

**Minnesota HIV Services Planning Council Meeting**  
**November 12, 2013**  
**9:00am – 12:00noon**  
**Health Services Building, Room L15**  
**525 Portland Ave S, Minneapolis**  
**Minutes**

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**Council Members Present:**

Hank Jensen (Council Co-Chair)	Krissie Guerard
Sokun Bobson	Craig Schmidt
Lesa Nelson	Debbie Gazett
Jonatan Gudino	Tom Bichanga
Michele Boyer	Darin Rowles
Valentine Momo	Al Fredrickson
Loyal Brooks	Scott Bilodeau
Winston Cavert, M.D.	Michael Hargrave – via phone
Joan Carchedi	

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**Council Members Absent:**

Mary Gulley	Andy Ansell
Michael Brooks	Bashir Hers
Monica Yugu	

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**Guests/Consultants:**

Karin Sabey - HCMC	Jared Erdman – City of Minneapolis
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**G-HAT:**

Jonathan Hanft – Hennepin County	John Suhr - Hennepin County
Sheila Murphy - Hennepin County	Thuan Tran - Hennepin County
Dave Rompa – DHS	Nick Metcalf – DHS

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**Planning Council Staff:**

Tim Sullivan	Wendi Johnson (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 9:07am.

**II. Welcome and Introductions**

Introductions were made.

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

The agenda was approved by unanimous consent.

**IV. Review and Approval of October 8, 2013 Minutes**

The minutes were approved by unanimous consent.

**V. Co-Chair Update**

- A. Integrated Planning – MDH, DHS, Hennepin County, and Planning Council staff met a few weeks ago. A small sub-group has formed to plan some discussion groups for CCCHAP and Planning Council members to ask questions. There is a webinar on integrated planning on November 21<sup>st</sup>. Let staff know if you are interested in participating in this webinar and they will get you the information.
- B. NQC has a webinar also on November 21<sup>st</sup> on how to welcome new patients into your clinic/organization.

**VI. Part A, Jonathan Hanft, Hennepin County**

Jonathan distributed a document titled *Part A Update October 8, 2013*.

- A. Part A application was submitted on October 8<sup>th</sup>.
- B. Conditions of Award and Grant Reports – see the handout for a list of reports.

- C. Hill Visits – Jonathan attended the CAEAR Coalition meeting. As part of that meeting Jonathan participated in some hill visits. The CAEAR Coalition is looking for personal stories on how Ryan White services have helped a person. Stories can be sent directly to Senator Franken or Jonathan Hanft.
- D. 2012 into 2013 Carryover Request/Carryover Plan Review – Jonathan distributed five documents titled *Ryan White Part A, B and Rebate Spending; 2013 Reallocation Proposal; Reallocation Breakdown; FY2013 Mid-Year Ryan White Grantee Spending Assessment; and 2012 into 2013 Carry Over*. He asked the Council to consider the request and asked for questions. Questions/Comments:
  - Hank asked if the transportation utilization tool takes into account seasonal usage. Jonathan said they do look at spending patterns.
  - Karin asked if this affects the 75/25% split. Jonathan said we are at 78% and this will put it to 79%.
  - Loyal asked if Part A has had trouble staying within the core medical services allocation split. Jonathan said Part A has come close but this has been fixed because of the Part B core medical services allocations.
  - **MOTION:** Al made a motion to approve the carryover request and Loyal made a second. The motion passed unanimously with a vote of 14-0 (Yes votes: Tom Bichanga, Scott Bilodeau, Sokun Bobson, Michele Boyer, Loyal Brooks, Winston Cavert, Al Fredrickson, Debbie Gazett, Jonatan Gudino, Krissie Guerard, Valentine Momo, Lesa Nelson, Darin Rowles, Craig Schmidt).

#### VII. Part B Update, *Dave Rompa, DHS*

Dave distributed a document titled *Part B November Report*

- A. ACA Transition – the transition is going well.
- B. Medicare Transition Update – Staff are focusing on 88 of the clients who are on HealthPartners to get them transition to another health plan.
- C. Part B Grant Application – The grant application is due December 12<sup>th</sup>. Dave has been told by NASTAD that we should anticipate partial and late awards from here on out. Cuts are also anticipated.
- D. Staff Changes – See the handout for a list of staff changes.
- E. Empowering Heroes Update – The first planning session has taken place. The RFP should be released soon.
- F. Greater MN Food Update – Not much has taken place around this because of all the ACA activities. Dave hopes to get started early in 2014.
- G. Upcoming Meetings and Events – see the handout for a listing of events.

#### VIII. Committee Reports

The Council received a document titled *Committee Report Summaries*

- A. Community Voice – no verbal update
- B. Executive – no verbal update
- C. Needs Assessment & Evaluation – no verbal update
- D. Operations –
  - a. Action Item: Council Co-Chair Election – **MOTION:** The committee recommended Debbie Gazett and Lesa Nelson for consideration to serve as Planning Council Co-Chair. A second is assumed. Ballots were distributed and members were asked to choose one of the candidates. Discussion:
    - Debbie and Lesa provided information on why they are interested in serving as Planning Council Co-Chair.
    - Jonatan made an amendment to add a name to the ballot. There was no second.
    - Debbie was elected as Co-Chair with 10 votes, Lesa received four votes, and one abstention.
- E. Planning & Priorities –

#### IX. Annual Quality Improvement Report, *Sheila Murphy, Hennepin County*

Sheila attended the meeting to provide an annual update on quality improvement activities over the last year. She provided history on what quality improvement is, what we are doing this year, and what plan was submitted to HRSA as part of the annual application. Questions/Comments:

- Jonatan asked if these numbers are based on Part A services or if it includes Part B. Sheila said the reported numbers in this presentation are for Part A services. All Parts of the Ryan White funding are involved in QMAC, however.
- Craig thanked Sheila for all the hard work she does.

- Hank said there is no unaligned consumer participation on QMAC right now. If someone has an interest in participating please get in touch with Sheila or Hank. Sheila is happy to provide individual training and support if someone is interested.

#### **X. Staff Update**

- A. The 2014 meeting calendar has been set and was provided in print.
- B. Planning & Priorities Standards of Care Process – If you want to be involved in the service standards review process you must attend the Planning & Priorities committee meetings. There will not be time to discuss them in depth at the Council meetings.

#### **XI. Clinical Update/Cascade Presentation, *Keith Henry, HCMC***

Keith Henry attended the meeting to provide an update on HIV and the MN treatment cascade.

Questions/Comments:

- Winston asked if MN has data on how much money is being saved by focusing on the cascade. Keith doesn't think we have it now but hopes it can be compiled.
- Winston sees the connection between MN and the cascade by addressing the additional factors that keep people from accessing care listed in Dr. Ed Elinger's presentation slide that Keith showed.

#### **XII. Open Forum**

Joan has been chosen to sit on the advisory board for MNSure. She thanked the Council for their support in her pursuit of this position. She is part of the consumer and small business committee. There have been two meetings and they are trying to figure out how to best report information to the board. She began a focus group at MAP.

#### **XIII. Announcements From the Floor**

- A. The Achieving an AIDS-Free Generation document was made available in print.
- B. Aliveness Project has moved to the new location. An open house will be held on November 25<sup>th</sup>.
- C. Red Door Services HIM Program is starting a group called Magnetix. This group is for sero-discordant couples.

#### **XIV. Adjourn**

The meeting was adjourned at 12:01pm

#### **Meeting Summary:**

- The Council approved the Part A 2012 into 2013 carryover request.
- Debbie Gazett was appointed as Council Co-Chair.
- Sheila attended the meeting to provide an annual update on quality management and improvement activities that have taken place over the last year.
- Keith Henry attended the meeting to provide an update on HIV and the MN treatment cascade.

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

- Agenda
- Minutes from October 8, 2013
- Ryan White Part A, B and Rebate Spending; 2013 Reallocation Proposal
- Committee Report Summaries
- Action Item: Planning Council Co-Chair Election

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

- Part A Update November 12, 2013
- Reallocation Breakdown
- FY2013 Mid-Year Ryan White Grantee Spending Assessment
- 2012 into 2013 Carry Over
- Part B November Report

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