

# **Cuyahoga Regional HIV Prevention and Care Planning Council**

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

**Naimah O'Neal – Co-Chair**



## **Community Liaison Committee (CLC) Minutes**

**Wednesday, January 5, 2022**

**12:00 pm to 1:00 pm**

**Start:** 12:00 pm

**End:** 1:04pm

**Facilitating Co-chair:** N. O'Neal

### **Moment of Silence**

#### **Welcome and Introductions**

*Thoughts and prayers were extended to CLC member, S. Washington, on the passing of her baby grandson, and to B. Gayheart for his nephew.*

### **Approval of Agenda: January 5, 2022**

Amend the Agenda as follows:

**Item A:** Review and Create 2022-23 Work Plan first; then immediately next

**Item B:** Review & Compare Linkage to Care Checklist

Motion: J. Mazo                      Seconded: F. Ross

**Vote:** In Favor: All                      Opposed: 0                      Abstained: 0

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

Motion: C. Droster                      Seconded: J. Mazo

**Vote:** In Favor: All                      Opposed: 0                      Abstained: 1- F. Ross

### **New/Old Business**

#### **Review Prior Year (2021-22) Committee Work Plan Progress & Create 2022-2023 Committee Work Plan - N. O'Neal**

Looking at last year's work plan, we must now review and determine if changes are needed, if things should remain the same, be tweaked, or added on for the 2022-23 year.

#### **Work Plan Items:**

**1. Create a Planning Council Consumer Outreach Presentation** – *Keep, continue ongoing*

**2. Create & Conduct Education Sessions to provide information about Ryan White Services** – *keep, continue ongoing*

**\*Comment:** N. O'Neal – It seems number 1 & 2 go together, so we should do both.

**\*Comment:** S. Harris - Identify what type of sessions then separate the activities to be conducted.

**\*Question:** C. Droster – Isn't number 1 for PC and number 2 for consumers?

**\*Response:** N. O'Neal - Yes, absolutely right.

**\*Response:** S. Harris - Number one names the outreach presentation, two would be the actual training.

**\*Comment:** N. O'Neal - We also should present to full PC.

**\*Comment:** S. Harris - As we put things together, we'll look at presenting to PC before going further.

**\*Comment:** B. Jones - Some areas for PC presenting could be on the racial equity lens and biases that organizations have, as we try to engage more community-based agencies.

**\*Comment:** C. Droster – Maybe we could add last year's work plan discussion for a bi-annual S&F report.

**\*Response:** N. O'Neal - We can add that.

**3. Plan 2 Community Forums (to provide Consumer input for PSRA)** – *continue, ongoing*

**\*Question:** N. O'Neal – Should we keep or let go?

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**\*Response: J. Mazo** - For sake of structure, keep it ongoing and move forward on something in February and come back for deeper look, if needed.

**\*Comment: S. Harris** - We should write what will be presented and set a time with slides on topics to discuss.

**\*Response: N. O'Neal** - March then.

### **4. Identify & Plan a List of Capacity Building Training Activities for CLC Members**

**\*Comment: N. O'Neal** - This can start in Feb and ongoing, but we may also need an ad hoc group or work outside the committee. Think about topics in planning and conducting, as most stuff will be ongoing and we'll be enhance as we grow in the process.

**\*Comment: J. Mazo** – Perhaps we could have a reference sheet somewhere in the plan.

**\*Comment: S. Harris** - Maybe more guidance on what that entails, but it's for the committee to decide.

**\*Comment: N. O'Neal** – Include in the box the focus and/or how we should approach activities.

**\*Comment: N. O'Neal** – We should keep it the same and try to go outside Cuyahoga if can, though Covid dictates a lot and thanks to Faith and Billy for doing a good job in their County.

**\*Comment: B. Jones** - In addition to focus group, get better handle on people's needs in the community.

**\*Response: N. O'Neal** - That's a great idea.

**\*Question: N. O'Neal** – So, leave or remove?

**\*Response: B. Jones** - Good to leave, but lots of times we separate providers, we need to have trainings with PLWH to level playing field, capacity building for PLWH to provide training to providers.

**\*Comment: J. Mazo** – Concurred. In this pandemic, the business of RW is to ensure the community is having needs provided by RW services that are available.

**\*Comment: N. O'Neal** - Maybe on last box put 'developing people's skill level' so they are able to present in certain capacities and go outside PC.

**\*Comment: B. Jones** - Not to just PLWH but also providers.

**\*Comment: S. Harris** - Also, looking at developing a monthly plan focusing on the committee's building.

**\*Response: N. O'Neal** - We need to go past that. All on the committee are capable. We must talk about in-addition to services, rather than presenting itself. Our mission should be both and if we need to adjust this we can. We'll leave the same.

### **5. Monitor Committee Work Plan for Compliance**

**\*Comment: N. O'Neal** – No further involvement needed, leave the same.

### **6. Review the Statewide Needs Assessment and Next Steps**

**\*Comment: S. Harris** - It's a separate function the state is leading and Vino can always provide updates.

**\*Comment: B. Jones** - Maybe we can shift to integrated plan and keep it going, or shift over if needed.

**\*Comment: S. Harris** - They will come to Quality with updates.

**\*Comment: N. O'Neal** - We'll leave it in.

### **7. CLC conducted presentations at Planning Council**

**\*Comment: B. Jones** – How can we add the EtHE conversation? Think by changing of the guards, we need to push more PLWH involvement into the EtHE plan.

**\*Comment: J. Mazo** – Concur, but that's the culture of business, we can keep moving forward.

### **8. Community based-strategies for successful community forum**

**\*Comment: R. Watkins** – For 8, maybe we can relay feedback with QI to help define and identify items to address.

### **9. Create a Workgroup to develop strategies around U=U, Improving Health Outcomes, etc.**

**\*Comment: N. O'Neal** – Keep and add EtHE

### **10. Quarterly Progress Report for Compliance with Committee Work Plan**

**\*Comment: N. O'Neal** - Keep all.

### **11. Prepare 2023-24 Committee Work Plan**

**\*Comment: N. O'Neal** - Leave as TBA.

**\*Comment: B. Jones** – It's also a good place for EtHE involvement.

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### **Motion: To Approve the Community Liaison Committee (CLC) 2022-23 Work Plan as written.**

Motion: R. Watkins

Seconded: P. Scardino

**Vote:** In Favor: All

Opposed: 0

Abstained: 0

*Motion passed.*

### **Review and Revise Linkage to Care Checklist – N. O'Neal**

As we would like to get additional input from a social worker's perspective on a linkage to care checklist, the committee has invited QI Co-chair, J. McMinn to join our meeting. We may also review this again in February, for those not able to receive today's information.

**J. McMinn** - Love the form done by Robert, very comprehensive, a good tool and guide, especially for newer social workers, having programs identified in one spot or covering areas needing assessment.

Some initial thoughts, the state form is not as comprehensive as the one being proposed. Also, each agency probably has their own template of assessments they use, so maybe there could be greater discussion with the grantee and agencies on its use, if it's okay, update, or make it thorough as this one.

**\*Question: S. Harris** – Can we affect changing this tool as the state, not county, was the lead in this?

**\*Response: Z. Levar** - This was originally developed by the state. We adjusted it a little and did a pilot with it, staying close to what state originally proposed.

**\*Question: N. O'Neal** - Can we suggest the state to review this checklist and maybe melt them together, or is this something for providers and the state to do.

**\*Response: Z. Levar** - Some things may already be melted into it. Maybe where there's duplication or where Robert's assessments are unique, could start a conversation around that.

**\*Comment: N. O'Neal** - Maybe we can create work group, with two or three people, to look at both forms and come up with feedback and then present it to full PC with recommendations.

**\*Response: S. Harris** – The checklist workgroup volunteers who will look at both forms then compare and share feedback will be: Billy, Robert, Thomas, and Faith. Jason and Naimah will be tech support.

**\*Comment: P. Scardino** - Case managers use this form, in part, as it asks for basic needs like food and clothing, but let's say candidates don't have that, what does RW do?

**\*Response: N. O'Neal** – That's not a RW service, but there may be other areas to get clothing, food, etc. This is done in annual and bi-annually reviews.

**\*Response: J. McMinn** - That's the role of a social worker, to know resources and identify proper places.

**\*Comment: Z. Levar** - These are exact projects that will be done in clinical quality projects to improve service categories. PC's feedback is welcomed and encouraged to reach out to me or La'Keisha on that.

**\*Comment: B. Jones** – There also may be a space in the State Integrated Plan for an in on this.

**N. O'Neal** - Sharron will send the group both forms so when we reconvene everyone will have input and recommendations to share. It looks like it will be time-sensitive and we don't know what state will do but, hopefully, they will be happy to see our efforts.

### **Parking Lot Items – All Tabled**

Education Sessions at support groups to education on RW services

Capacity building training ideas

CLC consumer focused presentation at Full Planning Council

### **Standing Business**

Agree on CLC Committee work activity (if any) to be reported at the January 19, 2022 Executive & Planning Council meetings

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The chair will present the discussion of today's agenda items at the Jan 19<sup>th</sup> meeting.

**Announcements** - none

**Adjournment-** Motion: J. Mazo                      Seconded: F. Ross

### **Attendance**

	<b>CLC Members</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June PSRA</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>
1	<b>Naimah O'Neal, Co-chair</b>	<b>20</b>									
2	Tina Marbury	<b>0</b>									
3	Stephanice Washington	<b>0</b>									
4	Faith Ross	<b>20</b>									
5	LeAnder Lovett	<b>20</b>									
6	William Simpson	<b>0</b>									
7	Tracy Johnson	<b>0</b>									
	<b>Total in Attendance</b>	<b>3</b>									

**PC Members:** K. Dennis, C. Droster, B. Gayheart, J. Mazo, J. McMinn, R. Watkins, B. Jones, P. Scardino

**Attendees:** T. Moyer

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