



**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**  
**Meeting Minutes**  
**Wednesday, May 7, 2025 – 4:00-5:30 pm**

| Executive (Exec) Committee Planning Council Members |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Planning Council Attendees | Recipient Staff  | Presenter(s) |
|-----------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------|--------------|
| 1. Kimberlin Dennis                                 |  | P                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            | Lisa-Jean Sylvia |              |
| 2. Christy Nicholls                                 |  | P                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            | Brittanie Evans  |              |
| 3. Brian Kimball                                    |  | P                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            | Monica Baker     |              |
| 4. Naimah O’Neal                                    |  | P                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            | Zachary Levar    |              |
| 5. Faith Ross                                       |  | A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                  |              |
| 6. Clinton Droster                                  |  | A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                  |              |
| 7. Julie Patterson                                  |  | P                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                  |              |
| 8. Billy Gayheart                                   |  | P                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                  |              |
| 9. Deairius Houston                                 |  | A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                  |              |
| 10. Lorsonja Moore                                  |  | P                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                  |              |
| Total of 11 in attendance                           |  | P = Present A = Absent O (Other) = Phone                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                            |                  |              |
|                                                     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                            |                  |              |
| Call to Order                                       |  | Executive Co-Chair, Christy Nicholls, called the meeting to order at 4:03 pm.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                            |                  |              |
| Moment of Silence                                   |  | In remembering all those past, present, and future in the fight against HIV/AIDS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                  |              |
| Quorum Determination                                |  | 7 of 10 Exec committee members present - quorum of 6 needed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                            |                  |              |
| Welcome and Conflicts of Interest                   |  | All members and recipient office staff were welcomed and asked to state conflicts of interest in the chat.<br><i>Conflicted: Naimah O’Neal, Lorsonja Moore</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                            |                  |              |
| Approval of Agenda                                  |  | Exec Committee reviewed and approved the agenda for May 7, 2025.<br>Agenda amended to include the correct start time, correct time for next month’s meeting.<br>Motion made by Julie Patterson, seconded by Naimah O’Neal<br>In Favor: all ; Opposed: 0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                            |                  |              |
| Approval of Minutes                                 |  | Exec Committee reviewed and approved the minutes from April 2, 2025.<br>Motion made by Naimah O’Neal, seconded by Julie Patterson<br>In Favor: all; Opposed:0 ; Abstained:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                            |                  |              |
|                                                     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                            |                  |              |
| Committees                                          |  | <b><i>What are You Celebrating or What Support Do You Need for Your Committee Work?</i></b><br>Naimah – Celebrating that more people are attending the subcommittee meeting. We are getting a lot of requests and suggestions for trainings. Suggest to the Exec committee to think about attending some summer events to support the CLC committee in getting the surveys completed. Lorsonja Moore presented about senior services through DSAS.<br>Julie – Celebrating successfully getting through all of the service categories in priority setting.<br>Billy – We are done with our interviews. We had more applicants living with HIV who are unaffiliated. New member orientation was a success.<br>Lorsonja – QI is a continuous learning process. We are hoping to be able to get the data that we need to continue with the deep dive. Will be working with CCBH to understand more about Clinical Quality Management. |                            |                  |              |
| Executive Committee Business                        |  | a. HRSA Update <ul style="list-style-type: none"><li>We still do not have an update from HRSA regarding the site visit.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                  |              |

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- Having the funding awarded in a partial award, then the full award, is normal. Multiple partial awards would be less common. We aren't sure how many partial awards there will be before the full award. We are still moving forward.

### **b. June Executive Committee Meeting Schedule**

*We are currently scheduled to meet after Prevention in June. This means we will have meetings from noon until 7:30 pm. Do we want to reschedule the Executive Committee to reduce the number of meetings in one day?*

- We will send a survey to reschedule the Executive Committee meeting for June.

### **c. Determine Content for the HIV Newsletter**

*The newsletter comes out in June. What information do you want to include?*

- We generally include the schedule, a reminder that everyone is welcome to come to the meetings, link to the application.
- CLC – join us for our educational sessions.
- The 2nd Planning Council video is going through final edits and should be ready in the next couple of weeks. One video is completed and we could potentially add that to the newsletter.
- Maybe focus on Full PC or CLC instead of the full schedule.
- Last December, we did a Member Spotlight.
- We will do a Member Spotlight, Seeking New Members, and a link to the video for the June newsletter.

### **d. Discussion about PSRA Funding Scenarios**

- We may need to have plans for differing funding scenarios in case funding is reduced. Ex: What does it look like if our grant funding is reduced by 30 – 40%?
- We don't know what is going to happen. It's important that Planning Council understands that if we don't do anything different, the money will get cut between all 14 categories as it has been allocated.
- Part A has its own Federal Poverty Level guidelines for eligibility independent of the State FPL guidelines.
- PSRA in June will set the allocations for FY26.
- PSRA uses an Allocation Scenario worksheet plan and can show alternative scenarios, such as a 10% cut.
- Reallocations are set in November, but it is possible to do reallocations at other times.
- We could set criteria to call a special meeting, for example if the final award is cut by more than 25%, or there is a change in the FPL eligibility for Part B, etc.
- If we're looking at substantial cuts to the program, you would likely cut services. For example, If the trigger is a 25% cut, you tell us what categories will lose funding. The lowest priority service categories would likely be cut so that we can maintain services in the higher priority categories.
- Whether/ How to include this conversation in the PSRA process on June 18<sup>th</sup>?
- We could come up with a worst-case scenario plan, and hope that we never have to use it.
- Talking about this at PSRA might make people panic.
- If we don't address this during PSRA and then the funding is cut, then it's just a reduction across all categories. If we proactively have a plan when funding is cut, we could choose categories to sunset.
- This is a big decision to ask people to make on the spot at PSRA.



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|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                            | <ul style="list-style-type: none"> <li>• The reason it was suggested to be part of the PSRA process is because we've spent the last couple months looking at the data in preparation for PSRA. The decisions should be based on the data.</li> <li>• We could prepare people for the discussion at Full PC, to be ready for this discussion at PSRA.</li> <li>• Get people to understand what do these priority numbers really mean when it comes to funding cuts.</li> <li>• We need to plan for two potential scenarios: <ul style="list-style-type: none"> <li>○ How do we handle an emergency cut that might happen to FY25 funding?</li> <li>○ How do we handle planning for a potential cut to FY26 funding?</li> </ul> </li> <li>• Resource allocation workgroup could present a funding cut scenario for PSRA.</li> <li>• At PSRA – decide what the threshold would be in order to call a special meeting.</li> </ul> <p><b>Motion to move Bylaws review to the June meeting</b><br/> Motion made by Naimah O'Neal; seconded by Julie Patterson<br/> In favor: all; Opposed: 0</p> |
| <b>Approval of Planning Council Agenda</b> | <p><b>Exec Committee reviewed and approved the Full Planning Council agenda for May 21, 2025.</b><br/> <b>Motion: To approve the Full Planning Council agenda for May 21, 2025, as written.</b><br/> Motion made by Julie Patterson, Seconded by Naimah O'Neal<br/> In favor: All; Opposed: 0</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Announcements</b>                       | <p>Julie – event on June 5<sup>th</sup> at Cleveland City Hall for HIV Long Term Survivors Day<br/> Naimah – ACT UP next meeting tomorrow at 6pm at LGBT Center</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Adjournment</b>                         | <p><b>Meeting adjourned by Christy Nicholls at 5:37pm.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |