

**THE GREATER HAMPTON ROADS HIV HEALTH SERVICE
PLANNING COUNCIL
Community Access Committee Meeting Notes
Meeting Held Via Zoom – Wednesday, July 13, 2022 – 6:00 P.M.**

Call to Order:

The Community Access Committee meeting, was called to order at 6:04 p.m. The following participants were in attendance:

In Attendance:

Lynea Hogan
Yasmine Black
Travis Tucker
Meyoni Beale
Mishell Whitaker
LaQuasia Cotton
Ruth Fordham
Sheila Belin
Gregg Fordham

P.C. Support Staff:

Deryk M. Jackson
Teresa T. Malilwe

Absent Members:

Dr. Michael Bane

Moment of Silent Reflection:

A moment of silent reflection was observed for those infected and affected by HIV/AIDS.

Review and Approval of Minutes:

After review of the minutes from the last meeting, a motion was moved by Meyoni and properly seconded by Ruth to approve the minutes as written. The motion passed.

Review Planning Council Activity Timeline:

- Review P-CAT for Progress
- Compile unresolved Issues in Parking Lot
- Host Quarterly Consumer Forum
- Review Results of the Consumer Satisfaction Survey

Old Business:

Statewide Consumer Retreat:

The Ad Hoc Committee held meetings to discuss plans and they also updated information for the upcoming: *HIV Then and Now Consumer Retreat* scheduled for the weekend of August 27th and 28th in Wakefield, Virginia.

The Co-Chair noted that the Application for the Retreat is currently open. It was sent out to the community earlier in the month. The 19th of July is the deadline for submission of applications. The Eastern Region has, currently, received thirty-eight (38) applications.

The committee reviewed the need-to-know documents pertaining to the Consumer Retreat, including:

- Application Acceptance letter
- Application Rejection Letter
- A document with Retreat Details and tips pertaining to:
 - Accommodation and Meals
 - Retreat Rules
 - Retreat Tips
 - Travel Tips
 - Parking Tips
- The committee also reviewed the Program for the upcoming Consumer Retreat.

The Committee reviewed the documents and made some revisions where necessary. After review, a motion to accept the Retreat documents with noted revisions was moved by Yasmine and properly seconded by Gregg. The motion passed. The Co-Chair will make the recommended revisions accordingly.

The committee also sent out a request to Agencies for donations of promotional items and marketing materials which will be included as incentives to the participants.

The committee discussed the issue of transportation to the Retreat venue in Wakefield, Virginia. As mentioned in the previous meeting, the committee was in the process of getting quotes from transportation providers which will be submitted to the Recipient's Office for review. The transportation provided will be for consumers from the Eastern Region only.

The Ad Hoc Committee will meet, some time during the week, with Regional Representatives in regard to transportation throughout the Region.

Any Other Business/Announcements:

There was no other business to discuss or announcements.

Next Meeting Date:

The next committee meeting will be Wednesday, August 10th, at 6:00 p.m.

Adjournment:

With no further business to discuss, a motion was moved by Meyoni and seconded by Ruth to adjourn the meeting. The motion passed.

Respectfully submitted,

Lynea Hogan --Co-Chair

Meyoni Beale-Co-Chair