



Gary Costa and Kenneth Gary, Co-Chairs

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### Executive Committee Meeting Minutes

**Meeting Date:** Wednesday, October 31, 2018  
**Start Time:** 11:35 a.m.  
**End Time:** 11:48 a.m.  
**Location:** 2820 W. Charleston Blvd, STE B-15, Las Vegas, NV 89106 (Ryan White Office)  
**Presiding Chair:** Gary Costa  
**Recorder:** Thomas Schucker/Michael Koran

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### Summary of Committee Business Votes

- Approval of Minutes from the July 25, 2018 minutes

#### (1.0) CALL TO ORDER

G. Costa called the meeting to order at 11:35 p.m. G. Costa asked attendees to silence their cellphones. Planning Council Staff confirmed 6 agenda postings. Attendees introduced themselves and a quorum was established at 11:37 p.m. G. Costa read the agenda for today's meeting.

#### COMMENTS BY THE GENERAL PUBLIC

None

#### (2.0) BUSINESS ITEMS

- a) *Approval of July 25, 2018 meeting minutes.* K. Gary made a motion to approve the meeting minutes. The motion was second by P. Bozarth.

<p><b>In Favor:</b> K. Gary, P. Bozarth, G. Costa, C. Wallace <b>Against:</b> None <b>Abstentions:</b> None</p>
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- b) *Review of Planning Council Activity Timeline*— Planning Council Support Staff reviewed the PCAT. Executive Committee agreed the committee is on target with PCAT action items.
- c) *Review Planning Council Reflectiveness:* Planning Council Support Staff presented to the committee that membership is reflective of the federal mandate. It was also discussed that a number of consumer were awaiting appointments in January 2019.
- d) *Review Planning Council Attendance* – Planning Council Support Staff presented to the committee one member who has been contacted regarding attendance per council bylaws. J. Verner was contacted and made aware of the attendance policy and the requirement to attend the October 2018 Planning Council meeting. If his attendance is not noted at this meeting J. Verner will be in violation of the attendance requirement and will be removed from the Planning Council in accordance with bylaws.



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- e) *Discuss Co-Chair elections:* Planning Council Support Staff reviewed with the committee the co-chair ballots for Planning Council vote. The committee had no questions or concerns.
- f) *Carryover Request:* The Recipient's office (A. Barrett) presented the estimated carryover request. This request will be presented again at Planning Council for possible action.
- g) *Review Planning Council Agenda -* The committee reviewed the Planning Council agenda without question or concern.
- h) *Recipient Report:* Alisha Barrett, Recipient, provided the Planning Council with four updates:
  - i. *The recipients office will be hiring a compliance/analyst position.*
  - ii. *Subrecipients conference in January 2019.*
  - iii. *Ryan White National Conference is December 2018 in Washington DC.*
  - iv. *HRSA Supplemental Award Technical Assistance Call in October 2018 announced that the RWHAP will receive NGA in 2019.*

**(3.0) INFORMATIONAL ITEMS-** none

**(4.0) NEXT MEETING**  
TBD

**(5.0) COMMENTS BY THE GENERAL PUBLIC**  
None

**(6.0) ADJOURNMENT**  
11:48 a.m.

<b>Parking Lot Items:</b> None
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