

Cuyahoga Regional HIV Health Services Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties
Kimberlin Dennis, Merle Gordon, Terry Allan Co-Chairs



Executive Committee Minutes

Wednesday, September 19, 2018

4: 00 pm to 5:30 pm

Cuyahoga County Neighborhood Services Center
4261 Fulton Parkway, Cleveland

Start: 4:10 p.m.

End: 5:30 p.m.

Facilitating Co-chair: K. Dennis

Moment of Silence

Welcome and Introductions

Approval of Agenda: September 19, 2018

Motion: C. Ritter

Seconded: J. Stevenson

VOTE: In Favor: 9

Oppose: 0

Abstain: 0

Approval of Minutes: August 15, 2018

Motion: N. O'Neal

Seconded: J. Stevenson

VOTE: In Favor: 9

Oppose: 0

Abstain: 0

Approval of Planning Council Agenda: September 19, 2018

Motion: J. McMinn

Seconded: N. O'Neal

VOTE: In Favor: 9

Oppose: 0

Abstain: 0

Grantee Report – M. Rodrigo

1. Grantee Report

- a. ODH reorganized goals in State Integrated Plan. There are four main goals to include: Achieve Viral Suppression, Reduce New Infections, Strengthen Data Coordination and Reduce Disparities.
- b. Clinical Quality Management committee continues to meet with the efforts focusing on disparities in viral suppression. The grantee provided technical assistance to all providers in the end of June and July in regard to a quick 45-day quality improvement project to impact VLS rates using a driver diagram model. All providers will present on their projects on September 17th. The grantee is changing meeting structure from 4 committee meetings a year to 2 in person and 2 webinar meetings. The approach is to allow providers more time to work on clinical quality improvement projects.
- c. EIIHA planning meeting was conducted in conjunction with local prevention partners on May 21st at the Independence library. ODH Prevention presented on upcoming changes to testing as well as PrEP. October 22nd will be the next EIIHA (Early Identification of Individuals with HIV/AIDS). These meeting are conducted bi-annually.
- d. Grantee team received Carryover funds (\$121,685) September 11th grant total is \$4,850,701.00. Contracts have been executed and sub-recipients are working on invoicing.

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- e. ODH sponsored needs assessment update. OU put together a very experienced team to conduct the assessment. A presentation was given to the PC QI committee in January 2018. The care focus group locations were approved by Planning Council. The care focus groups were conducted July and August with an estimated 85 clients providing input. VINO and PC QI continues to support regional care efforts.
- f. FY17 closeout has been completed. The carryover was submitted as well.
- g. FY18 working on Program Terms report submitted August 2018.
- h. Grantee released a Newsletter in June of 2018. Feedback welcome.
- i. Grantee is coordinating upcoming trainings for community partners identified in survey:
Completed-Health Literacy Training – August 30th (*Stacy Soria/Julie Patterson*)
Completed- Criminalization/Legal update – September 10th (*Elizabeth Bonham/Nolan Stevens*)
Cuyahoga County Job and Family Services Training - October 22nd (*Christy Nicholls*)
- j. Grantee team reviewing 2017 EPI data across grant area in regard to incidences.
- k. The grantee team is working on the 2019 grant application to be submitted next week.
- l. Ryan White Part A organization chart provided as requested by PC.

The FY2018 grant is processing invoices. Current split is 73.77% Core and 26.23% Support. Total spent is 21.17% should be at 33%. Last year we were at 42.25%. The Part B funds concluded in June of 2018 which impact Mar-June charges.

Planning Council Business

- a. Provide Monthly Progress Update from HRSA Project Officer
 - S. Harris provided the update
 - PC security issue was discussed; HRSA has no security policy in place but would like to be kept informed of progress in addressing the current security issue
- b. PC Meeting Location Update
 - C. Nichols has secured the Westshore JFS site at W. 98 St. and Lorain Ave. for the October meeting and will try to secure that site for future meetings.
 - Discussion around whether meeting location options will be presented for the committee to choose a permanent location
 - Emphasis made on site needing to be accessible via public transportation
 - Need for no cost and secure location also emphasized

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- c. PC retreat update
 - C. Ritter provided an update of purpose and goal of retreat and plan for the meeting agenda. Retreat scheduled for 10/10 at Lakewood Women’s Pavilion during subcommittee meeting times (12:00 – 4:00).
- d. Discussion held regarding the recent security issue and need to further discuss with the entire Planning Council to reach full resolution
- e. Review AEAM from similar jurisdictions
 - Tabled due to lack of time

Committee Reports

- a. Community Liaison Committee
 - Tabled due to lack of time
- b. Strategy & Finance
 - Tabled due to lack of time
- c. Membership, Retention & Marketing
 - Tabled due to lack of time
- d. Quality
 - Tabled due to lack of time

Other Business - None

Announcements - None

Adjournment

Motion: J. Stevenson

Seconded: R. Watkins

	Executive Committee	Mar	Apr	May	June	Aug	Sep
1	Kimberlin Dennis – Co-Chair	20	20	20	20	20	20
2	Terry Allan – Co-Chair	0	20	20	20	20	20
3	Merle Gordon – Co-Chair	20	20	0	0	20	0
4	Naimah O'Neal	20	20	20	20	20	20
5	James Stevenson	20	20	20	20	20	20
6	Max Rodas	20	20	20	20	0	0
7	Clinton Droster	0	20	20	20	20	20
8	Brenda Glass	20	20	20	0	20	20
9	Chris Ritter	0	20	20	20	20	20
10	Jason McMinn	20	20	0	20	20	20
11	Robert Watkins	20	20	20	20	20	20
	Total in Attendance	8	11	9	9	10	9

PC Members: B. Gripshover; A. Taege; T. Leonard; M. Robinson-Statler

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Staff: S. Harris; C. Boettler; M. Rodrigo; T. O'Donnell; Z. Levar

Guests: D. Johnson; C. Barnett