



LAS VEGAS TGA
PART A HIV/AIDS PROGRAM
 CLARK | MOHAVE | NYE COUNTIES

Stephany Coaley & Marc Gilbert

LAS VEGAS TRANSITIONAL GRANT AREA PART A RYAN WHITE PLANNING COUNCIL

Strategic Planning and Assessment Committee Minutes

Wednesday, April 26, 2023

2:00pm – 4:00pm

Clark County Social Services

3rd Floor Training Room

1600 Pinto Lane

Las Vegas, NV 89106

Committee Members		Recipient Staff		Guests		
Aaronell Matta	P	*Krystal Griffin	P	Heather Shoop	P	Gina Candelario
*Adreine Christian	P	*Lorenzo Stanley	P	Jessica Rios	P	
*Angela Smith	P	*Lourdes Yapjoco	P	Tony Garcia	P	
Benjamin Clayton	P	*Marc Gilbert	P	Tiffany Evans	P	
*Caesar Espinoza	P	Maria Montes-Mendoza	P	Vanessa Cruz	P	
Carlos Wallace		Mati (Matt) Michalov				
Danny Brown	P	Michaela Kamden				
Darnell Duwyenie		Raychel Holbert	P			
Dr. Cheryl Radeloff		Ricardo Fernandez				
*Dr. David Dijohn		Rico Sergio				
*Davina "Dee" Otalar		Robert Hamilton				
Franchesca Reed	P	*Robert Wilson	P			
Heather Lasarakis	P	Stacey Young	P			
Ivelisse Adams		Stephany Coaley	P			
Jude Salas		Susana Gonzalez				
Kenneth Gary	P	Tammy Chinn				
		Tory Johnson				

P = Present A = Absent ☒ = Phone/Zoom

Support Staff: Thomas Rodriguez-Schucker, Clifford Barnett, Deryk Jackson

Guests: Jesse Santos

10 elected members – 6 for quorum

1. Expectations of meeting at Social Service – Heather Shoop

- A few things to be mindful of:
 - Restroom location in the building
 - Keep your volume low while walking through the halls
 - You will need an escort through the building

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- Networking after their meeting should remain in the meeting room to respect the people working in the building
- 2. Call to Order and Roll Call.**
 - CR Staff completed Roll Call
- 3. Welcome and Introduction of Guest(s).**
 - Marc Gilbert welcomed everyone to the meeting and quorum was established
- 4. Confirmation of Notice of Meeting Posting**
 - CR noted that there were 3 confirmations of Notice of Meeting Postings
- 5. Public comment and discussion. (Discussion)**
 - There were no public comments at this time
- 6. Approval of the February 22nd, 2023, Meeting Minutes. (For possible action)**
 - Motion made to approve the February 22nd, 2023 Meeting Minutes with the adjustment of changing co-chair names on the minutes by Caesar and seconded by Lorenzo, all in favor and motion is approved
- 7. Recipient's Report. (For possible action)**
 - We received the final notice of award from HRSA and it was a little over 7.2 million
 - This was a little less than the expected and she is working on getting out final awards to providers
 - Update on expenditure reports
 - There are still some requests for reimbursements coming in from providers for that time period.
 - Expenditure reports are due to HRSA by May 29th so the team is working on getting the expenses finalized
 - We will have final numbers available for you at the May 31st meeting
 - Its reporting season for HRSA both for Ryan White and Ending the HIV epidemic
 - Expenditure reports for both grants
 - Allocation reports for both grants
 - The report for Ryan White is to tell HRSA how we allocated funds and are they in alignment with Planning Council priorities
 - Part A progress report due at the end of May
 - Federal Financial report due at the end of July with hopes of getting it submitted earlier due to HRSA's decision to change the date next year to May 31st. Which is a full 60 days earlier. So this year will be a test run
 - Ryan White Program terms reports
 - Ryan White Program submission reports
 - The recipients office will be focused on completing reports for HRSA over the next few months and will keep the Planning Council posted as things are needed from the PC
 - Update on the approval of new members to the Planning Council
 - The agenda item was submitted to the Board of County Commissioners and will go before them on May 16th
 - Everyone on that slate should be approved voting members by the time we meet in May

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- Eligibility
 - All parts (A,B,C,& D) come together to look at eligibility requirements and applications to make it less cumbersome for clients
 - Under Tiffany and Tonys leadership we have arrived at a finished universal eligibility application that will roll out on May 1

8. Receive award from HRSA/HAB for grant year

- The grant award has been received from HRSA
 - CR will send out the final notice of award to the members of the Planning Council

9. Receive Quality Management Reports from Recipients office

- The quarter 1 meeting is March 30th
- Next meeting will be held on June 27th

10. Planning for Needs Assessment

11. Review progress and updates of the integrated plan

- There were no major updates at this time

12. PSRA – Review framework and meeting logistics for PSRA

- CR staff recommends pushing this process off till the end of the year
- Submission of EPI data requests to complete the PSRA process
- PSRA Data presentation in June – SPA
- Reviewing of results and final PSRA report in October - SPA

13. Identify datasets for PSRA

- Identify which data sets we would like to look at for PSRA
- What are we using the data to determine?
- Does this service category help end the HIV epidemic?

Examples:

- Understanding where the non-virally suppressed clients are and their demographic breakdown
- Demographic data such as age, race and ethnicity groups
- Risk characteristics
- Recommendations from the recipient's office

14. Review/Update Committee Planning Council Activity Timeline (PCAT). (For possible action)

- Review and vote on updates to the PCAT
 - Motion made to approve the Planning Council Activity Timeline with approved adjustments made by Lorenzo and seconded by Adrienne, all in favor and motion carries
- Planning for annual community forum – July – November - Executive
- Nominations of Planning Council Co-Chairs – September – PC
- Approval of new Planning Council members - November – PC
- Elections of Planning Council Co-Chairs – October - SPA

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15. Review/Update Service Category Definitions and Service Standards – Work Group Update (For possible action)

- Tiffany Evans - Review of EFA and EIS services
 - Everything remains on track with the committee
 - Meetings are held on the 2nd Wednesday of the month
 - We are utilizing basecamp as a tool for communication to update the service standards

16. Review and Update Bylaws and Policy & Procedure Manual (For possible action)


- Changes to Bylaws due to adjustments on the PCAT
 - Website was updated in the bylaws
 - Changes to legislatively required membership to meet federal reflectiveness
 - Took out specific dates and timeframes from the bylaws and left them in the policies and procedures
 - Policies and Procedures can be approved by PC, Bylaws have to go to the Board of County Commissioners
 - CR staff will send this information out for review
- Co-Chair and new member elections – Review track changes

17. Compile Unresolved Issues in the Parking Lot. (For possible action)

18. Announcements by Members. (Discussion, all matters in this item are informational only).

19. Adjournment. (Action)

- The meeting was adjourned by Lorenzo and seconded by Adreinne


Angela Smith (Oct 4, 2023 10:49 PDT)


Lourdes Yapjoco (Oct 4, 2023 12:02 PDT)