

Cuyahoga Regional HIV Health Services Planning Council

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

Chris Ritter, Brenda Glass - Co-Chairs



Membership, Retention and Marketing (MRM)

Wednesday, September 13, 2017

11:00 am to 12:00 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

Start: 11:10

End: 12:19

Co-chair: Brenda Glass

Moment of Silence

Welcome and Introductions

Approval of Agenda, September 13, 2017

Motion: Clinton Droster Seconded: Naimah O'Neal

Vote: In Favor: 4 Oppose: 0 Abstain: 0

Added to agenda as item "a", Planning Council Reflectiveness, move all others down

Approval of the Minutes, August 9, 2017 – No Quorum

Motion: Seconded:

Vote: In Favor: Oppose: Abstain:

New/Old Business

- a. Reflectiveness
Sharron Harris reviewed the handout and projected on screen.
The reflectiveness will be sent to the grantee as a part of the Grant Application.
Recruitment needs to be better balanced with males and youth. There are 22 members, this leaves 13 vacancies. Planning Council does have term limits now.
Refer to the Bylaws for guidance to the limits to membership terms.
- b. Finalize Open Nomination Process
 - i. Review statement for new applicants and Vote on approval – action was postponed on this item until the October meeting.
 - a. Four (4) PC members are up for reappointment, and three (3) new members are onboard, 1 has already been interviewed.
 - b. A reappointment application and questions will be developed for future reappointed members as to what they have contributed and why they want to continue to serve as well as; what will you bring to the table? Also add; during your last term what barriers did you encounter/experience?
 - ii. Review and vote on candidates for re-appointments
**Pam will email a doodle for confirmed dates and times to do the interviews
- c. Monitor and Enforce Planning Council Attendance
 - i. Review/Approve Leave Request Form - The committee agreed and will move the Leave of Absence form to the Executive committee, (use an "A" for "alternate absences on the attendance form (when attending a HIV meeting that conflicts with a meeting schedule to differentiate a quorum for meeting minute vote), (use an "E" for excused absences when a leave is used).
 - ii. Review/Approve Attendance notification letters – this action was postponed on this item until the October meeting.

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Items Tabled:

- d. Review and plan Planning Council Training Activity
 - i. Confirm the Training Plan
 - ii. Schedule Training dates
- e. Review Quarterly Progress for Compliance with Committee Work Plan

Next Steps

Announcements

*Trauma Recovery Center/Circle Health is now in the Community, location is confidential, contact Brenda Glass for details

*Kimberlin Dennis' book is published, \$10.00 + tax and can be purchased through Amazon or from her after meetings

*October 9th Timothy Ray Brown is speaking at UH in the evening 5:30 pm, a meeting will take place at St. Augustine's during the day 11:30am-1:30pm with HIV+ individuals.

Adjournment

Motion: Kimberlin Dennis Seconded: Clinton Droster

	MRM Members	Committee Choice	Mar	Apr	May	June	July	Aug	Sept
1	Chris Ritter Co-chair	Primary	20	20	20	20		20	0
2	Brenda Glass Co-chair	Primary	20	20	20	20		0	20
3	Kimberlin Dennis	Primary	10	10	20	20		20	20
			3	3	3	3		3	2

Staff: Sharron Harris, Pam Ditlevson

Guest: Clinton Droster, Bryan Jones, Naimah O'Neal