



**Cuyahoga Regional HIV Prevention and Care Planning Council**  
*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties*  
**Naimah O’Neal, Faith Ross – Co-Chairs**



**COMMUNITY LIAISON COMMITTEE (CLC)**  
**Virtual “Teams” Meeting Minutes**  
**Wednesday, January 8, 2025 – 12-1:30 pm**

CLC Planning Council Members		Planning Council Members	Planning Council Attendees	Presenter(s)
1. Naimah O’Neal, Co-Chair	P	Billy Gayheart	Brooke Willis	Alison Jakubowski
2. Faith Ross, Co-Chair	P	Clinton Droster	Jeff Mazo	
3. Michael Deighan	P		Cederick Taylor	<b>Recipient Staff</b>
4. LeAnder Lovett	A			Monica Baker
5. Talib Mahdi	P			Zach Levar
6. Stephanice Washington	A			Lisa-Jean Sylvia
7. Kimberlin Dennis	P			Toni Mallory
8. Sahara Rivera	A			
<b>Total of 15 in attendance</b>	<b>P = Present AP = Alternate Present EX = Excused Absence A = Absent O (Other) = Virtual, Ph.</b>			
<b>Call to Order</b>	<b>Co-chair, Naimah O’Neal, called the meeting to order at 12:02 pm.</b>			
<b>Quorum Determination</b>	Five (5) of eight CLC committee members present - quorum of five (5) needed. <i>(Note: Alternates count towards quorum when representing absent committee members.</i>			
<b>Welcome, Introductions &amp; Conflicts of Interest</b>	All members, attendees, and guests welcomed, and asked to state names, affiliations, and conflicts of interest in the chat.			
<b>Approval of Agenda</b>	<b>CLC Committee reviewed and approved the agenda for January 8, 2025.</b> Motion made by Faith Ross, seconded by Talib Mahdi.			
<b>Approval of Minutes</b>	<b>CLC Committee reviewed and approved the minutes from November 6, 2024.</b> Motion made by Faith Ross, seconded by Kimberlin Dennis.			
<b>Old/New Business Presentation</b>	<p>Presenter, Alison Jakubowski, Case Manager/Social Worker, MetroHealth Medical Center, led a discussion on finding ways to build better relationships between social workers and patients.</p> <p>At the end of the discussion, Co-chair, Naimah O’Neal stated that the committee would continue to address this issue and maybe come up with solutions in another conversation or presentation.</p> <p><b>Takeaways:</b></p> <ol style="list-style-type: none"> <li>1. An initial case management assessment is usually done to gather basic information from clients and find out what level of support is needed.</li> <li>2. Case managers, like all other professionals, work differently according to their individual skill level, education, work ethic, and experience.</li> </ol>			

	<p><b>3.</b> Case management services operate in businesses differently, as larger facilities may have access to more resources that can provide vital support staff help for heavy volume paperwork.</p> <p><b>4.</b> When having trouble getting needs met, communicate first with your social worker or medical case manager. If there is no response, ask to speak with a supervisor, or perhaps a nurse who could evaluate your situation.</p> <p><b>5.</b> If your basic needs are being met, but you need a higher level of care, you should address the specifics of what type of type of care is needed, so as to be directed to the proper source of help for your situation.</p>
<p><b>Vote to Approve the 2025 CLC Work Plan</b></p>	<p>Upon discussion on final decisions and updates for the CLC 2025 Work Plan, the committee voted and approved motions to:</p> <p><b>1. Conduct two online and two, in-person Listening Sessions for 2025.</b> Motion by Faith Ross, seconded by Michael Deighan.</p> <p><b>2. Conduct five (5) trainings for CLC members in 2025.</b> Motion by Faith Ross, seconded by Jeff Mazo.</p> <p><b>3. Approve the 2025 Community Liaison Committee (CLC) Work Plan, as written.</b> Motion by Jeff Mazo, seconded by Talib Mahdi.</p>
<p><b>Survey Promotion</b></p>	<p>For the 2025 CLC Survey, the committee decided to promote the survey as follows:</p> <ul style="list-style-type: none"> <li>- The 2025 survey will be available online and hard copy, in English and Spanish version.</li> <li>- Submit completed surveys to PC Facilitator, "Lj" Sylvia at: <a href="mailto:lisajeansylvia@gmail.com">lisajeansylvia@gmail.com</a>.</li> <li>- The survey will be shared broadly, via email list and to Medical Case Managers.</li> </ul>
<p><b>Parking Lot</b></p>	<p>None</p>
<p><b>Announcements</b></p>	<p>None</p>
<p><b>Adjournment</b></p>	<p><b>Meeting adjourned at 1:29 pm.</b> Motion made by Naimah O'Neal, seconded by Jeff Mazo.</p>
	<p style="text-align: center;"><b><i>IN REMEMBRANCE OF BRYAN C. JONES</i></b></p>  <p style="text-align: center;"><b><i>A brilliant, spirited human being, outstanding HIV advocate, and dedicated Ryan White Cleveland, Ohio Planning Council Community Liaison Committee (CLC) Member. We thank you for your many years of great service and friendship. Meeting is adjourned... May you Rest in Peace.</i></b></p>