

**Minnesota Council for HIV/AIDS Care and Prevention**  
**Executive Committee Meeting**  
**Tuesday, May 7, 2024**  
**1:00 – 3:00 p.m.**  
**Meeting Minutes**

<b>Committee Members Present:</b>	
Patrick Ingram (Disparities Elimination)	Tyrie Stanley (Planning and Allocations)
Alejandro Aguilera (Needs Assessment and Evaluation)	Kevin Sitter (Council Co-Chair, Planning and Allocations)
Joe Amrhein (Council Co-Chair, CJI Ad Hoc)	Deon Kirby (Membership & Training)
<b>Hennepin County (Part A) Representative:</b>	<b>DHS (Part B) Representative:</b>
Eriika Etshokin	Shea Grutemaro
<b>MDH (Prevention) Representative:</b>	<b>MCHACP Parliamentarian:</b>
Peggy Darrett-Brewer	Pat Reymann, Parliamentarian
<b>Council Staff:</b>	
Audra Gaikowski, Council Coordinator	Jeremy Stadelman, Admin Specialist

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.
- The minutes from the April meeting were reviewed and approved as written.

**III. Council co-chair update**

- Joe noted that in preparation for the priority setting resource allocation process, agendas will be full for council meetings and asked if the committee would like to extend council meetings by 60 minutes before the council allocations retreat (June and July 2024).
- **MOTION:** Kevin Sitter moved that council meetings be extended by 60 minutes for June and July 2024 to accommodate items on the workplan.
- **DEBATE:**
  - Patrick noted that more time is needed to do the work and he is in support of extending the meetings.
  - Joe would prefer to extend council meetings by 30 minutes.
  - Tyrie is in favor of extending the meeting by 1 hour.
  - Deon is in favor of extending the meeting by 1 hour.
- **VOTE:** With 4 ayes and 0 noes, the motion carries.
- Kevin suggested that the council should restart providing members with an opportunity to evaluate how council meetings go. The evaluation would be given after meetings and would only have 2 or 3 questions. This is something the council has done in the past and previous versions of the survey can be used for this. Audra will share the previous survey for the committee’s review.
  - **MOTION:** Kevin Sitter moved that a survey be provided to members after council meetings to evaluate how the meetings went.
  - **DEBATE:** None

- **VOTE:** With unanimous consent, the motion carries.

#### IV. Committee Reports

##### A. Planning and Allocations Committee (PAC)

- **ACTION ITEM: Allocations Retreat**

- i. **MOTION:** The Planning and Allocations Committee forwards the recommendation that the council move forward with a 2-day allocations retreat, with meetings on August 6, 2024, from 9am-12pm, and August 13, 2024, from 9am-12pm.

- ii. **DEBATE:**

- 1. Tyrie noted that members of PAC were more in favor of a two-day retreat because the one-week break between meetings would allow more time to assess and digest the data.
    - 2. Kevin agreed that there is not a sufficient amount of time during a one-day retreat to allow members to fully digest the data and make decisions.
    - 3. Patrick indicated that he agreed with the recommendation for a two-day retreat.

- iii. **VOTE:** with 4 ayes and 0 noes, the motion carries.

##### B. Membership and Training Committee

- Reviewed attendance and selected committee members to contact council members who had missed meetings.
- Reviewed new applications and scheduled interviews with applicants.
- Reviewed recent exit interviews and discuss retention.
- We are seeking applications from people who fill the following vacancies:
  - i. Unaligned consumer, Black women
  - ii. People who work in the HIV field or who are passionate about ending the epidemic who are Black or African American
  - iii. Young person (18-25) at risk or living with HIV

##### C. Needs Assessment and Evaluation Committee

- Reviewed and approved stratified survey samples of 815 survey respondents at \$30 gift cards for 2025 Needs Assessment Survey (NA2025).
- Reviewed council & committee operations evaluation results.
- Reviewed recommended Needs Assessment questions from the Criminally Justice Involved Ad-Hoc Committee.

##### D. Disparities Elimination Committee

- **ACTION ITEM: Co-Chair Election**

- i. **MOTION:** The Disparities Eliminations Committee forwards the recommendation that Mark Jenkins is elected to serve as chair of the Disparities Eliminations Committee.

- ii. **DEBATE:** None.

- iii. **VOTE:** With 4 ayes and 0 noes, the motion carries.

- Reviewed the mental health and substance use service standard with Part A staff.
- Received a presentation from Youth & AIDS Project on the needs of young people living with HIV.
- Received a presentation from data analyst staff on youth disparities & HIV.
- Discussed reviewing recent mental health, substance use, and psychosocial support services allocations in preparation for the resource allocations process.
- Reviewed the FY2024 Disparities Eliminations Committee workplan.
- Hosted the committee co-chair election and forwards 1 action item for the committee co-chair election.

##### E. Community Voices Committee

- The next meeting is scheduled for May 13, 4-6pm. This will be a hybrid meeting, with an in-person option at the Jordan Area Community Council.
- F. Criminally Justice Involved Ad Hoc Committee
- Finalized survey to providers to determine which case managers should be interviewed for the service impact evaluation that will be conducted this summer.
  - Forwarded a recommendation to the Needs Assessment & Evaluation Committee to include several questions about criminal justice involved individuals on the 2025 needs assessment survey.

**V. Recipient Reports (see also written reports)**

A. Part A: *Eriika Etshokin, Hennepin County Ryan White Program*

- Part A/MAI Grant Reporting
  - FY23 Annual Progress Report and Final Financial Report due to HRSA on 5/29/24.
  - FY23 Unobligated Balance report and carryover request due on 6/28/24 – Carryover Allocations proposal will be brought to the council for review in June.
- FY 2024 final award notice expected in May
- Ryan White Request for Proposals – Fiscal Year 2025
  - DHS and HC are collaborating on a Joint Request for Proposals (RFP) for contracts beginning in FY 2025. Hennepin County Part A Contracts anticipated to begin 3/1/25; Hennepin County Part B/Rebate Contracts anticipated to begin 4/1/25.
  - The RFP will be identical for HC or DHS funding – providers will be asked to complete one proposal and submit it in both places.
  - The RFP will be finalized and published following the Council’s PSRA process in August.
  - The Council directive regarding psychosocial support services will be incorporated into RFP.
- Positively Hennepin Updates
  - Participants implementing the Status Neutral Approach are building a referral guide for a comprehensive local network of social service and support providers who may be relevant for clients receiving tests. The guide will prioritize housing.
- HIV outbreak update from [MDH Website](#).
  - Tyrie noted that he [read that perinatal HIV transmission](#) has increased since 2022 and asked what the state plans to do to address this.
    - Peggy noted that she is not aware of perinatal HIV transmissions and noted that there have been very few cases in Minnesota for many years.
    - Kevin clarified that the article indicates that HIV infections are increasing, and separately, congenital syphilis is on the rise. This is the trend nationally as well as in Minnesota.

B. Part B: *Shea Grutemaro, Department of Human Services*

- Health Resources and Services Administration (HRSA) Updates.
  - HRSA made partial awards for all state/territory recipients of X07 for the new grant year (4/1/2024-3/31/2025). DHS received just under \$3.7 million in our partial award. We project flat funding when we receive the full award, approximately \$8.6 million.
  - The HIV Supports Section at DHS has applied for competitive Ryan White B supplemental funding through the X08 award. Our request seeks funding to cover ongoing core medical and support services. Our application has been submitted and we anticipate hearing the outcome by late summer.

- Program Budget Planning. Related program staff are focusing on future budget years SFY 2026 (July 1, 2025-June 30, 2026) and beyond. We still anticipate less resources for our overall program budget beginning in SFY 2026. This work will be complete in time for the MCHACP prioritization and allocation process and the upcoming RFP. As we finalize our internal work on this, we will provide updates about the projections for funding available in SFY 2026 and beyond.
  - This work will also inform ongoing HIV Supports efforts to increase program resources for future years.
- Staffing Update: Program HH is short an Eligibility Specialist and Office Administrative Specialist
  - Aimee Gunderson, Eligibility Specialists has taken a different position within DHS. Backfill is in process.
  - Denise Paul, the Office & Administrative Support staff is temporarily reassigned to another team.
- MNCE Consumer Survey: DHS and Hennepin County continue to seek consumer input their recent experience applying for or renewing their RWP eligibility for Part A and B services in the Minnesota Centralized Eligibility system and process that started in August 2023. Consumer should look for survey information with their MNCE RWP approval notices from DHS/Program HH.
- Federal Reporting Update. Program HH staff are waiting for the ADR report build in CareWare to be completed so we can start to do data cleanup needed for us to submit the ADR report in early June
- Ending the Public Health Emergency (PHE) & Resuming Normal Processing for MA and MNCare. Program HH continues to send reminder letters to clients that need to renew; as well as lists to benefits counselors and case managers whose client's need to take action to renew their benefits. Program HH staff are aware that they are delays in processing renewals with counties and Minnesota Care that is outside our teams control.
- RFA Update. The HIV Supports Section at DHS released a Request for Applications (RFA) to ensure full use of the \$12.1 million one-time funding passed in the last legislative session. We received 14 responses and are in the final stages of the review process. DHS plans to provide an update on the awards made in the July meeting of the MCHACP.
- Ryan White Conference. The HIV Support Section was selected to present at the Nation Ryan White Conference; "Centralized Eligibility: A Statewide effort to improve access to Ryan White services". A big thank you to all of our providers, RW grantees and consumers for getting us to this point in MNCE.

C. MDH: *Peggy Darrett-Brewer*

- 2024 Qtr. 1 Syringe Service Program (SSP) Successes:
  - Seven new SSP providers funded to reach people experiencing housing instability are Avivo, Healthcare for the Homeless, Neighborhood Health Source, Fond du Lac, Northpoint, Rural AIDS Action Network, and Southside Harm Reduction Services.
  - SSP Update:
    - 212,420 syringes distributed
    - 179,880 syringes collected
- Challenges:
  - Participants of SSPs are experiencing significant skin health conditions related to the introduction of Xylazine in the drug supply. In addition, Xylazine is not an opioid and

does not respond to Narcan. MDH encourages Xylazine test strips to test the potency of the drug before use. Also, MDH is supplying SSPs with skin care stations and TA.

- 2024 Qtr. 1 Early Intervention Services (EIS) Successes:
  - 2024 February HIV Tester Training resulted in 21 new folks providing rapid HIV testing and counseling!
  - HIV Testing Update:
    - 1,383 tests conducted and 8 positives identified
- Challenges:
  - Encampment clearing is reported to impede continuity of services for community members. Follow-up testing, connection to care, and resource sharing next to impossible.
  - Turnover in agency staffing continues to be a challenge for outreach and community building.
- 2024 Qtr. 1 Fetal and Infant Mortality Review (FIMR) Successes:
  - The FIMR HIV Review Case Team met and reviewed 1 case due to inadequate prenatal care and inadequate ARV therapy.
- Recommendations:
  - Integrating mental health care with infectious disease, referrals to culturally specific supports, and facilitating connection to peer to peer parenting and support for pregnant birthing people.
- Challenges:
  - Housing stability complicated with poverty as well as rules associated with Section 8 housing.
  - The size of the FIMR HIV case review team and the virtual meeting platform are potential challenges for individual participation in the quarterly meetings. We are slowly incorporating the use of break out rooms and plan to offer a hybrid meeting option for July and October of 2024
- Joe asked about how providers can go about getting Xylazine strips. Peggy indicated that she will provide more information about this.
- Patrick asked if Peggy knew when the next HIV testing training will be held. Peggy indicated that she will look into this to find out.
- Patrick wondered if Peggy could explain the cause of Xylazine reactions. Peggy indicated that she would ask Brad Bryan and get an answer to Patrick's question.
- Kevin wondered when a breakout is considered over. Peggy indicated that she will reach out to senior epidemiologists for more information.
- Peggy clarified that the HIV testing training is free.
- Patrick wondered if the state is looking at declaring an outbreak for Latinx and African-Born populations given the recent rise in cases.
  - Peggy asked Patrick to send her an email so that MDH can gather more information. Peggy indicated that she will have more information to share with the committee at a future meeting.
  - Kevin clarified that rising rates do not necessarily mean there is an outbreak, which is usually determined by matching molecular DNA between cases.

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

- Audra displayed and reviewed the ***agenda for the Mary 14 council meeting***.
- An END HIV Update has been scheduled for January 2025.
- There will be a Rapid Engagement report back to the council in July.

- The code of conduct training has been rescheduled to occur during the June council meeting.
- A recording of the MDH update items that they were not able to be presented during the April council meeting will be sent out to members.

**VII. Robert's Rules of Order Training**

*Pat Reymann, MCHACP Parliamentarian*

- Pat presented a training titled, ***Effective Meetings***.

**VIII. Review meeting format results**

- This item was tabled due to time.

**IX. Unfinished Business / New Business**

- New business:
  - Patrick raised concerns about conflict of interest rules around the newly created Prescription Drug Advisory Board that prevent consumers from participating on the board.
    1. DHS requested that Patrick send a written ask for MDH/DHS so that they can address this issue.

**X. Announcements**

- None.

**XI. Adjourn**

- Joseph Amrhein adjourned the meeting at 3:00 p.m.

**JS/ag**