



**Louisiana Commission on HIV & Hepatitis C
Education, Prevention, and Treatment**

Tuesday, November 14, 2023
New Orleans Regional AIDS Planning Council
Hybrid Meeting
9:00 AM

MEETING MINUTES

I. Call to Order: 9:05 AM	Mitch Handrich, Vice Chair
II. Roll Call:	Aisha McKenzie, Sr. Strategic Coordinator, SHHP, LDH
A. Roll attached. B. 17 Present, quorum met.	15
III. Old Business:	Mitch Handrich, Vice Chair
A. Vote to Approve Minutes	
1. Dr. Tavell Kindall motioned to approve the minutes from 9/12/23 meeting, Tanya Brown seconded. 2. Mitch Handrich called a consensus vote to accept the minutes, which were unanimously accepted (no oppositions).	
B. Committee Reports	
1. Commission Membership Sub-Committee	
<ul style="list-style-type: none"> a. Vacant seats: <ul style="list-style-type: none"> i. President of the Louisiana State Medical Society or designee ii. PLWH iii. Representative Bureau of Health Services Financing within LDH – Dr. Shantel Habert-Magee replacing Dr. Dumas iv. PLWH representing racial/ethnic sub-population v. Representative of Office of Governor vi. PLWH co-infected with HCV vii. Faith-based community b. Chair shared graphic summarizing all of the candidates for community-based vacant seats. c. Chair shared Membership Committee’s recommendation: Monica Johnson and Travis Manint, for the PLWH representing a racial/ethnic sub-population and the PLWH seat, respectively, detailing qualifications of each. d. Dr. Griffin moved to vote to accept the recommendations of the Membership Committee; DeAnn Gruber seconded. e. Chair called a consensus vote to accept the recommendations of the Membership Committee and to put forward the two recommended candidates to Boards and Commissions so that their appointment can proceed. Unanimous approval (no oppositions). f. Chair called for recommendations for other vacancies, noting that Membership Committee will be reviewing attendance again as well as discussing with absent Commissioners what their issues might be in maintaining consistent attendance. <ul style="list-style-type: none"> i. Discussion ensued about term limits and lack thereof. ii. Austin Matthews (prior chair) clarified that the Commission serves at the pleasure of the person designating them or of the Governor, and that misconceptions of a two-year term limit stem from the Commission’s prior vote to ask people to vacate their seat if they didn’t recommit every two years to avoid having to seek the Governor’s participation in formally removing a Commissioner. g. Chair reports that only one application was received to replace Fran Lawless as the representative for the Ryan White Part A program (Vatsana Chanthala). Called for any objections to moving 	

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Vatsana into the seat. As there are none, Chair will move forward with formalizing the substitution.
Thank you to Fran Lawless for her dedication and participation.

2. Legislative Monitoring Sub-Committee (HR 130 Update)

- a. No update from the legislative monitoring sub-committee.

3. Legislative Involvement Sub-Committee (January meeting)

- a. No update from the legislative involvement sub-committee.

4. Pediatric Provider Training Sub-Committee

- a. No update from the pediatric provider training sub-committee.
- b. Chair suggested disbanding this committee, as the provider who initiated it is no longer seated on the Commission.

5. Social Media Presence Sub-Committee

- a. Update from Aisha McKenzie on Commission microsite.
- b. Committee to be disbanded as Commission agrees that the Commission should not have an independent “social media presence”.

C. Elections: nominations and voting

1. Chair passed duties to Samuel Burgess for duration of the elections.
2. Chair elections
 - a. Mitch Handrich mentioned he is willing to serve as Chair and nominated Dr. George Nawas as Vice Chair.
 - b. Dr. Tavell Kindall mentioned he is willing to serve as Vice Chair or Chair.
 - c. Fran Lawless nominated Dr. Tavell Kindall as Chair, seconded by Tanya Brown.
 - d. Senator Barrow asked the candidates to elaborate as to their qualifications for the seats.
 - e. Dr. Lauren Richey nominated Mitch Handrich for Chair, seconded by Dr. George Nawas.
 - f. Both candidates for Chair (Dr. Tavell Kindall, director of prevention at St. Thomas Community Health Center and Mitch Handrich, NP, Infectious Disease Specialist at Absolute Care Clinic) spoke to their qualifications and experience on the Commission. Sam Burgess entertained questions for each after his self-introduction, no questions were asked of either.
 - g. Dr. Shantel Hebert-Magee asked if it was normal procedure to serve as Vice Chair before serving as Chair. She asked each candidate to explain how he would work to get the Commission more engaged and in better attendance. Sam Burgess answered that the procedure in question is not specified in the bylaws, and that the Commission is permitted hybrid meetings, but has specified attendance requirements of at least 80%.
 - h. Dr. Griffin asked of both candidates where they anticipate meeting locations/logistics to be.
 - i. Mitch Handrich answered with a reiteration that hybrid meetings are permitted for the Commission as a group representing an ADA-qualified disability which does not control a budget.
 - ii. Dr. Tavell Kindall answered that he would desire more in-person meetings.
 - i. Senator Barrow requested that the Commission receive the meeting schedule for the entirety of the year in advance and that the Commission collect preferred email addresses from each Commission.
 - j. Vote on Chair. Quorum lost, only 16 votes entered.
 - k. Tanya Brown suggested that the meeting time may be an issue causing attendance difficulty.
 - l. Quorum met. Call for a re-vote on Commission Chair. Vote: 7 votes for Mitch Handrich, 10 for Dr. Tavell Kindall. Dr. Kindall will serve as Commission Chair for 2024 (voting record attached).
3. Sam Burgess called for additional nominations for Vice Chair.
 - a. Tanya Brown nominated Mitch Handrich to serve as Vice Chair, Senator Barrow seconded.
 - b. Dr. George Nawas motioned to remove his nomination, Dr. Shantel Hebert-Magee seconded.
 - c. Sam Burges called for questions or discussion, none.

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d. Vote for Mitch Handrich to serve as Vice-Chair of the Commission for 2024: unanimous (voting record attached).	
IV. New Business	Mitch Handrich, Vice Chair
A. January legislative meet and greet	Aisha McKenzie, Sr. Strategic Coordinator, SHHP, LDH
<ol style="list-style-type: none"> 1. Aisha McKenzie gave a summary proposing the January Commission meeting change format to a legislative meet and greet on January 26 at 7:00 PM with food, educational centers (with CEUs and CLEs available for participation), and tailored informational packets for each legislator. 2. Senator Barrow recommended a day at the Capitol in March with a booth in the rotunda and an evening reception at the Capitol Center or the Pentagon once the session begins for best attendance and participation by the legislator. 3. Chair deferred this topic for later discussion and planning. 	
B. Duties, rights, and responsibilities of Commissioners	
<ol style="list-style-type: none"> 1. Chair announced that the Executive Committee requested clarification from the legal department as to how LDH employees are permitted to participate in legislative letters and voting on the Commission. 2. Sam Burgess explained that LDH employees can fully participate so long as the Commission is not requesting a specific voting stance from the legislature. 	
C. Meeting schedule for 2024	Aisha McKenzie, Sr. Strategic Coordinator, SHHP, LDH
<ol style="list-style-type: none"> 1. Aisha McKenzie informed the Commission that a meeting schedule for 2024 would be issued with the end of year updated contact information request that will be forthcoming. 	
D. Contact information and brief bio request	Aisha McKenzie, Sr. Strategic Coordinator, SHHP, LDH
<ol style="list-style-type: none"> 1. Aisha McKenzie informed the Commission to watch for an email requesting updated contact information, titles, meeting time vote, and brief biography sentence before the end of the year. 	
E. Travel support	
<ol style="list-style-type: none"> 1. Unfinished business: discussion deferred to next meeting. 	
F. Legislative Research Sub-Committee powers/procedures	
<ol style="list-style-type: none"> 1. Unfinished business: discussion deferred to next meeting. 	
G. Commission Membership cards	
<ol style="list-style-type: none"> 1. Unfinished business: discussion deferred to next meeting. 	
H. Commission seal proposal/acceptance	
<ol style="list-style-type: none"> 1. Aisha McKenzie presented Commission Seal she designed for use when planning the Modernize It summit in 2021. <ol style="list-style-type: none"> a. Senator Barrow asked about significance of pelican' blood drops. Aisha explained the significance of "a pelican in her piety" as depicted in many Louisiana commission seals. b. Crystal Lewis asked about changing the font on the seal. c. Discussion determining "Governor's" will be removed from seal text. 2. Sam Burgess recommends the Commission vote to approve the seal. <ol style="list-style-type: none"> a. Dr. Shantel Hebert-Magee motioned to accept the recommendation of Sam Burgess, Senator Barrow seconded. b. Fran Lawless questioned the significance of the pelican's blood without the baby pelicans present. 3. Crystal Lewis motioned to charge the social media sub-committee to re-work the seal and have the Commission vote to approve once the work is complete. <ol style="list-style-type: none"> a. Sam Burgess stated the Commission needs something to use in the immediate future. b. Dr. Shantel Hebert-Magee asked for the changes discussed (remove "Governor's", remove blood, type out Hepatitis C) to be made so that the seal can be used in the immediate. Sam Burgess made a motion for same, Dr. Griffin seconded. c. Senator Barrow asked that Aisha email the design to the Commission before it is officially used. d. Tanya Brown asked about a survey vote. No voting outside meetings can occur. 4. Consensus vote to approve motion: unanimously approved. 	
V. Other Business	Mitch Handrich, Vice Chair
A. Announcements	

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1. HR 130 (Legislative Study Resolution to study HIV Criminalization) Meeting on 11/17/23 from 2 PM – 4 PM at Capitol House Committee Meeting Room 6.	
2. Stigma Summit on 11/30/23 at UMC (more information go to the Bounce to Zero website).	
B. Public Comment	
1. No public comment offered.	
C. Next Meeting Date: TBD - January 9, 2024, 9 AM	
VI. Adjournment	Mitch Handrich, Vice Chair
A. DeAnn Gruber motioned to adjourn, Dr. Shantel Hebert-Magee seconded.	
B. Chair adjourned the meeting at 10:59 AM.	

Roll Call:

First Name	MI	Last Name	11/14/2023
H. Glenn		Anderson, Jr.	Absent
Regina		Ashford Barrow	Present
Anthony	G.	Basco	Absent
Tamara	T.	Boutte	Absent
Angelee	J.	Brown	Absent
Tanya	C.	Brown	Present
Samuel	H.	Burgess	Present
Aimee		Cloyd	Absent
Paulette		Pinargote Cornejo	Present
George		Nawas	Present
Shantel	A.	Hebert-Magee	Present
Crystal		Lewis	Present
Phillip	T.	Griffin	Present
De Ann	Marie	Gruber	Present
Mitchell	C.	Handrich	Present
Tavell	L.	Kindall	Present
Randy	L.	Lavespere	Absent
Frances	S.	Lawless	Present
Austin	L.	Matthews	Present
Tamachia	J.	Davenport	Present
Dustin		Miller	Absent
David	M.	Mushatt	Present
Christopher		Guillory	Absent
Norma	S.	Porter	Present
Lauren	E.	Richey	Present
Meta	R.	Smith-Davis	Absent
Janice	K.	Zube	Absent

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Voting Record 11/14/2023:

First Name	MI	Last Name	Chair	Mitch Handrich as Vice-Chair
H. Glenn		Anderson, Jr.		
Regina		Ashford Barrow	Mitch	yea
Anthony	G.	Basco		
Tamara	T.	Boutte		
Angelee	J.	Brown		
Tanya	C.	Brown	Tavell	yea
Samuel	H.	Burgess	Tavell	yea
Aimee		Cloyd		
Paulette		Pinargote Cornejo	Tavell	yea
George		Nawas	Mitch	yea
Shantel	A.	Hebert-Magee	Tavell	yea
Crystal		Lewis	Tavell	yea
Phillip	T.	Griffin	Mitch	yea
De Ann	Marie	Gruber	Tavell	yea
Mitchell	C.	Handrich	Mitch	yea
Tavell	L.	Kindall	Tavell	yea
Randy	L.	Lavespere		
Frances	S.	Lawless	Tavell	yea
Austin	L.	Matthews	Mitch	yea
Tamachia	J.	Davenport	Tavell	yea
Dustin		Miller		
David	M.	Mushatt	Mitch	yea
Christopher		Guillory		
Norma	S.	Porter	Tavell	yea
Lauren	E.	Richey	Mitch	yea
Meta	R.	Smith-Davis		
Janice	K.	Zube		

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