

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, August 2, 2023

2:30 am to 3:30 pm

Start: 2:37 pm

End: 3:30 pm

Facilitator: B. Gayheart

Moment of Reflection

Welcome and Introductions

Approval of Agenda: August 2, 2023

Addendum: To move the Annual Forms Update to the first item on the agenda, followed by the Update on Nominations.

Motion: K. Dennis

Seconded: J. McMinn

Vote: In Favor: All

Opposed: 0

Abstained: 0

Approval of the Minutes: June 7, 2023

Addendum:

Motion: N. O'Neal

Seconded: K. Dennis

Vote: In Favor: 8

Opposed: 0

Abstained: 2 – M. Deighan, J. Toombs

New/Old Business

Update on Nominations Process – Billy

We extend congratulations on the three (3) new nominees and one (1) renewal PC member who recently attended the ceremony for PC appointment at County Council. They are, Daytona Harris, Biffy Aguriano, and Anthony Thomas (new nominees) and LeAnder Lovett (renewal).

***Comment - L.J. Sylvia** – They all did a good job on presenting, and special thanks to all to make this happen. The remaining work was to happen last night at Council, but we're still awaiting the official letter, which will then complete the nomination process for this group.

***Comment: L. Lovett** – It was a nice experience to be around people in the political arena.

Open Nominations – B. Gayheart

The next round of nominees to go before County Council will be: Anthony Forbes, Rhonda Watkins, Lorsonja Moore, replacing David Smith as our DSAS rep, and the new HOPWA rep, Tiffany Greene.

***Comment: L.J. Sylvia** – We are always looking to recruit new members, especially those under age 50, the Latinx community, and PLWH in outlying communities.

Term Limits – L.J. Sylvia

The current term limits are each term is three years. Upon completion of two, consecutive three-year terms members, according to the bylaws, must then roll off, or become inactive for one year. After the one-year of inactivity, de-activated members can then re-apply for a new term. In general, the one-year inactivity, or roll off period would largely mean there would be no voting privileges or attendance points given. Additionally, there are some mandatory PC positions that are exempt from this rule, again based on most recent bylaws.

***Comment: J. McMinn** – We were reluctant with that, but now willing to do.

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***Comment: L.J. Sylvia** – For the first time, many are now set to roll-off, so we must get strategies and a timeline in place do this in order to keep our 33% reflectiveness intact, as well as maintain continuity and capacity of PC. With that, how do we to move toward orientation for new members?

***Response: B. Glass** - We do the annually November for all members in MRM and stretch out for all.

***Response: B. Gayheart** - Also Sharron did mid-term refreshers as well.

***Comment: L.J. Sylvia** - Mentors can check with nominees on if they have all they need for orientation.

***Comment: B. Glass** - We stay on to make sure we have reflectiveness. As we look forward, we want to think on if people want to do this, as now working with agencies that could provide a rich conversation.

***Comment: L.J. Sylvia** – With a recent young PC applicant, question on having multiple agency PC reps.

***Response: J. McMin** - – It's been shied away for having two voting members from one agency.

***Response: N. O'Neal** – In past, it used to be that way, but not restricting now. If people fill out applications and they get approved, they can be on PC.

***Comment: K. Dennis** - Yes, as persons may be PLWH, youth, etc., not just agency reps.

***Comment: M. Baker** - It is something to remain cautious on, so as not to be overwhelming or creating an imbalance in agency reps in voting for something.

***Comment: N. O'Neal** – When voting, conflict of interest reminders also help prevent voting overload.

***Comment: B. Glass** - We often vote on slate for bigger issues, but looking at agencies on PC, we want to look at the role the person would serve, as one extra person may not be a problem.

B. Gayheart - Appreciate all the input. Going forward it will be unique for all in how we do things, but we will all work together to do this.

Annual Forms Update – B. Gayheart

We are asking all to complete and send in committee of record (COR) forms. We will follow up with those that are still outstanding, as well as give updates for submitting the remaining four (4) mandatory forms due by November for: the Conflict of Interest, PC Code of Conduct, PC Confidentiality, and the RW Ethics Laws Acknowledgement form. If you need help, please contact L.J., as she will provide guidance on accessing the forms, either electronically, email, or hard-copy.

***Comment: B. Glass** – It is good to make it optional for those that don't have Adobe capability.

***Comment: L.J. Sylvia** – We will check-in with those who have done paper in the past to complete.

Recruitment Discussion – B. Gayheart

General Recruitment: *What are the upcoming needs for Planning Council?* – B. Gayheart

We want to bring more people in, not just youth. At a recent dinner, we were able to network and engage in meaningful conversation with several people from the Latin community. We will continue efforts there and once these conversations get more underway, we will be able to invite someone to PC address this.

Youth Recruitment: *Connecting and learning from people who do it well.* – L.J. Sylvia

A couple people responded to this email, which provided a link on looking at how to do things with youth engagement.

***Comment: N. O'Neal** – Maybe we can look at other PLWH, such as perinatal women and at-risk individuals, not just focusing on young PLWH, but anyone who may just want to serve on PC.

***Comment: L.J. Sylvia** -Also students in public health careers who may want to get involved, get credits.

B. Gayheart – We will send this link out again for all to take time and review, then go from there.

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Parking Lot - None

Announcements

B. Gayheart – On vacation for next month's meeting.

K. Dennis – The Ministry of Hope is having a Healing Weekend for Women Living with HIV (WLH) on Oct 27-29, 2023 at the Doubletree Hotel, 6200 Quarry Lane, Independence, OH 44131. Registration due by September 29th at Ministry of Hope, P.O. Box 202301, Shaker Hts., OH 44120, or by clicking on the link at: <https://tinyurl.com/2oobg88f>.

L.J. Sylvia – Sankofa Healing Weekend in September, upcoming Equitas Healing weekend, and the Cleveland State Health Worker Program is closing its recruitment period. Also for the Cleveland area, grass roots group grants are being offered and you do not need to be an organization or 501C to apply. Also, the East Cleveland Neighborhood Connection and Leadership Development program in Cleveland have development programs for those who live in East Cleveland and Cleveland. Applications for those are due Aug 10th, further info to follow.

Adjournment

Motion: L. Lovett

Seconded: K. Dennis

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	20			
2	Billy Gayheart, Co-chair	20	20	20	20	20	20	20			
3	Joye Toombs	20	20	20	20	20	0	20			
4	Anthony Forbes					20	20	0			
5	Kimberlin Dennis	10	10	10	10	10	10	10			
6	Naimah O'Neal	10	10	10	10	10	10	10			
7	Jeannie Citerman-Kraeger	0	0	10	0	10	10	10			
8	Clinton Droster	0	10	10	10	10	10	10			
9	Jason McMinn	10	10	10	10	10	10	10			
	Total in Attendance	6	7	8	7	9	8	8			

PC Members: M. Deighan, L. Lovett

Attendees: M. Baker, L.J. Sylvia, T. Mallory

Staff: Y. West