



Lourdes Yapjoco & Angela Smith, Co-Chairs

**LAS VEGAS TRANSITIONAL GRANT AREA RYAN WHITE PART A PLANNING COUNCIL**

**Executive Committee Minutes**

Wednesday, October 25th, 2023

1:00 pm – 2:00 pm

**Southern Nevada Health District**

Redrock Conference Room

280 S Decatur Blvd

Las Vegas, NV 89107

**Guests' Directions:** Meeting attendees may enter through the front doors and the Red Rock Conference Room is to the right of the reception desk.

Committee Members		Planning Council Members		Recipient Staff		Guests
Dan Brown	P			Heather Shoop	A	Gina Candelario*
Stephany Coaley*	A			Jessica Rios	P	
Marc Gilbert	P			Alisha Barret	A	
Angela Smith	P			Tony Garcia	P	
Lourdes Yapjoco	P			Tiffany Evans	P	
				Mary Duff	A	
				Kamron Toston	A	
<b>P = Present      A = Absent</b>						
Support Staff: Jennifer Vazquez,						
5 Members – 3 for quorum – *Filling in						

**Agenda:**

**1. Call to Order and Roll Call.** The Chair will call the meeting to order and establish a quorum by announcing each participant in the teleconference participants list.

- The chair welcomed everyone to the meeting and support staff established a quorum.

**2. Welcome and Introduction of Guest(s).** The Chair will welcome everyone to the meeting and remind attendees to please mute their mobile devices or conference line unless they are called upon to speak. Attendees may use the “Raise Your Hand” option in the participant’s panel to signal that they wish to speak. The Chair will call upon the attendee when it is their turn to speak. The Chair will ask guests of the committee meeting to announce their first and last name for the record.

- The chair welcomed guests.

Gary Costa & Lourdes Yapjoco, Co-Chairs

---

**3. Confirmation of Notice of Meeting Posting.** *The Chair will request from Planning Council Support Staff the total number of confirmed Notice of Meeting postings.*

- Support staff reported that there were 7 notice of meeting postings.

**4. Public comment and discussion.** *(Discussion)* This is a period of time devoted to comments and discussion by the general public about items listed on this agenda. No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken. Comments will be limited to three minutes per person.

- **If you wish to make a comment in person:** Please stand, clearly state your name, and address, and please spell your last name for the record.
- **If you wish to make a comment via Phone or Computer:** Please raise your hand through the participant chat, wait to be called upon, clearly state your name, and address, and please spell your last name for the record.
- The chair allowed a moment for public comments.

**5. Approval of September 27<sup>th</sup>, 2023 Meeting Minutes. (For possible action)**

- Support staff reviewed the September 27<sup>th</sup> meeting minutes.
- The meeting minutes were approved by Dan and seconded by Marc. All members were in favor and the motion passed.

**6. Review Scope of Work and Planning Council Activity Timelines (PCAT) – Executive Committee**

- Review and resolve parking lot items.
- Receive reports of standing committee
- Program Updates and Collaboration with Recipients Office
- Review the results of the Assessment of the Efficiency of the Administrative Mechanism – Completed in September
- Review and approve carryover request from the Recipients Office – Completed in September
- Preparation of PC letter to accompany grant application – Completed in September
- Review Scope of Work and Planning Council Activity Timeline (PCAT)
- Planning for the annual community forum

**7. Recipients Reports Including Program Updates and Collaboration with the Recipients Office (For possible action) – Tiffany Evans – Office of HIV**

- Consumer Forums are scheduled to take place on November 6, 7 and 8<sup>th</sup> in all three regions. Provided in person and virtual
- Collaborative Research was selected as the consultant to complete the Case Management redesign. They have met with the Office of HIV, and State Services and plan to have a kickoff meeting on November 7<sup>th</sup> for subrecipient agencies.
- There will also be a client advisory group we request you stay on the lookout for.
- Rapid Start forum was held on October 5<sup>th</sup> to reorient providers and engage their participation.
- The Rapid Start response team will be meeting with specific agencies to discuss how they fit into the Rapid Start continuum.
- LOVE LIVE campaign <https://www.uequalsulas.com>

Gary Costa & Lourdes Yapjoco, Co-Chairs

---

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

- Tiffany Evans – Service Category Updates
- Update on leadership review of service standards
- Tiffany received feedback about the proposed service standards from leadership. She will be collecting all the information, updating the standards and submitting it to the workgroup for final review and approval.
- Once this process is completed, we will share with the Planning Council.

## **9. Las Vegas TGA CQM Updates**

- Jessica Rios – CQM Updates
- Jessica will go over the information received from the reflective activity (Roses, Buds and Thorns)

### **Buds, Roses and Thorns**

- The recipients moved on to the Roses, Buds, and Thorns reflection activity where the focus was on the Clinical Quality Management Program and activities for 2023.
- In this mindful activity providers were asked to reflect on the previous year and share the following:
  - Roses are also known as highlights, successes, small wins, or something positive that happened.
  - Buds are also known as new ideas that have blossomed or something providers are looking forward to knowing more about or experiencing.
  - Thorns included challenges that providers experienced or something they could use more support with.

For more information on the Clinical Quality Management program please visit:

<https://lasvegastga.com/quality-management-2/>

For more information on how this exercise was used in the TGA Transitional Grant Area please visit:

<https://lasvegastga.com/wp-content/uploads/2023/10/2023-Q3-CQI-Minutes.pdf>

*Gary Costa & Lourdes Yapjoco, Co-Chairs*

---

## **10. Integrated HIV Prevention and Care Plan Feedback Updates**

- Tiffany Evans – Office of HIV
- Tiffany will provide an update on the State Integrated Plan including information obtained from meetings with the CDC and HRSA in both Nevada and Arizona.
  - There was a meeting with HRSA and the CDC on September 27. During that call, HRSA and the CDC agreed to adjust both the partial scorings in the summary statement to be yes scorings instead, as there were no clear indications as to why they were marked as partial.
  - Some successes so far are that the community is really happy about the plan.
  - Sessions at the HIV symposium were attended primarily by individuals who were not involved in the planning process. So, we got some new individuals interested and excited.
  - Efforts to improve trans and non-binary health and data across the program's hepatitis C micro elimination plan was completed shortly after the integrated plan.
  - Ongoing collaboration among ADHS and HIV Swag, Phoenix, Ryan White Part A and the Planning Council, HEP free Arizona and the city of Phoenix Fast Track cities.
  - Arizona's collaboration was launched during recent workshops hosted by the FTC.
  - Positive feedback from the CDC and HRSA on the plan submission.
  - The Nevada integrated plan so that meeting with HRSA and CDC occurred on October 5, 2023.
  - We received praise from HRSA and CDC for a well thought out plan with good plan for tracking the data.
  - The UNR team which facilitated the development of the plan has presented at least seven times this year to engage the community and awareness and implementation of the plan strategies.
  - The CDC and HRSA did advise three things:
    - First, was that the state is to seek out additional funds, so federal foundation grants, program income and 340B rebates.
    - Second, to stay in communication to ensure that the work is not duplicative.
    - Third, implement strategies for better engagement with priority populations.

## **11. Review Planning Council Support Budget for October (Monthly)**

- CR team and recipients' office will give an update on the Planning Council Support Budget
- Support staff reviewed the support budget and noted that we are on track to spend the budget for the grant year.

## **12. Review Planning Council Attendance for Membership Compliance**

- Support staff reviewed the individuals who have not attended the Planning Council meeting for 5 days or more in the grant year.
- Co-Chairs have attempted to reach out to members with attendance issues.
- It was a recommendation that on March 1<sup>st</sup> at the start of the new grant cycle that those members be removed from the Planning Council.
- Support staff will reach out to Kathleen Donhauser for membership to replace Dr. David Dijohn
- Patricia Sandavol and Gina Candelario are set to be approved in November.
- Support staff reviewed the expiration of terms and which members still need to complete an application.
- Support staff will send a follow-up email to those members.

*Gary Costa & Lourdes Yapjoco, Co-Chairs*

---

### 13. Receive Reports from Standing Committees

- Planning Council Updates from September 27<sup>th</sup>, 2023
  - The Planning and Development Committee met on September 27<sup>th</sup>, 2023 and a quorum was established.
  - Support staff confirmed that there were 8 total notice of meeting postings.
  - The Planning Council approved the minutes of the July 26<sup>th</sup>, 2023, meeting.
  - The Planning Council reviewed the Planning Council Activity Timeline for the committee.
  - The recipient's office reviewed reallocation requests with the Planning Council.
  - A motion was made to approve the reallocation request from the recipient's office.
  - Tiffany Evans provided Service Standard Updates
  - Jessica Rios provided CQM updates
  - The recipient's office provided updates on the State Integrated Plan. She informed us that she would be receiving feedback from Arizona and Nevada was set to meet on Thursday.
  - She should have more information at the October meetings.
  - Support staff reviewed the AEAM Assessment of the Efficiency of the Administrative Mechanism with the Planning Council. They were informed that it has been approved by the Executive Committee.
  - Support staff discussed current membership terms that are set to expire in February 2024.
  - We will have an election for a co-chair at the October meeting for Lourdes Yapjoco whose term is set to expire as co-chair.

### 14. Planning for Upcoming Annual Community Forum

- **Community Forum – Mohave County:**  
**Date:** Monday, November 6, 2023  
**Time:** 10:00 am – 12:00 noon  
**Location:** (In-Person) and Zoom (Virtual) - Scan the QR code on the flyer for location.
- **Community Forum – NYE County**  
**Date:** Tuesday, November 7, 2023  
**Time:** 9:30 am – 11:30 am  
**Location:** (In-Person) and Zoom (Virtual) - Scan the QR code on the flyer for location.
- **Community Forum – Clark County:**  
**Date:** Wednesday, November 8, 2023  
**Time:** 9:30 am – 11:30 am  
**Location:** (In-Person) and Zoom (Virtual) - Scan the QR code on the flyer for location.  
  
**Note:** Lunch will be provided for those who attend in person
- Support staff reviewed the survey that will be utilized to collect data regarding service utilization and usage.



Gary Costa & Lourdes Yapjoco, Co-Chairs

---

**15. Review Planning Council Feedback from the meeting on September 27<sup>th</sup>, 2023** *(For Possible Action)*

- Planning Council Support staff reviewed the meeting feedback from the September 27<sup>th</sup> meeting
- Planning Council members need to be aware of the microphones when side talking during the meetings.


**16. Review and Resolve Parking Lot Items** *(For possible action)*

- Discuss Website Updates and Possible New Logo Designs (<https://lasvegastga.com/planning-council/>)

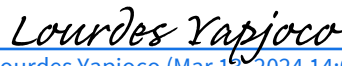
**17. Announcements by Members.** *(Discussion, all matters in this item are informational only).*

**18. Adjournment.** *(Action)* The Chair will entertain a motion and a second to approve the adjournment of this meeting.

Anyone desiring supporting documentation or additional information is invited to call Cliff Barnett, Planning Council Support Staff at 1(888) 323-1110 or [clifford@collaborativeresearch.us](mailto:clifford@collaborativeresearch.us)



Angela Smith (Apr 4, 2024 11:02 PDT)



Lourdes Yapjoco (Mar 13, 2024 14:09 PDT)









# 2023.10.25 LVTGA EXEC Minutes

Final Audit Report

2024-04-04

Created:	2024-03-13
By:	Clifford Barnett (clifford@collaborativeresearch.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9CqYaFWXILMRiw2Vn1ywuWnuBsGuDWcn

## "2023.10.25 LVTGA EXEC Minutes" History

-  Document created by Clifford Barnett (clifford@collaborativeresearch.us)  
2024-03-13 - 8:52:11 PM GMT
-  Document emailed to Angela Smith (angela.smith0715@gmail.com) for signature  
2024-03-13 - 8:52:15 PM GMT
-  Document emailed to Lourdes Yapjoco (yapjoco@snhdmail.org) for signature  
2024-03-13 - 8:52:15 PM GMT
-  Email viewed by Lourdes Yapjoco (yapjoco@snhdmail.org)  
2024-03-13 - 9:06:13 PM GMT
-  Document e-signed by Lourdes Yapjoco (yapjoco@snhdmail.org)  
Signature Date: 2024-03-13 - 9:09:54 PM GMT - Time Source: server
-  Email viewed by Angela Smith (angela.smith0715@gmail.com)  
2024-04-04 - 6:01:56 PM GMT
-  Document e-signed by Angela Smith (angela.smith0715@gmail.com)  
Signature Date: 2024-04-04 - 6:02:37 PM GMT - Time Source: server
-  Agreement completed.  
2024-04-04 - 6:02:37 PM GMT