



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, February 28th, 2024

2:00 pm – 4:00 pm

The Center

401 S. Maryland Parkway

Las Vegas, NV 89101

Committee Members				Recipient Staff		Guests
Aaronell Matta	A	Raychel Holbert	P	Heather Shoop	A	Jocelia Sawyer
Adreine Christian	A	Rico Sergio	P	Jessica Rios	A	Max Wilson
Angela Smith	P	Robert Hamilton	P	Tony Garcia	P	Lisa Haymon
Benjamin Clayton	P	Robert Wilson	P	Tiffany Evans	A	Santiago
Carlos Wallace	P	Stacey Young	P	Kamran Toston	A	
Danny Brown	P	Tory Johnson	P	Donna Washington	A	
Darnell Duwyenie	P	*Morgan Lee	P	Mary Duff	P	
Dr. Cheryl Radeloff	P	*Susanne Rigbsby	A			
Heather Lasarakis	P	*Gina Candelario	P			
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	A	*Valerie Ricketts	P			
Marc Gilbert	P	*Lucero Quiroz Martinas	A			
Maria Montes-Mendoza	P					
Mati (Matt) Michalov	A					
Michaella Kamden	A					

P = Present A = Absent ☒ = Phone/Zoom

Support Staff: Clifford Barnett, Thomas Schucker

27 elected members – 14 for quorum

Marc Gilbert

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.
 - Marc called the meeting to order.
 - Support staff took 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.
 - Marc welcomed guests to the meeting.
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 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.
 - Marc reviewed the public comment rules and offered an opportunity for public comments.
5. **Approval of the December 13th Strategic Planning and Assessment Committee Minutes** *(For possible action)*
 - Support staff reviewed the meeting minutes from our December 13th meetings.
 - A motion was made to approve the minutes from December 13 by Dan and seconded by Angela. All members were in favor and the motion passed.
6. **Review/Update Committee Planning Council Activity Timeline (PCAT).** *(For possible action)*
 - The committee reviewed the current PCAT for SPA committee.
 - The committee also reviewed the approved PCAT for 2024/25 grant year.
7. **Recipients Reports Including Program Updates and Collaboration with the Recipients Office** *(For possible action)*
8. **Review Progress and Updates of the Integrated Plan**
 - Mary Duff – Office of HIV

Marc Gilbert

- The grant year is set to close out on February 29th, 2024. Heather is currently working with subrecipients to provide preliminary expenditures.
- The Board of County Commissioners accepted our new members for planning council.
- Reappointed members:
 - Krystal Griffin
 - Lourdes Yapjoco
 - Marc Gilbert
 - Robert Wilson
- New Members (1st term):
 - Anthony Castro
 - Brent Morris
 - Cathleen Danheiser
 - Gina Candelario
 - Jennie Martin
 - Lavatta Palm
 - Lucero Quiroz Martinas
 - Susanne Rigsby
 - Patricia Sandavol
 - Valerie Ricketts
- A large portion of the recipients staff is in Las Vegas for training provided by HRSA to EHE recipients to focus on spending.
- On March 13th there will be a community forum as an opportunity to reflect on where we are in the 5 years of the EHE plan. There will be a registration that will go out and everyone is encouraged to attend.
- It was noted that we received an email from Lourdes Yapjoco regarding her resignation from the Planning Council and subsequent potential replacement.

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
 - Service standards are still in the review process and once this process has been completed it will be presented to the Planning Council.

10. Planning for Needs Assessment

- The Planning Council discussed plans for our needs assessment. This includes using a survey monkey to collect information in regard to the needs of consumers in the TGA. This will be done during all community outreach events for the Planning Council in the upcoming grant year, including community forums.

11. Review TGA Continuum of Care by Service Category

- This item was table till the next meeting.

12. Review of Annual Quality Improvement Plan 2024

- This item was tabled till the next meeting

Marc Gilbert

13. Review Policy and Procedure Manual for potential updates

- The committee reviewed the proposed Policy and Procedures manual for 2024
- The website to access the application was updated.
- Planning Calendar language was changed to PCAT Planning Council Activity Timeline.
- All sections were updated to include the following: Reviewed and Approved by Planning Council- 4.28.21; 2.28.24. This indicates the day the information was reviewed by the Planning Council.
- The document was updated to include Nevada’s Open Meeting Law (“OML”), Assembly Bills 52 and 219 effective July 1, 2023.

14. Review Bylaws for potential updates

- The committee reviewed the proposed updates to the Bylaws.
- The document was updated to include Nevada’s Open Meeting Law (“OML”), Assembly Bills 52 and 219 effective July 1, 2023.

15. Compile, review and resolve parking lot items (For possible action)

- Approval of Directives to the Recipient
 - Support staff reviewed the proposed Directives for 2024

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

- A member expressed that they have been getting a lot of people from out of state and has been having some issues getting medications and other necessities for patients.
- Tory Johnson offered to help and asked that they reach out to him directly.
- The committee acknowledged Angela Smith and Adrienne Christian for their 8 years of service to the Planning Council.

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

- A motion to adjourn the meeting was made by Maria and seconded by Marc. All members were in favor.

Marc Gilbert

Marc Gilbert (Jun 11, 2024 12:36 PDT)

06/11/24






Microsoft Word - 2024.02.28 SPA Committee Minutes

Final Audit Report

2024-06-11

Created:	2024-06-11
By:	Clifford Barnett (clifford@collaborativeresearch.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAyA5esLFeLzoZB_XOK2FMjHlw1s8-2Di

"Microsoft Word - 2024.02.28 SPA Committee Minutes" History

-  Document created by Clifford Barnett (clifford@collaborativeresearch.us)
2024-06-11 - 7:17:12 PM GMT
-  Document emailed to Marc Gilbert (marcg89121@gmail.com) for signature
2024-06-11 - 7:17:19 PM GMT
-  Email viewed by Marc Gilbert (marcg89121@gmail.com)
2024-06-11 - 7:34:21 PM GMT
-  Document e-signed by Marc Gilbert (marcg89121@gmail.com)
Signature Date: 2024-06-11 - 7:36:18 PM GMT - Time Source: server
-  Agreement completed.
2024-06-11 - 7:36:18 PM GMT