

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

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

**Brenda Glass, Billy Gayheart - Co-Chairs**



**Membership, Retention and Marketing (MRM) Minutes**

**Wednesday, April 6, 2022**

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

**Start:** 2:44 pm

**End:** 3:45 pm

**Facilitator:** B. Glass

**Moment of Reflection**

**Welcome and Introductions**

**Approval of Agenda: April 6, 2022**

**Addendum:**

Motion: N. O’Neal    Seconded: C. Droster

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

**Approval of the Minutes: March 2, 2022**

**Addendum:**

Motion: C. Droster    Seconded: N. O’Neal

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

**New/Old Business**

**Review TGA Epidemiology – S. Harris**

The purpose of this review is to show the committee how we get our data for PLWH.

**\*Comment: J. McMinn** – Unfortunately, there is no data on the transgender population because it is a small number, but we need to keep them in mind and keep planning. In 2021, we diagnosed 100+ transgender patients, possibly a trend to keep an eye on.

**\*Comment: S. Harris** - At next epi presentation, we can get advice on this, and we may try to look at survey questions that give options to collect this type info.

**\*Comment: N. O’Neal** - Maybe because that option is not offered (*at the federal/state level*) is why it can’t be captured.

**\*Question: B. Glass** - We have all providers for RW and they know the transgender populations they serve, so why not get that data from our agencies so we can keep an eye on them?

**\*Response: Z. Levar** – The data here for epi is from the state’s data. It is specific surveillance data that they use and all for the Cuyahoga County TGA. On the Part A level, we do have transgender data, for transgender male/female, so that may lead to confusion on what these numbers represent.

**\*Comment: S. Harris** - Thanks for that update, Zach. I assumed Brenda’s commits would require a canvassing effort to collect this data, which I was having mixed emotions about how difficult that would be. I feel better now that we know it is collected in our TGA data system.

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**\*Comment: J. McMinn** – Also, we have it through CAREWare but not all the 6,000 clients are in CW, so some may not be included.

**\*Comment: B. Glass** - When we start showing a significant need for those being overlooked it can help us start wrapping our head around it to create a significant space.

**\*Comment: S. Harris** – We will talk with Part A office on how to factor this into discussions.

**\*Comment: Z. Levar** – It is currently 25-50 that fall into the category.

**\*Comment: N. O'Neal** - Agree that we need to find another way to include people and if we want to start services, we need to find transgender people we can keep on the PC to have access to community and share with us.

### **Update on Receipt – Mandatory Confirmation Forms- S. Harris**

We want to remind all to get these forms in, mostly the annual confirmation forms (*1. Code of Conduct; 2. Conflict of Interest; 3. Confidentiality; and 4. Acknowledgement of receipt of the OHIO Ethic Law*), which HRSA requires us to have on file.

### **Membership Attendance Update- B. Glass**

Our membership is good right now. We just want to reach out and encourage those that are falling below the required attendance such as W. Simpson, currently juggling a master's degree and new job, T. Johnson, status TBD/may no longer be interested, and D. Houston, now a Prevention co-chair and stepping up.

### **Confirm Committee Assignments for Each Member – S. Harris**

This form requires your confirmation that you will attend your mandatory Committee of Record (COR) and/or additional committees if you want.

### **Parking Lot - Open Nomination Schedule of Activities- S. Harris**

We just want us to think about recruiting more Hispanic, transgender population, and young people. Our numbers are good with reflectiveness and once new members are appointed, the numbers will be more accurate. The new members are participating so they can be included.

**B. Glass** - In line with open nomination, we attended a meeting where people are talking about open platforms and how beneficial they are in engaging people. There was a lot of information we could incorporate in our PC. If anyone interested in getting on one of these meetings, consider that.

**S. Harris** - HRSA is sponsoring a meeting on social media platforms Planning CHATT, and we will listen to see what they are saying and maybe how to implement that for us.

**B. Glass** – It is good for recruiting younger people in PC. It may be something we could use as a tool and maybe the younger people in our PC could educate us.

**N. O'Neal** - That needs to be something on our training list, someone to come in and talk about technology and its use.

**S. Harris** - Yes to get ways to recruit younger people. We must learn first how to use these platforms and to stay within our legal boundaries when using them.

**B. Glass**- There are people in chats able to train RW on social media.

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**S. Harris** - I will send out this week's email communication from HRSA and encourage you to sign up for the Social Media Planning CHATT to learn more.

## **Announcements**

**S. Harris** - We are planning a co-chair leadership training for new and present co-chairs, outlining expectations as leaders of our PC. That training planned for April 20, 2022, in the slot for exec committee, from 4-5:30 after Quality and before Full PC. This will be an informative discussion.

**K. Dennis** - We would usually have quarterly executive meeting, so we will resume that for the chair training.

**J. McMinn** - How long for Terry?

**S. Harris** – Terry's term is ending this year in April, and he has reached out and Christy has accepted to serve as exec co-chair in his replacement. Terry will follow up with that transition and we will announced her new role at the April meeting. We also want to pay recognition to Terry for his service.

**Z. Levar** - With April as Terry's last meeting, we are trying to plan something for him. Kimberlin will start that off and we can do informal thanks and share words.

**S. Harris** - We have all counted on him a lot and we want to let him know we appreciate his many contributions.

**Adjournment:** Motion: N. O'Neal      Seconded: K. Dennis

## **Attendance**

		Jan	Feb	Mar	Apr	May	June PSRA	Aug	Sep	Oct	Nov
1	<b>Brenda Glass, Co-chair</b>	20	20	20	20						
2	<b>Billy Gayheart, Co-chair</b>	10	10	10	20						
3	Joye Toombs	0	20	20	20						
4	Deairius Houston	0	0	0	10						
5	Kimberlin Dennis	10	10	10	10						
6	Clifford Barnett	0	0	10	0						
7	Naimah O'Neal	10	10	10	10						
8	Jeannie Citerman-Kraeger	10	10	10	10						
9	Clinton Droster	10	0	10	10						
	<b>Total in Attendance</b>	6	6	8	8						

**PC Members: M. Deighan, J. McMinn**

Attendees: S. Dumas, M. Jackson-Rollins

Staff: M. Halko, Z. Levar, S. Harris, T. Mallory