

**Cuyahoga Regional HIV Prevention and Care Planning Council**  
*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties*  
 Kimberlin Dennis, Brian Kimball, Christy Nicholls, Co-Chairs



**Full Planning Council Committee Minutes**

Wednesday, March 18, 2026

5:30 – 7:00 PM

Full Planning Council Members		Full Planning Council Members		Community Attendees	Recipient Staff	Guest Speakers
1. Kimberlin Dennis, Co-Chair	P	12. Xiomara Merced	P	Natalia Rodas	Lisa-Jean Sylvia	
2. Brian Kimball, Co-Chair	P	13. Lorsonja Moore	P	Chris Krueger*	Brittanie Evans	
3. Christy Nicholls, Co-Chair	P	14. Lisa Navracruz, M.D.	P	Kenyetta Cloud*	Anastassia Idov	
4. Cielle Brady	A	15. Naimah O’Neal	P	Brooke Willis	Erin Lark-Turcoliveri	
5. Tony Elmore	P	16. Julie Patterson	A	Shermelle Schaffer	Zach Levar	
6. Billy Gayheart	P	17. Sahara Rivera	P	Jacqueline Asare	Elly Falter	
7. Tiffany Greene	P	18. Faith Ross	P	Michelle Jackson Rollins		
8. Barbara Gripshover, M.D.	P	19. Karla Ruiz	A	Leshia Yarbrough-Franklin		
9. Deairius Houston	P	20. James Stevenson*	P			
10. LeAnder Lovett	P	21. Anthony Thomas	P			
11. Talib Mahdi	P	22. Stephanice Washington	A			
<b>Total of 32 present</b>		<b>P = Present A = Absent O = (Other) – Phone *Non-member Volunteer or Pending PC Member</b>				
<b>Call to Order</b>		<b>Co-chair, Kimberlin Dennis, called the meeting to order at 5:35 pm.</b>				
<b>Moment of Silence</b>		A moment of silence done in remembering all those past, present, and future in the fight against HIV.				
<b>Quorum Determination</b>		18 of 22 PC committee members present - quorum of 11 needed.				
<b>Welcome, Introductions &amp; Conflicts of Interest</b>		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; Lisa Navracruz – Neighborhood Family Practice; Deairius Houston – UH; James Stevenson – NLURC; Talib Mahdi – NLURC; Lorsonja Moore – DSAS; Xiomara Merced – Metro; Naimah O’Neal – The Centers; Faith Ross – Pegasus Transportation; Chris Krueger – AIDS Taskforce; Natalia Rodas – NLURC; Sahara Rivera - Metro</i>				
<b>Approval of Agenda</b>		<b>Full PC Committee reviewed and approved the agenda for March 18, 2026.</b> Motion made by Naimah O’Neal, seconded by Xiomara Merced In favor: All; Opposed: 0; Abstained: none				
<b>Approval of Minutes</b>		<b>Full PC Committee reviewed and approved minutes from February 18, 2026.</b> Motion made by Naimah O’Neal; seconded by Brian Kimball In favor: all; Opposed: 0; Abstained: Kimberlin Dennis, Sahara Rivera, Faith Ross				

**Cuyahoga Regional HIV Prevention and Care Planning Council**  
*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties*  
 Kimberlin Dennis, Brian Kimball, Christy Nicholls, Co-Chairs



<b>Recipient Report</b>	<p>Anastassia Idov:</p> <ul style="list-style-type: none"> <li>The new program year 2026 began on March 1. The contracting process with subrecipients for initial contracts is ongoing.</li> </ul> <p>Zach Levar:</p> <ul style="list-style-type: none"> <li>Fast-Track Cities sent out a one-pager that highlights the need for all of the services that we are accustomed to, such as grants like Part A, Part B, OHDAP for medications, and the importance of Medicaid to offset these costs.</li> <li>This is the next step of us trying to get the word out there about the importance of HIV funding in Cuyahoga County.</li> <li>Naimah – it took time for us to be careful and strategic about the one-pager and the press release.</li> </ul> <p>Anastassia Idov:</p> <ul style="list-style-type: none"> <li>The next MCM network meeting is scheduled for April 14<sup>th</sup> and the topic will be the work of the Planning Council</li> <li>Full CQM committee meeting took place earlier today on 3/18.</li> <li>Current expenditure split: 82.11% core, 17.89% support. At least 75% of funds must be spent on core services.</li> </ul> <div style="text-align: right; margin-bottom: 5px;"> <span style="color: blue;">●</span> Target = January         </div> <table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <thead> <tr> <th>Priority</th> <th>Category</th> <th>Target</th> <th>October</th> <th>November</th> <th>December</th> <th>January</th> <th>February</th> <th>YTD</th> <th>%</th> <th>2/28/2026</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td align="center">100%</td> <td align="center">66.67%</td> <td align="center">75%</td> <td align="center">83.33%</td> <td align="center">91.67%</td> <td align="center">100%</td> <td></td> <td></td> <td align="center">CAREWare</td> </tr> <tr> <td></td> <td><b>CORE SERVICES TOTAL</b></td> <td align="right">\$ 3,453,501.00</td> <td align="right">\$ 316,258.41</td> <td align="right">\$ 259,733.37</td> <td align="right">\$ 209,248.65</td> <td align="right">\$ 210,883.93</td> <td 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<b>HOPWA Update</b>	<p>Tiffany Greene:</p> <ul style="list-style-type: none"> <li>We are still waiting for the official notice for funding from HUD.</li> </ul>																																																																																																																																																																																																																																									

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*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties*  
Kimberlin Dennis, Brian Kimball, Christy Nicholls, Co-Chairs



**Planning Council Business**

**a. Vote to approve v.2026\_02 of the Bylaws reflecting minor grammatical corrections and inclusion of HRSA-required language related to ex-officio term limit waiver process, as presented.**

- Ex-Officio Language
  - What changed: the following paragraph was added to Section 4.4.C Ex officio Voting Members (page 9):  
*As of February 26, 2026, the Division of Metropolitan HIV/AIDS Programs (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.*
  - We are required by HRSA to add this language

**Motion to approve v.2026\_02 of the Bylaws reflecting minor grammatical corrections and inclusion of HRSA-required language related to ex-officio term limit waiver process, as presented, including the additional “s”.**

Motion made by Christy Nicholls, seconded by James Stevenson  
Yes: 17; No: 0; Abstained: 0

**b. Vote to amend the Bylaws authorizing the Executive Committee to approve non-substantive corrections.**

- Amendment to Article XI
- Recommended change: amend Article XI – Amendments (pg 27-28) by adding the following language:  
*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 changes 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 procedures set forth herein.*

**Motion to amend article XI.**

Motion made by LeAnder Lovett, seconded by Naimah O’Neal  
Yes: 16; No: 0; Abstained: 0

**c. Vote to update the procedures for electing a Consumer Executive Co-Chair**

- We need to get ready to have an election. There are a couple of things that need to be updated in the Policies and Procedures manual.
- The eligibility requirements should be updated as follows: 1. A person living with HIV/AIDS who is willing to publicly disclose their status; 2. A current Planning Council member who has served as a Committee Volunteer or a fully appointed member for at



	<p>least twelve consecutive months.; 3. In good standing related to meeting attendance (i.e., have attended at least seventy-five percent (75%) of Council and assigned committee meetings within the last twelve months.; 4. A current resident of the TGA.</p> <ul style="list-style-type: none"> <li>• Selection of the Consumer Executive co-Chair language was edited as follows: Only duly appointed members to the Planning Council in accordance with Ryan White Part A legislative authority shall vote for the Planning Council’s Consumer Executive Co-Chair.;</li> </ul> <p>6. The MRM Committee and Planning Council staff inform the Cuyahoga County Executive.</p> <p><b>Motion to accept the changes to the Consumer Executive co-Chair section in the Policies and Procedures Manual.</b></p> <p>Motion made by Christy Nicholls, seconded by LeAnder Lovett          In favor: all; Opposed: none; Abstained: none</p> <p><b>d. In-Person Open House and Training April 29<sup>th</sup>, 5:30 – 7:30</b></p> <ul style="list-style-type: none"> <li>• We are asking for everyone to participate in making this happen and invite someone to the open house.</li> <li>• Location: Neighborhood Connections home of Neighbor Up, Cleveland, OH</li> <li>• Billy – it’s dinner, open house, and game night. We are going to have fun!</li> <li>• We are looking for volunteers to come early to help set up, sit at the sign in table, and help cleaning up.</li> <li>• Invite people who might be interested in joining Planning Council!</li> </ul> <p><b>e. Co-Chairs Needed!</b></p> <ul style="list-style-type: none"> <li>• Due to term limits, we need new people to step into leadership roles in the following positions: Co-Chair for MRM, S&amp;F, CLC, QI; Consumer Executive Co-Chair</li> <li>• To serve as a co-chair, you must be a fully appointed member of Planning Council. The CLC co-chair must be willing to publicly disclose their status. Ideally, you will have been a member for that committee for 6 months. Co-chairs serve a 3 year term.</li> <li>• The goal is for each committee to have 2 co-chairs, including one person living with HIV</li> <li>• You will work with Lj to plan meetings, manage the work plan, facilitate committee meetings, and participate in the Executive committee.</li> </ul> <p><b>f. Strategy &amp; Finance Funding Recommendation</b></p> <ul style="list-style-type: none"> <li>• In a reduced funding scenario, we will limit cuts to core services to no more than a 10% cut, making up those cuts by reducing support services.</li> <li>• The priority is on preserving medical services. The details would still need to be worked out if this scenario arises.</li> <li>• If we get word that there is a funding reduction, the Planning Council has to decide how to spend the money and how to deal with those cuts.</li> <li>• There are not currently any funding cuts.</li> </ul>
<p><b>Committee Reports</b></p>	<p><b><u>Community Liaison Committee (CLC) – Lj</u></b></p> <ul style="list-style-type: none"> <li>• If you have not already done so, please spread the word about the survey</li> </ul>
	<p><b><u>Strategy &amp; Finance (S&amp;F) Committee – Lj</u></b></p> <ul style="list-style-type: none"> <li>• Priority Setting starts in April</li> </ul>

**Cuyahoga Regional HIV Prevention and Care Planning Council**  
*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties*  
**Kimberlin Dennis, Brian Kimball, Christy Nicholls, Co-Chairs**



	<p><b><u>Membership, Retention &amp; Marketing (MRM) – B. Gayheart –</u></b></p> <ul style="list-style-type: none"> <li>• We went over the attendance report today and voted on a new member. We have 2 member applicants to be forwarded to executive committee.</li> <li>• We went over the finalization of the open house agenda.</li> </ul>
	<p><b><u>Quality Improvement (QI) – Lorsonja Moore–</u></b></p> <ul style="list-style-type: none"> <li>• Our deep dive is on Medical Transportation and we kicked it off with an excellent presentation from Elly Falter. She talked about the different types of transportation being utilized, the standards of care, and the percentage of people using the service. We will be generating questions and gathering data on this topic.</li> <li>• Needs Assessment workgroup will be meeting soon</li> </ul>
	<p><b><u>HIV Prevention (Prevention) - – Deairius</u></b></p> <ul style="list-style-type: none"> <li>• This month we talked about Medicaid as well as had a presentation from Dr. Prakash</li> <li>• Our next meeting is in June</li> </ul>
<b>Public Comments</b>	None
<b>Announcements</b>	Anthony – Our office is doing reentry month where we are hosting events throughout the month. There is a health and wellness event on April 1 <sup>st</sup> .
<b>Adjournment</b>	<b>Meeting was adjourned by Kimberlin Dennis at 6:53 pm.</b>
<p><b>Reminder: Check your Email or the Website for Minutes and Agendas</b>  <b>Visit the Ryan White HIV/AIDS Homepage at: <a href="http://www.ccbh.net/ryan-white">www.ccbh.net/ryan-white</a></b>  <b>Next Meeting: Wednesday, April 15, 2026 - 5:30-7:00 PM</b></p>	