



Marc Gilbert and Maria Montes Mendoza – Co Chairs

LAS VEGAS TRANSITIONAL GRANT AREA PART A RYAN WHITE PLANNING COUNCIL

Planning Council Meeting Minutes

Wednesday, November 20, 2024

2:00 pm – 4:00 pm

Dignity Health

4980 W Sahara Ave

Las Vegas, NV 89146

Committee Members				Recipient Staff		Guests
Aaronell Matta	P	Lucero Quiroz Martinas	P	Heather Shoop	P	Davonna
Anthony Castro	P	Marc Gilbert	P	Jessica Rios	P	Amy Runge
Benjamin Clayton	A	Maria Montes-Mendoza	P	Alisha Barret	A	John Sapero
Cathleen Danheiser	P	Patricia Sandavol	P	Tony Garcia	P	Adrienne Christian
Danny Brown	P	Patrick Forand	P	Tiffany Evans	P	Richard Davis
Darnell Duwyenie	P	Raychel Holbert	A	Mary Duff	A	Julian
Dr. Cheryl Radeloff	P	Rico Sergio	P	Kamran Toston	A	
Gina Candelario	P	Robert Hamilton	A	Jamie Sorenson	A	
Heather Lasarakis	A	Robert Wilson	P	Jose Alczar	P	
Jennie Martin	P	Stacey Young	P	Donna Washington	A	
Kenneth Gary	P	Susana Gonzalez	P			
Krystal Griffin	P	Susanne Rigsby	A	Support Staff		
Lavatta Palm	A	Valerie Ricketts	P	Clifford Barnett	P	
Lorenzo Stanley	P	Tory Johnson	A	Deryk Jackon	A	
				Thomas Rodriguez - Schucker	P	
				Nathan Hoelscher	P	

P = Present A = Absent ☒ = Phone/Zoom

28 elected members – 15 for quorum

Marc Gilbert and Maria Montes Mendoza – Co Chairs

1. Call to Order and Roll Call

- Maria Montes Mendoza called the meeting to order.
- Support staff completed a roll call and established a quorum for the meeting.

2. Welcome and Introduction of Guest(s) - Maria welcomed everyone to the meeting and reminded everyone about meeting etiquette.

3. Confirmation of Notice of Meeting Posting - Support staff confirmed that there were 10 notice of meeting postings for the month.

4. Public comment and discussion - There was some discussion on ideas around simplifying reports included in the meeting packets to make things easier to read for members.

5. Executive Committee Chair Report – October 2024

Maria Montes Mendoza provided the following report from the October 30, 2024, meeting:

- Maria announced that Marc Gilbert was re-elected as the Planning Council co-chair.
- The committee reviewed the Planning Council Activity Timeline to ensure that it is on task with its legislative responsibilities and all items are being addressed.
- Heather Shoop from the office of HIV provided a report, informing the committee that they had submitted the Ryan White Part A grant request to HRSA. She also informed us that as of October 22nd, 2024, they had submitted the Ending the HIV Epidemic grant to HRSA as well.
- There will be a competitive bid for EHE and Ryan White services that will be open until November 6th at 3:00 PM after which an evaluation committee will score the applications and will have more information to come.
- She spoke about the estimated unobligated balance report that is due in December and how she is looking at this process to anticipate unspent funds by the end of the grant year to complete the process.
- Mary Duff provided updates on the status neutral grant. This was a new funding source provided by HRSA. Last year was focused on planning. This year they are excited to ramp up the rapid prevention program with SNHD and the three key community health workers that are on sites.
- They are working on a Rapid Prevent Provider campaign that will be kick started by Collaborative Research and will include listening sessions for targeted message placement.
- They are also working on a whole person approach provider symposium that is currently being planned for spring of 2025. Collaborative Research will also be assisting in creating a whole person approach learning collaborative that will be a 6 series project. This will involve two community training courses that will be offered virtually.
- Tony Garcia and Jose Alcazar from the office of HIV informed us that the service standard work group will convene on November 4th. During this time, they will review the service standards and policy and procedures for referral for health care and support services and medical case management. This work group will meet once a month until February, 2025.
- The CQM committee had its 10th meeting of the year, and they have two meetings left to complete the grant year. They had 11 of the 16 agencies present on their cycle 2 QIP's.
- The committee reviewed the current Planning Council meeting feedback for September 2024. There were comments noted regarding member expectations. It was suggested that we add additional questions to better deal with the issue.
- The committee will consistently review membership attendance and legislative required

Marc Gilbert and Maria Montes Mendoza – Co Chairs

vacancies. There was a conversation surrounding recommending the removal of members with excessive absences, like those with six violations. The committee suggested policy updates to the attendance to eliminate excused absences for unbiased decision-making and move this into a policy and procedure. Changes to attendance policies and the updating of bylaws will be presented in November.

6. Approval of the September 25, 2024 – Planning Council Minutes

Vote: There was a motion to approve the minutes from September 25, 2024, by Dan Brown and seconded by Lorenzo Stanley.

For: (19) Aaronell Matta, Anthony Castro, Danny Brown, Darnell Duwyenie, Dr. Cheryl Radeloff, Gina Candelario, Kenneth Gary, Krystal Griffin, Lorenzo Stanley, Lucero Quiroz Martinas, Marc Gilbert, Maria Montes-Mendoza, Patricia Sandavol, Patrick Forand, Rico Sergio, Robert Wilson, Stacey Young, Susana Gonzalez, Valerie Ricketts

Against: (0)

Abstain: (2) Cathleen Danheiser, Jennie Martin,

7. Review/Update Committee Planning Council Activity Timeline (PCAT) - Support staff reviewed the timeline. The Planning Council is on task with its legislative requirements and all items are set to be addressed.

8. Recipients Reports Including Program Updates and Collaboration with the Recipients Office

Heather Shoop from the Office of HIV provided the following report:

- They are starting to look at the need for reallocation in agencies. In preparation for the unobligated balance report, she will be collaborating with Donna to ensure that agencies have what they need to continue the grant year.
- There is a competitive bid for services that just closed. The evaluation committee is currently viewing the applications of all 19 applicants. There are a total of 101 individual applications to review as it is one application per agency for each service category.
- This is a good sign as it shows competitiveness and provides motivation for the agencies for the next three years.
- There will be staffing changes as Mary Duff, the Senior Management analyst, has moved on to another position in Clark County Social Services as a manager.
- This change has prompted a restructuring of the composition of her team. This includes additions to her team. This will include a manager under the EHE and Ryan White programs who will supervise those who fall under their program. The EHE program cannot start till March 1 per the grant.
- She will also be looking to hire someone who will be responsible for the more administrative tasks, such as developing meeting agendas, keeping notes, helping with events and sign in sheets.
- EHE will have one management analysis focusing on direct services and the other would be responsible for overseeing community engagement and workforce development work.
- There will be a presentation during the full Planning Council meeting from the members who attended the HIV and Aging Conference in California. They will present their experiences during the conference.

Marc Gilbert and Maria Montes Mendoza – Co Chairs

Richard Davis provided the following updates from the Collaboration in Care Conference in San Diego:

- He talked about all the exciting new things that are being designed for people living with HIV and aging.
- Some highlights he learned about were bringing in new caregivers and leaders to replace those that re aging out of those roles.
- He spoke about understanding menopause and aging with HIV and what special considerations may need to be considered.
- Richard also spoke about what California is doing to combat HIV and aging.
- He then covered some services that are available for people that are living with HIV and aging.

9. Review/Update Service Category Definitions and Service Standards – Work Group Update

Tony Garcia and Jose Alcazar from the Office of HIV provided the following Service Category Updates:

- The workgroup met on the 4th of November.
- They reviewed the service standard for medical case management and referral for healthcare services.
- The next meeting is scheduled for the first week of December. During this meeting they will review the categories for early intervention services, emergency financial assistance and medical transportation.

10. Las Vegas TGA CQM Updates

Jessica Rios from the Office of HIV provided the following CQM Updates:

- There were no updates from Jessica at this time.

11. Receive Reports from Standing Committees

Kenneth Gary provided the following report for the SPA Committee:

- The committee approved the meeting minutes from August 28th, 2024.
- The committee reviewed the Planning Council Activity Timeline to ensure that it is on task with its legislative responsibilities and all items are being addressed.
- Heather Shoop and the team from the Office of HIV provided programmatic updates.
- The committee was informed that they are currently waiting on Ryan White and EHE notice of awards before they proceed with the planning of a needs assessment.
- The committee reviewed the PSRA report. The report summarized the 2025/26 planning process to prioritize and fund HIV/AIDS services in Las Vegas. It talked about the data-driven approach used to allocate resources across 28 service categories. Members were encouraged to review this process for further suggestions before it is posted online.
- The committee reviewed the (MOU) Memorandum of Understanding – Roles, Responsibilities and Communication
- Support Staff implemented training to streamline communications between the Planning Council and the recipient office through a clear protocol, ensuring efficient, well-documented, and coordinated information exchange.
- The committee discussed the upcoming co-chair elections.
- The committee discussed the upcoming community forums.

Marc Gilbert and Maria Montes Mendoza – Co Chairs

12. Approval of new members

- New membership applications will be reviewed at the December meeting.
- At this time, we have received 17 new member applications to be reviewed.
- The application portal will be closed on November 22, 2024.

13. Nomination of Planning Council Co-Chairs

- The committee completed its nomination process via Survey Monkey.
- Marc Gilbert and Kenneth Gary were both elected and accepted the nominations.
- The committee completed an anonymous survey monkey vote and with 8 votes for Kenneth Gary and 12 votes for Marc Gilbert with 3 members abstaining, Marc Gilbert was announced as the newly elected co-chair for the Planning Council.

14. Membership Training – Navigating Membership – Effective membership and Bylaws in Planning Councils

- Planning Council support reviewed the responsibilities of members on the Planning Council.
- The Planning Council, support staff and the recipient office talked about the methods of communication of information for the Planning Council.
- Support staff reviewed some of the membership requirements for being a part of the PC.
- Support staff reviewed the proposed policy and procedure updates for attendance.
- All members will review this to give some time to fine tune the policy and get a clear understanding of what this policy would look like.
- This will need to be in final format before we are able to take a vote.

15. Complete Planning Council Meeting Feedback - Support staff provided the link for everyone to provide feedback on the meeting.

16. Compile, review, and resolve parking lot items.

- Planning Council Membership Application - <https://www.surveymonkey.com/r/XN33ZZJ>
- Planning Council support reviewed the importance of having all membership applications completed before Friday, November 22, 2024.

17. Public comment and discussion

- Cheryl Radeloff thanks Richard for his information from the conference. She also talked about additional resources offered by Medicare.
- Darnell is a part of a committee to address HIV and housing. He has several resources at his disposal to assist individuals who may be having issues with housing.

18. Announcements by Members - There were no announcements at this time.



Marc Gilbert and Maria Montes Mendoza – Co Chairs

19. Adjournment

Vote: There was a motion to adjourn the meeting, by Dan Brown and seconded by Lorenzo Stanley.

For: (19) Aaronell Matta, Anthony Castro, Danny Brown, Darnell Duwyenie, Dr. Cheryl Radeloff, Gina Candelario, Kenneth Gary, Krystal Griffin, Lorenzo Stanley, Lucero Quiroz Martinas, Marc Gilbert, Maria Montes-Mendoza, Patricia Sandavol, Patrick Forand, Rico Sergio, Robert Wilson, Stacey Young, Susana Gonzalez, Valerie Ricketts, Cathleen Danheiser, Jennie Martin

Against: (0)

Abstain: (0)

[Next Meetings on Wednesday, December 18, 2024:](#)

Executive Committee Meeting

1:00pm – 2:30pm

SPA Strategic Planning and Assessment Committee Meeting

3:00pm – 5:00pm

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.

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

This notice and agenda have been posted on or before 9 a.m. on the third working day before the meeting at <https://notice.nv.gov/> and at the following locations: (1) Clark County Ryan White Part A HIV/AIDS Program Office, 2820

W. Charleston Blvd, Suite B-15, Las Vegas, NV 89106; (2) Community Counseling Center, 714 E. Sahara Ave., Las Vegas, NV, 89104; (3) AFAN, 1830 E. Sahara Ave., Suite 210, Las Vegas, NV, 89104; (4) The Center, 401 S. Maryland Parkway, Las Vegas, NV 89101; (5) UMC Wellness Center, 701 Shadow Lane, Las Vegas, NV 89106; and (6) Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107.

Marc Gilbert
Marc Gilbert (Mar 16, 2025 09:49 PDT)

16/03/2025

Maria Montes
Maria Montes (Mar 18, 2025 11:06 PDT)

18/03/2025









24.11.20 LVTGA Planning Council Meeting Minutes

Final Audit Report

2025-03-18

Created:	2025-03-16
By:	Sara Seaburg (seaburg@collaborativeresearch.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAit0kv6xqwdQGEntofd_TrFHe194Zcs6V

"24.11.20 LVTGA Planning Council Meeting Minutes" History

-  Document created by Sara Seaburg (seaburg@collaborativeresearch.us)
2025-03-16 - 1:57:35 PM GMT
-  Document emailed to Marc Gilbert (marcg89121@gmail.com) for signature
2025-03-16 - 1:57:40 PM GMT
-  Document emailed to Maria Montes (maria.montes900@commonspirit.org) for signature
2025-03-16 - 1:57:40 PM GMT
-  Email viewed by Marc Gilbert (marcg89121@gmail.com)
2025-03-16 - 4:49:32 PM GMT
-  Document e-signed by Marc Gilbert (marcg89121@gmail.com)
Signature Date: 2025-03-16 - 4:49:53 PM GMT - Time Source: server
-  Email viewed by Maria Montes (maria.montes900@commonspirit.org)
2025-03-18 - 6:05:39 PM GMT
-  Document e-signed by Maria Montes (maria.montes900@commonspirit.org)
Signature Date: 2025-03-18 - 6:06:09 PM GMT - Time Source: server
-  Agreement completed.
2025-03-18 - 6:06:09 PM GMT