

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) Committee

Meeting Minutes

Wednesday, March 6, 2019

2:30 pm to 3:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

Start: 2:57 pm

End: 4:05pm

Facilitating Co-chair: B. Glass

Moment of Silence

Welcome and Introductions (*N. O'Neal requested to be put back on the MRM Committee*), C. Ritter texted S. Harris to inform the committee that he is sick and would be unable to attend today's meeting.

Approval of Agenda: March 6, 2019

Motion: K. Dennis moved to approve with addition of item c. Seconded: R. Rolling

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

Approval of Minutes: February 13, 2019

Motion: C. Barnett Seconded: R. Rolling

VOTE: In Favor: 5 Oppose: 0 Abstain: 2

New/Old Business

- a. Discuss/Develop Leave of Absence Policy
 - B. Glass reminded committee members that the previously proposed leave of absence was dropped based on the point system implemented under the current attendance policy
 - Discussion about the need for a leave of absence policy for instances of prolonged illness or other life impacting events
 - S. Harris will circulate the previously proposed leave of absence policy, along with the current attendance policy, to committee members for review and suggested edits
 - This item will be further discussed at the April meeting
- b. Define Next Steps – New Membership Recruitment Strategies
 - i. Hispanic
 - Discussion around the need to identify Spanish speaking organizations as potential recruitment opportunities. S. Harris will follow-up on the Hispanic Organizations recommended by Jennie Citerman-Kraeger.
 - ii. Lorain County
 - R. Watkins suggested “Training Consumers on Quality – TCQ” sessions in Lorain County as potential recruitment opportunity
 - iii. Youth
 - N. O’Neal mentioned that Metro and UH both serve large youth populations and suggested speaking with medical case managers at those providers to promote PC membership among the youth served at their agencies
 - C. Barnett currently works with youth and offered to recruit potential PC members from this population



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- K. Dennis recommended also reaching out to the youth support groups at UH – K. Dennis will reach out to staff at UH
 - C. Barnett and R. Watkins will contact staff at Metro regarding accessing their youth groups
- c. Mentor Evaluation Form
- B. Glass developed a form and reviewed it with committee members
 - S. Harris will circulate the form to committee members for suggested edits/feedback

2019 PC Training Plan

- S. Harris projected the 2019 training plan and reviewed the items by month

Next Steps

- a. Prioritize PC Retreat Recommendations/Next Steps
- Tabled to next meeting

Announcements

- None

Adjournment

Motion: C. Barnett

Seconded: C. Droster

	MRM Members	Jan	Feb	Mar	Apr	May	June	Aug	Sep	Oct	Nov
1	Chris Ritter Co-chair	20	20	0							
2	Brenda Glass Co-chair	20	20	20							
3	Ronald Rolling	0	20	20							
4	Kimberlin Dennis	10	10	10							
5	Clifford Barnett	10	10	10							
6	Naimah O’Neal	0	0	10							
	Total in Attendance	4	4	5							

PC Members: C. Droster; J. McMinn; R. Watkins

Staff: S. Harris; C. Boettler; T. Mallory

Guests: