andy abstained because he is the Part B grantee representative.

**XIV. Evaluation of Allocations Retreat**

- Karin said NA&E is charged with routinely evaluating planning council meetings, specifically the allocations retreat, for future planning and to ensure meetings/retreats are meeting the needs of the council. There will be about 4 per year at random times and she asked planning council members and non-members to fill out today's survey.
- Hank said last year's expenditure report was not provided to the council at the retreat so it was difficult to allocate funding; therefore, affecting the decision to cut 1.5% from each service area.
- Jonatan said working with undocumented people or minorities can be more time-consuming. Therefore, he feels like the data doesn't represent these extra burdens; he asked if NA&E is responsible for balancing this data.
  - Karin said it is up to NA&E to collect and present data to the planning council and each person will need to interpret the data as NA&E doesn't want to affect the interpretation of the data.
  - Jonatan wants people to understand the numbers alone may not fully represent the services.
  - Monica asked if he is speaking about certain service areas.
    - Jonatan used calling the AIDS line as an example; different demographics may have different results when calling. Karin said the numbers are one piece of the data and we also looking at Cascade data; she hopes people are looking at different factors.
  - Winston said the SARS provides some annotation on the data.
  - If improvements need to be made it should go to NA&E.

**XV. Housing Services**

Ben Osborne, from Housing and Urban Development (HUD), presented a brief overview of the Housing Opportunities for Persons with AIDS (HOPWA) and answered questions.

- Hank asked how many individuals with HIV are served by these units. Ben replied it is probably around 200 but it varies and he doesn't have the current number.
- Winston asked why Minneapolis was chosen as the administrator; Ben didn't know but thinks it is because they are the largest grantee.
- Michele asked about funding for next year and asked if he anticipates new money will become available. Ben doesn't anticipate anything new. Currently 90% of funds are spent in Twin Cities and 10% in greater MN.
  - Chuck Peterson said funding for housing is flat. The US Senate cut \$20 million from HOPWA, therefore, \$12 million will be cut in 2015. He is not sure how it will affect MN but is anticipating a reduction in grants in MN. Chuck also anticipates 2016 will be a long road back to where they were.
- Chuck Peterson was introduced; he sits on the board of the housing coalition and is the executive director of Clare Housing.
- Michael asked about unsubsidized housing, Ben said individuals are required to pay 30% of their income and HOPWA makes up the rest.
- Jared asked from a HUD perspective, how they see the role of the planning council in their funding.
  - Ben said there is always a need for more housing. There is a long waiting list for HUD and Clare (192 people are on Clare's waiting list, according to Michele). Any additional funding available to housing is needed.

- Bielca said many of her clients are homeless and asked if there is a high need will affect funding.
  - Ben said probably not but encourages everyone to apply. The reality is there are not enough units available.
- Michele identified herself as an employee of Clare Housing and referred to the documents *CY 2013\_Annual Review CAREWare* and *MN HIV Housing Coalition Report 2013*. She expressed that spending money to serve 10 clients would go far with a waiting list of 200 people.
- Karin said the planning council could ask the housing coalition for suggestions, there is a meeting on Thursday and they will be reviewing formula funds in Minneapolis.
- It costs approximately \$5800/person for people on SSI to receive a rental subsidy for one year.
- Hank asked if Ben had \$100,000 what specifically he could do with the money, he said he would ask the housing coalition.
- Andy asked if \$5800 for someone on SSI is for metro or statewide.
  - Greater MN subsidies are lower because rent is lower; however, the issue in greater MN is to find a landlord willing to accept a subsidy.
- Jonatan asked about other subsidies utilized by housing organizations and Chuck said Clare Housing receives various rental subsidies.
- Jonatan said to better utilize the money we could pay for a housing case manager to eliminate issues with finding housing. He noted that some people are hesitant to live in housing specifically for HIV clients.
- Bielca asked if there are plans to build more units; Ben said the plan is to expand affordable housing but not necessarily housing specifically for people living with HIV/AIDS.

## **BREAK**

### **XVI. Clinical Update- HIV/AIDS in Minnesota**

Keith Henry, MD presented on HIV epidemiological data globally, nationally and in MN; the transformation of antiretroviral therapy (ART) over the decades; approaches to a HIV cure; cascade data and threats to HIV care in MN.

- Jared asked if we need to look at financial data to address concerns of aging people with HIV.
  - Dr. Cavert said we could look at targeting money to this demographic.

### **XVII. Announcements**

- Housing coalition meeting is this Thursday at 9 am at Clare Apartments.
- African World AIDS Day (AWAD) is November 1.

### **XVIII. Adjourn**

Hank moved to adjourn and Andy seconded. The meeting was adjourned at 12:03 pm.

### **Meeting Summary**

- The council evaluated the Part B grantee for FY2013.
- NA&E administered a written evaluation of the August planning council retreat.
- The council was presented with information about housing.
- There was a clinical update by Dr. Henry.

### **Documents Distributed before the Meeting**

- Planning Council meeting agenda
- Minutes from August 12 meeting
- Committee Report Summaries
- Part B Grantee Evaluation 2014
- Allocation Retreat Evaluation

### **Documents Distributed/Available at the Meeting**

- CY 2013\_Annual Review CAREWare
- MN HIV Housing Coalition Report 2013
- Part A update
- Part B update
- Q1 2014 Part A Expenditure Report

**cw/sa**