

## **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) Minutes**

**Wednesday, April 7, 2021**

**2:30 am to 3:30 pm**

**Start:** 2:35 pm

**End:** 3:32 pm.

**Co-chair: B. Glass**

#### **Moment of Silence**

#### **Welcome and Introductions**

#### **Approval of Agenda: April 7, 2021**

Motion: R. Rolling

Seconded: R. Watkins

Vote: In Favor: All

Opposed: 0

Abstained: 0

#### **Approval of the Minutes: March 3, 2021**

Motion: R. Rolling

Seconded: C. Barnett

Vote: In Favor: 6

Opposed: 0

Abstained: 2 - J. McMinn, R. Watkins

#### **New/Old Business**

##### Open Nomination Work Plan Implementation Next Steps

Overall, 35 members can be on the Planning Council.

Interview protocols have been sent out to start scheduling new candidate interviews. We will also be looking at RW members with expired terms, as well.

In month of April, new candidates like U. Carter can be scheduled, for interviews.

Volunteers are need for the interview panel. We also ask they provide three interview date and time options by the end of the week for the interview slots.

Current members re-applying should send applications to S. Harris, soon as possible.

If all members with expiring terms this year, reapply, we will still have 26 members after the nomination process concludes and will still have only nine vacancies.

##### Discuss Interview Protocols for New Applicants

#### **Ryan White Candidates:**

- Applicants to serve on PC must complete the PC application and must be appointed to serve on the PC by the Cuyahoga County Executive in accordance with Ryan White Part A regulations. There are very strict regulations that govern RW Part A Planning Council appointments, including mandatory appointment categories and a requirement to maintain 33% of its membership as non-aligned PLWHA. No such requirements are needed for appointments related to HIV prevention services.

#### **Prevention Candidates:**

- Unlike the strict regulations that govern Ryan White applicants to the PC, the three Planning Council Executive Co-chairs will appoint Prevention members. These candidates are not required to comply with the strict RW Part A regulations that require the Cuyahoga County Executive approval process.

- To distinguish between the two appointment authorities, a different application will be used for the Prevention committee applicants. (see the *Standing Committee Application for Non-RW Appointed*

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**Members**). Prevention Committee members can attend the other RW Part A standing committee meetings but will **only** have voting authority in the Prevention Committee or on HIV prevention matters.

*\*Question:* J. McMinn – Regarding who can vote in Planning Council, will that cause confusion?

*\*Response:* S. Harris – Yes, probably, 1-way or option to address the confusion will be to ask parties to abstain or refrain from voting, if they have conflicts or are not authorized to vote. Another way to address it, is to read a list of those who can/cannot vote before any action that require a vote.

*\*Response:* N. O’Neal – Roll call of who **can** vote, then they cast votes, rather than who cannot vote.

**Guidance for a Re-Appointment Application to PC** - The committee agreed to table this item until the current nomination process is done to see how we should proceed, as they previously discussed this and did a summary on what re-appointed members felt they brought to the PC and why they should be reappointed. An e-mail and/or reminder on that summary will be sent out.

**Outreach/Recruitment Update** - Good feedback from B. Gayheart and F. Ross was reported on the outreach /recruitment efforts in Lorain County. The committee needs to reach out more for Latino applicants, preferably males and younger populations. However, additional groups are also welcomed.

**Interview Schedule for Current Applicants/Re-Applicants** - The PC facilitator will begin scheduling interviews for the individual with current applications already on file, U. Carter, J. Citerman-Kraeger, B. Jones and L. Yarbrough-Franklin. Also, current members whom terms expired will receive a reminder and encouraged to consider re-applying.

**Confirm Interview Panels** - MRM committee members and others PC members attend the MRM meeting were asked to provide options for their availability to serve on the interview panels.

### **Review Attendance for Follow-Up**

*C. Ritter* – PC facilitator, & B. Glass will make contact and discuss his status on remaining with PC.

*W. Simpson* – Interested but currently in school. S. Harris will contact him for an update.

*S. Washington* – B. Glass noted she has health concerns and issues connecting with the virtual meetings.

*T. Johnson*- at last contact, he was awaiting confirmation/notification of his official appointment.

*S. DiCocco* – Had very solid attendance, awaiting confirmation as Part B representative.

The committee will reach out to these members, encourage them to attend, and discuss whether they are still interested.

### **Parking Lot**

#### **Review/Update PC Training Plan**

Oral Health Training set for April 27, 2021

Possible Acuity Scale Training in August

Mental Health Collaborative Trainings possibly in May

*\*Comment:* J. McMinn – The thoughts were about collaborating with MetroHealth on mental health training, using their model. They have specifics they could show to PC and where money in mental health is being spent. Perhaps we could also have training on the new Initiatives of the Rapid Start program, and have a rep from that program present to PC.

*\*Response:* S. Harris – Maybe plan it after priority setting is over. May-June is set-aside for PSRA.

*\*Question:* R. Watkins – How about training on the gaps?

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*\*Comment:* B. Glass – Maybe we need to have training on the gaps of care, the lack of funding between prevention and treatment and how to fill in those gaps. People can be in abusive relationship and become homeless. Transgender individuals get assaulted but aren't accepted in women or men shelters.

*\*Response:* R. Watkins – That's exactly what's meant. If we approach this as status quo, like in past, it won't work. We need to put things on the table to address them.

*\*Comment:* B. Glass - We need to figure a way to be an intervention agent for individuals that need help.

*\*Question:* J. McMinn – Who would be the trainer to provide this?

*\*Response:* B. Glass – Maybe it starts with data, for instance, HOPWA.

*\*Comment:* R. Watkins - This is what needs to be discussed in QI. We have to step outside the box.

*\*Suggestion:* S. Harris – This segment is to identify Training opportunities, **what** is the training Interest/Opportunity and **who** is proposed as the Trainer! Housing is a challenge nationwide, and the PC only has a say when it comes to Ryan White Part A funding.

*\*Comment:* J. McMinn – Maybe more funders need to come to PC to say how they get funding to do these projects and see if we can get into the door to access more resources for our consumers. Maybe we can contact Ruth Gillette from Housing Services.

*\*Response:* S. Harris – We will talk to others about collaborating with on those who provide funding for homeless populations.

The committee will continue to look for suggestions on trainings that might be helpful to PLWH/A. As a note, HRSA will be visiting the week of September 13-17, 2021. Perhaps the Project Officer may also share suggestions at that time.

Review & Agree on Final Scoring - Tabled

Review & Approve Draft Re-Appointment Application - Tabled

**Announcements - None**

### **Adjournment**

Motion: K. Dennis

Seconded: C. Barnett

### **Attendance**

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

**PC Members:** R. Watkins, J. McMinn, B. Gayheart

**Guest Attendees:** none

**Staff:** Z. Levar, S. Harris, T. Mallory