

**THE GREATER HAMPTON ROADS HIV HEALTH SERVICE
PLANNING COUNCIL
Community Access Committee Meeting Minutes
Meeting Held Via Zoom – Wednesday, March 09, 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:

LaQuasia Cotton
Dr. Michael Bane
Lynea Hogan
Yasmine Black

Gregg Fordham
Ruth Fordham
Meyoni Beale

P.C. Support Staff:

Teresa Malilwe

Call to Order:

The meeting was called to order at 6:12 p.m. The Chair thanked and welcomed participants to the meeting.

Moment of Silent Reflection:

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

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:

The committee did not have a quorum to vote on the minutes.

Old Business:

- **Consumer Forum/Town Hall:**

The Consumer Forum is tentatively scheduled for April 20th and 21st. This will be a two-day virtual event. The event on each day will start at 6:30 p.m. for no more than one hour. The following topics will be covered as follows:

Day One:

1. Aging with HIV (ages 50+)
2. Consumer Perspective on Support Groups.
3. A round up discussion about the Planning Council/Sub-Committees by the Planning Council Co-Chair.

Day Two:

4. Taking Ownership of your Health.
5. Pharmacy perspective on Medication Adherence. The discussion will encompass a little bit of the COVID-19 pandemic.
6. Planning Council overview –the Planning Council Co-Chair will be invited to give a discussion on the Planning Council Overview.

The remainder of the time will be used to talk about the upcoming Statewide Consumer Retreat; scheduled on both days.

The Chair asked for a volunteer to talk about The Consumer Perspective on Support Groups. Denise, who was scheduled to give this presentation, will not be in a position to do so. LaQuasia volunteered to give a 15-minute discussion on her perspective of Support Groups in place of Denise.

Review of the Town Hall Flyer:

The committee reviewed the revised Town Hall flyer. The revision was mainly, to specify that it was a two-day event; April 20th and 21st. The flyer will be presented to the Executive Committee for review and approval at the March 31st meeting and will be distributed to the public thereafter. In the meantime, the committee members can start a conversation with the public about the upcoming Town Hall. The Chair will send out the two draft flyers for the committee to select their preference of the two flyers.

The Quality Improvement/Strategic Planning Committee Chair who was invited to attend the Community Access Committee meeting to discuss collaboration between the two committees on the Town Hall, could not make the CAC meeting. Arrangements will be made for the two Committees' Co-Chairs to meet at a later date. The Co-Chairs will discuss collaboration, especially with regards to the Town Hall budget, things like incentives, etc... However, in order to cut down on cost, the committee will explore the possibility of offering a door prize. A gas card would be a good incentive.

The CAC Co-Chair will ask if the QISP Committee can review the evaluation for extra input/feedback. The Chair will report back to the committee the outcome of that meeting.

Evaluation:

As discussed at the last meeting, after each day's event, participants will be requested to do either a survey monkey evaluation or a pop up on zoom for them to answer the questions or an email link for people without this kind of technology. The evaluation questions will be emailed to the committee for further review and input. Final input from the committee to the Chair should be received by April 16th.

Lynea shared the draft on *Taking Ownership of Your Health* presentation she was working on for feedback. The presentation will be emailed to committee members for input and comment. In the meantime, Lynea will reach out to Providers to see if they have upcoming relevant events for consumers. She will create a dedicated flyer of the interesting events that will be taking place in the community.

Dr. Bane, who is presenting on *The Pharmacy Perspective on Medication Adherence* will have a draft presentation outline ready to Lynea by March 23rd for dissemination to the committee for review. The committee agreed to have a practice run session for presenters prior to the next committee meeting on a date to be determined.

Discussion Whether Community Access Committee is Meeting its Goals:

It was noted that it is hard to tell whether the committee is meeting its goals. It has been hard for everyone, especially with the COVID-19 pandemic and having to meet virtually. However, the outcome from the Town Hall and the Statewide Consumer Retreat should give the committee a good perspective of whether or not its meeting its goals.

The Chair requested participants to bring someone at the next meeting, especially individuals who were once participants in Town Halls, Retreats, etc.... The committee needs input from other people, to give it more representation.

As liaison between the community/providers and the Planning Council, the Community Access Committee should strive to engage with the community not only to let them know what is happening, but also listening to the people to find out what is happening in the community.

Lynea reiterated the call for individuals to join the Planning Council so that they can take over the running of the committee.

Transportation for the Statewide Consumer Retreat:

As discussed at the last meeting, the Chair reached out to VDH to see if there was a way for some of the participants to get transportation to the Retreat venue. Efforts are being made to schedule an appointment for Lynea with Camelia from VDH, to discuss what options the committee has for transporting people to the Retreat. A request for transportation was also presented to the Director at M.A.S.S. However, the organization wanted to know if they would get reimbursement from the State. Results of the meeting will be presented to the committee when it becomes available.

With regard to the Retreat agenda, the Chair reached out to Ms. Johnson. Ms. Johnson is on the committee that deals with ending criminalization of people with HIV. Ms. Johnson accepted the invitation to be a part of the Retreat agenda and give a presentation. Details for the presentation are still being worked out.

As suggested at the last meeting, Gregg talked with Ms. Kimberly Scott at VDH regarding an invitation for her to speak at the Retreat. Ms. Scott was instrumental in authorizing funding for the Statewide Consumer Retreat. Due to other commitments, Ms. Scott is considering providing a video that will be beamed into the Retreat where she will welcome participants to and thank them for their time to attend the event. And possibly talk about Part B. The other option she talked about was to have a VDH/Part B Representative at the Retreat.

Lynea noted that she had a good response from the Executive Members of VA-CAC when she talked about the upcoming Retreat at the meeting. They are willing to assist with

anything the committee might need regarding presentations that VA-CAC has already done.

Statewide Consumer Retreat Agenda:

The committee reviewed the agenda for the upcoming Retreat. Lynea will fill in the slots with the information/presentations that were just discussed and will send out to the committee for review. She noted that she already sent out the Registration for the Retreat for the committee's input and feedback.

Next Meeting Date:

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

Adjournment:

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

Respectfully submitted,

Lynea Hogan --Co-Chair