

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, August 21, 2024 4:00 pm to 5:00 pm

Start: 4:04 pm

End: 4:56 pm

Facilitator: B. Gayheart

Moment of Reflection Welcome and Introductions

Approval of Agenda: August 21, 2024

Motion: J. Citerman-KraegerSeconded: N. O'NealVote: In Favor:AllOpposed: 0Abstained: 0

Approval of the Minutes: June 5, 2024

Motion: C. NichollsSeconded: J. ToombsVote: In Favor:4Opposed: 0Abstained: 2 - N. O'Neal, J. Citerman-Kraeger

Open Nominations

Discussion and Vote on New Applicants – B. Gayheart

This discussion is a continuation of the conversation on the three remaining candidates up for official planning council membership approval. Last month, we talked about the 33 percent (%) compliance number that we are to follow, in determining how to make the best selection on which candidates to move forward, as we look to finalize this process.

***Question:** C. Nicholls - Do the numbers include the former Medicaid rep with the role change? ***Response:** L.J. Sylvia - The numbers do include that rep and are not affected, as that person is still a PC member, though a decision on their seat has not been confirmed.

*Comment: B. Gayheart – In looking at the reflectiveness percentage, or the percentage required for us to maintain by HRSA for PC membership, perhaps a more comfortable suggestion would be for 38%, adding one member or 36%, adding two members, as either of these percentages would allow us flexibility in making adjustments while remaining consistent.
*Comment: L.J. Sylvia - The requirement is not to go below 33%, and the number should be the total number going forward, separate from who is chosen. The next step is to vote on which members go through, then move this to the Exec committee for them to put everything together for and bring to full PC.

***Question:** B. Gayheart – Keeping in mind those not chosen can still be non-official members, and understanding that this process is complex and difficult to digest, as chair, the recommendation is to go with 36%.



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***Comment:** C. Nicholls - If focusing on percentages, will confirm 36% for the number. B. Gayheart - With the confirmation for 36%, we now ask for a motion approving the 36% reflectiveness target number in selecting the remaining candidates.

Vote for New Applicants

Motion: To approve the suggested recommendation of 36 percent (%) as the reflectiveness target number in selecting the remaining new candidates.

Motion: N. O'NealSeconded: ChristyVote: In Favor:AllOpposed: 0Abstained: 0Motion passes.

Motion: To recommend Talib Mahdi for moving forward in the PC membership selection process.

Motion: C. NichollsSeconded: J. ToombsVote: In Favor: 5Opposed: 0Abstained: 0Motion passes.

Motion: To recommend Xiomara Merced for moving forward in the PC membership selection process.

Motion: C. NichollsSeconded: N. O'NealVote: In Favor: 6Opposed: 0Motion passes.

Motion: To recommend Sahara Rivera for moving forward in the PC membership selection process.

Motion: C. NichollsSeconded: J. Citerman-KraegerVote for: 6Opposed: 0Motion passes.

B. Gayheart – For the remaining part of the selection process, please note that the recommended reflectiveness target number of 36%, which has been approved, will only allow for two people to fill vacant seats on planning council. With that, listed below are the two, most urgent, HRSA-mandated vacancies we need to fill.

1. Hospital planning agencies or other healthcare planning agencies.

2. Affected Communities, including PLWH and historically underserved subpopulations (youth, Latino, etc.).

As all of the candidates are both highly qualified to serve and have been active PC participants in various ways, the suggested recommendation for now is to approve Xiomara Merced and Sahara Rivera for official planning council membership, as both can fill mandatory seats and are



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engaged. Additionally, the remaining two candidates, Talib Mahdi and Cielle Brady (previously recommended), have agreed to remain part of planning council as non-official members.

Motion: To approve the recommendation of Xiomara Merced and Sahara Rivera for official Planning Council membership.

Motion: J. Citerman-KraegerSeconded: D. HoustonVote: In Favor: 5Opposed: 0Abstained: -1 - C. NichollsMotion passes.

L.J. Sylvia – This will now be moved to the Executive Committee on how to condense everything for presenting it to Full Planning Council.

2024 Annual Forms – B. Gayheart

All members have been sent these forms, and we are waiting for them all to be completed and submitted. If you need help, or have issues accessing them please let us know so they can get out and be sent back soon as possible.

L.J. Sylvia - This will also be brought up at Full PC again as a reminder.

Recruitment Focus: People Living with HIV (PLWH) – L.J. Sylvia

It appears that personal invitations are the things that have worked best in working to invite and engage new people to attend our meetings. We will continue this topic in CLC, as we need particularly need more persons living with HIV to join PC.

Parking Lot –B. Gayheart

We will talk more on the bylaws, the mentor program, and we are still working on establishing a youth committee, as we want to bring in as many people as possible to our planning council.

Announcements

N. O'Neal – On Thursday, Sept 19th at 12 noon, the Centers is sponsoring a presentation on HIV and aging. This will hopefully be a good conversation with more momentum.

Adjournment

Motion: N. O'Neal

Seconded: C. Nicholls



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Attendance

		Jan	Feb	Mar	Apr	May	June	Aug	Sep	Oct	Nov
	MRM Members						PSRA				
1	Billy Gayheart, Chair	20	20	20	20	20	20	20			
2	Joye Toombs	0	20	20	20	20	20	20			
3	Christy Nicholls							20			
4	Kimberlin Dennis	10	0	0	10	10	10	0			
5	Jason McMinn	10	10	10	10	10	0	0			
6	Naimah O'Neal	10	10	0	10	10	0	10			
7	Jeannie Citerman-Kraeger	10	10	0	0	0	0	10			
8	Faith Ross							0			
9	Deairius Houston							10			
	Total in Attendance	6	6	4	6	6	4	6			

PC Members: T. Mahdi

Attendees: none

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