



Cuyahoga Regional HIV Prevention and Care Planning Council
Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties
Kimberlin Dennis, Christy Nicholls, Brian Kimball, Chairpersons

Executive Committee

Virtual “Teams” Meeting Minutes

Wednesday, January 8, 2025 – 4-5:30 pm

Executive (Exec) Committee Planning Council Members		Planning Council Attendees	Recipient Staff	Presenter(s)
1. Kimberlin Dennis	P	None	Monica Baker	None
2. Christy Nicholls	A		Zach Levar	
3. Brian Kimball	P		Lisa-Jean Sylvia	
4. Naimah O’Neal	P		Toni Mallory	
5. Faith Ross	P			
6. Clinton Droster	P			
7. Julie Patterson	P			
8. Billy Gayheart	P			
9. Deairius Houston	P			
10. Lorsonja Moore	P			
Total of 13 in attendance	P = Present AP = Alternate Present EX = Excused Absence A = Absent O (Other) = Virtual, Ph.			
Call to Order	Executive Co-Chair, Kimberlin Dennis, called the meeting to order at 4:02 pm.			
Quorum Determination	Nine of ten (10) Exec committee members present - quorum of five (6) needed. <i>(Note: Alternates count towards quorum when representing absent committee members.</i>			
Welcome, Introductions & Conflicts of Interest	All members and recipient office staff were welcomed.			
Approval of Agenda	Exec Committee reviewed and approved the agenda for January 8, 2025. Motion made by Faith Ross, seconded by Talib Mahdi.			
Approval of Minutes	Exec Committee reviewed and approved the minutes from November 6, 2024. Motion made by Faith Ross, seconded by Kimberlin Dennis.			
Committees	<p>PC Facilitator, Lisa-Jean, “Lj”, Sylvia, posed two questions to the committee: 1. <u>What are you proud of yourself for in the past year as it comes to PC, and 2. What are you personally going to work to improve with PC in the year ahead?</u> Takeaways:</p> <p><u>Faith Ross</u> – CLC is overhauled and better aligned with the work we are to do in being more involved with the community, holding good discussions, and completing tasks that are helpful.</p> <p><u>Billy Gayheart</u> – Proud that the youth work group has finally started.</p> <p><u>Kimberlin Dennis</u> – Looking forward to being involved in the great youth group work.</p> <p><u>Clinton Droster</u> – With the help of co-chair S&F has, and continues to progress.</p> <p><u>Julie Patterson</u> – It has been good in having more participation in our meetings, as it shows people are engaged in that they are more empowered to ask questions in respectful ways. Looking ahead, we would like to make the RA discussion less complicated, and with directives, looking at this in taking a more directive approach on our recommendations to PSRA.</p> <p><u>Lorsonja Moore</u> -It has been exciting in seeing the support from everyone in meetings, gatherings and trainings, and it has also been very helpful.</p> <p><u>Naimah O’Neal</u> – In tweaking things in CLC to be more aligned with our work, we will also be looking at a replacement co-chair.</p>			

	<p><u>Brian Kimball</u> – Looking to improve being engaged in other subcommittees and on making time to be present in those meetings.</p> <p><u>L.J. Sylvia</u> – We are proud to have more voices in the process and people who are more deeply participating, as well as those working behind the scenes. Looking ahead, we will work on tech issues, like making meeting links more seamless, and on next steps in the transitioning of members as we look at increasing our reflectiveness numbers.</p>
Executive Committee Business	<p>Reflection: What are the wins and areas of improvement for the PC as a whole? – Takeaways:</p> <p><u>Naimah O’Neal</u> – Pick a subcommittee to follow, be more transparent in 2025, find ways to celebrate each other as chairs while we’re here, invite people to our meetings and sessions just to be part of the conversations, and look at other options for spaces to conduct listening sessions.</p> <p><u>Billy Gayheart</u> -In the amazing job by “Lj” on breaking down where we are with our 33% reflectiveness number, it is important that we do more to recruit, as different variables (term limits, resignations, transitions) will continue to affect this number.</p> <p><u>Julie Patterson</u>- Find ways to encourage help with CLC listening sessions, continue receiving helpful feedback from HRSA, as it’s good to hear and good for planning, funding, etc., work harder at integrating the Prevention committee in the work of PC, in being more conscious of including them in our work, and look at ways to recruit PLWH more effectively.</p> <p><u>Deairius Houston</u> – Training on how to use and navigate RW services for those unaware, and in recruiting more youth, look at gathering (rather than meeting) options that may be more comfortable or attractive to them, like private restaurants.</p> <p><u>L.J. Sylvia</u> - We will make room for a PC update in future agendas, consider other trainings, and look to do listening sessions in partnership with support groups.</p> <p><u>Finalize Planning Council Budget Requests</u> PC Facilitator, “Lj”, led the discussion on PC budget requests for 2025, in which the committee made specific recommendations for anticipated items and materials that may be needed to carry out PC activities. Recipient Director, Zach Levar, stated the recommendations would be submitted to CCBH’s purchasing department for approval decisions. They include: 1. Food for two (2), in-person Listening Sessions; 2. Materials and promo supplies for summer events; 3. Parking and mileage for summer events; 4. Event fees – Lorain, Ashtabula, Pride, CLC(?) and one more; 5. Food for New Member Orientation; and 6. Food for Fall, in-person training.</p> <p><u>Review and Discuss 2025 Work Plan Overview</u> As there was no 2025 work plan presentation available, the committee will continue to look at things do, such as bylaws changes and ways to provide support for each other.</p>
Approval of Planning Council Agenda	Exec Committee reviewed and approved the Full Planning Council agenda for January 22, 2025. Motion made by Faith Ross, seconded by Lorsonja Moore.
Other Business	None
Announcements	<p><u>Lorsonja Moore</u> - Congrats to Julie on receiving the Marilyn Kuczynski Faith & Strength Award at the CWRU World AIDS Day event in December, presented by Bryan Jones.</p> <p><u>L.J. Sylvia</u> – We are asking all to continue sharing info on the CLC survey.</p> <p><u>Billy Gayheart</u> - Please keep recruiting as best possible, so our numbers can remain on task.</p>
Adjournment	Meeting adjourned at 5:28 pm. Motion made by Faith Ross, seconded by Naimah O’Neal.