



Gary Costa & Kenneth Gary, Co-Chairs

CLARK COUNTY RYAN WHITE PART A HIV/AIDS PROGRAM PLANNING COUNCIL

**Executive Committee Minutes**

Wednesday, January 26, 2022

1:00 pm – 2:00 pm

Committee Members		Planning Council Members		Recipient Staff		Guests
☎ Kenneth Gary	P	☎ Marc Gilbert	P	☎ Heather Shoop	P	
☎ Gary Costa	P			☎ Jessica Rios	P	
☎ Angela Smith	P			☎ Tiffany Evans	P	
☎ Patrick Bozarth	P			☎ Tony Garcia	P	
☎ Lourdes Yapjoco	P					
☎ Dan Brown	P					

**P = Present      A = Absent      ☎ = Phone/Zoom**

Support Staff: Michael Koran, Thomas Rodriguez-Schucker, Deryk Jackson, Sara Seaburg

<b>Call to order</b>	Gary Costa, called the meeting to order at 1:00 pm
<b>Determination of Quorum</b>	6 of 6 members present at 1:03 pm <b>QUORUM WAS ESTABLISHED</b>
<b>Welcome and Introductions</b>	The Chair welcomed Planning Council members and guests. Planning Council Support introduced each attendee and asked for any conflicts of interest.
<b>Confirmation of Notice of Meeting Posting.</b>	Planning Council Staff confirmed 6 agenda postings. Gary Costa read the agenda for today's meeting
<b>Approval of the Minutes from October 27, 2021 and November 17, 2021</b>	A motion to approve the October 27, 2021 minutes was made by K. Gary and 2 <sup>nd</sup> by P. Bozarth; The minutes were approved by unanimous vote.  A motion to approve the November 17, 2021 minutes was made by K. Gary and 2 <sup>nd</sup> by P. Bozarth; The minutes were approved by unanimous vote.

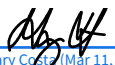
Business Item	Discussion / Motion	Action
<b>Recipient's Report.</b>	<p>Heather Shoop from the Recipient's Office gave the report.</p> <ul style="list-style-type: none"> <li>Gearing up for the closing of the Grant Year.</li> <li>In the process of the Ryan White Services Report (RSR). It is due March 31, 2022.</li> <li>Heather shared the reallocations from the past two months. Thomas explained that in our Directives to the Recipient's Office, the Planning</li> </ul>	Discussion Only. No Action

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	<p>Council annually approves for Rapid Reallocation at the end of the grant year which permits the Recipient’s Office to reallocate funds between service categories up to a certain amount. The Recipient’s Office invoked this directive to make sure that everything evens out at the end of the grant year.</p> <ul style="list-style-type: none"> <li>• There is an Ending the HIV Epidemic Site Visit coming up from HRSA. This will be more of a program review as ETHE is still in the implementing stages.</li> </ul>	
<p><b>Review Planning Council Federal Reflectiveness and Member Attendance</b></p>	<p>Lourdes Yapjoco made a motion to go into Executive Session. The motion was seconded by Kenneth Gary. The Committee went into Executive Session and the recording was stopped and all guests were moved into a waiting room to allow for the committee to discuss sensitive information.</p> <p>Thomas of Planning Council Support shared all of the data for members who renewed their applications for membership and all new applications.</p> <p>Kenneth Gary made a motion to come out of Executive Session. The motion was seconded by Angela Smith. The Committee came out of Executive Session.</p> <p>The committee then reviewed the Attendance for the members.</p>	<p>Discussion Only. No Action</p>
<p><b>Review of the Memorandum of Understanding</b></p>	<p>A request was made to table this until March because updates were brought to our attention through technical assistance from HRSA and we are in the process of making those changes.</p>	
<p><b>Review Scope of Work, Planning Council Activity Timeline, Calendar</b></p>	<p>Thomas Schucker shared the Scope of Work with the Committee and the committee reviewed this.</p> <p>Thomas Schucker also shared the Draft of the Planning Council Activity Timeline. This will be sent out to the entire planning council to review after this meeting for consideration and approval in February.</p>	

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	Thomas Schucker also shared the Draft of the Meeting Schedule. This will be sent out to the entire planning council to review after this meeting for consideration and approval in February.	
<b>Development of Directives to the Recipient</b>	<p>Thomas Schucker shared the draft of the Directives to the Recipient and the committee reviewed each Directive and discussed any changes that they would like to see made.</p> <p>A motion to accept the changes was made by Dan Brown Sr. and Seconded by Lourdes Yapjoco. The motion passed Unanimously.</p>	<p><b>Motion to Approve the changes to the Directives to the Recipient.</b></p> <p><b>Motion:</b> Dan Brown Sr.</p> <p><b>Second:</b> L. Yapjoco</p> <p><b>In Favor:</b> K. Gary, G. Costa, D. Brown, L. Yapjoco, A. Smith, P. Bozarth.</p> <p><b>In Opposition:</b> None</p> <p><b>Abstentions:</b> None</p>
<b>2022 Consumer Forum Update</b>	Thomas Schucker shared the details for the upcoming 2022 Consumer Forum Update.	Discussion Only. No Action
<b>Compile Unresolved Issues in the Parking Lot.</b>	The Committee discussed the upcoming elections and shared that we have someone who has accepted the nomination for the Co-Chair position. We also have several new applicants and renewals to review.	Discussion Only. No Action
<b>Announcements by Members.</b>	None	Discussion Only. No Action
<b>Public comment and discussion.</b>	Heather thanked everyone for the constant service to the PWH in the TGA.	Discussion Only. No Action
<b>Adjournment</b>	<b>1:55 pm</b>	

  
Gary Costa (Mar 11, 2022 14:22 PST)

Mar 11, 2022

  
Gary Costa (Mar 11, 2022 14:22 PST)

Mar 11, 2022

**Signature:** L. Yapjoco  
L. Yapjoco (Mar 11, 2022 08:11 PST)

**Email:** yapjoco@snhdmail.org










# LVTGA Executive Committee Minutes\_01262022

Final Audit Report

2022-03-11

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