



Cuyahoga Regional HIV Prevention and Care Planning Council
Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties
Lorsonja Moore – Chair

Quality Improvement Committee Minutes
Wednesday, January 21, 2026
2:30 – 3:30 PM

QI Planning Council Members		Planning Council Members	Community Attendees	Presenter(s)
1. Lorsonja Moore, Chair	P	Tony Elmore*	Andrea Oliver	
2. Barb Gripshover, M.D.	P	Cielle Brady*	Michelle Jackson Rollins	Recipient Staff
3. Karla Ruiz	P		Jeannie CK	Lisa-Jean Sylvia
4. Stephanice Washington	P			Brittanie Evans
5. Kimberlin Dennis	P			Melissa Hansen
6. Billy Gayheart	P			Alisha Cassady
7. LeAnder Lovett	P			Zach Levar
8. Xiomara Merced	P			Anastassia Idov
Total of in attendance	P = Present A = Absent O(Other) = Phone * Non-member Volunteer or Pending PC Member			
Call to Order	Kimberlin Dennis called the meeting to order at 2:37 pm.			
Moment of Silence				
Quorum Determination	7 of 8 QI 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. <hr/> <i>Conflicted: Barb Gripshover, UH; Cielle Brady, UH; Xiomara Merced, Metro</i>			
Approval of Agenda	QI Committee reviewed and approved the agenda for January 21, 2026. Motion made by Lorsonja Moore, seconded by Billy Gayheart In favor: all; Opposed: 0			
Approval of Minutes	QI Committee reviewed and approved the minutes from November 19, 2025. Motion made by Billy Gayheart, seconded by Karla Ruiz In favor: all; Opposed: 0; Abstained: Barb Gripshover, LeAnder Lovett, Xiomara Merced			
Committee Business	<p>a. Needs Assessment: Review Sample Multi-Year Plan</p> <p>i. Review the multi-year approach recommendation</p> <ul style="list-style-type: none"> • In the past, we have leveraged the State’s needs assessment, but moving forward we need to have our own needs assessment. • 3-year sample plan takes all of the required components and completes a few each year, so that all components are completed at the end of the 3 years. • Recommendations: 1. Begin moving toward a 3-year needs assessment cycle; Use last year’s survey as year 1. Focus this year on getting responses from outlying counties, Hispanics and people under 50; Update resource 			

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	<p>inventory; Work with Exec Committee to identify additional goals for the needs assessment; Utilize the budgeted money to hire a consultant for one or more of the following: Profile of provider capacity and capability, Profile of PLWH with unmet need, Assessment of service needs and barriers for people not in care.</p> <ul style="list-style-type: none"> • Kimberlin – I like that idea because we’re always working on it and moving towards making progress in the 3 years. Any other thoughts or comments? We have to start somewhere. <p>Motion to move these recommendations to Executive Committee. Motion made by Billy Gayheart; Seconded by Barb Gripshover In Favor: all; Opposed: 0; Abstained: none</p> <ul style="list-style-type: none"> • Dr. Gripshover – We could use the consultant for the PLWH with unmet need and the assessment of barriers for those not in care. I feel like we can put together Provider Capacity ourselves without needing to hire somebody. • Billy – is there anybody we could reach out to who could give us an educational session to understand how to do a needs assessment? Karla – there are outside resources that we have access to, like NASTAD. I want to remind you that it doesn’t need to be a huge project. • Lj – There is an informational webinar about conducting an effective needs assessment recorded here: Passcode Required - Zoom. Passcode: b+6Kn0S! • https://taforhiv.org/resources
Parking Lot Items	
Next Steps	Lj – Next month we will look at our work plan and decide what, if anything, we will do as our deep dive. Start thinking about what would be appropriate to do as a deep dive.
Announcements	Kimberlin – We are still in need of co-chairs for the committees. Lj – Love Leads Here is looking for models. Lj – You can get \$50 if you complete this survey: UWR - Invitation to Participate in a Funding Study
Adjournment	Meeting adjourned by Kimberlin Dennis at 3:23 PM
Reminder: Check your Email or the Website for Minutes and Agendas Visit the Ryan White HIV/AIDS Homepage at: www.ccbh.net/ryan-white Next Meeting: February 18, 2026 2:30 to 3:30 pm	