



# 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, May 1, 2024

2:30 am to 3:30 pm

Start: 2:39 pm

End: 3:51pm

Facilitator: B. Gayheart

### Moment of Reflection

### Welcome and Introductions

### Approval of Agenda: May 1, 2024

#### Addendum:

Motion: C. Nicholls      Seconded: K. Dennis

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

*Motion passes.*

### Approval of the Minutes: April 2, 2024

#### Addendum:

Motion: F. Ross      Seconded: C. Droster

Vote: In Favor: 9      Opposed: 0      Abstained: 2- C. Nicholls, D. Houston

*Motion passes.*

### Review Quarterly Attendance Report

Congratulations and thanks to all in attendance at the Cuyahoga County Council confirmation hearing, and to everyone for their hard work and commitment reflected in the attendance report.

PC Membership Total (30)	Attendance % Jan-Apr 2024	Attendance % Jan 2024
Kimberlin Dennis	150%	175%
Christy Nicholls	175%	167%
Brian Kimball	130%	150%
<b>Biffy Aguiriano</b>	<b>Third Highest % Improvement - 120%</b>	50%
Cielle Brady (new applicant)	0%	<i>Just applied in April.</i>
Jeannie Citerman-Kraeger	50%	125%
Michael Deighan	100%	125%
<b>Clinton Droster</b>	<b>Third Highest % Jan-Apr 2024 - 200%</b>	<b>Congratulations, Clinton!</b>
<b>Billy Gayheart</b>	<b>Highest % Jan-Apr 2024 - 295%</b>	<b>Congratulations, Billy!!</b>
Tiffany Greene	65%	50%
Barbara Gripshover, MD	100%	75%
Deairius Houston	120%	75%
Bryan Jones	100%	100%
Danielle LeGallee (new applicant)	65%	<i>Attendance for two months.</i>
<b>LeAnder Lovett</b>	<b>Highest % Improvement - 100%</b>	25%
<b>Talib Mahdi (new applicant)</b>	140%	<b>Great start, Talib!</b>
Xiomara Merced (new applicant)	25%	<i>Attendance for two months.</i>
<b>Jason McMinn</b>	<b>Second Highest % Jan-Apr 2024 -215%</b>	<b>Congratulations, Jason!</b>
Lorsonja Moore	135%	100%
Naimah O'Neal	150%	100%
Julie Patterson	140%	100%
Sahara Rivera (new applicant)	40%	<i>Attendance for two months.</i>
Faith Ross	170%	175%
Karla Ruiz	100%	75%
<b>Peter Scardino</b>	<b>Fourth Highest % Improvement - 95%</b>	50%
<b>James Stevenson</b>	<b>Second Highest % Improvement - 150%</b>	50%
Anthony Thomas	100%	75%
Joye Toombs	100%	75%
Stephanice Washington	75%	125%
Leshia Yarbrough-Franklin	100%	100%

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## Open Nominations

### Review Reflectiveness Considerations – B. Gayheart, L.J. Sylvia

**B. Gayheart** -The process of reviewing the Planning Council’s reflectiveness or representation, is a mandated requirement from HRSA (Health Services Resources Administration) to ensure that our planning council maintains adequate representation in our membership for the community we serve. As one of the roles of the MRM Committee, we take the lead in making sure we follow the guidelines HRSA provides on what we should reflect, so that we stay in compliance.

**L.J. Sylvia** – We created this sheet which tells us in a moment where we stand in reflectiveness, and it is based on the sheet we submit when we are asked by HRSA to provide the reflectiveness report. So, as we review this, we encourage and appreciate any questions or comments to help in this process.

**\*Comment: C. Droster** – Would like to add a multi-race category.

**\*Response: L.J. Sylvia** – The multi-race update has been made.

**\*Comment: L.J. Sylvia** – The prevalence data shown uses the 2021 data, which was what we used in the last HRSA report. It needs to be updated for the current year. When looking at reflectiveness in each demographic, there is no hard rule about what counts as meeting reflectiveness but that we try to be as close as possible. Also, while our male to female ratio is off and we only have one transgender applicant, we don’t have data on prevalence for transgender individuals in the TGA.

**\*Comment: L.J. Sylvia** – The unaffiliated column, meaning PC members not affiliated with Part A, and are persons living with HIV (PLWH), is to be further explored as this may differ for some. We need more PLWH who are unaffiliated, in general due to several members recently terming off, also keeping in mind that must always have 33% unaligned members or we could lose funding. With that, 33% is our goal, but with our pending applicants it would be 37%.

**\*Comment: Z. Levar**- Agree. This refers to members conflicted due to Part A affiliation and are PLWH.

**\*Comment: L.J. Sylvia** – We are still working on the age category, and now with our new applicants, we have two of three in the 20-29 age group and one in the 30-39 age group.

**\*Comment: J. Patterson** - With the drop downs, not clear on what the options were.

**\*Response: L.J. Sylvia** - The other report is on membership categories, showing all the required seat that are to be filled. When we meet with the P.O. officer, this is the report we have to provide, and while we can move people around on this as we need, we must answer the questions as they are asked

**\*Comment: N. O’Neal** - We also need Latino and young people?

**\*Response: L.J. Sylvia** - More men in general, Latino men, and youth.

**\*Question: J. McMinn** – Is it the PC membership that shows the percentages in how we match up?

**\*Response: L.J. Sylvia** - It’s the reflectiveness in the community vs. the planning council recruitment, in which we need more unaligned consumers, more men, and more people under 50.

**\*Comment: J. McMinn** - Maybe we can have on every agenda what we’re looking for with membership.

**\*Comment: N. O’Neal** - We can also look to pick people who really want to serve and be selective, as we may not always find a good match, but more so people who will serve.

**B. Gayheart** - It’s complicated and while we can have up to 35 members, maybe we should first try to come up with a summary or guide on what we are really looking for in our PC. So, please reach out with comments or questions.

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## **Review and Vote on Interview Results - B. Gayheart**

We have five new candidates for PC recommendation, and we will go through them based on their interview results. The candidates are: Talib Mahdi, Cielle Brady, Sahara Rivera, Xiomara Merced, and Danielle LeGallee.

### **Candidates Reviewed – Two (2)**

Cielle Brady – Provides linkage to care at UH as part of their outreach team, committed to community-driven work, and looks forward to being more involved.

Danielle LeGallee– Currently works under the Prevention grant with CCBBH as the HIV Prevention Manager. She is knowledgeable on Ryan White and Prevention, as the former Ryan White Coordinator and does not think her role as Prevention Manager would clash with the Planning Council.

**B. Gayheart** - As we were only able to review two candidates, we will continue with the remaining three at the next MRM meeting.

## **Review and Vote on Interview Results**

**Motion: To Recommend Planning Council Interview Candidate, Cielle Brady, to the Planning Council Executive Committee for approval to Planning Council membership.**

Motion: J. McMinn                      Seconded: K. Dennis

Vote: In Favor: 10      Opposed: 0      Abstained: 0

*Motion passes.*

**Motion: To delay decision on recommending PC Interview Candidate, Danielle LeGallee, for approval to Planning Council membership until further review from the Executive Committee.**

Motion: C. Nicholls                      Seconded: F. Ross

Vote: In Favor: 11      Opposed: 0      Abstained: 0

*Motion passes.*

## **Parking Lot - B. Gayheart**

We will complete the remaining three interview candidates at the next MRM meeting on Wednesday, June 5, 2024 at 3:00 pm.

## **Announcements**

**Happy Birthday, Kimberlin!!**

**B. Gayheart** - Congratulations again to all our PC newly appointed now official members and to all our new PC applicants on their interviews.

## **Adjournment**

Motion: J. Toombs                      Seconded: F. Ross

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## **Attendance**

		Jan	Feb	Mar	Apr	May	June PSRA	Aug	Sep	Oct	Nov
1	<b>Billy Gayheart, Chair</b>	20	20	20	20	20					
2	<b>Joye Toombs</b>	0	20	20	20	20					
3	<b>Kimberlin Dennis</b>	10	0	0	10	10					
4	Naimah O'Neal	10	10	0	10	10					
5	Jeannie Citerman-Kraeger	10	10	0	0	0					
6	Clinton Droster	10	0	10	10	10					
7	Jason McMinn	10	10	10	10	10					
	<b>Total in Attendance</b>	6	6	4	6	6					

**PC Members: C. Nicholls, C. Brady, D. Houston, L. Lovett, T. Mahdi, J. Patterson, F. Ross**

Attendees: None

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