

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, June 1, 2022

2:30 am to 3:30 pm

Start: 2:39 pm

End:

3:49 pm

Facilitator: B. Gayheart

Moment of Reflection

Welcome and Introductions

Please note: PC members who have a conflict of interest must inform the committee at the beginning of each meeting. A Conflict of Interest, as it pertains to the Ryan White Planning Council Bylaws, is defined as "an interest (actual or perceived) by a Planning Council member in an action that may result in personal, organizational, or professional gain for the member or his/her spouse, domestic partner, parent, child, or sibling."-
Conflicted: N. O'Neal, D. Smith, J. Toombs

Approval of Agenda: June 1, 2022

Addendum:

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

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

Approval of the Minutes: May 4, 2022

Addendum:

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

Vote: In Favor: All Opposed: 0 Abstained: 1- C. Nicholls

New/Old Business

New Applicants for 2022 Submission, Interview Planning- S. Harris

We have Biffy Aguriano, our latest applicant who regularly attends, and we will reach out to her to coordinate a teleconference interview. We also have Anthony Thomas, our new Medicaid representative up for confirmation. The members of the committee, MRM and/or full PC, will serve as the interview panel and they will do the questioning. We also asked Thomas Moyel and Jax Kelly to consider joining and if we get more, we will schedule them as well.

New Member Orientation/Training- S. Harris

We are required to do an annual new member orientation in November, and we usually do this for about three to four hours. Today, we just want to provide an abbreviated version for all.

New Member Training Overview

Ryan White Legislation - Ryan White was a 13-year-old male, diagnosed with AIDS (*acquired immune-deficiency syndrome*) following a blood transfusion in December 1984. Recognized as the 1980's poster child of the HIV/AIDS epidemic, he was also one of the leading advocates for the HIV funding legislation that now bears his name. The original purpose of the program was to meet the life-sustaining needs of HIV clients. It "addresses the unmet care and treatment

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needs of persons living with HIV/AIDS (PLWH/A) who are uninsured or underinsured, by funding primary health care and essential support services that enhance access to and retention in care” for Persons Living with HIV/AIDS (PLWH/A).

HRSA (Health Resources Services Administration) is the federal agency in the U.S. Department of Health and Human Services (HHS) that administers the Ryan White Program.

Ryan White Part A – This Program funds 52 eligible metro areas (EMA’s) and transitional grant areas (TGA’s) severely and disproportionately affected by the HIV epidemic. The Cleveland TGA consists of Ashtabula, Cuyahoga, Geauga, Lake, Lorain, and Medina counties.

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For Ryan White Part A planning council bodies, their role involves identifying community needs, assessing capacity to meet those needs, allocating resources, and resolving conflicts. Those who serve make a vital contribution to their communities by helping to strengthen and improve the service system for PLWH. The operational structure begins at the top with the Full Planning Council, followed by the Executive Committee (three assigned county, city, and PLWH reps), and then the five subcommittees and co-chairs for CLC, S&F, MRM, QI, and HIV Prevention.

Subcommittee Responsibilities

Community Liaison Committee (CLC) – Leads and coordinates links between the Planning Council and PLWH community, especially consumers of Ryan White funded services.

Strategy & Finance Committee (S&F) – Monitors Part A expenditures, service utilization, oversees annual PSRA process and procedures for reallocating funding.

Membership, Retention and Marketing (MRM) - Oversees Planning Council membership, recruitment, training, operating procedures (Bylaws), and vetting of candidates.

Quality Improvement Committee (QI) – Ensures Part A services meet or exceed HIV clinical standards and provides support for the Needs Assessment and Integrated Comprehensive plans.

HIV Prevention Committee (Prevention) – Serves as a sounding board to minimize gaps in HIV programs and services throughout the jurisdiction and provide input for targeting populations at high risk for HIV and STI’s.

Planning Council Representation and Reflectiveness – Members must represent 15 specific membership categories and must include 33% PLWH who are not affiliated with Part A service providers.

Attendance Policy – The goal is 100% attendance based on the point system: Planning Council - 20, Subcommittee of Record (COR)-20, and additional subcommittees - 10. Note: Regular attendance at full PC and COR meetings enables you to meet the 100% goal.

Important Ryan White Planning Council Materials

Planning Council Primer

Planning Council Operations (from the Part A Manual)

Planning Council Bylaws

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PC Annual Mandatory Confirmation Forms (4)

***Comment: N. O'Neal** - Even though it is confidential, you do not have to be out about your status with the public and still decide if you want to be a member. We want people to be involved but we do protect your status.

Parking Lot

Review Committee Work Plan for Compliance - Tabled

Announcements - None

Adjournment

Motion: J. Toombs Seconded: C. Nicholls

Attendance

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

PC Members: C. Nicholls, L. Lovett, K. Ruiz, P. Scardino, D. Smith

Attendees: B. Aguriano

Staff: M. Baker, S. Harris, T. Mallory