

Cuyahoga Regional HIV Prevention and Care Planning Council
Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties
Billy Gayheart, Jr., Chair

Membership, Retention and Marketing (MRM) Minutes
Wednesday, February 18, 2026
4:00 – 5:00 PM

MRM Planning Council Members		Planning Council Members	Community Attendees	Guest Speakers
1. Billy Gayheart, Chair	P	Lorsonja Moore	Michelle Jackson Rollins	
2. Kimberlin Dennis	P	Talib Mahdi		Recipient Staff
3. Christy Nicholls	P	Cielle Brady		Lisa-Jean Sylvia
4. Brian Kimball	A	Stephanice Washington		Brittanie Evans
5. Naimah O’Neal	P			Anastassia IdoV
6. Faith Ross	A			Danielle LeGallee
7. Deairius Houston	A			
Total of 13 in attendance.		P = Present A = Absent O(Other) = Phone * Non-member Volunteer or Pending PC Member		
Call to Order	Chair, Billy Gayheart, called the meeting to order at 4:02 pm.			
Moment of Silence				
Quorum Determination	4 of 7 MRM committee members present - quorum of 4 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: Lorsonja Moore – DSAS; Cielle Brady – UH; Talib Mahdi – NLURC; Naimah O’Neal – The Centers</i>			
Approval of Agenda	MRM Committee reviewed the agenda for February 18, 2026. Motion made by Christy Nicholls, seconded by Talib Mahdi Motion passes without objection.			
Approval of Minutes	MRM Committee reviewed the minutes for January 21, 2026. Motion made by Kimberlin Dennis, seconded by Christy Nicholls In favor: all; Opposed: none; Abstained: Naimah O’Neal, Talib Mahdi			
Committee Business	a. Attendance update <ul style="list-style-type: none"> Stephanice has responded to the attendance letter and started attending again. Biffy has not. We had an amazing turn out to our newly appointed members to planning council. It was an amazing meeting. I’m extremely proud of every applicant who stood there and gave their testimony to County Council. You can see the entire meeting on YouTube. The attendance report will be done next month. b. Open Nominations			

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i. Schedule Interview

- Lj – we already interviewed 2 applicants. There is a 3rd applicant, Kent. He just recently gave us his availability. What we’re looking for at this point is volunteers. We need people who are willing to do an interview.
- Billy – Are there any volunteers who will help with the interview panel? Talib – I’ll participate. Kimberlin – I can do it. Christy – I’m willing to take the poll.

ii. Review Application Questions


- Lj – As long as I’ve been here, the only change we’ve made to the application is the option to not publicly disclose your HIV status. This time around, the County asked each applicant to fill out another application. I would like to update our application so that it covers everything needed for the County application.
- The following is an example of the revised application questions:
 - 1. Why are you interested in joining the Planning Council?
 - 2. What is your personal and/or professional experience with HIV/AIDS?
 - 3. What qualities do you possess that would make you a good candidate to service on the Planning Council?
 - 4. What experience do you have that would make you a good candidate to serve on the Planning Council?
 - 5. Do you currently serve on any government, private, or non-profit boards or commissions? If so, please list the boards or commissions.
 - 6. Are there any relationships, including but not limited to business or family relationships, that may be perceived as creating a conflict of interest for your service on the Board and/or Commission for which you have applied? If so, please detail the circumstances.
- We also ask for a bio from each applicant and it gets sent to the County. I would like to ask the County if they need the bio from each applicant.

Motion to approve the new application.

Motion made by Kimberlin Dennis, seconded by Cielle Brady

No discussion or objection. Motion passes.

- The following is an example of the revised **renewal** application questions:
 - 1. Why are you interested in renewing your membership to the Planning Council?
 - 2. Outline the contributions you hope to make if you are reappointed to Planning Council.
 - 3. What goals do you think the Planning Council should pursue, and how are you willing to actively work to achieve these goals?
 - 4. What qualities do you possess that would make you a good candidate to serve on the Planning Council?
 - 5. What experience do you have that would make you a good candidate to serve on the Planning Council?
 - 6. Do you currently serve on any government, private, or non-profit boards or commissions? If so, please list the boards or commissions.



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- 7. Are there any relationships, including but not limited to business or family relationships, that may be perceived as creating a conflict of interest for your service on the Board and/or Commission for which you have applied? If so, please detail the circumstances.

Motion to accept the renewal application.

Motion made by Cielle Brady, seconded by Kimberlin Dennis.
 No discussion or objection. Motion passes.

iii. Who do you know that you would like to see on Planning Council?

- Invite someone to a committee meeting

c. In-person training

Purpose: Welcome new people to learn about the Planning Council; create a space for connection amongst stakeholders; provide training for Planning Council members and Committee Volunteers

i. Select a date: April 22 or April 29

Motion to hold the in-person training on April 29.

Motion made by Talib Mahdi, seconded by Kimberlin Dennis.
 No discussion or objection. Motion passes.

Select a time: 5:30 to 7:30 or 6 to 8 pm

Motion to hold the in-person training from 5:30 – 7:30 pm on April 29, 2026.

Motion made by Kimberlin Dennis, seconded by Lorsonja Moore.
 No discussion or objection. Motion passes.

ii. Request: Who is willing to help design this event?

- Lj – this will be 1 or maybe 2 conversations. Lorsonja – I’ll help. Billy – if you would like to help, please contact Lj. Christy – Will we be opening this up at full planning council, because there may be other members who may be interested in helping plan the event? Billy – Yes, it would be awesome to have this conversation at full planning council.
- Billy – is there any discussion about this idea about in-person training?
- Cielle – I really liked the tone of orientation last year, like a picnic party business meeting. It had all of the components. It had a very welcoming tone. There was down time to get to know each other.
- Billy – I think it’s fair to say it will be even better this time, because we won’t be going over the same thing over and over again.
- Lj – I love that welcoming vibe
- Lj – As people who already went to the orientation and are active in Planning Council, are there topics you feel like you need a refresher on?
- Cielle – I didn’t know there were so many categories under Ryan White

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	<ul style="list-style-type: none"> Billy – Who are we actually inviting, who is allowed to come, is there a limit? Lj – we will need to have folks register. Kimberlin – the more the merrier. Cielle – Maybe there could be a prize if someone brings a friend.
Parking Lot	
Announcements	<p>Naimah – There will be an event at The Centers next month for Women and Girls HIV/AIDS Awareness Day</p> <p>Kimberlin – My Black History event is this Friday at NLURC from 4 to 6 pm</p>
Adjournment	Meeting adjourned by Billy Gayheart at 4:44 pm.
<p align="center">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: March 18, 2026 4:00 to 5:00 pm</p>	