

**Minnesota Council for HIV/AIDS Care and Prevention  
Executive Committee Meeting  
Tuesday, February 6, 2024  
1:00 – 3:00 p.m.  
Meeting Minutes**

<b>Committee Members Present:</b>	
Jay Orne (Disparities Elimination)	Tyrie Stanley (Council Co-Chair, Planning and Allocation)
Joe Amrhein (Council Co-Chair, Needs Assessment and Evaluation)	Calvin Hillary Hylton (Council Co-Chair)
Shea Grutemaro (Membership & Training)	Alejandro Aguilera (Needs Assessment and Evaluation)
Danielle Brantley (Community Voices)	Stephen Jensen (Membership and Training)
<b>Committee Members Absent:</b>	
Kevin Sitter (Planning and Allocations)	
<b>Hennepin County (Part A) Representative:</b>	<b>DHS (Part B) Representative:</b>
Jonathan Hanft	Thomas Blissett
Eriika Etshokin	
<b>MDH (Prevention) Representative:</b>	<b>MCHACP Parliamentarian:</b>
Peggy Darrett-Brewer	Pat Reymann, Parliamentarian
Jessica Hancock-Allen	
<b>Council Staff:</b>	
Audra Gaikowski, Council Coordinator	Jeremy Stadelman, Admin Specialist (minutes)

Quorum Present? **Yes**

**Proposed Agenda**

**I. Welcome and introductions**

- Joe Amrhein called the meeting to order at 1:01 p.m. Introductions were made.

**II. Review and approval of the agenda and past meeting minutes**

- The proposed agenda for the meeting was approved as written.
- The minutes from the January 2 meeting were reviewed and approved.

**III. Council co-chair update**

- All appointed authorities will be at the March council meeting; all members are encouraged to attend in person.
- New council co-chairs will start in March.

**IV. Committee Reports**

- A. Planning and Allocations Committee

- **ACTION ITEM: Annual review of service standards**
    - i. **MOTION:** Tyrie Stanley moved that the FY 2023 annual review of service standards be approved as presented.
    - ii. **DEBATE:** none.
    - iii. **VOTE:** with 7 ayes and 0 noes, the motion carries.
  - **ACTION ITEM: Home & community-based health service standard**
    - i. **MOTION:** Tyrie Stanley moved that the Home & Community-based Health Service Standards be approved as presented to the committee.
    - ii. **DEBATE:**
      - 1. Eriika provided an overview of the changes made to the service standards.
    - iii. **VOTE:**
      - 1. Members with a conflict of interest were asked to temporarily leave the meeting.
      - 2. With 5 ayes and 0 noes, the motion carries.
      - 3. Members with a conflict of interest were brought back into the meeting.
- B. Membership and Training Committee
- **ACTION ITEM: New membership election**
    - i. **MOTION:** Stephen Jensen moved that Cynthia Elmore, Patrick Ingram, Mark Jenkins, Teresa Jones, Dongwook Kim, Derek Martin, Sarah Schiele, Jennifer Schoenberg, and Jatavious Stewart be nominated for membership to the council.
    - ii. **DEBATE:** none.
    - iii. **VOTE:** With 7 ayes and 0 noes, the motion carries.
  - **ACTION ITEM: Returning members election**
    - i. **MOTION:** Stephen Jensen moved that John Vener, Jay Orne, and Stephen Jensen be nominated to a second term on the council.
    - ii. **DEBATE:** none.
    - iii. **VOTE:** With 7 ayes and 0 noes, the motion carries.
  - **ACTION ITEM: Council Co-Chair election**
    - i. **MOTION:** Stephen Jensen moved that Joe Amrhein and Kevin Sitter be nominated as council Co-Chairs.
    - ii. **DEBATE:**
      - 1. Tyrie recommended that an additional individual fill the third co-chair position. Tyrie recommended that Alejandro be nominated as a Co-Chair.
        - a. Alejandro declined noting that their plate is currently full.
        - b. Audra clarified that MDH no longer has a spot as a Co-Chair on the council.
    - iii. **VOTE:** With 6 ayes and 0 noes, the motion carries.
- C. Needs Assessment and Evaluation Committee

- Reviewed and approved the 2025 Comprehensive Needs Assessment goals.
  - Reviewed medical nutrition therapy and food bank/home-delivered meals service utilization data.
  - Approved the biannual council and committee operations evaluation. Council members, please complete the evaluation by February 27, 2024.
  - Discussed the committee co-chair election that will take place in March.
- D. Disparities Elimination Committee
- Disparities Eliminations Committee co-chairs presented a sample directive idea that would direct the recipient to revise standard 8.3 of the Psychosocial Support Services. The committee agreed to continue down this path for a behavioral health directive.
  - Continued discussions around the collection and reporting of Native American/Alaska Native data.
  - Continued discussion around the housing directive that was passed by the council in June 2022.
  - Brainstormed mental health questions for the 2025 Comprehensive Needs Assessment.
  - Discussed the committee co-chair election that will take place in March.
- E. Community Voices Committee
- The next meeting is scheduled for March 11, 4-6pm. The meeting will be hybrid, with an in-person option at Clare Housing- Midtown.

## V. Recipient Reports

- A. Part A: *Eriika Etshokin and Jonathan Hanft, Hennepin County Ryan White Program*
- FY2024 Part A/MAI Partial Award
    - i. Hennepin County received its FY24 partial award pending Congress passing their FY2024 appropriations. The partial award letter was accompanied by a funding projection letter which estimates flat funding for Formula and MAI. There was no projection provided for the supplemental award.
    - ii. Once the full award is issued, likely in May/June, Post-Award allocation adjustments may be presented to the council for review.
      - Tyrie asked if this will be sent through PAC first.
        1. Eriika clarified it will go through PAC first.
  - HIV outbreak update from [MDH Website](#)
    - i. Jonathan clarified that a majority of new cases have been in the non-encampment cluster.
      - Jay wondered if there are plans to devote more resources to the MSM non-encampment clusters.
        1. Jonathan noted that they are trying to identify who is working with clients with that transmission risk to better track those not currently enrolled in medical case management services so that they can be linked to care.

2. MSM IDU (men who have sex with men intravenous drug users) is a priority population, so the focus is on early intervention services.
  3. Jay noted that a possible harm reduction intervention is a [chemsex program out of London](#).
- Tyrie wondered how Positively Hennepin plans to address this outbreak.
    1. Positively Hennepin does not have a goal of 0 transmissions by 2025. The goal is for a gradual percentage reduction by making MSM IDU a priority population. Jonathan noted that actual incidence of MSM-IDU has come down in recent years.
  - Tyrie asked what government recipients plan to do to reduce the number of overall infections.
    1. Jonathan noted that 2023 saw the highest new number of HIV infections since 2012 and we need to redouble efforts. This is particularly true among Black MSM. The recent status neutral grant plans to reach to more young black men.
    2. There are ongoing efforts to implement a system-wide rapid start plan, with the goal of connecting newly diagnosed to antiretroviral therapy (ART) in less than 7 days.
  - Peggy added that MDH has 6 new syringe service programs for people experiencing homelessness. In addition, there are 3 new PrEP grantees.
- Eriika took time to acknowledge that in the January Executive Committee there was a reference to white supremacy after one council member interrupted another who had been called on by the Chair to speak. Part A and council staff have followed up with both parties to identify ways to support resolving the conflict. MCHACP has no place for white supremacy, racism, or interpersonal discrimination. The council is a place specifically designed to amplify diverse voices and perspectives to inform the way that HIV funding and services are prioritized in Minnesota. Regardless of the intention behind the interruption, it was a violation of the code of conduct which states that council members conduct business in ways that are respectful of diversity and that all council and committee members have the opportunity to speak and be listened to without interruption. The code of conduct is in place to ensure equitable treatment and opportunity for all members, while being mindful of different communication styles.
    - i. One step the recipient plans to take is take is to require all members to sign off on code of conflict going forward.

- ii. Other opportunities may include a code of conduct refresher training, diversity, equity, and inclusion trainings, and/or interpersonal communication trainings.
- iii. We can also discuss ways that Co-Chairs can intervene and facilitate conversation once we have new Co-Chairs in place.
- iv. In addition, the bylaws will be revised in November and the Executive Committee could recommend the inclusion of a racial equity acknowledgement or statement.
- v. Eriika asked the committee for feedback on the topic.
  - Tyrie agreed that a racial equity training is a great opportunity. Not everyone comes from the same professional spaces and the council needs to work to accommodate all voices.
  - Alejandro agreed with Tyrie and added that an all hands-on-deck approach be applied to the council's work. The community has to come first and not just for people with the suits and ties. Alejandro added that the council also must talk about class and gender equity.

B. Part B: *Thomas Blissett, Minnesota Department of Human Services HIV Supports*

- DHS will provide a fiscal update for state fiscal year 24 on February 23.
- Open enrollment for 2024 has ended. Providers should make sure that caseworkers or benefits counselors send invoices to DHS.

C. Prevention: *Peggy Darrett-Brewer, Minnesota Department of Health*

- The first all day in person grant meeting will be held on March 30- the first since 2020.
- MDH PrEP grantees have seen record enrollment. A more detailed report will be available at the March council meeting.
- [HIV Testing Trainings are available.](#)
- [HIV data release will be on April 25 this year.](#)
- Southside Harm Reduction has purchased their first brick and mortar building. It will be located at Franklin and Chicago.

**VI. Council staff update and review council meeting agenda**

- Audra displayed and reviewed the ***agenda for the January 9 council meeting.***
- Aurin Roy will be presenting after the council meeting in March to discuss focus group results with those involved with the current HIV outbreak.
- Please review the results of the survey from the health justice training. There are some next steps that the committee can take, which will be discussed next month.
- Parliamentary contract:

- **MOTION:** Tyrie Stanley moved that Pat Reymann be elected to serve as the Parliamentarian for MCHACP for April 1, 2024- March 31, 2025. Stephen Jensen seconded.
- **DEBATE:** None.
- **VOTE:** With 7 ayes and 0 noes, the motion carries.
- Audra will investigate racial equity training opportunities and report back to the committee.
- A code of conduct of training, with a requirement to sign code of conduct policy, can be scheduled for the April council meeting. The meeting will need to be extended to accommodate this, however.
- Committee members also asked for a report back on DHS' rapid engagement sessions at the April council meeting.
  - **MOTION:** Tyrie Stanley moved that the April MCHACP meeting be extended by one hour to accommodate a code of conduct training, racial equity training, and a report back on DHS' rapid engagement sessions. Jay Orne seconded.
  - **DEBATE:**
    - i. Audra noted that she needs to do some research to find out about available racial equity trainings and that April may be too soon to hold a training.
    - ii. **Tyrie Stanley withdrew the motion.**
      - There were no objections to withdrawing the motion.
    - iii. Thomas added that April may not be a good time to report back on the rapid engagement sessions because DHS will be in the middle of their procurement process.
      - Tyrie reiterated that the request is to provide an update on the results of the rapid engagement sessions.
      - Thomas noted that there will be a fiscal update on Feb 23.
      - Thomas suggested that May or June might be a better time to provide an update to the council on fiscal distributions to the community.
- Joe asked if there were any objection to extending the April MCHACP meeting by 30 minutes to provide a code of conduct training.
  - There were no objections.

## VII. Council budget process proposal

- The council sent back the council budget process proposal to make sure it includes the Planning and Allocations Committee in the process.
- **MOITON:** Tyrie Stanley moved that the council budget process proposal be adopted as presented and sent to the council for approval. Stephen Jensen seconded.
- **DEBATE:** None.
- **VOTE:** With 7 ayes and 0 noes, the motion carries.

## **VIII. Unfinished Business / New Business**

- None.

## **IX. Announcements**

- Tyrie thanked everyone for the work and dedication that they have put into the Executive Committee for this year.
- Alejandro was selected to receive a scholarship for AIDSWatch 2024, March 17-19, 2024, in Washington, DC. Alejandro will be meeting with our Senator and congressional representatives to share their experiences with HIV care in Minnesota.

## **X. Adjourn**

- Joe Amrhein adjourned the meeting at 2:47 p.m.

### **Meeting summary:**

- The committee heard standing reports from committee co-chairs and government representatives.
- The committee approved a motion that the FY 2023 annual review of service standards be approved as presented.
- The committee approved a motion that the Home & Community-based Health Service Standards be approved as presented.
- The committee approved a motion that Cynthia Elmore, Patrick Ingram, Mark Jenkins, Teresa Jones, Dongwook Kim, Derek Martin, Sarah Schiele, Jennifer Schoenberg, and Jatavious Stewart be nominated for membership to the council.
- The committee approved a motion that John Vener, Jay Orne, and Stephen Jensen be nominated to a second term on the council.
- The committee approved a motion that Joe Amrhein and Kevin Sitter be nominated as council Co-Chairs.
- The committee approved a motion that Pat Reymann be elected to serve as the Parliamentarian for MCHACP for April 1, 2024- March 31, 2025.
- There was unanimous consent to extend the April MCHACP meeting by 30 minutes to provide a code of conduct training.
- The committee approved a motion that the council budget process proposal be adopted as presented and sent to the council for approval.

### **Documents distributed before the meeting:**

- Proposed Executive Agenda
- 2023.01.02 Executive Minutes
- Action Item: Annual review of service standards
- Action Item: Council Co-Chair election
- Action Item: Home and community-based health service standards

- Action Item: New membership election
- Action Item: Returning membership election
- Home and community-based health service standards
- Health Justice evaluation results
- MDH updates
- Part A updates
- Council budget proposal with edits to include PAC

**Documents distributed during and after the meeting:**

- None.

**JS/ag**