

**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, November 5, 2025 – 4:00 – 5:30 pm**

Executive (Exec) Committee Planning Council Members		Planning Council Attendees	Recipient Staff	Presenter(s)
1. Kimberlin Dennis	<b>P</b>		Lisa-Jean Sylvia	
2. Christy Nicholls	<b>P</b>		Brittanie Evans	
3. Brian Kimball	<b>P</b>		Zach Levar	
4. Naimah O’Neal	<b>P</b>		Anastassia Idov	
5. Faith Ross	<b>P</b>			
6. Clinton Droster	<b>A</b>		<b>Community Attendees</b>	
7. Julie Patterson	<b>P</b>		Dr. Luther Walls	
8. Billy Gayheart	<b>P</b>		Michelle Jackson Rollins	
9. Deairius Houston	<b>P</b>			
10. Lorsonja Moore	<b>P</b>			
<b>Total of 15 in attendance</b>	<b>P = Present A = Absent O (Other) = Phone</b>			
<b>Call to Order</b>	<b>Executive Co-Chair, Brian Kimball, called the meeting to order at 4:06 pm.</b>			
<b>Moment of Silence</b>	In remembering all those past, present, and future in the fight against HIV/AIDS.			
<b>Quorum Determination</b>	9 of 10 Exec committee members present - quorum of 6 needed.			
<b>Welcome, Intros, and Conflicts of Interest</b>	All attendees were welcomed and asked to state conflicts of interest in the chat. <i>Conflicted: Naimah O’Neal – The Centers; Lorsonja Moore – DSAS; Faith Ross – Pegasus Transportation; Deairius Houston - UH</i>			
<b>Approval of Agenda</b>	<b>Exec Committee reviewed and approved the agenda for November 5, 2025.</b> Motion made by Christy Nicholls, seconded by Kimberlin Dennis In Favor: all; Opposed: 0			
<b>Approval of Minutes</b>	<b>Exec Committee reviewed and approved the minutes from October 1, 2025.</b> Motion made by Kimberlin Dennis, seconded by Faith Ross In Favor: all; Opposed: 0; Abstained: none			
<b>Executive Committee Business</b>	<b>a. Vote on the FY2025 Reallocation</b> <ul style="list-style-type: none"> <li>The Recipient has made the below recommendation for reallocation:</li> </ul>			

Priority Rank	Staff Based	Service Category	Core Support	1	2	3	4	5
				Initial Request	Current Award*	Mid-Year Requests	November Reallocation	Recommended
<b>Core Services Total</b>								
		<b>PROVIDER TOTAL BUDGET</b>	<b>TOTAL</b>	<b>\$ 5,670,867.51</b>	<b>\$ 4,229,995.00</b>	<b>\$ 4,596,558.73</b>	<b>\$ -</b>	<b>\$ 4,229,995.00</b>
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
<b>Support Services Total</b>								
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

- Strategy & Finance committee voted to approve the recommendation.
- Anastassia – Factors taken into consideration when making recommendations on reallocations include historical trends on spending patterns for the past year or two, the sizes of the organizations and their funding portfolio, how diversified the funding streams are and the impact on the provider if the request is not fully met. We also looked at the priority ranking of the categories. We prioritize salaried positions over deliverable based categories. For providers that have contracts with both Part A and Ending the HIV Epidemic, we looked at allocating additional funding out of EHE.

**Motion to accept the reallocation recommendation from S&F that is on the screen.**

Made by Julie Patterson, seconded by Christy Nicholls

Yes: 8; No: 0; Abstained: Deairius Houston

**b. Vote on FY2026 Estimated Carry Over allocation**

- Julie – at this time of year when we’re doing reallocation, Planning Council needs to make a recommendation to the Recipient regarding the carryover request. If there are any funds that are unspent at the end of the grant year, up to 5%, we can get it back. We need to include service categories where we plan to spend the money.
- In Strategy and Finance, we recommended those categories to be OAHS and MCM. We are now bringing that to this committee to approve.

**Motion to accept the recommendation from Strategy and Finance to make the estimated carryover request to HRSA for OAHS and MCM.**

Made by Julie Patterson, seconded by Kimberlin Dennis

Yes: 6; No: 0; Abstained: Deairius Houston, Naimah O’Neal, Faith Ross

**c. Vote on candidates for membership**

**Motion to approve the slate of candidates (James, Clifford, Cielle, Talib, Thomas) for formal appointment & re-appointment to serve on Planning Council, by the Cuyahoga County Executive AND to allow each of these candidates to join as non-member committee volunteers while pending approval.**

Made by Billy Gayheart, seconded by Naimah O’Neal

	<p>Yes: 9; No: 0; Abstained: 0</p> <p><b>d. Review and vote on 2026 meeting schedule</b> Executive committee reviewed the draft 2026 meeting schedule.</p> <p><b>Motion to approve the 2026 meeting schedule for Planning Council and all subcommittees as presented on the screen.</b> Made by Naimah O’Neal, seconded by Julie Patterson In favor: all; Opposed: 0; Abstained: 0</p> <p><b>e. Improvement Plan Update</b></p> <ul style="list-style-type: none"> <li>• Zach – We went through one last revision last month. HRSA has officially approved the corrective action plan, so we can now move forward. We gave the formal finished document back to the executive co-chairs.</li> </ul> <p><b>f. Determine items to include in the HIV Newsletter by CCBH office</b></p> <ul style="list-style-type: none"> <li>• The newsletter will be sent out on December 1. Content recommendations include 2026 schedule, seeking new members, Thank you to Leshia and Clinton who have completed their service, and a member spotlight on Billy.</li> <li>• Naimah – Could we share goals that were reached, or successes from each committee?</li> </ul>
<b>Approval of Planning Council Agenda</b>	<p><b>Exec Committee reviewed and approved the Full Planning Council agenda for November 19, 2025.</b> Julie – Do we want to add a Fast Track Cleveland Cuyahoga update after the Medicaid report? Brian – I think it’s a good idea. Christy – I think we just need to think it through. There’s some good information that isn’t being covered elsewhere, but some stuff is already being brought forth.</p> <p><b>Motion: To approve the Full Planning Council agenda for November 19, 2025, as written.</b> Motion made by: Kimberlin Dennis, Seconded by: Lorsonja Moore <b>Motion amended to approve the full Planning Council agenda with the corrected date from November 5 to November 19.</b> Motion made by Kimberlin Dennis, seconded by Faith Ross In favor: All; Opposed: 0; Abstained: 0</p>
<b>Announcements</b>	Naimah – Webinar on the 18 <sup>th</sup> on the topic of living longer with HIV
<b>Adjournment</b>	<b>Meeting adjourned by Brian Kimball at 5:25 pm.</b>
<p><b>Reminder: Check your Email or the Website for Updates</b> <b>Next Meeting: January Date TBD</b> Visit the Ryan White HIV/AIDS Homepage at: <a href="http://www.ccbh.net/ryan-white">www.ccbh.net/ryan-white</a></p>	