

**GREATER HAMPTON ROADS HIV HEALTH SERVICES  
PLAANNING COUNCIL  
Membership and Nominations Committee Minutes  
Meeting Via Zoom – Thursday, March 25, 2021**

**Call to Order:**

The meeting was called to order at 2:04 p.m.

**Moment of Silent Reflection:**

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

**Roll Call:**

The following members were in attendance:

**Present:**

Beverly Franklin  
Syreeta Dawkins  
Rachael Artise  
Gwendolyn Ellis-Wilson

Jerome Cuffee  
Rhonda Russell  
Ashley Brown  
Lynea Hogan

**Absent:**

Cindy Walters  
Meyoni Beale  
Terry R.J. Carrington  
Lexus Walker

**PC Support/Recipient Staff**

Deryk M. Jackson  
Thomas Schucker  
Marsha D. Butler  
Teresa Malilwe

**Guest:**

Clay Porter

**Planning Council Support Staff Report:**

- **New Planning Council Applicant:**

A former Planning Council applicant who, at that time could not take his position as a member on the Council, reapplied and was in attendance for interviews. During the interview, the candidate discussed:

- His current and/or past volunteerism and community service experience.
- His experiences working with diverse groups.
- Any formal or informal HIV education that he has received.
- His ability to work as a team member of a large and diverse group.
- When asked, he describe a situation in which he had to deal with someone who was critical or unpleasant. He also described what he did to ensure a positive outcome for both himself and everyone else involved.

- He talked about how he has managed confidentiality issues in the past.
- Finally, after the committee explained the attendance requirements for Planning Council meetings/events, the candidate agreed to make the time commitment for Planning Council meetings and/or events.

At the conclusion of the interview, the committee thanked the candidate for his attendance and was requested to leave the meeting so that the committee could discuss their different opinions of the interviewed candidate. After discussion, a motion was moved by Rachael and properly seconded by Syreeta to accept Clay as a Council member. The motion passed unanimously with:

- o Nays
- o Abstentions

The committee's recommendation will be presented to the Executive Committee and subsequently, the Planning Council for a final vote.

**Review Planning Council Matrix for Compliance with the Federal Mandate:**

The Planning Council is currently very low on membership. Two serving members of the Council will be stepping down as follows:

- The Part B (VDH) Representative on the Council resigned her position at VDH and can no longer represent Part B on the Council. Discussions are currently underway at VDH to appoint a replacement to fill the Part B slot.
- One of the three Council members currently employed at Minority AIDS Support Services (M.A.S.S.) should step down. In accordance with the Part A Norfolk TGA Bylaws, only two employees from one particular agency can sit on the Planning Council at one given time. The committee discussed who, of the basically two members, should step down. The Planning Council Co-Chair, who is currently employed at M.A.S.S., indicated that she could step down. However, it was noted that she was due to rotate off the Council June 30, 2021. The committee noted that there are two sitting members of the Council who would qualify as Planning Council Co-Chairs:
  1. Lisa P. Laurier
  2. Jerome Cuffee

With the resignation of the VDH Representative, the Council is at fourteen (14) members, instead of the required fifteen (15). In order to assist with recruitment, letters were sent to Sub-Recipients, and to the City Officials in the Norfolk TGA serving area to help the Council in its recruitment efforts.

**Review Planning Council Feedback/Feedback Form:**

The committee reviewed feedback from the last Planning Council meeting. There were nine (9) respondents.

**Next Committee Meeting:**

The next Membership/Nominations Committee meeting will be Thursday, April 29<sup>th</sup> at 2:00 p.m.

**Adjournment:**

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

Respectfully Submitted

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Beverly Franklin - Co-Chair