



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

Marc Gilbert

LAS VEGAS TRANSITIONAL GRANT AREA PART A RYAN WHITE PLANNING COUNCIL

**Strategic Planning and Assessment Committee Minutes**

Wednesday, December 13<sup>th</sup>, 2023

2:00 pm – 4:00 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				Recipient Staff		Guests
Aaronell Matta	A	Raychel Holbert	A	Heather Shoop	P	Jesse Santos
Adreine Christian	A	Rico Sergio	P	Jessica Rios	A	Jamie Sorenson
Angela Smith	P	Robert Hamilton	P	Tony Garcia	A	
Benjamin Clayton	P	Robert Wilson	P	Tiffany Evans	P	
Carlos Wallace	P	Stacey Young	A	Kamran Toston	A	
Danny Brown	P	Tory Johnson	P	Kamran Toston		
Darnell Duwyenie	P	*Morgan Lee	P			
Dr. Cheryl Radeloff	A	*Susanne Rigsby	A			
Heather Lasarakis	P	*Gina Candelario	A			
Ivelisse Adams	A	*Patricia Sandavol	P			
Jude Salas	A	*Anthony Castro	A			
Kenneth Gary	P	*Lavatta Palm	P			
Susana Gonzalez	P	*Cathleen Danheiser	P			
Tammy Chinn	A	*Brent Morris	A			
Krystal Griffin	A	*Jennie Martin	A			
Lorenzo Stanley	P	*Patrick Forand	P			
Lourdes Yapjoco	P	*Valerie Ricketts	A			
Marc Gilbert	P	*Lucero Quiroz Martinas	A			
Maria Montes-Mendoza	P					
Mati (Matt) Michalov	A					
Michaella Kamden	A					
<i>P = Present      A = Absent      ☒ = Phone/Zoom</i>						
Support Staff: Clifford Barnett, Thomas Schucker, Vanessa Cruz						
27 elected members – 14 for quorum						

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**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 opened the meeting and support staff proceeded to take roll call and 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.
  - Jamie Sorenson, the new Clark County Service Director, expressed gratitude for the opportunity to join the planning council. Having moved to Las Vegas three months ago, he conveyed his dedication to quickly understanding the ongoing work in Clark County. Sorenson acknowledged the importance of programming and services in the region and expressed a keen interest in being actively involved in planning and future efforts. He extended thanks for the council's contributions and looked forward to ongoing collaboration.
  
- 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.*
  - There were 6 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 the 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.
  
- 5. Approval of the October 25<sup>th</sup>, 2023 Strategic Planning and Assessment Committee Minutes** *(For possible action)*
  - Support staff gave a recap of the meeting
  - There was a motion to approve the minutes from October 25<sup>th</sup>, 2023 by Kenneth and seconded by Lorenzo, all members were in favor and the motion passed unanimously.

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

- Review and resolve parking lot items.
- Review/Update Committee Planning Council Activity Timeline (PCAT)
- Planning for Needs Assessment
- Review Progress and Updates of the Integrated Plan
- Review TGA Continuum of Care by service category
- Review/Update Service Definitions
- Review Update Service Standards
- Review of Annual Quality Improvement Plan 2024
- Review of Quality Assurance Site Visit Results

**7. Recipients Reports Including Program Updates and Collaboration with the Recipients Office** *(For possible action)*

- LOVE LIVE campaign <https://www.uequalsulas.com>
- Heather is working on providing the estimated unobligated balance, which is due by December 30. They aim to complete this task between Christmas and New Year's to ensure its availability for planning council signatures.
- They are currently involved in a reallocation process between agencies. The rideshare agency, responsible for both Ryan White and rapid start programs, is facing a funding shortage. To address this, funds will be taken from agencies with unused funds through an inter-agency reallocation. Additionally, a swift reallocation will occur from the relevant service category to bolster the medical transportation category.
- Heather provided an update on the acquisition of a new van for Nye County. They expect to receive the van by the end of January, marking a successful resolution to a three-year effort. The delay was attributed to supply chain issues, preventing the purchase and request of a vehicle in the same grant year. This year, proactive measures were taken, collaborating with the automotive department since April, and they anticipate having the vehicle within 10 months from the initial discussions.
- Heather received feedback on their non-competing continuation application to HRSA, due in November. The changes primarily involved adjustments to the CQM (Clinical Quality Management) budget. After making these minor changes, the revised application was submitted, and everything proceeded smoothly.
- The major update is the assignment of a new project officer as the current one, Babak, is moving to the Office of National AIDS Policy after a year of working with the team. The interim project officer will be Babak's supervisor, the head of the department. It was also mentioned that once a replacement is found for Babak's role, they will learn the identity of their new project officer.

**8. Review Progress and Updates of the Integrated Plan**

- Heather Shoop – Office of HIV
  - Regarding the Nevada plan, the workgroup recently had an update meeting. The speaker is in the process of arranging a presentation for January with Taylor, who is overseeing the entire plan implementation from UNR, to update the planning council.

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

- Tiffany Evans – Office of HIV
  - Update on leadership review of service standards and service definitions
  - No new updates are available at the moment, they are still in the process of working on updates. These updates are currently a work in progress, and the plan is to have them finalized by the next meeting for presentation to the group.

**10. Review TGA Continuum of Care by Service Category**

- Tabled until the next meeting

**11. Planning for Needs Assessment**

- The team is actively collecting new data at community forums using the new Survey Monkey and a survey focused on identifying gaps, barriers, and needs. This data collection aims to provide insights into additional needs and assessments required within the TGA.

**12. Review of Annual Quality Improvement Plan 2024**

- Heather mentioned that the annual quality improvement plan for the 2024 calendar year is in the final stages of development, approximately 95% complete. Typically, in the first month or so of the calendar year, the plan undergoes final approval and changes with the CQI committee before Heather gives her approval. Jessica will present the finalized plan at the next SPA meeting in February.

**13. Review of Quality Assurance Site Visit Results**

- Tony Garcia, the management analyst, is overseeing the compliance and monitoring efforts, specifically the annual monitoring of subrecipients, which is currently in progress. Results are not available yet, and they anticipate completing the process by the end of the grant year. Similar to the previous year, the team aims to identify trends across agencies that may require technical assistance or systemic support and oversight. Preliminary results are expected to be available in March.

**14. Review and resolve parking lot items** *(For possible action)*

- There are currently no parking lot items to report.

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

- There are currently no announcements at this time.

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

- Lorenzo made a motion to adjourn and it was seconded by Dan, All members were in favor and the motion passed unanimously.

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Marc Gilbert (Mar 13, 2024 15:13 PDT)