

**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 10, 2016**

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

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

**Start: 12:10 End: 1:10 Co-chair: James Stevenson**

**Moment of Silence**

**Welcome and Introductions**

**Approval of Agenda, August 10, 2016**

**Motion: Kimberlin Dennis Seconded: Naimah O'Neal**

**Favor: All Oppose: 0 Abstain: 0**

**Approval of the Minutes, June 8, 2016**

**Motion: Kimberlin Dennis Seconded: James Stevenson**

**Favor: All Oppose: 0 Abstain: 0**

**New/Old Business**

- a. *Plan 2 (two) Community Input sessions (to provide Consumer input for PSRA)*
  - Naimah O'Neal re-iterated that everyone was to come with dates in mind.
  - Kimberlin Dennis suggested the Free Clinic as a place for the forum
  - Other venues mentioned are: Recovery Resource (on Chester) and AIDS Taskforce

Sharron Harris cautioned to check with the grantee to be sure that there are no conflicts with having a forum at a provider's location. She also cautioned members about the appearance of conflicts of interest.

Sharron followed-up with the Grantee and obtained concurrence to proceed with planning to hold the event at the Recovery Resources location at 3950 Chester Avenue, Cleveland, Ohio location.

- Target population; youth, also transgender and MSM
- Bryan Jones suggested that they should go to Lake or Lorain counties. Naimah O'Neal stated that only a few go to outlying counties and the group focus should be in this area.
- Naimah recommended that a smaller group should go to outlying counties and keep the main focus on the greater need in this area
- Possibly have a planning council member go to the meetings at Recovery Resource and discuss what the Planning Council is about, and hand out flyers and Planning Council information

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- Tracy Johnson suggested the planned date should allow enough time to promote the event.

Sharron re-iterated that the original vision to raise awareness about the Planning Council and increase recruitment to consumers was to have a calendar of community events, identify representative's to go to the particular event, and have a script that everyone would follow so that it was consistent for all events. Sharron and Naimah agreed to work together to prepare a script for discussion at the September meeting.

b. *Plan and organize Community Information Forums to educate PLWHA about PC funded services. (Must develop a monthly plan)*

Need to confirm Places suggested: Task force – Tues/Thurs?, Recovery Resource – Chester location preferred, Free Clinic as a last option

James suggested - Bethany Presbyterian Church on W. 65<sup>th</sup> and Detroit, bus line

Promoter: Not chosen

Organizer: Not chosen

Agenda: Naimah O'Neal and Robert Watkins will work out the fun and festive agenda aimed at attracting the youth.

Bryan Jones states that they should stay with places that have high traffic

Tracy Johnson stated to partner with agencies for giveaways and transportation, and put their logos on the flyer.

Month chosen for the fall community forum: **November 10, 2016, 4:30 – 6:30 pm**

All members voted in favor of the date and time

Sharron stressed that Part A cannot be used for fund transportation for administrative events like the Nov. 10<sup>th</sup> community forums and wanted members to be clear about how Part A funds could be used.

-Clinton Droster suggested to look into the food truck (produce) possibly to give out food bags as an incentive. Naimah will get info (possibly Cleveland Food Bank) regarding this idea and bring the information back to the committee for the September meeting.

c. Identify and plan a list of Capacity Building Training Activities for CLC members (Must develop a monthly plan) – unable to discuss this topic, because the meeting ran out of time.

d. Establish and maintain a PLWHA Community Events Calendar to target PLWHA to attend and participate in PC activities (Must identify monthly events and plan 3 months in advance) – unable to discuss this topic, because the meeting ran out of time.

### **Parking Lot**

Agenda items C and D

### **Announcements**

None

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## Adjournment

**Motion: Naimah O’Neal    Seconded: Kimberlin Dennis**

Vote: In Favor: All

<b>CLC Committee</b>																
<b>12:00 - 1:00pm</b>																
<b>Quorum = 4                      2016/17</b>																
	<b>CLC Committee Members</b>	<b>Term</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b># of Abs.</b>	
1	<b>Naimah O’Neal Co-chair</b>	<b>3/14 - 3/17</b>	Y	N	Y	Y	P	Y							1	
2	<b>James Stevenson Co-chair</b>	<b>8/13 - 8/16</b>	N	N	N	Y	S	Y							3	
3	Bryan Jones	8/13 - 8/16	Y	Y	Y	Y	R	Y							0	
4	Clinton Droster	7/15 - 7/18	Y	Y	Y	Y	A	Y							0	
5	Kimberlin Dennis	8/13 - 8/16	Y	Y	Y	Y		Y							0	
6	Tina Marbury	7/15 - 7/18	N	N	Y	Y		Y							2	
	as of 8/10/16		4	3	5	6		6								

Staff: Sharron Harris, Pam Ditlevson

Guest: Tracy Johnson, Robert Watkins