

**THE GREATER HAMPTON ROADS HIV HEALTH SERVICE  
PLANNING COUNCIL  
Community Access Committee Meeting Minutes  
Meeting Held Via Zoom – Wednesday, May 11, 2022 – 6:00 P.M.**

**Call to Order:**

The Community Access Committee meeting, was called to order at 6:12 p.m. The following participants were in attendance:

**In Attendance:**

Dr. Michael Bane  
Gregg Fordham  
Ruth Fordham  
Lynea Hogan  
Yasmine Black

**P.C. Support Staff:**

Deryk M. Jackson  
Teresa Malilwe

**Moment of Silent Reflection:**

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

The Community Access Committee Mission Statement was read by Lynea.

**Review Planning Council Activity Timeline:**

- Plan and Coordinate quarterly Consumer Forum
- Host Quarterly Consumer Forum
- Conduct Consumer Satisfaction Survey
- Compile unresolved Issues in Parking Lot

**Review and Approval of Minutes:**

After review of the March 9, 2022 minutes, a motion was moved by Dr. Bane and properly seconded by Gregg to approve the minutes as written. The motion passed.

The committee reviewed the April 13<sup>th</sup> minutes, a motion was made by Gregg and seconded by Dr. Bane to accept the minutes as presented. The motion passed.

**Old Business:**

- **Consumer Forum/Town Hall:**

Due to a low number of attendees registered, the Town Hall meeting scheduled for April 26<sup>th</sup> and 27<sup>th</sup> was cancelled. The committee will revisit plans for the event at a later date. In the meantime, the committee will focus on planning the Statewide Consumer Retreat.

**Statewide Consumer Retreat:**

- **Date of the Event:**

The Co-Chair recommended that the date for the Statewide Consumer Retreat be rescheduled to August 27<sup>th</sup> to 28<sup>th</sup>. The committee unanimously voted to hold the Retreat on afore recommended dates.
- **Application for the Retreat:**

There are five (5) regions within the State. In those five regions, and in collaboration with VACAC, a regional breakout session will be added to the agenda. During the breakout session, participants will\*- formulate a regional project from a consumer issue that a particular region can work on. In this regard, the committee will expand the application. Instead of focusing on the basis of first come, first served, selection will be on a quality list of participants who are going to do actual work during the Retreat. The committee reviewed the revised Retreat Application. The Chair will email the Application to the committee for further input and should be received back by Monday, May 16<sup>th</sup>.
- **Agenda:**

Due to short time span to the Retreat date, there was a recommendation to have committee meetings every other week, instead of on a monthly basis. After some discussion, the chair volunteered to work on the topics that need to be worked on with the assistance of either Gregg or Support Staff. There is also a shortage of committee members currently. A meeting was set up for May 25<sup>th</sup> at 6:00 p.m. between Lynea, Gregg, and Ruth. The committee reviewed and discussed the revisions to the Agenda which is still a work in progress. Copy of the draft agenda will be emailed to the committee for input and discussion at the next meeting.
- **Transportation:**

Further discussions regarding transportation with the Recipient's Office will be revisited after the full grant award has been received. The committee will be informed accordingly.

**Any Other Business/Announcements:**

There was no other business to discuss and no announcements.

**Next Meeting Date:**

The next committee meeting will be Wednesday, June 8<sup>th</sup>, at 6:00 p.m.

**Adjournment:**

With no further business to discuss, a motion as moved by Gregg and seconded by Dr. Bane to adjourn the meeting.

Respectfully submitted,

---

Lynea Hogan --Co-Chair

