



Maria Montes Mendoza & Marc Gilbert, Co-Chairs

LAS VEGAS TRANSITIONAL GRANT AREA RYAN WHITE PART A PLANNING COUNCIL

Executive Committee Minutes

Wednesday, June 26th, 2024

1:00 pm – 2:00 pm

Cambridge Recreation Center

3920 Cambridge Street

Las Vegas, NV 89119

<http://www.ClarkCountyNV.gov/Pa>

Committee Members		Planning Council Members		Recipient Staff		Guests
Dan Brown	P			Heather Shoop	A	
Marc Gilbert	P			Jessica Rios	P	
Maria Montes Mendoza	P			Alisha Barret	A	
Kenneth Gary	P			Tony Garcia	P	
Benjamin Clayton	P			Tiffany Evans	P	
				Mary Duff	P	
				Kamron Toston	A	
				Jamie Sorenson	A	
				Jose Alcazar	P	
Support Staff: Clifford Barnett, Deryk Jackson, Nathan Hoelscher, Yoselyn Soto, Thomas Rodriguez-Shucker						

Agenda:

- 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 meeting was called to order by Marc Gilbert. Support staff took attendance and established a quorum.
- 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.*
 - There were no guests in the room at this time.

Maria Montes Mendoza & Marc Gilbert, Co-Chairs

3. **Confirmation of Notice of Meeting Posting. (Discussion, all matters in this item are informational only)** *The Chair will request from Planning Council Support Staff the total number of confirmed Notice of Meeting postings.*
 - Support staff confirmed that there were six notice of meeting postings.

4. **Public comment and discussion. (Discussion, all matters in this item are informational only)** *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.
 - There were no public comments or discussion at this time, as there were no members of the public during the meeting.

5. **Approval of May 29th, 2024, Meeting Minutes. (For possible action)** *The chair will review the minutes from the previous meeting and entertain a motion for approval.*
 - The meeting minutes were approved by Kenneth Gary and seconded by Marc Gilbert. All members were in favor. Support staff reviewed the meeting minutes with everyone in attendance.

6. **Recipients Reports Including Program Updates and Collaboration with the Recipients Office (For possible action)** *The chair will ask the recipient's office to provide program updates for the TGA.*
 - Mary Duff – Office of HIV
 - Four Planning Council members have been selected to attend the Ryan White Conference. Support staff will be reaching out to those individuals to coordinate.
 - i. Gina Candelario
 - ii. Marc Gilbert
 - iii. Kenneth Gary
 - iv. Lucerito Martin
 - The program term report that is due on August 3rd was submitted on June 19th We were able to get that submitted early.
 - Program submissions report is due July 20th.
 - The MAI carryover plan has been submitted. This will be presented to the Planning Council at our July meeting. Heather would like to thank Mark and Maria for their quick attention so that we could get that submitted.
 - The TGA received its full notice of award. Funding letters have been sent to subrecipients on June 20th. This means that all funds have been allocated out with the exception of \$60,000 in which Hesther will have a reallocation to present to the Planning Council at the July meeting.
 - We are in the first year of our status neutral grant for program development. JSI has been assigned as out technical assistance provider. We have been collaborating closely with them to support their evaluation process.
 - Our office is also working with SNHD to hire 3 community health workers to provide non-medical

Maria Montes Mendoza & Marc Gilbert, Co-Chairs

case management services to people who come in for their STI clinic for express testing. We will also link them to HIV prevention services.

- We are going to be doing some provider training through a symposium and learning collaborative.
- We would like to welcome back Tiffany Evans. We have been doing a lot of work around the Love, Live campaign including our work at the Juneteenth event. There were 15 people who got tested after Heather spoke at the event.

7. Review/Update Service Category Definitions and Service Standards – Work Group Update (For possible action) *The chair will ask the recipient's office to provide program updates for the TGA.*

- Tony Garcia and Jose Alcazar – Service Category Updates
- They are currently working on the non-medical case management service, referral for health services and outreach services standards. This is currently in final review with Heather, and it is pretty much complete. Mary, Jose, and Tiffany are also reviewing the document to make sure for accuracy, but it will be ready to go for the next meeting.
- They are continuing to update all the other service standards as well.

8. Las Vegas TGA CQM Updates. (Discussion, all matters in this item are informational only). *The chair will ask the recipient's office to provide program updates for the TGA.*

- Jessica Rios – CQM Updates
- They have been having their quality quickies every month. They just had a CQM meeting yesterday, and their sub recipients are currently updating their quality improvement projects and everything is moving along nicely.

9. Review Scope of Work and Planning Council Activity Timelines (PCAT) - Executive Committee (For possible action) *–The chair will ask support staff to review the current scope of work and Planning Council Activity Timelines for the Executive Committee.*

- Updates to the PCAT to include a review of the Planning Council Feedback in the Executive Committee Meeting Monthly.
- Support staff reviewed the PCAT for June and noted that there was an adjustment to vote on related to reviewing the Planning Councils feedback monthly at the meetings.
- There was a motion to approve the peak hat by Marc Gilbert and seconded by Kenneth Gary. All members were in favor and the motion passed.

10. Receive Reports from Standing Committees. (Discussion, all matters in this item are informational only). *The chair will provide updates from the previous committee meetings. The chair of the SPA committee will provide the committee's updates.*

- Planning Council Updates – May 29th, 2024
- Maria reviewed the Planning Council report for the month.

11. Review Planning Council Feedback – May 29th, 2024. (Discussion, all matters in this item are informational only). *The chair will ask support staff to review the Planning Council feedback from the previous meetings.*

- Support staff reviewed the meeting feedback from the May meeting.
- It was noted that people were interested in stigma reduction.

Maria Montes Mendoza & Marc Gilbert, Co-Chairs

- It was asked how can we get more people to complete the survey?
12. **Discuss New Member Orientation – Ethics Training. (For possible action)** *The chair will ask support staff for updates regarding the new member orientations.*
- August 27th - from 10am – 3pm Orientation/PSRA Data Review
 - August 28th - Regular meeting times – PSRA votes
 - Support staff is looking to secure a meeting location for the August 27th meeting.
13. **Review Planning Council Support Budget for June (Monthly). (For possible action)** *The chair will ask support staff to present the Planning Council support budget for the month.*
- CR team and recipients’ office will give an update on the Planning Council Support Budget
 - Support staff reviewed the support budget so far for the month of June 2024.
14. **Review Planning Council Attendance for Membership Compliance. (For possible action)** *The chair will ask support staff to review the current membership attendance for the grant year.*
- Support staff will review current membership attendance as a standing item.
 - Updates for excused absences.
 - It was noted that Brent Morris has moved to another state and will no longer be attending meetings.
 - Brent Morris does not leave any of the legislative seat’s empty.
 - We need to work on a replacement for Tory Johnson as well. Perhaps reaching out to someone from his office. Gina Candelario still represents us in this category.
15. **Administer the Assessment of the Efficiency of the Administrative Mechanism - July**
- Launch of the AEAM survey June – July 2024
 - The worksheet has been sent to the recipient. Once completed, the survey monkey will be updated and distributed.
16. **Review Executive Committee Membership** *Planning Council Support Staff will review the current membership structure of the Executive Committee.*
- One Planning Council member in good standing that represents the public health community.
 - SPA Chairs
 - SPA Chairs were added to the Planning Councils Executive Committee
 - We still need members that represents both the provider community and the public health community to become members of SPA.
 - One suggestion was Rachel Holbert for the Public Health community.
 - There was a motion to approve the amendment to the bylaws by Marc and seconded by Kenneth. All members were in favor and the motion passed unanimously.
17. **Review and Sign Annual Progress Report/Program Terms Report**
- Reviewed and Submitted



Maria Montes Mendoza & Marc Gilbert, Co-Chairs

18. **Review and Resolve Parking Lot Items (For possible action)** *The chair will address any unresolved issues in the parking lot.*

- Removal of members with attendance issues – Monthly Review
- Discuss Website Updates and Possible New Logo Designs (<https://lasvegastga.com/planning-council/>)
 - i. It was discussed adding a PC essential resources tool to the website. Support staff will work with Tiffany and Sabrina to get this information updated.
- PSRA logistics – 2025/26 Priority Settings
- Community Town Hall Coordination for November.
 - i. Support staff will begin coordinating the date for these meetings.

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

20. **Public comment and discussion. (Discussion, all matters in this item are informational only)**

This is a period devoted to comments and discussion by the 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.

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

- There was a motion to adjourn the meeting by Marc and seconded by Dan.

Next Meetings on Wednesday, July 31, 2024:

Executive Committee Meeting

1:00pm – 2:00pm

Planning Council Meeting

2:00pm – 4:00pm


Marc Gilbert (Aug 13, 2024 14:19 PDT)


08/13/2024

Cambridge Recreation Center

3920 Cambridge Street

Las Vegas, NV 89119

<http://www.ClarkCountyNV.gov/Pa>


Maria Mendoza (Aug 13, 2024 14:51 PDT)

08/13/2024









June Executive Committee minutes

Final Audit Report

2024-08-13

Created:	2024-08-13
By:	Clifford Barnett (clifford@collaborativeresearch.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGZ2IPXE9qrC7OV-7sw8eUCTgmSKQP1LC

"June Executive Committee minutes" History

-  Document created by Clifford Barnett (clifford@collaborativeresearch.us)
2024-08-13 - 9:16:19 PM GMT
-  Document emailed to Marc Gilbert (marcg89121@gmail.com) for signature
2024-08-13 - 9:16:24 PM GMT
-  Document emailed to Maria Mendoza (mariachw1montes@gmail.com) for signature
2024-08-13 - 9:16:24 PM GMT
-  Email viewed by Marc Gilbert (marcg89121@gmail.com)
2024-08-13 - 9:17:55 PM GMT
-  Document e-signed by Marc Gilbert (marcg89121@gmail.com)
Signature Date: 2024-08-13 - 9:19:32 PM GMT - Time Source: server
-  Email viewed by Maria Mendoza (mariachw1montes@gmail.com)
2024-08-13 - 9:50:52 PM GMT
-  Document e-signed by Maria Mendoza (mariachw1montes@gmail.com)
Signature Date: 2024-08-13 - 9:51:23 PM GMT - Time Source: server
-  Agreement completed.
2024-08-13 - 9:51:23 PM GMT