

Ending the HIV Epidemic Advisory Council Meeting Minutes
Lentz Public Health Center
10.31.19

Attendees:

Clare Bolds
Brian Haile
James Hildreth, M.D.
Council Member Sharon Hurt
Joseph Interrante
Rajeev Mavath, M.D.
Brady Morris

Amna Osman
Reverend Edwin Sanders
Fahad Tahir
Traci Patton Woodberry

Staff:

Sanmi Areola
Judith Byrd

Welcome:

Interim Director of Health Sanmi Areola welcomed the Ending the HIV Epidemic Advisory Council (Council) and introduced Metro Nashville Health Department (MPHD) staff member Judith Byrd as well as Board of Health Chair Alex Jahangir who attended as a guest.

Advisory Council Purpose

Ms. Byrd invited around-the-room introductions and provided a recap for the Council on its creation by Executive Order along with a description of its purpose and charge to serve in an advisory capacity to Mayor John Cooper and work as a community body to oversee the implementation of the city's 2019 Ending the Epidemic Plan.

The HIV Landscape

Ms. Byrd shared brief highlights on the creation and goals of the Ending the Epidemic Plan as well as an overview of Davidson County's HIV statistics, a summary of the Trump Administration's recent 10-Year Ending the Epidemic proposal as well as details on other HIV programs at the federal, state and department level. Applicable federal and state programs include Ryan White Part A, the Regional HIV Planning Council and the Minority HIV/AIDS Initiative as well as the Housing Opportunities for Persons with AIDS (HOPWA) program, the Tennessee STD Prevention Field Services program and the Syringe Services Program. Metro programs include Ryan White services (data, navigation and contracted care), clinical services (PrEP Clinic, Sexual Health Clinic and Family Planning Clinics), HIV and STD investigation, and Early Intervention Services (EIS) for newly-diagnosed HIV. Ms. Byrd also mentioned a 2018 Board of Health resolution in support of the Prevention Access Campaign's U=U consensus statement.

A discussion on the availability of city resources followed. Amna Osman and Reverend Edwin Sanders asked if the Mayor has or will dedicate funding to Ending the HIV Epidemic. Dr. Areola shared that there is no dedicated funding in the MPHD budget and that similar to the Behavioral Health and Wellness Advisory Council, the Ending the HIV Epidemic Council will have an opportunity to present funding requests to the Mayor's Office. Ms. Byrd noted that the work of the Council is a community endeavor and there will likely be a need for a collective approach to funding needs from any available opportunity including leveraging contacts and any potential resources among Council members. Joe Interrante further suggested the Council identify specific projects, establish the funding required, and secure necessary funding on a project basis. Both Rajeev Mavath and Brady Morris noted there may be potential for the Council to fund some work through Ryan White special funds. Council Member Sharon

Hurt shared that, as a member of the Metro Council's Health Committee, she would appreciate the advocacy support for Metro funding requests from the Advisory Council. Council Members also asked Dr. Areola about MPHD staff support for the Advisory Council. Dr. Areola shared that the MPHD will fill the Council's administrative staffing needs.

As requested by Fahad Tahir, additional information about potential sources of funding will be presented at the next meeting.

Governance

Ms. Byrd next provided discussion points for the Council around its governance, including the necessary appointment by Executive Order of one government representative and one community member to serve as co-chairs. The MPHD is approaching the two members of the Council who qualify to serve as a co-chair in the governmental role to gauge their interest in the position. Staff will provide an update at the next meeting.

The Council agreed on a number of governance decisions, which will be written into formal bylaws before a nomination process for co-chairs will take place. Draft bylaws will be issued to the full Council by email for adoption prior to the next meeting. These will reflect the following:

- Co-Chairs will work with staff to set agendas, sign all documents relative to action taken by the Council as well as calling meetings, preside over meetings, set the agenda, establish a quorum, call votes. Co-chairs will serve for two (2) years and may serve for only two (2) consecutive terms or four (4) consecutive years, whichever is greater. Co-chairs may call additional meetings as necessary.
- Members shall meet a minimum of six (6) times a year at a regularly established meeting time; three (3) absences from regular meetings in a one-year period may result in forfeiture of the remainder of the member's term.
- Members may attend the meeting by phone, but they may not send a proxy to a meeting.
- Only members have voting privileges with one (1) equal vote.
- A quorum will consist of a majority of the voting members.
- Additional officer positions may be created by majority vote.

It was also agreed that meetings should take place on the third Thursday of every other month from 3 p.m. – 4.30 p.m. However, due to the December Holidays, the upcoming December 19 meeting may be challenging for members to attend. A google poll will be issued by Ms. Byrd to the Council to determine whether the meeting should take place on an alternate date in November, on December 19 or be pushed to January. All future meetings will fall on the pre-determined schedule.

MPHD staff will also provide guidance to members at the upcoming meeting regarding any legal restrictions members may or may not have around conversations between members outside of a publicly-notified meeting and in accordance to Sunshine Laws.

Other Business

Members of the Council were invited to share information on any World AIDS Day activities they are hosting with Judith Byrd before November 8. This information will be shared with the full Council by email.

The meeting closed at 4.25 p.m.