



DRAFT

Meeting Report November 27, 2007

A quorum equals 9 people. A quorum was present at this meeting.

Attendance

Present

Bobby E.
Beth P.
Gary F.
Theresa M.
Bruce M.
Gary R.
Tim M.
Robert S.
Deborah W.
Kathleen O.
Paul T.
Terry C.

Guests

Renee White

KDPH Staff

Kambe M Lattimore
Trista Chapman
David Clark
Michael Hambrick
Kraig Humbaugh (for Dr. Hacker)
Sigga Jagne
Merinda Brown
Beverly Mitchell
Stephen Ulrich

Excused

Michael L.
Charlie K.
Krista W.

Absent

Aunsha H.
Monica S.

Meeting Agenda

- 1:00pm. Welcome – Call Meeting to Order**
David Clark, State Co-Chair
- 1:05p.m. Roll Call**
Kambe Mwale-Lattimore, KHPAC Administrator
- 1:10 p.m. Ground Rules**
David Clark, Community Co-Chair
- 1:15 p.m. Action Item: Approval of Minutes from September 25, 2007 Meeting**
Robbie S., Community Co-Chair

- **Action Item: - Membership Approvals (2)**

- Travel Reimbursement for EC Approved Members

Robbie S.

- 1:20 p.m. KHPAC Updates**
- ***KHPAC/KHAAG Collaboration*** – Kambe Mwale-Lattimore
 - ***Membership Application – Updated*** – Kambe Mwale-Lattimore
 - ***KHPAC Conference : Building Relationships*** – Kambe Lattimore
 - ***Membership Update*** – Kambe Mwale-Lattimore
 - ***Medicaid Participation*** – Sigga Jagne
 - ***KHPAC Presentation- IJCHW*** – Paul T.
 - ***Physician Participation – Ad Hoc Committee*** – Sigga Jagne
- 1:45 p.m. Action Item: Approve Revised and Finalized Grievance Policy**
Tim M.
- 1:55 p.m. Conference Reports**
Bobby E., Krista W., and Monica S.
- 2:05 p.m. 2008 Timeline**
Robbie S.
- 2:15 p.m. 10 Minute Break**
- 2:25 p.m. Dept. Of Education: Presentation and Questions**
Renee White, DOE
- 3:00 p.m. Action Item: Voting-in New Officers**
Michael Hambrick
Member at Large (2)
- ***Community Co-Chair***
 - ***Policy and Promotion Chair***
- 3:30 p.m. Announcement: Election Results**
Michael Hambrick
- 3:35 p.m. Old Business**
- 4:00 p.m. Adjourn – Drive Safely ☺☺☺**

Meeting Overview

State Co-Chair David Clark welcomed the group. The November 27, 2007 KHPAC meeting was called to order at 1:05 p.m.

Action Item: Approval of Minutes From September 25, 2007

Robbie S. presented the minutes for approval. KHPAC approved the minutes by full consensus.

Action Item: - Membership Approvals

- ***Travel Reimbursement for EC Approved Members***

Robbie informed the Council that the executive committee (EC) had reviewed 5 KHPAC applications earlier that day. Interviews will be scheduled with the three applicants selected by the EC. In addition, Robbie reported that the EC had completed interviews with Terry C. and Paige M. Terry is the Curriculum Chairman for the Kentucky Jailors Association, and serves as the Kenton County Jailor, Kenton Kentucky. Regarding PIR, Terry will represent Northern Kentucky. Paige serves as Deputy Warden of Support and Mental Health at the LaGrange Reformatory, Lagrange Kentucky. Paige will represent "Corrections" in KHPAC's PIR. Paige and Terry were both voted in by the full KHPAC body present at the meeting. After the vote, Terry introduced himself and expressed a desire to work closely with KHPAC

Robbie then discussed that the EC has approved a change to the bylaws to allow for full voting rights and travel reimbursement for applicants approved by the EC for membership.

KHPAC Updates

KHPAC/KHAAG Collaboration

Kambe informed the Council that in order to have a stronger and more unified voice in the area of HIV/AIDS, KHPAC and KHAAG will engage in a collaborative partnership in order to foster the sharing of information in the areas of HIV/AIDS prevention, surveillance, care, and legislation. This endeavor will serve as a forum for the articulation of member perspectives on trends, issues, ideas, and initiatives related to HIV/AIDS in Kentucky. A copy of the memorandum was shared with the entire KHPAC body.

Membership Application – Updated

The revised KHPAC application was presented to the Council. The Council had agreed at the September 25, 2007 meeting to make changes to the demographics section of the application. A copy of the revised application was shared with the entire KHPAC body. Please refer to the September 25, meeting notes for changes in addition to viewing the updated application.

KHPAC Conference: Building Relationships

The KHPAC 'retreat' will now be referred to as the KHPAC Training Conference. The conference is scheduled for February 2008 in Louisville Kentucky. The focus of this conference will be on building relationships especially among different stakeholders such as the Dept. of Public Health, Dept. of Corrections, the Dept. of Education and the Kentucky Legislature, to discuss issues and ways of collaborating on some of the recommendations from the 2007 year-end-report. The other focus will be planning for the rest of the year's activities.

Membership Update

Today the Executive Committee reviewed 6 additional applications and has selected 3 individuals for interviews. Interviews will be scheduled by the end of the year. Interviews are conducted by the KHPAC Health policy Specialist, Community Co-Chair and the State Co-Chair. After the interviews, selected applicants will be nominated for full membership, and a vote will take place at the February training conference.

The process for final membership approval has changed from gubernatorial approval to Cabinet approval. State staff has asked for Cabinet level documentation of this change. It is hoped that this change in the approval process will expedite final approval for applicants.

After today's meeting, the names of Terry C. and Paige M. will be forwarded to the Cabinet for final approval.

During an ensuing discussion, Bruce M. wanted to know if the CDC was concerned by the number of vacancies on KHPAC. Sigga Jagne and Stephen Ulrich both responded by stating that it was not the case. The CDC understands the difficulty faced by different states regarding membership recruitment. David added that this was not a HRSA concern either. Gary R. felt that

the current membership was 'out of whack'. Paul agreed that we needed to stay on top of membership recruitment. Kambe told Gary that recruitment is crucial and that his presence could be used to help recruit members along side Tim M., who is part of a membership recruitment ad hoc committee.

Bruce wanted to know when the next Kentucky Epi was due to be released. Dr. Humbaugh reported that it should be out no later than January. The report will include positive individuals since 2004. He added that the Epidemiologist was tied up with other CDC deadlines for the month of December.

Medicaid Participation

Sigga reported to KHPAC that Lynn Flynn was ready to come on board as a representative from Medicaid Services. She was however unable to make it due to a meeting conflict. Dr. Humbaugh added that the Council should make her aware of the issues at hand to keep her engaged.

KHPAC Presentation- IJCHW

Paul informed KHPAC that as the policy and promotion chair, he gave a report to the Interim Joint Committee on Health and Welfare. The report focused on three priority recommendations:

1. \$250 000 request for statewide core surveillance;
2. Testing for HIV within Kentucky correctional facilities;
3. \$3.5 million request to support HIV and Hepatitis C initiatives for Kentucky correctional facilities.

In addition the Legislative Research Commission included the three main points of the presentation in their online release called eLRC. He reported that feedback from certain committee members was positive. Paul added that Rep. Meeks wanted to know how many individuals in the Kentucky correctional system were HIV positive, and Rep. Burch had a few comments and thanked KHPAC for being there. Dr. Humbaugh and Sigga added that the Dept. of Corrections was not happy about the report. They both hope that this will present an opportunity for open dialogue between the Dept. of Corrections and the Dept. for Public Health. Sigga told the Corrections person that KHPAC was an independent body representing issues in HIV/AIDS.

Physician Participation – Ad Hoc Committee

Sigga reported on the conversations that Greg Lee (DPH staff) had with Dr. Lebhun: Dr. LeBuhn said that having proxies available has been very helpful to him, although he realizes that KHPAC isn't going to necessarily get the doctor's perspective from a proxy. However, it would be difficult for him to keep up without such proxies because the meetings are too far away, and take up a whole day. He didn't think that offering financial incentives was necessary. He *does* like the idea of creating a forum of 6 (or so) doctors from across the state (Hoven, Wang, Fleenor, etc.) to teleconference 3 or 4 times a year WITH secretarial support to keep minutes, housekeeping, etc. This way, they can also put things on KHPAC's radar when needed. Greg and Dr. Lebhun also discussed the idea of rotating physicians (lessening the burden on each of them). He believes that this would make it really difficult to get up to speed if the physicians don't attend with some regularity. They also discussed retired physicians as an option, since they should have more time to devote to KHPAC. Dr. LeBuhn suggested taking this approach in combination with an "advisory group" that teleconferences a few times per year. He supports the first two ideas, but thought that retired physicians may not have recent information. Sigga asked KHPAC how they would like to proceed. Robbie responded by stating that the Executive committee had reviewed the matter and its thoughts were to have a physicians ad hoc committee. Gary inquired about the option of having Nurse Practitioners

included in this process; he said he had someone in mind. Dr. Mayfield recommended web or teleconferencing instead of face-face meetings as a way of encouraging physician participation.

Action Item: Approve Revised and Finalized Grievance Policy

Tim presented the finalized version of the grievance policy to KHPAC. This particular version of the policy came as a result KHPAC agreeing to revise the old policy at the September 25, 2007 meeting. A motion was made to accept the policy. Gary had questions about what to do if member had a grievance with another member and removal of a member from KHPAC. Stephan referred him to the KHPAC handbook. Kambe referred Gary to the bylaws under "membership". In any case a member could still follow the same grievance procedure should the need arise. The policy was accepted by majority vote.

Conference Reports

Bobby E. attended the African American Latino Conference, (AALC) in the summer. Bobby stated that KHPAC needed to have representation from the faith-based community. He continued to say that faith-based leaders at the AALC were very uneducated, homophobic and that there was a lot of hate-mongering taking place. Ignorance also perpetuates the situation and fuels the burst of infection, based on the fact that minorities are disparately infected by the disease. He stressed that it was important to educate the leaders in the community. Stephan attended the United States Conference on AIDS (USCA) in November. Stephan learned at the conference that countries that receive AIDS funds from the US must show a strategic plan as a requirement to receiving the funds. On the other hand, the US did not have a national plan on AIDS. Stephan will present on this subject at the 2008 Kentucky Statewide Conference.

2008 Timeline

Robbie went over the 'first-look' of the 2008 KHPAC timeline. A copy of the timeline was provided.

Dept. Of Education: Presentation and Questions

Renee White Ph.D., a HIV Prevention Consultant for the Kentucky Department of Education gave a presentation on HIV Education in Kentucky Schools. A copy of the presentation is attached.

Action Item: Voting-in New Officers

Nominations made thus far:

<u>Community Co-Chair</u>	<u>Policy and Promotion Chair</u>	<u>Members at Large (need 2)</u>
Gary F.	Gary F.	Charlie K.
Tim M.	Tim M.	Michael L.
Robbie S.	Robbie S.	Kathleen O.
Paul T.	Paul T.	Beth P.
Krista W.		Monica S.
		Krista W.

Election Results

Members that have a strikethrough, opted to remove themselves from the ballot. The election results are as follows:

- Community Co-Chair** – Robert S.
- Policy and Promotion Chair** – Paul T.
- Members at Large** – Monica S.
– Kathleen O.



Old Business:

*Robbie shared with the group the bylaws that will be up for revision in February. These concerned travel reimbursement, meeting start time, end of year election date and cabinet approval of new members.

*In response to a question that Krista had regarding insufficient funding from the CDC, Stephen informed KHPAC that CDC does not fund 100% and encouraged agencies to find additional funding sources.

*Deborah W. had a question regarding figures of non-IDU drug users in Kentucky. She did not have any new information to share at this time.

*KHPAC had agreed to write a letter of concern to the CDC highlighting gaps in prevention issues in Kentucky. Robbie read out the drafted letter and asked for feed back before the letter was mailed out in December.

*Bruce and Beth had questions about the Bylaws/Policies and Procedures ad hoc committee that was formed in April, 2007. The committee was to review KHPAC bylaws and the Code of Conduct procedure. The ad hoc committee is to report back to the executive committee on the status of the aforementioned issues.

*Regulation Based Recommendation – Paul will write a letter to the Secretary for the Cabinet of Health and Family Services and carbon copy other agencies involved in regards to the two recommendations from the year-end-report report that are regulation based. These are;
Disease Surveillance

KHPAC recommends that the Cabinet revise 902 KAR 2:020 Section 7 (1) so that the regulation is more inclusive, regarding which healthcare providers and facilities are required to report diagnosed cases of HIV and AIDS. Currently 902 KAR 2:020 Section 7 (1) reads, "Physicians and Medical Laboratories shall report..." KHPAC contends that 902 KAR 2:020 Section 7 should be revised to more clearly state who is required to report new HIV and AIDS cases to the State.

Increase Access to HIV Information

KRS 214.620 Subsection 4 ensures that Kentuckians will have access to information related to HIV infection when receiving services through certain identified facilities. KHPAC is concerned that several types of treatment facilities are not currently covered under KRS 214.620 and that critical information related to HIV testing is not mandated under the statute as written.

Meeting adjourned at 3:50 p.m.