

Delaware HIV/AIDS Planning Council (HPC) Meeting

Minutes

September 22, 2015

Attendees: Pat Ayers, Fr. Balaswamy, Renee Beaman, Marc Belote, Nina Bennett, Amy Bixler, Brian Bourque, Shavonne Brathwaite, Michelle Broadway, Diane Casey, Ray Collins, Hector Colon, Terry Crowley, Lisa Dillard, Jim Dowling, Susan Ellis, Adriana Flores, John Gardner, Ulysses Harris, Frank Hawkins, Janice Heinssen, Steven Hill, Peter Houle, Nicole Johns, Brett Jones, Pamela Justice, Belinda Kalomeris, Alyson Lang, Jeffrey Leach, Pat Lincoln, Fred MacCormack, Scott MacKenzie, John Minneci, Jay Moody, Herman Ortez, Clarence Parker, Kelly Passley, Kevin Pegrant, Glen Pruitt, Sr. Christa Rowe, Francis Scott Key Jr., Sal Seely, Chris Skivers, Suzanne Tait, Bob Vella, Stanley Waite, and Kathleen Willis.

Call to Order:

The meeting was called to order at 12:10 by Tyler Berl, Manager of HIV/AIDS Community Planning for the Delaware HIV Consortium. Tyler welcomed everyone to our third meeting and asked those attending to work their way around the room introducing themselves and naming their agency.

Presentations: National HIV/AIDS Strategy 2020 Update

Pat Lincoln, Delaware's Regional Coordinator for the Mid-Atlantic AIDS Education and Training Center, and Nina Bennett, Delaware's Lead Trainer for the Mid-Atlantic AIDS Education and Training Center, gave a presentation about the National HIV/AIDS Strategy, update to 2020 (presentation attached). Of note, the NHAS added a fourth major goal of the Strategy: to achieve a more coordinated national response to combatting the U.S. HIV epidemic. Additional changes included: expansion of the prevention toolkit to include pre-exposure prophylaxis (PrEP) and treatment as prevention; an effort to improve the HIV care continuum through the use of quantitative measures of progress; and, growth in HIV research.

A discussion followed the presentation on ways to implement the updated NHAS to foster growth in Delaware's HIV continuum of treatment and care. In particular it was mentioned that a more coordinated effort needs to be put forward into HIV education in schools and with populations at heightened-risk for HIV infection.

Presentations: It's Time for PrEP

Nicole Johns, Senior Health Planner at Office of HIV Planning, City of Philadelphia, provided an introductory presentation regarding Pre-Exposure Prophylaxis (PrEP) as a HIV prevention strategy, particularly focusing on experiences that Philadelphia has seen over the past two years as the city has introduced PrEP into their HIV prevention toolkit (Presentation attached).

Noteworthy:

Prevention Toolkit:

- Risk assessment & safer sex counseling
- Condoms
- Sterile syringe exchange
- HIV testing & treatment
- STI testing & treatment
- PEP
- PrEP

Challenges for PrEP:

- Education – Physicians
- Education – At-risk populations
- Monitoring
- Adherence
- Access/coverage by insurance/copays

What is needed?

- Risk assessment
- Baseline labs
- Prescription
- Paperwork
- Follow-up testing
- Reporting

Ms. Johns' presentation was followed by a discussion on how PrEP could be integrated into Delaware's HIV prevention and treatment service continuum. Frank Hawkins raised concerns that any strategy implemented in Delaware must ensure that appropriate accompanying services were put into place along with PrEP, including risk reduction counseling. Due to the mandated increased level of lab testing for patients on PrEP Janice Heinssen wanted to ensure that PrEP prescribers had the appropriate diagnostic codes to limit lab charges for patient. Suzanne Taite raised concerns that any PrEP implementation strategy would need to ensure that patients on PrEP were adherent to their medical regime, and if they were not that protocols were put into place to stop the PrEP prescription.

Nina Bennett made a motion to assign research and development of PrEP strategies into Delaware's Prevention plan by the Systems of Care Workgroup, seconded by Alyson Lang.

The CPG meeting had a 10 minutes recess.

Minutes:

The draft minutes to the last HPC meeting on July 23, 2015 were distributed to attendees and Tyler called for a motion. Nina Bennett made a motion to approve the minutes, seconded by Ulysses Harris. Upon discussion, Pam Justice requested a revision, Nina withdrew her motion. Steven Hill made a motion to approve the minutes as revised, seconded by Nina Bennett, and passed by majority vote.

Special Committee for Bylaw Amendments Report

Tyler, acting as the representative for the Special Committee on Bylaw Amendments, presented the committee's report to the HPC. He noted that the Special Committee recommended approving a motion to make six substantive changes to the HPC's bylaws (attached) in the following areas:

1. Article III § 5. Voting Member Qualifications: HPC voting members must live in, or be employed in Delaware; be active in at least one HPC working group; sign a Conflict of Interest Form and Confidentiality Statement annually.
2. Article III § 11. Attendance: HPC voting members who miss more than 3 meetings in a 12-month period will forfeit their voting rights.
3. Article III § 12. Member Removal: HPC voting members, and HPC stakeholders may be removed from HPC work for four reasons: 1) Non-disclosure of a conflict of interest; 2) Disclosure of confidential information; 3) Misrepresentation or false claims; 4) Lack of attendance. Following receiving a grievance claiming any one of these four occurrences the Executive Committee has 60 days to investigate and make a decision.
4. Article IV § 3. Community Co-Chairs: Persons Living with HIV/AIDS (PLWHA's) are encouraged to take on leadership roles but it is not a requirement that the Executive Committee has one or more PLWHA serving. Community Co-chairs may serve up to two, two-year terms before having to take a one-year hiatus.
5. Article IV § 4. Election of Community Co-Chairs: Elections will be held annually. The HPC must be provided with a list of all candidates running for the position of Community Co-chair, with their biography at least two weeks prior to the election. Elections will be held by secret ballot.
6. Article V § 5. Annual Meeting: An annual meeting will be held, coinciding with Co-chair elections to allow HPC voting members to re-submit Conflict of Interest Form and Confidentiality Statement.

A motion was made by Herman Ortez to approve the revised Bylaws as presented, seconded by Ulysses Harris, and the motion carried by unanimous consent.

Elections:

Tyler passed out ballots to attendees that did not have one, and instructed attendees that everyone votes (not just voting members), and that two of the three candidates should be selected. The vote was taken and ballots were counted by Scott MacKenzie and Kelly Passley.

Staff Report:

Tyler reported that the Continuity of Care Workgroup is working with DPH to obtain a more accurate report of viral suppression, since there seems to be a discrepancy in the viral suppression reported by CCHS (the largest provider by far) and the DPH Epidemiology report. Tyler said that new data has been given by CCHS to DPH for analysis. Tyler also reported that his work with the CPG section of the Consortium website is ongoing.

Committee Reports:

Membership & Community Engagement (MCE) - Chris Skivers reported for the workgroup that they are currently reviewing applications for voting membership to assure the diversity of the voting body, and will be requesting applications if they feel that the group does not have enough diversity. Attributes being looked at include geographic location, provider/client balance, age, sex, and HIV status.

Clarence Parker made a motion to accept the MCE Workgroup report and the MCE approval process being used, seconded by Ulysses Harris, and the motion passed by majority.

Testing and Linkage to Care (TLC) and Retention and Viral Suppression (RVS) – Tyler reported that both the TLC and RVS working groups had met to review their tasks for the creation of the 2017-2021 Integrated HIV Prevention and Care Plan. He reported that the groups would be working jointly to create a Human and Financial Resource Inventory for HIV prevention and treatment services in the state. He said that to do this the working groups have drafted both a paper and electronic survey, to be delivered to all ASOs statewide.

He reported that the working groups would also be responsible for creating a Needs Assessment process to understand the service needs of PLWHA's, populations at high-risk for HIV infection, and persons newly diagnosed with HIV, the barriers that these populations are facing as they try to access services, and any gaps in the State's Continuum of HIV prevention and treatment services. Tyler said that to do this the TLC and RVS working groups would be using Medical Monitoring Project data, and possibly using focus groups, or additional survey research; yet this was not finalized. No action was taken following the working groups' reports.

Election Results:

Tyler announced that the two candidates receiving the most votes as Co-Chairs were Chris Skivers and Suzanna Tait. Chris and Suzanne will make arrangements to meet over the coming month and will decide who has the one year term and who has the two year term.

Emerging Trends/Announcements:

- Glen made a motion that the candidate receiving the most votes have the two-year term and the second candidate have the one-year term, seconded by Pat Lincoln. There was discussion that the MCE Workgroup did not want the actual number of votes received disclosed to the body. The motion was voted on by vocal assent and the results were unclear, so the vote was taken again and hands were counted. The motion was declined.
- Janice Heinsen made a motion for the grantee to discuss/decide with the two co-chairs who would fill the one-year term and who would fill the two-year term, seconded by Nina, and the motion was approved by majority vote.
- Peter suggested that future votes on simple motions from now on be counted and that the number of votes for/against be recorded.
- Next CPG meeting, November 3; workgroup meetings will be announced.
- Alyson Lang announced that the Wilmington Health Promotion Council would be holding a health fair (Wilmington Wellness Day) in Rodney Square on 10/3 and that anyone interested in participating should contact her.

Adjournment: The meeting adjourned at 2:55 pm.