

Cuyahoga Regional HIV Prevention and Care Planning Council

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

Billy Gayheart, Jr. Chair



Membership, Retention and Marketing (MRM) Minutes Wednesday, March 6, 2024 2:30 am to 3:30 pm

Start: 2:37 pm

End: 3:31 pm

Facilitator: B. Gayheart

Moment of Reflection

Welcome and Introductions

Approval of Agenda: March 6, 2024

Addendum: To include the new, revised PC application will be ready by next meeting.

Motion: C Nicholls Seconded: C. Droster

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

Motion passes.

Approval of the Minutes: February 7, 2024

Addendum:

Motion: J. Toombs Seconded: C. Nicholls

Vote: In Favor: 5 Opposed: 0 Abstained: 2- C. Droster, D. Houston

Motion passes.

Open Nominations

Online Application is ready - Deadline: Monday, April 1, 2024n – J.L. Sylvia

We will begin interviews the week of April 8th and April 22, 2024. To participate as a panel member, please click the link: <https://calendly.com/d/5h5-mvh-4zd/planning-council-interviews> to share your availability so we can identify specific times. As we just finished the first round of applications, questions came up on interviews regarding the panel making decision on who gets through, particularly as most of the candidates were up for renewal at this time. According to the bylaws, it was updated that the panel is only to make recommendations and/or statements, as their follow-up part in the interview process. The panel responses then go to MRM committee for their recommendation, next to Exec Committee for their first approval of the recommendations, and last to Full PC for final vote and approval. We also decided this, as most all were in the interview panel who was up for renewal.

***Question: B. Gayheart** - Are you suggesting during interview process, you want the same two people or two different ones every interview, as we will have to look at this on how it relates to the bylaws if making a change?

***Response: L.J. Sylvia** - Language in bylaws appears a special group always does this, so we will review on how the interview process should work to be in line for this time.

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Recruitment Priority Groups – B. Gayheart

- People under 50
- People in the Latino Community
- People living with HIV

How are YOU going to get this application into the hands of these individuals and/or groups?

Focus on Action

B. Gayheart -These are the priority groups we need now. Also, in meeting a young couple yesterday at a listening session, it was interesting to hear this couple was unaware what was out there, and that they were actually going to Pennsylvania for assistance.

L.J. Sylvia - With this question, we want to think of who we know, and how we can individually do this outreach, as although reflectiveness is a 100%, we still need to make sure our unaffiliated PLWH numbers remain high.

Finalize Plans for the New Member Orientation – L.J. Sylvia

We are now looking to finalize all these plans and hopefully everyone will to why we're doing this and what we want to achieve. The goal is to reinforce and foster relationships between all PC members. For new members, we want them to have what they need to succeed and reinforce connections with mentors. Overall, the goal is to move beyond titles and roles, make everyone feel their time is valued, and that they can openly and willingly participate and ask questions.

- 1.** We have access to the space: Neighborhood Connections, 1971 E 66th Street, Cleveland Ohio, set for March 27th, beginning at 4:45 through 7:00 pm.
- 2.** The food will be available starting at 5:00pm, followed by a huddle at 5:15 pm, then we will begin participation at 5:30 pm.
- 3.** We will also have a welcome by the MRM chair, and perhaps a few words from the Exec co-chairs.
- 4.** The orientation will with an intro-thread such as, the first person speaking would begin with an into and maybe stating one thing that makes them happy, then the next person would include the first reply, along with a different message and so forth.
- 5.** We will present on the larger, most important topics: PSRA, Bylaws, Needs Assessment, and HRSA policies and guidelines. Afterwards, the Subcommittee Co-chairs can present on their work, and on why new members should join the planning council. We will then follow up with a review of attendance, conflict of interest, and meeting rules and protocols.

