

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, January 8, 2020

2:30 pm to 3:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

Start: 3:07 End: 4:15 pm Facilitating Co-chair: C. Ritter

Moment of Silence

Welcome and Introductions

Approval of Agenda: January 8, 2020

Motion: R. Rolling Seconded: N. O'Neal

VOTE: All Oppose: 0 Abstain: 0

Approval of Minutes: November 6, 2019

Motion: C. Barnett Seconded: R. Rolling

VOTE: In Favor: 11 Oppose: 0 Abstain: 1

New/Old Business

- a. Review 2019 Committee Work Plan for Compliance – Members reviewed and agreed all activities were completed as planned.

- b. Prepare & Approve 2020 Committee Work Plan – Members reviewed the draft work plan prepared & presented by the S. Harris, PC contract support and approved the Plan as proposed by voice vote. **Suggestion:* Regarding attendance consider conducting a review each quarter, and then make a report on that quarter the following month, using the calendar year timetable.

Motion to approve the MRM Committee Work Plan

Motion made by R. Watkins, 2nd N. O'Neal

VOTE: In Favor: 9 Oppose: 1 Abstain: 1

- c. Review & Approve Draft Open Nomination Work Plan – see attached Plan
Major issue: to conduct training on “Open Nominations Process” and interview panel participants who will commit to the assignments. Also, there should be designated interview leaders and interview members, each with their own specific assignments.
**Suggestion:* By next month, committee should begin looking at a way to provide guidance and/or direction on council reappointments.

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Motion: To approve the Committee’s Open Nomination Process Work Plan as written and allow the facilitator & Co-chairs to adjust the order of the tasks as needed.

Motion: R. Watkins Seconded: C. Barnett

In Favor: 10 Opposed: 0 Abstained: 1

Motion passes.

2020 PC Orientation and Training

Schedule completion date for New Member Orientation & Refresher Training – Tabled due to time.

Announcements

N. O’Neal – The HIV is not a Crime initiative is being held in Columbus the last week in June. You must be nominated to attend. Flyers with more details will follow.

N. O’Neal - Funding was received for two Sankofa Group Healing weekends which will be held in March 27-29 and October. Further info can be found online.

Adjournment

Motion: C. Barnett

Seconded: N. O’Neal

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

PC Members: R. Watkins, F. Ross, B. Gayheart, S. Washington, J. Mazo, C. Droster

Staff: T. Mallory, S. Harris

Guests: Justin W.