

Minnesota HIV Services Planning Council Meeting
March 13, 2012
9:00 am – 12:00 noon
Health Services Building, Room 110
525 Portland Ave S, Minneapolis
Minutes

Council Members Present:

Hank Jensen (Council Co-Chair)	Makeda Norris (Council Co-Chair)
Andy Ansell	Rob Pioli
Kathryn Hansen	Darin Rowles
Mary Gulley	Shelia Mills
Al Fredrickson	Joan Carchedi
Keith Henry	Jimmy Thompson (JT)
Antonio Marante	Karin Sabey
Bashir Hers	Tom Bichanga
Craig Schmidt	David Neller
Monica Yugu	

Council Members Absent:

Peter Carr	Loyal Brooks
Tadese Negasa	Shanasha Whitson
Ami Lazo	Kris Hammes
Adam Fairbanks	Jonatan Gudino
Michael Brooks	

Guests/Consultants:

Jared Erdmann	Leah Cameron – Clare Housing
Kate Nelson - MAP	Debbie Gazett - RAAN

G-HAT:

Dave Rompa - DHS	Sheila Murphy - Hennepin County
Jonathan Hanft - Hennepin County	Nick Metcalf - DHS

Planning Council Staff:

Tim Sullivan	Cynthia Johnson (minutes)
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Quorum Present? **Yes**

I. Call to Order

Hank called the meeting to order at 9:08 am and welcomed everyone. Introductions were made.

II. Lighting of the Candle – Tim Sullivan

Tim lit the candle in honor of people who are new to the Council for their willingness to serve as they plan for people living with HIV.

III. Introductions and Welcome of New Members

Hank led the introductions and an ice breaker activity.

IV. Consideration and Approval of Proposed Agenda

The agenda was reviewed and approved by unanimous consent.

V. Review and Approval of February 14, 2012 Minutes

The minutes were approved by unanimous consent.

VI. Open Forum

None.

VII. Intercultural Conflict Style Inventory

Tim explained the activity; the Council has been working with Beth Zemsky to follow up on things learned at the Planning Council Retreat last fall, and the Executive Committee decided follow up with the actual intercultural conflict styles. During the Retreat, Beth asked people to identify what they thought their conflict style was, but we want to use the Inventory as an instrument to determine what everyone's actual conflict style is. Everyone on the Planning Council and government representatives are encouraged to participate. The instruments will be collected and put into individually sealed envelopes until Beth comes to the Council meeting in April to explain what they mean. The hope is that it will inform members, particularly in their work on committees, and help them understand different ways of communicating and how committee members differ. Tim distributed the Inventory and members completed it.

BREAK

VIII. Planning Council Partners

Tim explained that it is staff's job to provide the tools, and the grantees' jobs to provide the data that Council members need to make decisions, but sometimes only another Planning Council member can provide the information you need. Tim set up partners so that those with different amounts of experience interact with each other. The idea is not to encourage side conversations at the Planning Council table, but rather to encourage talk during breaks, maybe getting together for coffee outside Council meetings, to share ideas, knowledge and information. Hopefully this will make the process and everyone's journey on the Council more enjoyable. Tim asked Council members to get together with the two or three people in their partners group, share some of the same information they shared during the ice breaker, but get to know each other a little better and discuss some of the ways they can support each other on the Council. Tim explained that there will be three in each partnership when the Council is at full capacity. He also asked them to tell new members what the paperclip is for on their tent cards each month, and he later explained that staff attaches each member's attendance at Council and committee meetings to the tent card with a paperclip.

Kathryn asked Tim to explain the attendance policy, which is that members who are not HIV positive can miss no more than four meetings in a twelve-month period, whereas HIV positive members can miss up to six meetings in a twelve-month period. Makeda reminded people that they can phone in for committee meetings if they really can't get to the location.

Some suggestions for supporting each other that came up were:

Stay in touch, talking between Council meetings;

Touch bases via email to get clarification or information between meetings;

Check in a few days before a meeting to make sure the other(s) will be there;

Have breakfast once a month;

Help each other understand acronyms;

Help members new to the area acclimate to Minnesota;

Use each other to learn about the communities each represents;

Share information – Planning Council Partners may have resources others might not know about;

Walk through the process of what we're doing to help new members understand what's going on;

Learn about what the other's committee does and gain more insight into that.

Tim encouraged members to rely on one another and use each other to bring questions forward, so no one ever has to "suffer in silence," and to share the struggle of learning about the Planning Council. Use staff to get information when you need it.

IX. Staff Update

Tim explained the MAP Resource Guide and the Planning Council contact list, calendar, and committee list, which will be sent out when finalized. Cynthia explained that Hennepin County might be slower than usual at getting reimbursements out due to the difference in their calendar year versus the Ryan White fiscal year.

X. Co-Chairs Update

Hank attended new member orientation last Friday, and remarked on the quality of the group of new members. He explained what the meeting host does and thanked Darin for serving this month. Operations Committee members take turns serving as meeting hosts.

Makeda has been working with a resource center at the University of Minnesota on adolescents and will send more information out to Council members via staff. Their conference about youth and health is coming up; she tries to make sure the intersection of youth and HIV are considered when participating in these meetings. Makeda talked about the CDC (Centers for Disease Control) site visits during the National STD Conference, which is being held here in Minneapolis this year. AHA (African Health Action) was one of four local agencies which had a CDC site visit during the conference, and she passed around a program from that visit and suggested that the Council send AHA a letter of recognition.

Motion: JT moved that the Council recognize the accomplishment of AHA in being recognized by the CDC; Rob Pioli seconded the motion.

Discussion:

Karin said she admires the AHA, but wonders about recognizing one out of the four agencies that the CDC chose to visit and thought this should first be discussed in a committee.

Kathryn agreed with Karin and expressed concern about setting a precedent of sending out letters of recognition and keeping up with that in the future.

JT said the committee process is important, but some things should be as simple as bringing something to the floor, especially in a case like this that doesn't involve allocation of funds. There's benefit to recognizing other groups doing good work on HIV issues.

Rob thinks any communication between agencies is good and we don't need to worry too much about people feeling slighted.

Monica said this would be a first time, and we should talk about the other three agencies. The Planning Council is evidence-based and data driven; she feels they need a process before taking it on.

Keith said the concept is good and moral support is worth something these days. The Council should look at a standard operating procedure for cases like this; establishing how to do that going ahead is important.

Andy said it's important to recognize organizations and individuals who are making contributions and suggested that the

Operations Committee draft some guidelines about how the Council should go about doing that.

Monica said she is more concerned about the procedure being something that could be used again.

Craig expressed concern that the Planning Council might be expected to acknowledge organizations every time the CDC does.

Monica said the Planning Council is charged with funding services, not programs. They need something that's very clear about what type of program they would recognize.

After the discussion, Makeda suggested withdrawing the motion.

JT said he recognized that the intent is honorable, but the Planning Council process needs to be respected, and he withdrew his motion.

Motion: Craig moved that the Operations Committee assess the idea of a process to acknowledge organizations or individuals and bring it back to the Council. Monica seconded the motion.

Discussion:

David asked if this shouldn't go to the Executive Committee instead of Operation, but Tim reminded the Council that Operations is charged with policy, although everything eventually does go through the Executive Committee.

Makeda asked if a timeline could be put on it, in order to assure timeliness of any recognition.

JT said not knowing the work of the committee, he would not suggest holding them to a timeline.

Keith said although this might seem time-sensitive, the Council could still send a letter at a later date explaining that after determining a process they decided to recognize AHA, and he thinks they would still be honored to receive the recognition.

Craig asked Darin, an Operations Committee co-chair, about their work load at the moment.

Darin said it could possibly go on their agenda this month (they meet on Friday), but they might come back to the Council for further information.

Craig amended his motion to include that this item go on the Operation Committee's agenda this month with feedback to the Council afterward.

Hank reiterated that Operations meets this Friday, and all are welcome to attend.

Makeda called for a voice vote on the amended motion; the motion carried with 18 Yes and 1 No votes.

XI. Part A Report - Jonathan Hanft, Hennepin County

Jonathan encouraged Planning Council members to contact him for any information or data they need from Part A. They received the Part A Award, which was reduced by about 2%. The Part A award is based on three parts; formula, supplemental, and MAI (Minority AIDS Initiative), which increased by about 4%, but MAI is only 5% of the total so it's only about \$11,000. Most of the decrease will come in administration and quality management.

Trends: Jonathan charted HIV prevalence, and if it continues in a linear way the graph shows what it would be in the future; hopefully it will go down. The other line is Part A funding since 2000; in the first half of the 2000s, funding was flat or went down, because it was based on AIDS cases only. But now that it includes all HIV, it has gone up. Hopefully the Affordable Care Act will have a positive impact.

Ryan White Program Appropriations shows proposed funding, including the President's budget.

Jonathan explained what MAI means and how it must be representative.

Upcoming trainings - The Part A team is sponsoring several trainings this spring, to which Council members are always invited:

March 30 - Clinical Indicators with Rachel Prosser, PhD, RN, CNP;

April 27 - Motivational interviewing with Wanda Jackson, from the California STD/HIV Prevention Training Center;

Comprehensive Health Assessment for African Clients, Part 3;

Fiscal Management by Health HIV for Ryan White funded providers;

The Office of Minority Resource Center will be coming back to do a training about the assessment.

May 30 - All Provider Meeting, where prevention and care providers come together. Council members are invited to the All Provider meeting to meet staff from the agencies Ryan White supports.

Jonathan also mentioned an Alvin Ailey performance at Northrup Auditorium May 1 & 2, with a piece about HIV. He is hoping to do something with Northrup about HIV in conjunction with the performance.

Hank said there are many training opportunities that come across the Council's desk, and he asked Jonathan which of the trainings would be most germane to Council members. Jonathan said the All Provider Meeting would be the most interesting to most Council members, but the Clinical Indicators might be interesting, too. For those who want to know all the ins and outs of Ryan White funding, attend the Fiscal Management Training, but it will be very accountant heavy. Hank commented on how interesting and useful he thought the last APM was.

Craig asked if it's expected that someone attend these trainings and report back to the Council.

Makeda explained that when the Planning Council sponsors someone's attendance at a meeting they are expected to give a report.

JT asked if Open Forum would be a good place to communicate things Planning Council members learn at trainings.

Sheila Murphy said the impetus of this training came as a result of questions about how case managers know how to appropriately interpret and discuss with clients.

XII. Part B/ADAP Report - Dave Rompa, DHS

Redwan is at the National STD Conference and Nick is at the Social Workers Conference. Dave welcomed the new Council members and said Operations worked really hard to get a good slate of candidates to the Council, and Tim has been working on refining the orientation and all of that is reflected in the strength of the Council.

The Part B award should be out around April 1; they expect it to be on schedule. The Part B Supplemental Grant application period is still open but closes on April 1. They're putting in an application for Early Intervention and drugs. They have been in negotiation with the high risk insurance pool and he thinks they will be able to get high risk insurance for people on EMA.

Dave mentioned the fiscal benefits of the Affordable Care Act; the Supreme Court hearing will be in June, and after that they will know and not have to guess about the legality of the Affordable Care Act.

340B is statutory guidance to states for low income clients for agencies that provide rebates or reduce costs, as HCMC does. Part B lives off rebates for about six months of the year; there will be new random audits, new rules and lots of other requirements. They are actively working to correct any issues with it. Dave thinks Minnesota will be susceptible to early auditing by the federal government, since Minnesota is a high rebate state.

Joan asked what they'll be looking at; Dave said everything.

Dave announced a Powwow put on by the Indigenous People's Task Force, where DHS will co-sponsor a session. They will also be involved in a Native American film festival. This is part of their continued growth supporting Native peoples, because of their problems with Indian Health Services.

They're a few steps away from getting a Medicaid representative on the Council. Dave has Amy Schremp's application; her supervisor has approved it and now the policy people have to approve it, but they hope to have the position filled by April 1. Hank asked Dave, who asked Tim, to elaborate on why it's important to have a Medicaid Rep. Tim said while we've always have people who work for DHS on the Council, there's always been a lag in getting information. It will be nice for the Council to get information directly from Medicaid, and it will also fulfill a HRSA requirement.

The RFP is scheduled for release Monday, March 19, for Case Management. It will be due April 26, and decisions about providers will come out the second or third week of May. The review will be done by case management experts who aren't HIV case managers who will provide some direction about case management in general.

Mary will mail out more details about upcoming trainings.

Committee Reports

- A. Community Voice – David said big changes are coming, and they will be discussed at an upcoming meeting.
- B. Executive – No Meeting
- C. Needs Assessment & Evaluation – The committee has been working on the SARS and will continue over the next month or so to prepare for prioritization.
- D. Operations – No Meeting, but one new member (Diane Knust) had to resign before starting due to a job change, so the Council and this committee need another member. Tim said all of the mandated positions are filled, but the Council would prefer a person of color for balance.
- E. Planning & Priorities has been working on the Comprehensive Plan. They have a couple more meetings before it comes to the Council for approval. Their regular meetings are on fourth Fridays, and the Comp Plan Work Group meeting is on first Fridays; both are held at MAP at 9:30 am.

XIII. Unfinished Business

Assessment of the Administrative Mechanism, Part B – Tim announced that it's finished. He reported that 16 people responded to the survey, and all the outcomes were considered met by a vote of 15 with one abstention. Tim explained how the assessment works and explained that new members will participate in it for the first time next year.

XIV. Recognition

Tim explained what Wendi has been doing for Red Door for the past seven months, and that she will be returning on March 26. Council members presented a card and cake to Cynthia with their thanks for filling in for Wendi during her absence.

Craig expressed appreciation to staff for all the planning that went into the new member orientation last week.

XV. Check Out

Makeda asked people to pass forward any index cards with their questions to be addressed later. She asked everyone to mention in check out how they plan to support their Planning Council partners this month. Many people mentioned keeping in contact during the month, getting together, learning more about each other and the way the Council functions, having fun getting to know each other, getting more information from each other, asking questions about acronyms and using them less often. From the gallery comments were about answering questions and providing information.

XVI. Announcements from the Floor

Dr. Henry gave a brief summary of what went on at CROI 2012 (Conference on Retroviruses and Opportunistic Infections) last week in Seattle. The big story was about Truvada being used for pre exposure prophylaxis. He cited a study which showed a 50% protection rate in MSM who took their medication four out of seven days per week. Those who took their medication all seven days were 99% protected. Similar data in heterosexual (women) studies indicated adherence may be a factor in successful prevention of transmission. Funding for PrEP (pre-exposure prophylaxis) as a prevention strategy is still unsure. PrEP has been used successfully in sero-discordant couples trying to conceive. The number of infections in the U.S. among African American MSM is similar to the numbers in Africa.

Kathryn said RAAN will be doing its last Health Education/Risk Reduction meeting. They're hiring a full-time case manager for the Mankato area, and she invited anyone to refer good candidates who would be interested in living in Mankato.

Joan and Hank announced that they are forming a Planning Council AIDS Walk team. The team cannot be sponsored by the Council, and staff cannot put together a team, but Council members can participate. It will be a way for the Council to get its name

out and foster some team work outside the regular Council meetings. Darin said they can work with staff at MAP to have a table with information that people can take. Hank invited Kate Nelson of MAP to talk about that.

Kate said it's great that the Council is thinking about participating in the AIDS Walk. She also mentioned Run for the Ribbon, a four-mile run the morning of the Walk.

Hank said this is the 25th anniversary of the AIDS Walk, and it takes place on the weekend between Mother's Day and Memorial Day. Makeda said she and her granddaughter have been doing the AIDS Walk since her granddaughter was two. Shelia said she's done the AIDS Walk in Chicago for three years; it's a lot of fun, you meet a lot of people and get a lot of information. Makeda said the MN AIDS Walk is part of a national effort.

Kathryn said RAAN is participating in Dining Out for Life this year; they're excited about it and invite everyone to participate.

Monica thanked the Operations Committee for the work they did in recruiting all the new members.

XVII. Adjourn

Kathryn moved to adjourn the meeting; JT seconded the motion, and the meeting was adjourned by unanimous consent.

Meeting Adjourned at 12:00 pm

Meeting Summary:

- Council members, staff, and government liaisons completed the Intercultural Conflict Styl Inventory in preparation for the extended April meeting.
- Planning Council Partners were reassigned, including the newly appointed members.
- The Council considered a motion to recognize a local agency selected for agency tours while the National STD Conference was in town. The motion was tabled and referred to the Operations Committee for consideration.
- The Council recognized Cynthia Johnson for her work as Planning Council Support Staff while Wendi was completing a temporary assignment. Wendi will return to her job on March 26.

Documents Distributed Before the Meeting:

- Agenda
- Minutes from February 14, 2012

Documents Distributed/Available At the Meeting:

- Intercultural Conflict Style Inventory
- Planning Council Membership List
- MAP AIDSLine HIV Resource Guide
- Planning Council Calendar
- Part A Update
- Alvin Ailey Flyer
- Part B Report
- MN AIDS Walk Brochure

CJ/tds