

Cuyahoga Regional HIV Prevention and Care Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties
Kimberlin Dennis, Brian Kimball, Christy Nicholls Co-Chairs



Executive Committee Meeting Minutes

Wednesday, January 18, 2023

4: 00 pm to 5:30 pm

Start: 4:03 pm

End: 4:48 pm

Facilitating Co-chair: C. Nicholls

Moment of Silence

Welcome and Introductions

Approval of Agenda: January 18, 2023

Motion: J. McMinn

Seconded: F. Ross

VOTE: In Favor: All

Opposed: 0

Abstained: 0

Approval of Minutes: November 16, 2022

Motion: J. McMinn

Seconded: N. O'Neal

VOTE: In Favor: All

Opposed: 0

Abstained: 0

Approval of Planning Council Agenda: January 18, 2023

Motion: F. Ross

Seconded: J. McMinn

VOTE: In Favor: All

Opposed: 0

Abstained: 0

Recipient Report- January 2023

1. Recipient Report
 - a. ODH State Integrated Plan – Integrated Plan submitted by ODH and Ohio Part As (Columbus/Cleveland) in December 2022. Currently queued for review by HRSA/CDC
 - b. Clinical Quality Management Committee- Working to re-launch committee in 1st quarter 2023
 - c. CCBH HIV Services Newsletter released on 12/6/2022 (Ryan White's birthday)
 - d. FY2022 trainings held by Recipient:
 - a. **(PC Directive)** Cultural Competency for Dental Providers – held 9/20/22 in coordination with AETC
 - b. Stigma Training - TBA
 - e. Part A Medical Case Manager Network Meeting - next quarterly meeting to be held 1/17/23
 - f. CCBH submitted Ryan White Program Services Report (RSR) in March 2022 to comply with data reporting requirements of HRSA – currently conducting monthly data checks to prepare for CY2022 submission
 - g. **Part A Funding** – All contracts that received adjusted funds through reallocation were executed in the month of December.
 - h. **Ending the HIV Epidemic Funding** - The following projects are continuing in FY2022:
 - a. Social media campaigns (Pride, Hispanic Heritage Month, Black History Month focused campaigns)
 - b. Community Health Worker Certification program
 - c. Data 2 Care program
 - d. Intensive MCM program
 - e. Medical Transportation for non-VLS clients program
 - f. Rapid Start of ART program
 - g. Peer Navigator program
 - i. FY2022 Monitoring – All site visits have been completed, sub-recipients are working through Corrective Action Plan submission, if applicable
 - j. RFPs – Closed RFP cycle for PC Facilitation and Direct Service provision in December, currently in review cycle for both throughout duration of January.

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Administrative Update – M. Baker

- Integrated Plan now complete, plans for next five years sent to ODH early Dec, now in review phase.
- The newsletter went out Dec 6th, also Ryan White's birthday. Thanks to all for contributing to this.
- Currently working on annual report, cleaning sub-recipient data for manual prep, to be done by March.
- Part A funding went through a smooth reallocation process in November, good job done on getting approvals and contracts out, and money now in community for use.
- Sub-Recipient monitoring complete, reports sent to agencies, now working on corrective action plans to ensure solutions are good and sustainable.
- RFP's for PC facilitator and direct services done, now waiting to wrap up.
- Notice was received on a partial award this year, expected in next couple weeks.
- Shout out to the Ending the HIV Epidemic (EtHE) team efforts in CCBH's HIV criminalization statement.
- CQM is working on gathering info for new QI projects and we will update in the second and third quarter.
- We also conducted a provider dental training and now looking to address stigma possibly in April.

Fiscal Utilization Update - M. Baker

FY2022 Part A Grant: Current Exp. split - 78.71% Core - 21.29% Support, Exp. at 62.9% for 8 mos. (66.67% target)

The updated info will be reported at November full PC, as things will shape out more as we catch up with invoices.

Planning Council Business

Monthly Progress Report from HRSA Project Officer (P.O.) – S. Harris

We talked about the consumer needs assessment CLC is working on to collect data. For S&F, we reported the resource allocation workgroup efforts, approved their work plan, and will do PSRA in June. For MRM, we reported now looking to recruit youth and Latino males. The QI committee is doing a deep dive into mental health/psycho social support, and we reported expression of interest letters sent out for co-chairs in QI, S&F, and Prevention.

Review 2023-24 Meeting Schedule

Motion: To Approve to Approve the Planning Council 2023-24 Meetings Schedule

Motion: J. McMinn Seconded: N. O'Neal, F. Ross

In Favor: All Opposed: 0 Abstained: 0

Motion passes.

Expressions of Interest to Serve as Co-Chairs- S. Harris

The three exec chairs are seeking vacant co-chairs in S&F, QI, and Prevention. If interested, applicants must be county-appointed official members.

Committee Reports

CLC – N. O'Neal - Last meeting on 4th, we approved the schedule for the year, talked on updating the consumer survey by adding some questions to tease it and help more with priority setting. Hopefully, this will enhance the survey on how people appreciate or understand, what communities they come from, and aging questions. We also looked at other topics of interest people have and talked on doing an in-person community forum in an outlying community. If you can attend CLC, we welcome input.

S&F – K. Dennis – Committee discussed reviewing and approving PSRA work plan, confirmed members, and re-established the next allocation workgroup for Jan 24th 12-1:00 pm. Also, the Epi presentation is set for March 15th for the update on what the epidemic looks like.

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MRM – B. Gayheart - We met Jan 4th and went over reflectiveness and what is needed to be compliant. One thing noted was the need to recruit more youth, males, and Latinos as our focus. We also reviewed the open nomination process and training plan for 2023.

QI - J. McMinn – We met today, continued the deep dive into mental health and psychosocial support, and hope to conclude this at next meeting and report back findings on possible directives.

Prevention – D. Houston - Met Dec 7th, and received an Mpox update from CCBH Epidemiologist, Clarence Williams, Prevention updates from HIV Prevention Program Manager, Melissa Kolenz, program highlights from Rickey Lewis of Project Safe, recognized Silver B, a great advocate in HIV who recently passed, and approved our 2023 work plan. Our next meeting is Wednesday, March 1, 2023 from 4-5:30 p.m.

Other Business – None

Announcements - None

Adjournment - Motion: F. Ross Seconded: N. O’Neal

Attendance

	Executive Committee	Jan	Feb	Mar	Apr 2022	May	June PSRA	Aug	Sep 2022	Oct	Nov
1	Kimberlin Dennis- Exec Co-Chair	10									
2	Christy Nicholls – Exec Co-chair	10									
3	Brian Kimball – Exec Co-Chair	0									
4	Naimah O'Neal	10									
5	Faith Ross	10									
6	Clinton Droster	10									
7	Brenda Glass	0									
8	Billy Gayheart	10									
9	Jason McMinn	10									
10	Deairius Houston	10									
	Total in Attendance	8									

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