

Cuyahoga Regional HIV Prevention and Care Planning Council



Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina

Clinton Droster, Julie Patterson – Co-Chairs

STRATEGY & FINANCE COMMITTEE (S&F) COMMITTEE

Meeting Minutes

Wednesday, November 5, 2025 – 2:00 - 3:30 pm

S&F Committee Members		Planning Council Members	Community Attendees	Presenter(s)
1. Clinton Droster, Co-Chair	A	Billy Gayheart	Kim Rodas	
2. Julie Patterson, Co-Chair	P	Christy Nicholls	Dr. Luther Walls	
3. Kimberlin Dennis	P	Deairius Houston	Michelle Jackson Rollins	
4. Tiffany Greene	P			CCBH Staff
5. Xiomara Merced	P			Lisa-Jean Sylvia
6. Anthony Thomas	P			Brittanie Evans
7. Leshia Yarbrough-Franklin	A			Anastassia Idov
8. Talib Mahdi*	P			Zach Levar
9. Chris Krueger*	P			
Total of 17 in attendance	P = Present A = Absent O (Other) = Phone *Non-Member Volunteer or Pending PC Member			
Call to Order				
	Co-chair, Julie Patterson, called the meeting to order at 2:00 pm.			
Moment of Silence	In remembering all those past, present, and future in the fight against HIV/AIDS.			
Quorum Determination	6 of 9 S&F committee members present - quorum of 5 needed.			
Welcome, Introductions & Conflicts of Interest	All members, attendees, and guests welcomed and asked to state names, affiliations, and conflicts of interest in the chat. <i>Conflicted: Naimah O’Neal – The Centers; Xiomara Merced – MetroHealth; Kim Rodas – NLURC; Chris Krueger – AIDS Taskforce of Greater Cleveland; Deairius Houston - UH ; Talib Mahdi - NLURC</i>			
Approval of Agenda	S&F Committee reviewed and approved the agenda for November 5, 2025. Motion made by Christy Nicholls, seconded by Naimah O’Neal In favor: all; Opposed: 0			
Approval of Minutes	S&F Committee reviewed and approved the minutes from October 1, 2025. Motion made by Naimah O’Neal, seconded by Chris Krueger In favor: all; Opposed: 0; Abstained: Talib Mahdi, Christy Nicholls			
Recipient Report				
	Fiscal Report Review – Anastassia Idov:			



Cuyahoga Regional HIV Prevention and Care Planning Council
Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina
Clinton Droster, Julie Patterson – Co-Chairs

Priority	Category	Target	March	April	May	June	July	August	September
		100%	8.33%	16.67%	25%	33.33%	41.67%	50%	58.33%
	CORE SERVICES TOTAL	\$ 3,408,531.00	\$ 242,670.91	\$ 207,387.91	\$ 229,197.83	\$ 405,047.32	\$ 236,084.62	\$ 167,204.01	\$ 390,254.72
2	* OUTPATIENT/AMBULATORY HEALTH SERVICES	\$ 1,174,247.00	\$ 77,930.48	\$ 86,753.77	\$ 69,675.65	\$ 136,142.03	\$ 86,017.29	\$ 54,828.15	\$ 129,217.83
1	* MEDICAL CASE MANAGEMENT	\$ 1,150,559.00	\$ 94,716.85	\$ 67,838.78	\$ 112,835.01	\$ 124,471.75	\$ 64,382.44	\$ 85,740.55	\$ 138,467.68
3	ORAL HEALTH CARE	\$ 234,342.00	\$ 19,770.31	\$ 13,692.59	\$ 2,553.10	\$ 33,071.07	\$ 22,074.83	\$ 3,538.90	\$ 28,069.83
7	* MENTAL HEALTH SERVICES	\$ 350,667.00	\$ 19,438.96	\$ 9,379.22	\$ 11,517.37	\$ 62,560.88	\$ 23,584.47	\$ 2,189.34	\$ 58,001.98
9	* MEDICAL NUTRITION THERAPY	\$ 67,256.00	\$ 2,342.91	\$ 3,610.77	\$ 8,263.65	\$ 5,554.76	\$ 5,375.34	\$ 760.69	\$ 1,508.76
4	* EARLY INTERVENTION SERVICES	\$ 375,624.00	\$ 24,365.38	\$ 22,095.51	\$ 20,256.29	\$ 39,551.31	\$ 31,170.98	\$ 20,146.38	\$ 34,988.64
6	* HOME HEALTH CARE SERVICES	\$ 11,844.00	\$ 807.05	\$ 807.05	\$ 803.54	\$ 803.54	\$ 803.56	\$ -	\$ -
13	* HOME/COMMUNITY BASED HEALTH CARE	\$ 43,992.00	\$ 3,298.97	\$ 3,210.22	\$ 3,293.22	\$ 2,891.98	\$ 2,675.71	\$ -	\$ -
	SUPPORT SERVICES TOTAL	\$ 821,465.00	\$ 52,297.18	\$ 39,981.15	\$ 65,403.74	\$ 65,919.86	\$ 61,101.29	\$ 72,015.80	\$ 74,120.13
8	MEDICAL TRANSPORTATION	\$ 91,368.00	\$ 5,911.66	\$ 4,093.29	\$ 6,076.50	\$ 4,239.37	\$ 8,314.76	\$ 3,839.94	\$ 5,389.99
12	EMERGENCY FINANCIAL ASSISTANCE	\$ 12,266.00	\$ -	\$ 52.21	\$ -	\$ -	\$ -	\$ -	\$ 925.00
5	* NON-MEDICAL CASE MANAGEMENT SERVICES	\$ 375,624.00	\$ 24,621.33	\$ 24,911.57	\$ 38,696.63	\$ 32,089.08	\$ 30,428.36	\$ 45,206.92	\$ 34,573.58
10	* PSYCHOSOCIAL SUPPORT	\$ 62,181.00	\$ 4,010.57	\$ 550.04	\$ 3,661.02	\$ 14,038.13	\$ 4,612.16	\$ 1,824.54	\$ 12,741.90
14	FOOD BANK/HOME DELIVERED MEALS	\$ 83,331.00	\$ 6,564.02	\$ 3,441.15	\$ 9,266.22	\$ 7,880.20	\$ 6,503.73	\$ 6,961.26	\$ 2,800.09
11	* OTHER PROFESSIONAL SERVICES	\$ 196,695.00	\$ 11,189.60	\$ 6,932.89	\$ 7,703.37	\$ 7,673.08	\$ 11,242.28	\$ 14,183.14	\$ 17,689.57
	TOTAL	\$ 4,229,996.00	\$ 294,968.09	\$ 247,369.06	\$ 294,601.57	\$ 470,967.18	\$ 297,185.91	\$ 239,219.81	\$ 464,374.85

	Total Award	YTD Exp	% Exp	Award % Split	YTP Exp % Split
Core Services	\$ 3,408,531.00	\$ 1,895,218.76	55.60%	80.58%	81.47%
Support Services	\$ 821,465.00	\$ 431,065.53	52.48%	19.42%	18.53%
Total Award	\$ 4,229,996.00	\$ 2,326,284.29	54.99%		

OVERUTILIZED ON TARGET UNDERUTILIZED

Priority	Category	Target	October	November	December	January	February	YTD	%	11/4/2025
		100%	66.67%	75%	83.33%	91.67%	100%			CAREWare
	CORE SERVICES TOTAL	\$ 3,408,531.00	\$ 17,371.44	\$ -	\$ -	\$ -	\$ -	\$ 1,895,218.76		
2	* OUTPATIENT/AMBULATORY HEALTH SERVICES	\$ 1,174,247.00	\$ 11,344.31	\$ -	\$ -	\$ -	\$ -	\$ 651,909.51	55.52%	1941
1	* MEDICAL CASE MANAGEMENT	\$ 1,150,559.00	\$ 6,027.13	\$ -	\$ -	\$ -	\$ -	\$ 694,480.19	60.36%	848
3	ORAL HEALTH CARE	\$ 234,342.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122,770.63	52.39%	229
7	* MENTAL HEALTH SERVICES	\$ 350,667.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 186,672.22	53.23%	482
9	* MEDICAL NUTRITION THERAPY	\$ 67,256.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,416.88	40.76%	116
4	* EARLY INTERVENTION SERVICES	\$ 375,624.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192,574.49	51.27%	366
6	* HOME HEALTH CARE SERVICES	\$ 11,844.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,024.74	33.98%	18
13	* HOME/COMMUNITY BASED HEALTH CARE	\$ 43,992.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,370.10	34.94%	20
	SUPPORT SERVICES TOTAL	\$ 821,465.00	\$ 226.38	\$ -	\$ -	\$ -	\$ -	\$ 431,065.53		
8	MEDICAL TRANSPORTATION	\$ 91,368.00	\$ 226.38	\$ -	\$ -	\$ -	\$ -	\$ 38,091.89	41.69%	645
12	EMERGENCY FINANCIAL ASSISTANCE	\$ 12,266.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 977.21	7.97%	1
5	* NON-MEDICAL CASE MANAGEMENT SERVICES	\$ 375,624.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230,527.47	61.37%	972
10	* PSYCHOSOCIAL SUPPORT	\$ 62,181.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,438.36	66.64%	108
14	FOOD BANK/HOME DELIVERED MEALS	\$ 83,331.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,416.67	52.10%	282
11	* OTHER PROFESSIONAL SERVICES	\$ 196,695.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,613.93	38.95%	85
	TOTAL	\$ 4,229,996.00	\$ 17,597.82	\$ -	\$ -	\$ -	\$ -	\$ 2,326,284.29	54.99%	2859

	Total Award	YTD Exp	% Exp	Award % Split	YTP Exp % Split
Core Services	\$ 3,408,531.00	\$ 1,895,218.76	55.60%	80.58%	81.47%
Support Services	\$ 821,465.00	\$ 431,065.53	52.48%	19.42%	18.53%
Total Award	\$ 4,229,996.00	\$ 2,326,284.29	54.99%		

OVERUTILIZED ON TARGET UNDERUTILIZED

We are looking at the August target of 50%, because this is the latest month that we have received all invoices for. We have received a lot of September invoices and some October invoices, but neither month is closed.

Some categories are overspent according to the August target, but because we have received invoices for September and October.

The current year to date expenditure split is 81.47% Core and 18.53% Support.

New/Old Business

a. Training: Reallocation & Carryover Processes - Lj

- Reallocation is the process of moving funds to different service categories. It is the Planning Council's job to allocate funds. Initially, this happens during PSRA.
- If we do not spend at least 95% of formula grant funds, we will lose future funding. If it becomes clear that one provider cannot spend all the funds, the recipient has the authority to move funds within the service category to another provider.

Cuyahoga Regional HIV Prevention and Care Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina

Clinton Droster, Julie Patterson – Co-Chairs



- If more funds are needed in a different service category, Planning Council must approve the moving of funds.
- To ensure that all funds are spent, the Bylaws grants authority to the Recipient to reallocate Part A funds during the months of Dec, Jan & Feb as needed and without prior approval in a process called rapid reallocation.
- The Recipient works with Providers to formulate a mid-year budget request
- Xiomara – how do we determine the estimated carryover? Lj – Today we will pick a service category, and then we will finalize that decision in June.

c. Review, Discuss, and Vote on the Reallocation Proposal

Priority Rank	Staff Based	Service Category	Core Support	Initial Request	Current Award*	Mid-Year Requests	November Reallocation	Recommended
Core Services Total								
		PROVIDER TOTAL BUDGET	TOTAL	\$ 5,670,867.51	\$ 4,229,995.00	\$ 4,596,558.73	\$ -	\$ 4,229,995.00
2	*	OUTPATIENT/AMBULATORY HEALTH	CORE	\$ 1,301,921.59	\$ 1,174,247.00	\$ 1,217,509.12	\$ 16,499.00	\$ 1,190,746.00
1	*	MEDICAL CASE MANAGEMENT**	CORE	\$ 1,760,006.04	\$ 1,150,559.00	\$ 1,376,107.36	\$ (1,500.00)	\$ 1,149,059.00
3		ORAL HEALTH CARE	CORE	\$ 309,272.02	\$ 234,342.00	\$ 275,526.72	\$ 1,000.00	\$ 235,342.00
7	*	MENTAL HEALTH SERVICES	CORE	\$ 448,416.89	\$ 350,666.00	\$ 361,357.09	\$ 10,601.00	\$ 361,267.00
9	*	MEDICAL NUTRITION THERAPY	CORE	\$ 98,253.30	\$ 67,256.00	\$ 72,928.00	\$ 5,620.00	\$ 72,876.00
4	*	EARLY INTERVENTION SERVICES	CORE	\$ 474,753.98	\$ 375,624.00	\$ 373,374.00	\$ (2,250.00)	\$ 373,374.00
6	*	HOME HEALTH CARE SERVICES	CORE	\$ 25,171.32	\$ 11,844.00	\$ 14,844.00	\$ 3,000.00	\$ 14,844.00
13	*	HOME/COMMUNITY BASED HEALTH CARE	CORE	\$ 58,274.85	\$ 43,992.00	\$ 55,992.00	\$ 12,000.00	\$ 55,992.00
Support Services Total								
8		MEDICAL TRANSPORTATION	SUPPORT	\$ 140,025.25	\$ 91,368.00	\$ 95,068.00	\$ (75.00)	\$ 91,293.00
12		EMERGENCY FINANCIAL ASSISTANCE	SUPPORT	\$ 15,996.00	\$ 12,266.00	\$ 11,266.00	\$ (1,000.00)	\$ 11,266.00
5	*	NON-MEDICAL CASE MANAGEMENT	SUPPORT	\$ 525,426.38	\$ 375,624.00	\$ 409,503.16	\$ (1,400.00)	\$ 374,224.00
10	*	PSYCHOSOCIAL SUPPORT	SUPPORT	\$ 114,154.89	\$ 62,181.00	\$ 64,802.28	\$ 2,600.00	\$ 64,781.00
14		FOOD BANK/HOME DELIVERED MEALS**	SUPPORT	\$ 105,725.00	\$ 83,331.00	\$ 116,681.00	\$ -	\$ 83,331.00
11	*	OTHER PROFESSIONAL SERVICES	SUPPORT	\$ 293,470.00	\$ 196,695.00	\$ 151,600.00	\$ (45,095.00)	\$ 151,600.00

* Staff based service categories indicates a service where funds predominantly pay for staff costs

**Current Award includes \$58,050 in MCM and \$14,512 in FB/HDM as allocated for FY2025 Carry Over

- We received the mid-year requests from each subrecipient which includes requests for extra money in service categories, or an explanation of why they won't spend all of the money in a certain category.
- We consider things such as spending trends for the past few years, projections, we looked at how far off the budgets were from the initial projections and the money that was already received. We looked at monthly spending patterns and how fast invoices are received, and if money was underspent for a certain reason. We also looked how diversified of a funding portfolio the subrecipient has and the effect it would have if they didn't get the requested funding. We also want to prioritize salaried services, as well as looking at the prioritization of service categories.

Cuyahoga Regional HIV Prevention and Care Planning Council
Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina
Clinton Droster, Julie Patterson – Co-Chairs



	<p>Motion to accept the recommendation by the Recipient as presented on the screen. Made by Billy Gayheart, seconded by Kimberlin Dennis Yes: 9; No: 0; Did not vote: Christy Nicholls, Naimah O’Neal</p> <p>b. Carryover</p> <ul style="list-style-type: none"> • If we have carryover funds for next year, what categories do we want to put the funds into? • Julie – the priority ranking shows MCM and OAHS as the top 2, so that’s something to think about. The carryover amount from last year that was brought over into this year was put into MCM. If we vote to approve the reallocation, OAHS will get more money. • Billy – are we allowed to choose the same service category two years in a row? Julie – yes. • Xiomara – Since EHE started funding Oral Health, we haven’t needed to use the carryover for this category. <p>Motion to select preliminary carryover categories as OAHS, MCM and FB/HDM. Made by Kimberlin Dennis, seconded by Billy Gayheart</p> <p>Motion amended to select preliminary carryover categories as OAHS and MCM. Made by Kimberlin Dennis, seconded by Billy Gayheart. Yes: 5; No: 0; Abstained: Deairius Houston, Naimah O’Neal, Xiomara Merced, Talib Mahdi, Chris Krueger</p> <p>d. Deep Dive: Identifying Service Categories to be preserved and categories that could be reduced or defunded if funding is reduced</p> <ul style="list-style-type: none"> • Is there anything else that you need or want for this discussion in January? Naimah – I would like to see what other resources could we look to. Mental health has a lot of other resources, for example. • Xiomara – what are areas of service that we provide that are at risk of losing funding outside of Ryan White, for example other medical transportation services might get cut so we would want to funnel more money into that category.
Parking Lot	None
Announcements	Naimah – November 18 th WT4AC is having a conversation about living longer with HIV Michelle – We encourage people to attend the virtual Stigma conference
Adjournment	Meeting was adjourned by Julie Patterson at 3:32 pm
<p>Reminder: Check your Email or the Website for Minutes and Agendas Visit the Ryan White HIV/AIDS Homepage at: www.ccbh.net/ryan-white *No S&F Meeting in December* Next Meeting: January 7, 2026 2:00 – 3:30 PM</p>	