

# 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, November 15, 2017

4: 00 pm to 5:30 pm

St. Augustine Health/Ursuline Piazza Campus  
7801 Detroit Avenue, Cleveland OH 44102

**Start: 4:10**                      **End: 5:40**                      **Co-chair: Terry Allan**

**Moment of Silence**

**Welcome and Introductions**

### Approval of Agenda, November 15, 2017

Motion: Chris Ritter      Seconded: Naimah O'Neal

**VOTE:** In Favor: All              Oppose: 0              Abstain: 0

### Approval of the Minutes, October 18, 2017

Motion: Jason McMinn      Seconded: Naimah O'Neal

**VOTE:** In Favor: 7              Oppose: 0              Abstain: 1

### Approval of Planning Council Agenda, November 15, 2017

\*\*Move Quality report to (A) in the Committee Reports and shift the others down

Motion: Jason McMinn      Seconded: Brenda Glass

**VOTE:** In Favor: All              Oppose: 0              Abstain: 0

### Grantee Report

#### a. Administrative

Motion for grantee to request carryover of 5% (\$144,325.00), the maximum allowed, to be moved into Oral Health was made by Robert Watkins and Seconded by Chris Ritter

**VOTE:** In Favor: 5      Oppose: 0      Abstain: 3

***Motion passed***

### Planning Council Business

- a. Provide monthly progress update from the HRSA Project Officer
  - i. The HRSA Project Officer, Monique Worrell, again stressed concern regarding the number of service categories (Cleveland TGA funds too many).
  - ii. Sharron Harris reported the on the outcome of the October 19, community forum
  - iii. The NYC Tool was reviewed & adopted at in Strategy & Finance meeting; and
  - iv. MRM has forward new candidates for recommendation to join the Planning Council.
  
- b. Approval of 2018 Meeting Schedule  
Calendar will be presented at the January meeting

A motion was made by Chris Ritter to recognize Sr. Susan and St. Augustine Manor for providing meeting space and supporting those living with HIV/AIDS with a Plaque, "Ryan White Champion Award", seconded by Robert Watkins

**VOTE:** In Favor: 7      Oppose:0      Abstain:0

***Motion passed***

## Cuyahoga Regional HIV Health Services Planning Council

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

**Kimberlin Dennis, Merle Gordon, Terry Allan Co-Chairs**



- c. PCAT Progress Report
    - i. Sharron Harris projected and reviewed the PCAT for all in attendance.
    - ii. The following committees have approved their PCATS for next year:
      - a. Community Liaison Committee
      - b. Strategy & Finance Committee
      - c. \*\*It was suggested that there be a presentation every year at the Cuyahoga County meeting to show the progress PC has accomplished, Chris Ritter is willing to make the presentation. (Joe Nonny would be the contact to arrange this)
      - d. QI needs to review their PCAT
      - e. It was suggestion that the co-chairs present their committee PCAT update quarterly
      - f. A member stated that the Project Officer needs to be more consistent with the monthly calls
- Sharron will email PCATS to MRM, QI co-chairs for updating of the PCAT
- d. Recommendations for Planning Council Improvements for upcoming grant year
    - 1. Updating the county on PC business, put presentations on drive for county viewing, showing successes
    - 2. Change combined meetings with RAG, the agenda needs to be looked at in March, the meetings are held in May and September. PC and RAG members need to make the agenda for the meetings. (Send an email to Tammie informing her of this process)
    - 3. Chris Ritter suggested that the Cuyahoga County and City of Cleveland publicly support the Ryan White initiative. He recommended that the Planning Council create a major goal and the County and City back it.
    - 4. Naimah O'Neal expressed concern regarding the feeling of "silos" within the Planning Council and how committees operate independent of each other. She suggested working more cooperative across committees.
    - 5. It was suggested that more time be allowed per committee for report on the Executive Committee & PC Agenda, so co-chair can provide more information about the work going on in their committees.

### **Committee Reports**

- a. **Community Liaison Committee** – Naimah O'Neal

The forum was successful, there were new faces with good involvement. Only one PC member came to the forum for support, an agency no showed for Spanish interpretation. \*Naimah read a letter that states how she feels a lack of respect, and expectations going forward. This letter will become part of the Planning Councils record.

Chris feels let down by the PC members, no representation by council was there. People's salaries are being paid, they should participants. He also suggested that the EIS and EIIHA be pulled and let the community – HIV/AIDS, consumers run the programs. Robert expressed that there needs to be a passion in order for this work. He suggested that there may need to be a different approach to getting people at the forums. Naimah reiterated that this is a Planning Council forum not just a CLC forum.

Sharron did a wrap up of this discussion and suggested that broader planning occurs for Community Forms to get more people involved.



## Cuyahoga Regional HIV Health Services Planning Council

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

Kimberlin Dennis, Merle Gordon, Terry Allan Co-Chairs

**b. Strategy & Finance** – Robert Watkins

On Oct 11<sup>th</sup> they introduced a Priority Setting tool from NYC to help aide in the PSRA process. The committee agreed to start using the tool and four (4) categories will be reviewed at a time, starting in January 2018.

**c. Membership, Retention & Marketing** – Brenda Glass

The Planning Council’s Annual New Member Orientation & Refresher training took place, which was poorly attended. MRM will resume its regular meeting in January and finalize the work plan for the upcoming grant year.

**d. Quality** –Jason McMinn

Sharron Harris presented for consideration Criteria to help the committee decide whether to keep or consider eliminating some of the services funded in the Cleveland TGA. The committee debated and agreed on the criteria. They determined what data would be needed to help with decision-making and present a Data requested to the Grantee for 2 years pre Medicaid expansion and 2 years post Medicaid for 4 service categories to be examined:

- i.* Home/Community Based Health Care
- ii.* Home Health Care Services
- iii.* Substance Abuse Inpatient Services
- iv.* Substance Abuse outpatient Services

**Other Business** - None

**Announcements** - None

**Adjournment** - Motion: Brenda Glass

Seconded: Naimah O’Neal

	<b>Executive Committee</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>
1	<b>Kimberlin Dennis</b>	Y	Y	Y	Y		Y	Y	Y	N
2	<b>Terry Allan</b>	Y	Y	Y	N		Y	Y	Y	Y
3	<b>Merle Gordon</b>	Y	Y	Y	Y		Y	Y	Y	N
4	Naimah O'Neal	Y	Y	Y	Y		Y	Y	Y	Y
5	James Stevenson	Y	Y	Y	Y		Y	Y	Y	Y
6	Max Rodas	Y	Y	N	N		Y	Y	Y	Y
7	Robert Watkins						Y	Y	Y	Y
8	Brenda Glass	Y	Y	N	Y		N	Y	Y	Y
9	Chris Ritter	Y	N	N	Y		Y	Y	N	Y
10	Jason McMinn	Y	Y	Y	Y		Y	N	Y	Y
11	Maurice Smith			Y	Y		N	Y	Y	N
	In Attendance	9	8	7	8		9	10	10	8

Staff: Sharron Harris, Pam Ditlevson, Claire Boettler, Melissa Rodrigo

Guest: Christy Nicholls, Tim Leonard