

Minnesota HIV Services Planning Council Meeting
May 8, 2012
8:30 a.m. – 1:30 p.m.
Health Services Building, Room 110
525 Portland Ave S, Minneapolis
Minutes

Council Members Present:

Rob Pioli	Antonio Marante
Peter Carr	Kris Hammes
Jimmy (JT) Thomson	Keith Henry
David Neller	Darin Rowles
Al Fredrickson	Craig Schmidt
Kathryn Hansen	Karin Sabey
Hank Jensen (Council Co-Chair)	Makéda Norris (Council Co-Chair)
Tom Bichanga	Shanasha Whitson
Andy Ansell	Adam Fairbanks
Monica Yugu	Jonatan Gudino
Joan Carchedi	

Council Members Absent:

Loyal Brooks	Michael Brooks
Mary Gulley	Bashir Hers
Ami Lazo	Shelia Mills
Tadese Negasa	

Guests/Consultants:

Bari O'Neill - MAP	Amy Schrempp - DHS
Kate Nelson – MAP	Leah Cameron – Clare Housing
Jared Erdman –Mpls Health Department	

G-HAT:

Dave Rompa – DHS	Jonathan Hanft - Hennepin County
Thuan Tran – Hennepin County	Redwan Hamza – DHS
Sheila Murphy - Hennepin County	Nick Metcalf – DHS
Allison LaPointe - MDH	

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 9:03 am.

II. Lighting of the Candle – Kris Hammes

Kris lit the candle in honor of the AIDS Walk on May 20th. There are a lot of people who walk for someone and there is a lot of work that goes into the planning of an event like this.

III. Welcome and Introductions

Introductions were made.

IV. Consideration and Approval of Proposed Agenda

Hank walked members through the agenda. The action items in the committee reports will be covered first. The agenda was approved by unanimous consent.

V. Review and Approval of April 10, 2012 Minutes

The minutes were approved by unanimous consent.

VI. Grantee Reports

A. Part A – Jonathan distributed a document titled **Part A Update**

a. Contract Manager – The new contract manager is Kathryn Hansen.

b. There are a number of conditions of award due May 29th. Questions/Comments:

- Kris asked who puts together the MAI plan. Jonathan said Sheila puts most of the plan together.
- Al asked what the implications are of not meeting the Maintenance of Effort (MOE). Jonathan isn't sure. When

each jurisdiction first started receiving Ryan White funding they had to determine what local funding was available for PLWH/A. Because of state budget cuts we are out of compliance with the MOE. Jonathan said we get a terse letter but will not receive a reduction of funding.

- c. HIV/AIDS Bureau (HAB) Reorganization – Jonathan referenced a document titled ***HIV/AIDS Bureau Positions Update***. HAB has been reorganized in the first time. Jonathan walked members through the reorganization structure. Parts A and B will no longer have the same Project Officer.
- d. HRSA is requesting comments on what the reauthorization should look like. Jonathan anticipates any comments made from Hennepin County will mirror the recommendations of the CAEAR Coalition.
- e. Trainings
 - Fiscal Management on May 10th and 11th from 7:30-4:30pm.
 - All Provider Meeting on May 30th from 8:30-3:30pm.
 - Part III Sexual Health Assessment for African Clients on June 29th from 9-3pm.

B. Part B

- a. Part B supplemental application was submitted last week.
- b. Staff Change – Kathie Mackin is on temporary leave in her old area.
- c. There is a new pharmacy brochure that was produced by DHS and MATEC and copies are available on the sign-in table.
- d. Statewide Coordinated Statement of Need (SCSN) is nearly finished and runs in tandem with the comprehensive plan.
- e. There is a current request for proposal (RFP) for Case Management and Clinical Supervision. The review is coming up in the next week and they will make recommendations on which agencies should be funded. Announcements will be made prior to the Memorial Day weekend.
- f. Medicare Reform – MN recommendations need to be in to Washington in June.
- g. MN Care is starting a new program called “Healthy Minnesota”. Clients between 200-250% will be on a program where they get up to \$320/month to pay a premium to get insurance. Dave thinks most of Program HH clients will qualify for this new program. Questions/Comments:
 - Keith asked what the monthly premium for MCHA is. Redwan said it is about \$1100 a month and Program HH will pick up most of that cost.
 - Karin has heard that MCHA is going away. Dave said MCHA is planning to stop taking new enrollees on January 1, 2014. His staff are working with MCHA to ask them to reconsider this.
 - Adam asked if MCHA still requires a client to be uninsured for a certain amount of time before they are eligible for MCHA. Dave said yes.
 - Keith asked if there is concern that states with good access to Medicaid will result in a reduction of Ryan White funding.
- h. HRSA reorganization – Dave revisited this item and thinks there will be more scrutiny with funding delivery.
- i. Trainings – There were two good trainings last month and two more coming up in June.

VII. Prevention Update

- A. 2011 HIV/STD data was released last month. Powerpoints are available on the website and data will be discussed later today at this meeting.
- B. They are working to prepare a RFP for which are due July 24th and announcements will be made in October for contracts starting January 1, 2013 for a three year grant. Questions/Comments:
 - Keith asked what is happening with PrEP and NPEP. Peter said prevention dollars can't pay for medications for this service.
 - Karin asked if MDH could pay for the delivery of the medications and staff time associated. Peter said yes but in order to maintain their budget and the 75/25 funding split they cannot fund any portion of this activity.
 - Adam asked if there is enough funding in the 25% to fund syringe services as they are now. Peter said yes.

VIII. Staff Update

- A. Conflict Of Interest forms – Wendi handed back copies of Council member's signed conflict of interest forms.
- B. Comprehensive Plan – The Council will look at and approve the Comprehensive Plan at the June meeting. That will not be the time to wordsmith the document. If you want input on the content then you should attend the May Planning & Priorities meeting.

IX. Open Forum

Kate announced that this year is the AIDS Walk 20th Anniversary. The walk is being held on May 20th. Sign up, show up, or donate!

X. Committee Reports

A document titled ***Committee Report Summaries May 8, 2012*** was distributed.

- A. Community Voice – no verbal update
- B. Executive – no verbal update

C. Needs Assessment & Evaluation – no verbal update

D. Operations –

- a. Membership Attendance Recognition – Darin thanked those members who have had no or one absence from Council and committee meetings in the last year. Hank and David have had no absences. Peter and Keith have had one absence. Thanks!
- b. Membership Recommendations – Darin referenced a document titled **ACTION ITEM: Membership Recommendation**. Skye Davis and Amy Schrempp are being recommended by the committee for Council membership. **MOTION:** Darin made a motion to consider Skye Davis and Amy Schrempp for membership and a second is assumed. Paper ballots were distributed to Council members. Skye was approved for Council membership by majority with a vote of 19-1 and Amy was approved for Council membership unanimously with a vote of 20-0. Their terms will start June 1st.
- c. Membership Removal – Darin referenced a document titled **ACTION ITEM: Removal for Non-Attendance**. Tadese Negasa has exceeded his allotment of absences from meetings. **MOTION:** Darin made a motion to remove Tadese from the Council due to non-attendance and a second is assumed. The vote passed by majority with a vote of 17-0 with Makéda, David, and JT abstaining. Tim reminded the Council that the State and County Commissioners are the persons responsible for Council appointments and removals. They will be notified of the Council's recommendation.
- d. Grievance Committee – There is a committee on the Council which does not meet unless there is a grievance filed. The makeup of this committee is three volunteer Council members, the two Council Co-Chairs, and a sixth member to be appointed based on the type of grievance filed. The committee asked for three volunteers to sit on the committee. Because this committee has not met in at least seven years appointment to this committee is in addition to a member's regular committee assignment. For the last year David, Al, and Shanasha have been on this committee. Questions/Comments:
 - Makéda asked what can be grieved at the Council level. Tim said only items that the Council is mandated to do can be grieved.
 - JT asked if a grievance can be used to stop a motion. Tim said no, it needs to be submitted in writing based on the bylaws.
 - Al asked if current members can stay on the committee if there are no other interested members. Tim said yes and added that the current committee membership will remain until the new members are chosen.
 - Al, Amy, Shanasha, JT, and David volunteered to sit on the committee. The Operations committee will consider these members and choose three members.
- e. Facebook Page – Wendi is working on a Facebook page for the Council. The page will be open to anyone who wants to 'like' it. Only information pertaining to the Council will be posted. Only Tim and Wendi will have the ability to post on the page. Council members are not required to like it. Questions/Comments:
 - Adam said someone can follow the page and not 'like' it if they are concerned about people seeing HIV included in their list of likes.
 - Adam said the committee is going to run this page as a pilot to see if it is being used. Council staff and the Operations committee will determine the length of the pilot.
 - Hank said this page is not a priority and if anyone has comments they can contact Operations committee members, Council staff, or attend a meeting.

E. Planning & Priorities –

- a. Election of Committee Co-Chair – Tim referenced a document titled **ACTION ITEM: Planning & Priorities Committee Co-Chair Election**. Mike Behl is currently serving as committee co-chair as a community member. The committee is recommending Rob Pioli for committee co-chair. **MOTION:** Darin made a motion to appoint Rob Pioli as committee co-chair and a second is assumed. The motion passed unanimously with a vote of 18-0.
- b. Post Award Allocation Proposal – Jonathan referenced two documents titled **ACTION ITEM: Post Award Allocation of Funds** and **FY2012 Post-Award Allocations v. Application Allocations – May 2012**. This proposal is based on the Council's approved plan for funding reductions. Questions/Comments:
 - Jonatan asked about the Mental Health service area funding allocation. Jonathan said this allocation was approved by the Council in August. Dave added that there are other funding sources available for some of the services the Council funds and these are taken into consideration as funding amounts are determined.
 - Karin thanked the grantees for taking a lot of the funding cut out of the administrative budgets which reduced the impact to services.
 - Karin said when providers underspend their budgets that can result in a reduction of funding for the future year. It is important for providers to monitor their budgets appropriately.
 - **MOTION:** Joan made a motion to accept the proposal and a second is assumed because it came from committee. The motion passed unanimously with a vote of 19-0 (Council members with yes votes: David, Darin, Jonatan, Al, Joan, Craig, Kathryn, Karin, Andy, Monica, Makéda, Rob, Antonio, Peter, Tom, Kris, Shanasha, JT, Keith).
- c. Service Areas for 2012 Prioritization Process – Tim referenced the allocations document that was just approved for the list of prioritized services. He also referenced a document titled **ACTION ITEM: Service Areas for Prioritization**. The committee is recommending a review of all of the HRSA allowable services prior to each

prioritization process in order to consider removing services that have not been recently funded. The six services they want to remove are: AIDS Pharmaceutical Assistance Local, Child Care Services, Home Health Care, Psychosocial Support, Respite Care, Substance Abuse Services Inpatient. Questions/Comments:

- Tim said because the Council has not funded these services in recent years there is no allocation or utilization data for the Council to review.
 - Andy said the intent of the discussion is to simplify the prioritization process.
 - Adam asked if this will remove the service areas from the needs assessment survey. Tim said no.
 - Karin said there are those who cannot receive outpatient substance abuse services because they are not fully covered anywhere else. She is not opposed to this service being removed but wanted people to be aware that there is still a need. Tim agreed and said the committee discussed that funding this service would be very expensive and could only serve a few clients.
 - Shanasha said Child Care allowed many of her clients to participate in agency activities and there is a need for this service to continue.
 - **MOTION:** Peter made a motion to remove these six services from the prioritization list and a second is assumed. Discussion:
 - Adam thinks Child Care is going to be a needed service and is apprehensive about removing it.
 - Darin asked a process question on how a member could change the motion if they want to keep this service. Tim said someone can make an amendment to move through the motion differently. He said the committee spent a lot of time looking over these services and if someone wants to change the motion they should be prepared to present data.
 - Craig asked where he can get the data. Tim said data is available on the website from past prioritization and allocation processes.
 - Joan echoed what Tim said and the committee looked at a lot of data to reach this decision. The list of prioritized services can be reviewed every two years.
 - Tim said the last three years that Child Care was funded it was always underutilized despite funding decreases each year. There could be a problem with service delivery because it was a reimbursable service. The grantees tried to find a provider to take on responsibility of these funds and no provider had the capacity or desire to hold the liability.
 - Rob said the committee came to the decision to remove this service because they looked at the data that it wasn't a priority for the Council or for most of the clients who responded to the needs assessment survey. If someone wants to keep it on the list then they need to have the data.
 - Karin asked about the needs assessment data and asked if child care was noted as a significant barrier to accessing medical services. Tim said there was a small number of people who noted it as a need and said he can get this data if the Council wants to take a break.
 - Makéda said it is important for the Council to review documents prior to the meeting so members can come to the meeting prepared to discuss.
 - **AMENDMENT:** Shanasha offered an amendment to the motion to keep Child Care on the prioritization list. Makéda seconded the amendment. Discussion:
 - Darin said this motion is to consider removing services from the prioritization list and the process to fund it is a different discussion. He noted that Child Care was not funded last year.
 - Andy said the committee discussed these services at length before coming to a decision. There was one area that has not been funded recently but the committee kept it on the list based on consumer need. Consumers did not note Child Care as a high need. The committee can consider adding it back to the list for the next prioritization process.
 - Tim said consumers and the Council ranked Child Care on the bottom and funding has been reduced over the last few years. Two years ago the Council did not allocate any funding to this service.
 - Karin said committees work very hard on their assignments and thought is put into documents and decisions that are presented to the Council.
 - Dave said we don't know the demographic and service access to women giving birth to babies. We have to look at the data and the different layers before making this decision.
 - Shanasha does not think the Council is saying the committee isn't doing their job.
 - Tim presented the needs assessment data.
- The Council took a break.
- Makéda stated she would be presiding for the remainder of the meeting.
- JT asked what the Council's process is for moving motions through the Council and if members have the ability to ask questions. Makéda said the committees work very hard to do their work, questions are appropriate, and things need to be based on data. Tim echoed Makéda's statement because the committee looks at a lot of data and any request to change a committee's plan needs to be based on data and not anecdotal evidence.
 - The question was called and the amendment failed with a vote of 3-13 with 3 abstentions.
 - The question was called on the original motion and it passed by majority with a vote of 16-1, with 3 abstentions.

XI. 2011 Minnesota HIV/AIDS Epidemiological Report

Allison LaPointe presented the 2011 HIV/AIDS epi data that were released last week. Questions/Comments:

- Keith asked if MDH is going to start reporting average CD4 and viral loads. Allison said all labs in the state are mandated to report CD4 and viral loads and they are working on improving the accuracy and completing of this data collection.
- Adam asked how many IDU cases were reported last year. Allison said there was one male and one female. Adam asked if we have a breakdown of who indicated they are IDU. Allison said they only get the positive test results and some of this information can be gathered from the interviews that happen.
- Darin asked how our Hepatitis co-infection rates match up across the country. Allison said they are higher in states with higher IDU infection rates. Peter said our rates are consistent with this trend.
- Jonathan sees from the data that there is only a net gain of 20 people who have moved to MN vs. those who have left the state.
- The slides are available on the MDH website.

XII. Meeting Wrap Up

Makéda asked everyone in the room to give one example of what they can do to make themselves more informed with data.

XIII. Announcements from the Floor

There will now be an announcement sign-up sheet at each meeting next to the meeting sign-in sheet.

- A. Hank – It is nurses week.
- B. Makéda – Please utilize parking lot, note cards, etc. available to you so that you get the input and answers you need.
- C. Sheila – The National Quality Center is offering a new training for consumers on quality. The training is being held in Philadelphia June 20-22th. QMAC is discussing if the grantees can help one consumer attend. The application deadline is May 31st and there is a webinar on May 18th for anyone interested.
- D. Joan – The Council is going to try and have a presence at the AIDS Walk. Joan has a friend who is going to make Planning Council t-shirts for people to wear at the walk. Let Joan know if you would like one.
- E. The next Community Voice Committee meeting/community input forum will be held in the first week in June. The location and time are still being set. A flyer will be distributed soon. All positive Council members are encouraged to attend and the meeting is open to anyone in the community who is HIV+.

XIV. Adjourn

The meeting was adjourned at 11:58am

Meeting Summary:

- Skye Davis and Amy Schrempp were appointed to a two year term on the Council that begin June 1, 2012 and ends February 28, 2014.
- Tadese Negasa was removed from the Council for exceeding his allowed number of absences from Council and committee meetings. The State and County Commissioners will be notified of the Council's recommendation.
- The Operations committee asked for three volunteers to sit on the Grievance committee for the next year. Al, Amy, Shanasha, JT, and David volunteered to sit on the committee. Until the Operations committee has time to consider and appoint new members David, Al, and Shanasha will remain the appointed committee members.
- Wendi is working on creating a Facebook page for the Planning Council. Members will be notified when it is available but will not be required to 'like' it. Only information pertaining to the work of the Council will be posted and only Tim and Wendi will have the ability to post on it.
- Rob Pioli was appointed as co-chair of the Planning & Priorities committee.
- The Council approved the FY2012 Post Award Allocations Proposal.
- The Council removed AIDS Pharmaceutical Assistance Local, Child Care, Home Health Care, Psychosocial Support, Respite Care, and Substance Abuse Services Inpatient from the list of prioritized services for the next two years.
- Allison LaPointe attended the meeting to present the 2011 HIV/AIDS epidemiological report. The slides are available on the MDH website.

Documents Distributed Before the Meeting:

- Agenda
- Minutes from April 10, 2012
- Committee Report Summaries May 8, 2012
- ACTION ITEM: Membership Recommendation
- ACTION ITEM: Removal for Non-Attendance
- ACTION ITEM: Planning & Priorities Committee Co-Chair Election
- ACTION ITEM: Post Award Allocation of Funds

- FY2012 Post-Award Allocations v. Application Allocations – May 2012
- ACTION ITEM: Service Areas for Prioritization

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

- Part A Update
- HIV/AIDS Bureau Positions Update

- **WJ/tds**