

# Cuyahoga Regional HIV / AIDS Health Services Planning Council

*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties*

**Naimah O'Neal, James Stevenson – Co Chairs**



## **Community Liaison Committee (CLC)**

### **Minutes**

**Wednesday, August 12, 2015**

**12:00 Noon to 1:00 pm**

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue ♦ Cleveland, OH 44102

**Start Time: 12:20**

**End Time: 1:10**

**Co-chair: James Stevenson**

**\*\* Naimah O'Neal and James Stevenson were in attendance as of 12:00 pm\*\***

**\*\* 12:30 Three (3) additional members had arrived\*\***

#### **Moment of Silence**

#### **Welcome and Introductions**

#### **Approval of Agenda, August 12, 2015**

Motion: Clinton Droster    Seconded: Naimah O'Neal

#### **Approval of the Minutes, June 10, 2015**

Motion: Clinton Droster    Seconded: Naimah O'Neal

#### **New/Old Business**

##### **a. Lesson's Learned from Community Forum:**

1. Naimah recommended talking to Case Manager's, they can then talk to their clients, 2. It was suggested to Piggyback off another meeting/support group with an established membership, consider offering incentives. Sharron reminded members about the use and restrictions on the use of Part A funds. It was suggested to solicit businesses for giveaways, 4. It was agreed to prepare a presentation to recruit new members to keep the message consistent. Sharron Harris will create the initial presentation and members can refine for final agreement.

##### **b. Committee Membership Update:**

1. Committee chairs were encouraged to reconfirm the committee's membership, to ensure there will be members to contribute to the work of the committee.

##### **c. Create & Maintain a Targeted Calendar for Community Outreach:**

1. Committee members agreed to create & maintain a monthly calendar of standard events, that might be opportunities to recruit or engage PLWH. Once established a member should be designated to maintain it. A list was collected, this will be the start of the calendar. Sharron Harris will create the initial "Consumer Outreach Calendar". Naimah will forward the Metro calendar as a guide.

##### **d. Create & Implement a Capacity Building Program for CLC:**

1. Sharron Harris explained what this consists of, and made suggestions. 2. The program will be designed to help committee members better understand the responsibilities of serving on the Planning Council. 3. Members were ask to bring ideas to next month's meeting.

#### **Parking Lot Items**

##### **e. HRSA site visit:**

1. Report to be released in about 30 days.
2. Will review the written report when it is released.

#### **Next Steps:**

1. Clinton suggested that any Planning Council members attending a meeting should be able to vote, even if the committee is not their "Committee of Record." He felt the policy to limit voting to the "Committee of Record" discouraged attendance. Sharron said the Bylaws would have to be revised to allow for all members to vote in all subcommittee's

#### **Announcements**

None

#### **Adjournment**

Motion to Adjourn: Naimah O'Neal

Seconded: Kimberlin Dennis

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	CLC Members	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan '16	Feb '16	# of Abs.
1	<b>Naimah O'Neal, Co-Chair</b> <b>03/2014-03/2017</b>					P								1
2	<b>James Stevenson, Co-Chair</b> <b>08/2013-08/2016</b>					S								1
3	Bryan Jones 08/2013-08/2016					R								1
4	Clinton Droster 07/2015 - 07/2018					A								0
5	Kimberlin Dennis 08/2013-08/2016													0

**RED** indicates absent for that meeting.

**Next Meeting: September 9, 2015 – 12:00-1pm, St. Augustine/Ursuline Piazza Campus**

**Visit the Ryan White HIV/AIDS Homepage at: [www.ccbh.net/ryan-white](http://www.ccbh.net/ryan-white)**