

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

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

**Naimah O'Neal, Faith Ross – Co-Chairs**



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

**Wednesday, November 2, 2022**

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

**Start:** 12:08 pm

**End:** 1:00pm

**Facilitator:** N. O'Neal

### **Moment of Silence**

#### **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."*

### **Approval of Agenda: November 2, 2022**

**Addendum:** Under Standing Business, make Item A, "Agree on CLC Committee Work Activity", the first item for Old/New Business. Keep Item B, "Topic for PC Corner of Newsletter", under Old/New Business, as the second item, and change Item A, "Plan/Next Steps for Consumer Input, under Old/New Business, to Item C.

Motion: C. Barnett

Seconded: J. Mazo

**Vote:** In Favor: All

Opposed: 0

Abstained: 0

### **Approval of the Minutes: October 5, 2022**

#### **Addendum:**

Motion: C. Barnett

Seconded: F. Ross

**Vote:** In Favor: All

Opposed: 0

Abstained: 0

### **Old/New Business**

#### **Agree on CLC (Community Liaison Committee) 2023-24 Work Activity - N. O'Neal, F. Ross**

**F. O' Neal** – We will now decide whether to proceed with the plan, as is, or make changes. If there are no changes, we will keep it the same for 2023.

**F. Ross** – Agreed, nothing stands out for now.

**S. Harris** – We will just review the plan and edit dates, as needed.

### **ACTIVITIES**

#### **1. Create a Planning Council Consumer Outreach Presentation**

**S. Harris** – The first steps will be for a virtual event and creating an education session for 2023.

#### **2. Create Education Sessions to provide info about RW Services. Conduct/participate in 5-Sessions**

**N. O'Neal** – Agree, and we also want to add this to the work plan. Maybe doing some virtual community sessions to voice issues and experiences with RW services.

**S. Harris** – They can also to discuss success with RW services. We can call it Community Input Sessions.

#### **3. Conduct Education Session to provide information about Ryan White Service**

**S. Harris** - We talked on implementing education sessions, pushing further in year or start in March.

**N. O'Neal** – It should be April.

**F. Ross** - That is good and gives us time to make sure things are in place.

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**S. Harris**- The committee should also think about their role in getting info out and informing people on how they could benefit from this session. It needs to be clear what everyone will do, not just CLC chairs.

**N. O'Neal** – Yes, that includes all PC. We need support in advertising and to get consumer participation.

**S. Harris** - We will have a plan in place January and will need PC help to get word out, starting February.

### **4. Presentations to Strategy & Finance on Consumer needs for Priority Setting & Resource Allocation**

**S. Harris** - This should stay for April or May to have feedback from the events.

**N. O'Neal** – Maybe, June.

**S. Harris** – May and June, getting something in before PSRA.

**F. Ross** - Agree with the date.

### **5. Plan Two (2) Community Forums (to provide Consumer input for PSRA)**

**N. O'Neal** –For first one, maybe go outside Cleveland and do a virtual meeting in another TGA community to see what other counties have to say. If in Cleveland, it can be in the fall.

**C. Barnett** - Also agree, as we talked before on doing things in other counties.

**F. Ross** – If thinking virtual vs. in-person, also consider potential computer-tech issues some may have.

**T. Marbury**- A good choice would be a hybrid option for in-person and virtual so they could do either.

**S. Harris** - That helps with hosting the event, but must make sure the location has the technology to project what we are doing remotely.

**N. O'Neal** – After picking the county, we must do due diligence for that location, by talking to providers, social workers, etc. and seeing if support groups exist instead of creating an event.

**S. Harris** - The first event must be done by March.

**P. Scardino** - What is a central location?

**N. O'Neal** - We originally said Lorain, but it can be another agreed upon location.

**S. Harris** - It may be best to go where support groups exists, instead of building from a central location.

**F. Ross** – We are working on that and on getting new members to come.

### **6. Capacity Building Training Activities for CLC Members**

**S. Harris** – We will keep it and build training around that as needed.

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

**S. Harris** – We will monitor this through the year and at end of year prepare the new plan.

### **8. Review the Integrated Plan and Statewide Needs Assessment**

**C. Barnett** – We are currently working with the plan, so it may need pushing back until things are all submitted, maybe month or two.

**S. Harris** - Maybe push this to May and invite Karla or Jason for an update.

### **9. CLC Conducted Presentations at Planning Council**

**S. Harris** - Consider keeping and push it down to later in the year, targeting for May.

**N. O'Neal** - We could also present more than once, maybe one before April then one in the fall.

### **10. Community-Based Strategies for a Successful Community Forum**

**S. Harris** –Keep, and when holding an event, ask community for improvement ideas and apply feedback.

**C. Barnett** - Maybe develop a drop box to anonymously submit ideas.

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**S. Harris** – The challenge would be getting e-mail invites to a drop box. We can also do a survey, keep it open, and report what goes into the survey.

**C. Barnett** – Would this be year-round?

**S. Harris** - Yes, and we could send a monthly refresher, so people can always share input.

**C. Barnett** - This could also be added to a section in the newsletter.

### **11. Create a Workgroup to Develop Strategies around U=U, Improving Health Outcomes**

**N. O'Neal** - Leave as to be announced (TBA).

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

This will remain the same.

### **13. Prepare 2023 Committee Work Plan**

This will remain the same.

### **Motion – To approve the Community Liaison Committee (CLC) 2023 Work Plan as written.**

Motion: F. Ross                      Seconded: C. Barnett

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

### **Topic/issue for PC Corner of CCBH Newsletter – S. Harris**

It was suggested to put the survey link in the newsletter. Maybe we can also list CLC info and plans for the 2023 April community listening sessions, inform them to lookout for details to join. The draft of the article will go to CLC chairs for final input.

### **Display Table for World Aids Day**

**N. O'Neal** – We will be having a table at the World Aids Day event at U.H., for the purpose of talking about the CLC committee, looking to interest people and involve them in HIV awareness. We would also like other PC members to attend and support this event.

**C. Barnett** - This is to get people engaged in PC and to get this out in the community.

### **Expected Outcome from the Events**

**N. O'Neal** – We want to make people aware of RW programs and see if they are eligible to access them for themselves, without help from case managers.

**S. Harris** – The event is to be informational, coming from PC members on their encounters and experiences in accessing RW services. There is no theme yet, but it should take place in April and convey the message we are here to listen to your needs and then respond from their feedback. We will pick this back up in January.

### **Next Steps**

- We will continue talks on locations for outlying area support groups and rooms or capability that can project a hybrid event.
- CLC committee and PC facilitator will work on this for January meeting reporting.
- We may reach out to Peter for input on space in Ashtabula community.

### **Parking Lot Items**

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**Monitor CLC 2022-2023 Committee Work Plan for Compliance and created the Committee's 2023-2024 Work Plan** - Tabled

**CLC Consumer Education-Focused Presentation** - Tabled

### **Standing Business**

**Agree on CLC Committee work activity (if any) to be reported at the November 16, 2022 Executive & Planning Council meetings** - Tabled

### **Announcements**

**B. Willis** – For info on an upcoming event, Thurs Nov 9<sup>th</sup>, please contact Brooke Willis, at (216) 272-4118.

**S. Harris** – There will be a special co-chair training event on Wed., Nov. 16<sup>th</sup> at 4:00 pm.

**T. Marbury** – We Think 4 A Change is sponsoring a webinar, combining transgender and transgender women, on Sunday, November 13, 2022, from 12-1:00 pm. A flyer will be circulated.

**J. Mazo** - Nominations are still open for the Marilyn Kuczynski Faith & Strength Award. The winner will be announced at a World AIDS Day event in December and the award is for those living with HIV as well as those not living with HIV.

**Adjournment** - Motion: T. Marbury      Seconded: L. Lovett

### **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>	20	20	20	20	20	20	0	20	20	20
2	<b>Faith Ross, Co-chair</b>	20	20	0	20	20	20	20	20	20	20
3	Tina Marbury	0	20	20	20	20	20	20	20	20	20
4	Stephanice Washington	0	0	0	0	20	0	0	0	0	0
5	LeAnder Lovett	20	0	20	20	0	20	0	0	20	20
6	William Simpson	0	0	0	0	20	0	0	0	0	0
7	Bryan Jones	20	20	20	20	0	20	0	20	20	0
8	Peter Scardino	20	20	20	20	20	20	20	20	20	20
9	Jeff Mazo	20	20	0	20	0	20	20	20	20	20
10	Clifford Barnett				10	10	10	10	10	10	10
	<b>Total in Attendance</b>	5	5	5	7	7	7	4	7	8	7

**PC Members:** K. Dennis, C. Droster, B. Gayheart

**Attendees:** T. Moyel, B. Willis

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