

Maria Montes Mendoza & Marc Gilbert, Co-Chairs

LAS VEGAS TRANSITIONAL GRANT AREA RYAN WHITE PART A PLANNING COUNCIL

Executive Committee Minutes

Wednesday, August 20, 2025

1:00 pm – 2:30 pm

Virtual Meeting

Committee Members		Support Staff		Recipient Staff		Guests
Dan Brown	P	Thomas Rodriguez-Shucker	P	Heather Shoop	P	Cade Grogan
Marc Gilbert	P	Sara Seaburg	P	Jessica Rios	P	Frances
Maria Montes Mendoza	P	Nathan Hoelscher	P	Tony Garcia	P	
Kenneth Gary	P	Tatum Townsend	P	Tiffany Evans		
Benjamin Clayton	P			Kamron Toston		
Anthony Castro	P			Jose Alcazar		
				Alisha Barrett		

P = Present A = Absent

1. Call to Order and Roll Call.

Marc Gilbert 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).

Marc welcomed attendees, reviewed meeting etiquette, and invited all guests to introduce themselves.

3. Confirmation of Notice of Meeting Posting. (Discussion, all matters in this item are informational only).

Support staff confirmed that there were 5 notice of meeting postings for the month.

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

No public comments were offered.

5. Approval of July 23, 2025 Meeting Minutes. (For possible action)

Kenneth Gary made a motion to approve the meeting minutes from March 19, 2025, and Dan Brown Sr. seconded.

For: (6) Brown, Castro, Clayton, Gilbert, Gary, Montes Mendoza

Against: (0)

Abstain: (0)

6. Review Scope of Work and Planning Council Activity Timelines (PCAT) - (For possible action)

Support staff reviewed the Planning Council Activity Timeline. The Executive Committee is on task with its legislative requirements, and all items are set to be addressed.

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

Heather Shoop provided the following updates:

- Funding
 - The final awards for Ryan White and EHE were received in the last week of July. The Ryan White award was slighter higher than last year. Subrecipient award letters were said to be expected by the end of the week.



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- Conditions of award were vetted by the DA's office and no issues were identified.
- MAI RFQ results
 - 9 submissions were received, and 6 agencies will be funded beginning September 1st.
 - Focus areas include engagement of people experiencing substance use problems, homelessness, and outreach in rural parts of the TGA.
- Reallocation Request
 - The recipient requested the reallocation of unspent MAI funds to Outreach.
 - The recipient request the reallocation of unspent Part A Psychosocial Support and Health Education/Risk Reduction funds to Food Bank/Home-Delivered Meals.
 - Reallocations would maintain the 75% Core and 25% support legislative requirement.

Maria Montes Mendoza made a motion to approve the reallocation, and Dan Brown Sr. seconded. A roll call vote was taken, and the motion passed; the reallocation request was approved.

For: (3) Brown, Gary, Montes Mendoza.

Against: (2) Gilbert, Castro

Abstain: (1) Clayton

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

There were no service standards to review, and prior updates are complete.

9. Part A Clinical Quality Management (CQM) Update from the Office of HIV (For possible action)

Jessica Rios shared the following updates:

- Seven agencies that launched QIPs in April finalized and submitted their projects by August 10th. Cycle 2 QIPs are due September 10th.
- The “Quality Quickie” session was cancelled this month because agencies are receiving individualized TA.

10. Administer the Assessment of the Efficiency of the Administrative Mechanism (AEAM)

Support staff is in the process of completing the AEAM workbook for the recipient's office to complete. Results will be shared with the committee upon completion.

11. Preparation of PC Letter to Accompany Grant Application

Following PSRA, support staff will draft the letter and send to the Co-Chairs for review/approval prior to submission to the Recipient.

12. Plan for Annual Community Forum

The Annual Community Forum execution will depend on the Planning Council budget, which will be assessed at a later date.

13. Review Policy and Procedure Manual for potential updates (For possible action)

Discussion of policy and procedure updates and corrective action plan will occur at the following SPA Committee meeting

14. Review By Laws for potential updates (For possible action)

Discussion of by law updates will be addressed after the site-visit report is reviewed in the following SPA Committee meeting.

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15. Review Planning Council Support Budget through July 2025. (For possible action)

Planning Council support staff presented the current budget and reviewed all line items through July.

16. Manage membership application process (For possible action)

There were no new applications to review at this time, and one to be reviewed at the following SPA Committee meeting.

17. Review Planning Council Membership Compliance. (For possible action)

Support staff reviewed Planning Council membership compliance and attendance and addressed any members with high absences. Support staff encouraged members to verify their records, as late arrivals are occasionally counted as absences.

18. Review and approve GY2025/26 New Member Orientation

This is tabled until September pending bylaw and policy and procedure updates.

19. Review Planning Council Meeting Feedback – July 30, 2025. (Discussion, all matters in this item are informational only).

Staff presented the Planning Council meeting feedback from July 30, 2025. Overall, meeting feedback was very favorable. Members requested clarification on data, HRSA guidelines, and role orientation. Support staff will incorporate trainings into upcoming meetings.

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

- Discuss Website Updates and Possible New Logo Designs
 - Support staff shared that there are no updates on the New Logo design contest.
 - Discussion continued on new logo designs and website updates. Members offered to complete updates themselves and shared ideas on how to involve the community in logo design updates

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

Benjamin Clayton announced his election as Student Body Senator at CSN Charleston and shared interest in facilitating a campus partnership/visit with the Planning Council.

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

There were no public comments.

23. Adjournment. (Action)

Danny Brown Sr. made a motion to adjourn, and Maria Montes Mendoza seconded.

For: (6) Brown, Castro, Clayton, Gary, Gilbert, Montes Mendoza.

Against: (0)

Abstain: (0)

August Meeting Schedule

August 26, 2025, PSRA Meeting

10:00 am – 4:00 pm

Dignity Health, 4980 W. Sahara Ave., Las Vegas, NV 89146

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Second Floor, Suite 220

August 27, 2025, SPA Committee Meeting

3:00pm – 5:00pm

Dignity Health, 4980 W. Sahara Ave., Las Vegas, NV 89146

Second Floor, Suite 220

Anyone desiring supporting documentation or additional information is invited to call Planning Council Support Staff at 1(888) 323-1110 or LVPCSupport@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.

Executive Attendance 24-25

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	ABS.
Danny Brown	X	X	X	X	X	A	A	X	X	X	X	X	2
Anthony Castro	-	X	X	X	X	X	X	X	X	X	X	X	0
Benjamin Clayton	X	X	X	X	X	A	X	X	X	X	A	X	2
Kenneth Gary	X	X	X	X	X	X	X	X	X	X	X	X	0
Marc Gilbert	X	X	X	X	X	X	X	X	X	X	X	X	0
Maria Montes-Mendoza	X	X	X	X	X	A	A	X	X	A	X	X	3



Marc Gilbert (Feb 13, 2026 15:37:24 PST)

02/13/26



Maria Montes Mendoza (Feb 16, 2026 09:52:46 PST)

Feb 16, 2026