

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
Thursday, March 5, 2026 – 2:30 – 4:00 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	A		Anastassia Idov	
4. Naimah O’Neal	P		Zach Levar	
5. Faith Ross	P			
6. Julie Patterson	P		Community Attendees	
7. Billy Gayheart	P		Dr. Luther Walls	
8. Deairius Houston	P			
9. Lorsonja Moore	P			
10. Sahara Rivera	A			
Total of 13 in attendance	P = Present A = Absent O (Other) = Phone			
Call to Order	Executive Co-Chair, Kimberlin Dennis, called the meeting to order at 2:35 pm.			
Moment of Silence	In remembering all those past, present, and future in the fight against HIV/AIDS.			
Quorum Determination	8 of 10 Exec committee members present - quorum of 5 needed.			
Welcome, Intros, and Conflicts of Interest	All attendees were welcomed and asked to state conflicts of interest in the chat. <i>Conflicted: Naimah O’Neal – The Centers; Deairius Houston – UH; Lorsonja Moore – DSAS; Faith Ross – Pegasus Transportation</i>			
Approval of Agenda	Exec Committee reviewed and approved the agenda for March 5, 2026. Motion made by Naimah O’Neal; seconded by Christy Nicholls In Favor: all; Opposed: 0; Abstained: none			
Approval of Minutes	Exec Committee reviewed and approved the minutes from February 4, 2026. Motion made by Naimah O’Neal, seconded by Christy Nicholls In Favor: all; Opposed: 0; Abstained: Julie Patterson, Faith Ross			
Committees	<p><i>What are you celebrating or what support do you need for your committee work?</i></p> <ul style="list-style-type: none"> • Naimah (CLC) – We’re celebrating our continued growth and getting some things that we would like to educate our committee on. We need help on finding a co-chair. • Kimberlin – All the committees need to work on finding a co-chair so the new person can be trained and get comfortable. Naimah – I would like to give advice as opposed to training someone. • Julie (S&F) – I’m celebrating that first, they had a whole meeting without me and it went great! Second, the meeting we had this week, Tony and Stephanice both asked questions about the financial report. Third, the presentation from Part B was a good overview. • Billy (MRM) – We are doing our in-person event next month. The committee needs people to help come to the work group to help design the in-person event. 			

	<ul style="list-style-type: none"> • Lorsonja (QI) – The needs assessment workgroup is meeting tomorrow at 1:00. We selected Medical Transportation as our deep dive topic for 2026. • Deairius (Prevention) – Sahara stepped in and led our Prevention meeting yesterday and did a phenomenal job, so I think it will be a smooth transition with me falling off later in the year. We had presentations from Dr. Prakash Ganesh and a Medicaid presentation from Christy. • Kimberlin – Celebrating everyone who went before the County and got sworn in.
<p>Executive Committee Business</p>	<p>a. Vote to Amend the Bylaws</p> <ul style="list-style-type: none"> • What changed: The following paragraph was added to Section 4.4.C Ex officio Voting Members (page 9): <ul style="list-style-type: none"> ○ <i>“As of February 26, 2026, the Division of Metropolitan HIV/AIDS Program (DMHAP), acknowledging that membership rotation and term limit requirements for ex-officio seats are difficult to enforce, is developing a process to allow recipients to request term limit waivers for ex-officio Planning Council seats. Once DMHAP notifies the final process, the Cuyahoga County Board of Health will review and update Planning Council membership as necessary to ensure full compliance with the process.”</i> <p>Motion to accept the change for the ex-officio language in the Bylaws Motion made by Faith Ross, seconded by Christy Nicholls In favor: all; Opposed: 0; Abstained: none</p> <ul style="list-style-type: none"> • Amend Article XI – Amendments (pg 27-28) by adding the following language: <ul style="list-style-type: none"> ○ <i>“The Executive Committee, in consultation with Planning Council support staff, may make non-substantive technical corrections to these Bylaws, including grammatical, typographical, formatting, and citation updates, or changes required to maintain compliance with federal or local regulations, provided that such changes do not alter the intent or substance of the Bylaws. All such corrections shall be reported to the full Planning Council and documented in the Revision History. Any change affecting membership composition, voting rights, quorum requirements, officer authority, or other substantive governance provisions shall require approval of the full Planning Council in accordance with the amendment procedure set forth herein.”</i> <p>Motion to approve amendment to article 11 as presented. Motion made by Faith Ross, seconded by Christy Nicholls Discussion: Billy - What is a citation update? A: Something like a footnote that references another document. Julie – What would happen if one of these things came down as something that is required to maintain compliance by HRSA, but we feel is more substantive and should have a vote by Full Planning Council? A: At any time, you can say that you feel this should be brought to full Planning Council for a vote. In favor: all; Opposed: 0; Abstained: none</p>

b. Review S&F Allocation Recommendation

- Recommendation: In a reduced funding scenario of 15% or more, we will limit cuts to core services to no more than a 10% cut, making up those cuts by reducing support services.
- Billy – I think it's very important to remember that not all services are available in all 6 counties. Having that drastic cut in support services in outlying counties is going to affect people. Trying to approach this with the thought that every single person living with HIV has access to medical care, has medication, and has access. If there are going to be any cuts, I have to vote no.
- Naimah – The other issue for me is that it would also affect my livelihood. Cuts would affect how we are able to deliver as far as case management. I don't know if we can say that we won't leave anybody behind. Somebody always gets left behind. I hope that we never have to employ this discussion, but we have 2 more years of the current administration.
- Lj – do we want the update and recommendation to be presented to Full Planning Council? As we head into PSRA, you had multiple funding scenarios that were discussed. Do you want to create recommendations during PSRA for how to handle a funding cut scenario?
- Faith – I don't think we should put it into PSRA because PSRA is already so lengthy and harrowing. I don't want discussions about funding cuts to taint PSRA for newer people because it might be confusing and overwhelming.
- Julie – I'm a big believer in full transparency. It feels like we should take this information back to the whole group.
- Christy – How we choose to handle cuts, whether we choose to think about it ahead of time or wait until it happens, the possibility is there. If the cuts occur, we will have to figure it out. I think what Strategy and Finance was trying to do is so that we aren't starting at square one. Nobody wants there to be cuts and we would prefer that funding is increased. The reality of the environment that we are currently in, cuts are a possibility. It's just whether or not we are trying to be mentally prepared for that. If it happens, it will be hard. The need may increase while the money decreases.
- Kimberlin – am I hearing that we should bring this before the full Planning Council?
- Billy – I think it's pretty evident that a discussion needs to be made. I just don't think that having an hour once a month will suffice. My personal opinion, I think this deserves a much broader, more detailed conversation into how do we approach this. If there are cuts, how do we guarantee that people will survive?
- Faith – is there a way to separate out funding for the different counties? A: The funding goes to the subrecipients, so it depends where they are located and where they provide services. We don't have a formula where the funds get divided up per county. Julie – it might be possible to consider some of the service categories separately between counties. There might be a way to have nuance.
- Kimberlin – So we are bringing this to full Planning Council for discussion?
- Naimah – I also think that we have to look at it like, this conversation is bigger than Executive Committee.
- Julie – we might want to think about using a teach-in model for this discussion.

**Motion to move this conversation about funding cuts to the Full Planning Council.
Motion made by Naimah O'Neal, seconded by Julie Patterson**

	<p>In favor: all; Opposed: 0; Abstained: none</p> <p>c. Vote to update the procedures for electing a Consumer Executive Co-Chair</p> <ul style="list-style-type: none"> • We need to elect a new consumer executive co-chair. Executive co-chairs serve for a 3-year term. • The eligibility requirements were updated to include: <ul style="list-style-type: none"> ○ A person living with HIV/AIDS <i>who is willing to publicly disclose their status.</i> ○ A current Planning Council member who has served <i>as a committee volunteer or a fully appointed member</i> for at least 12 consecutive months. • The Selection of the Consumer Executive co-chair section was updated as follows: <ul style="list-style-type: none"> ○ <i>6. The MRM Committee and Planning Council staff inform the Cuyahoga County Executive</i> <p>Motion to change the procedures for selecting a consumer executive co-chair. Motion made by Faith Ross, seconded by Christy Nicholls In favor: all; Opposed: 0; Abstained: none</p> <p>d. Moving forward with Term Limits <i>Do we want to request any extensions? How do we ensure leadership continuity & compliance?</i></p> <ul style="list-style-type: none"> • In October 2026, several people will be at the end of their terms. In preparation for these changes, we need to focus on identifying co-chairs for S&F, MRM, CLC, Consumer Executive Co-Chair. • Christy – if there is anyone who you think might be good at leading, reach out to them personally. • Naimah – We have good people, but I think the problem is that not everyone is open with their status. I think we’re always going to run into this problem. • Julie – We would like not just co-chairs, but at least one person living with HIV as a co-chair. But they don’t have to be public about their status except for the CLC and Executive co-chair. • Zach – Do we discuss disclosure at any point after the application with members? Lj – we’re learning how to have the conversation. Zach – maybe at orientation and things like that, do a topic on disclosure.
<p>Approval of Planning Council Agenda</p>	<p>Exec Committee reviewed the Full Planning Council agenda for March 18, 2026.</p> <p>Motion to approve the Full Planning Council agenda for March 18, 2026, as written. Motion made by: Faith Ross; Seconded by: Christy Nicholls Discussion: Julie – did we decide to bring forward the allocation discussion? Will it be on this agenda or should we put it in April? Lj – April includes the Epi presentation. Christy – How long do we think we would need to discuss this? Kimberlin – I think if we put it at the end and continue to put it on the agenda each month so the discussion is always there.</p> <p>Amendment to the motion to accept the changes to the agenda for Full Planning Council for March 18, 2026. Motion made by Faith Ross, seconded by Christy Nicholls In favor: all; Opposed: 0; Abstained: none</p>
<p>Announcements</p>	<p>Naimah – On 3/13 from 1-4 there is an event at The Centers in honor of Women and Girls HIV/AIDS Awareness Day.</p>

Adjournment	Meeting adjourned by Kimberlin Dennis at 4:01 pm.
Reminder: Check your Email or the Website for Updates Next Meeting: April 1, 2026 4:00 PM – 5:30 PM Visit the Ryan White HIV/AIDS Homepage at: www.ccbh.net/ryan-white	