

**THE GREATER HAMPTON ROADS HIV HEALTH SERVICE
PLANNING COUNCIL
Community Access Committee Meeting Minutes
Meeting Held Via Zoom – Wednesday, June 8, 2022 – 6:00 P.M.**

Call to Order:

The Community Access Committee meeting, was called to order at 6:06 p.m. The following participants were in attendance:

In Attendance:

Earl Hamlet
Gregg Fordham
Ruth Fordham
Lynea Hogan
Yasmine Black
Travis Tucker
Meyoni Beale
Mishell Whitaker

P.C. Support Staff:

Deryk M. Jackson
Teresa Malilwe

Absent Member/s:

Dr. Michael Bane

Moment of Silent Reflection:

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

The Mission Statement for the Community Access Committee was read by Lynea.

Review Planning Council Activity Timeline:

- Plan and Coordinate quarterly Consumer Forum
- Host Quarterly Consumer Forum
- Review Results of the Consumer Satisfaction Survey
- Compile unresolved Issues in Parking Lot

Review and Approval of Minutes:

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

Old Business:

Statewide Consumer Retreat:

The Co-Chair reiterated that the Town Hall Meeting, which was scheduled for the end of April, was put on hold so that the committee can focus on planning for the Statewide Consumer Retreat scheduled for the weekend of August 27th to 28th.

Consumer Satisfaction Survey:

The survey was completed and was reviewed and approved by the Council. However, there was discussion regarding a recommendation that was brought forward by Support Staff, to incorporate the survey tool into the Triennial Needs Assessment survey, so that it is launched out

as one survey. Part of the reason to incorporate the two surveys was, to avoid overwhelming respondents with too many survey, both asking almost the same questions. The Community Access Committee was reassured that they will be obtaining the data from the survey. It was also noted that the incorporated survey will be a TGA wide survey.

However, the committee requested that, in this case, the committee should be recognized for the work they put into putting together the survey tool. That this was one of the committee's accomplishments. It should also be noted that this was a joint effort by both the Community Access Committee and the Quality Improvement and Strategic Planning Committee.

Site Visit to the Retreat Venue:

The Co-Chair, Ruth and Gregg had an opportunity to visit the site for the upcoming Statewide Consumer Retreat to get an idea of how things were going to be laid out. After the visit, the Ad Hoc Committee had a meeting to review and update the agenda.

Agenda:

The agenda, which was revised by the working group, was emailed out to the committee for review and discussion at the committee meeting. Because this was going to be a Statewide Consumer Retreat, the start time of the event was taken into consideration, as one of the revisions. During the meeting, the committee reviewed the agenda while the Co-Chair went over the activities of the two-days' event. It was noted that the VACAC Committee will give an overview of their particular committee. The VACAC Regional leaders will head out the breakout session to talk about their concerns in their particular areas and create work groups to address the concerns. Each region will give a report on their Regional project. There will be an evaluation, followed by a "*Pat On The Back*", before wrapping up and closing out.

Statewide Consumer Retreat Application:

The Statewide Consumer Retreat Application was approved by the Council at the last meeting. The committee agreed to schedule Monday, June 13th as the Roll out date and for completed Applications. Completed Applications should be received back by July 15th. The committee discussed options regarding the various systems to collect the completed Applications. The Co-Chair will reach out to VDH to discuss the issue of a centralized process to collect completed application forms. The timeline will be as follows:

- June 10th: Roll out of Application
- July 15th: Deadline to receive completed Applications
- August 1st: Have final number and send out confirmations to selected participants
- August 5th: Drop-dead date.

Transportation:

The Co-Chair will reach out to the Recipient's Office for a meeting to discuss funding assistance towards securing transportation for consumers to travel to the venue for the Retreat. However, as noted, the issue of transportation is included on the application; asking applicants whether they have transportation or not, to get to the Retreat venue. And whether participants are willing to share a ride with someone.

In the meantime, before the next committee meeting, the Co-Chair will send out updates of any need-to-know information to the committee and within the working group, the Chair will send

out any decisions to the Committee, for discussion at the next committee meeting. For the success of the event, the Co-Chair asked the committee members to volunteer to help out in any way they can.

Any Other Business/Announcements:

On Tuesday, June 14th, MASS will hold an In-Person Support Group from 6:00 to 7:30 p.m. at the Newport News Office on 247 28th Street.

Before the In-Person Support Group, MASS will hold a Listening Session at 5:00 p.m. at the same Office location. Consumers are invited to both events.

Next Thursday, Urban League is having a virtual Support Group on “*HIV and Aging*” at 11:00 a.m. If interested in attending the discussion, please contact Ruth for a link to the virtual meeting.

Next Meeting Date:

The next committee meeting will be Wednesday, July 13th, at 6:00 p.m.

Adjournment:

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

Respectfully submitted,

Lynea Hogan --Co-Chair

Meyoni Beale-Co-Chair