



Kenneth Gary & Benjamin Clayton, Co-Chairs

LAS VEGAS TRANSITIONAL GRANT AREA PART A RYAN WHITE PLANNING COUNCIL  
**Strategic Planning and Assessment (SPA) Committee Minutes**

Wednesday, October 29, 2025

3:00 pm – 5:00 pm

**Dignity Health**

4980 W Sahara Ave

Las Vegas, NV 89146

Suite 220 - 2nd Floor

Committee Members				Recipient Staff		Guests
Danny Brown Sr.	X	Diana Magdaleno	A	Heather Shoop	X	Wilma Herrera
Gina Candelario	X	Jennie Martin	X	Jessica Rios	A	Heather Smith
Anthony Castro	X	Aaronell Matta	X	Tiffany Evans	X	
Humberto Chavez	X	Devona Meeks	X			
Adriene Christian	X	Maria Montes-Mendoza	X			
Benjamin Clayton	X	Adelina Palacio	X			
Cathleen Danheiser	X	Dr. Cheryl Radeloff	X			
Darnell Duwyenie	X	Valerie Ricketts	X			
Patrick Forand	X	Amy Runge	A			
Kenneth Gary	X	Jocelia Sawyer	A			
Marc Gilbert	X	Angela Smith	X			
Susana Gonzalez	A	Ian Smith	A			
Krystal Griffin	A	Lorenzo Stanley	X			
Robert Hamilton	X	Robert Thurmond	A			
Jason Hampton	A	Robert Wilson	X			
Raychel Holbert	X	Stacey Young	A			
Tory Johnson	X					
Heather Lazarakis	X					
<i>P = Present A = Absent</i>						
Support Staff: Thomas Rodriguez-Schucker						

**1. Call to Order and Roll Call**

The meeting was called to order, Support staff took roll call, and quorum was established for the meeting.

**2. Welcome and Introduction of Guest(s)** – Kenneth welcomed all guests to the meeting and reminded the group of meeting etiquette, Planning Council Guidelines, and the Code of Conduct

**3. Confirmation of Notice of Meeting Posting** – Support staff confirmed that there were 7 notices of meeting posting received from agencies.



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**4. Public comment and discussion** – There were no public comments at this time.

**5. Approval of the August 27, 2025 Strategic Planning and Assessment Committee Minutes**

**Vote:** There was a motion to approve the minutes from August 27, 2025, by Danny Brown, which was seconded by Lorenzo Stanley.

**For: (25)** Brown, Candelario, Chavez, Christian, Danheiser, Gary, Gilbert, Gonzalez, Hamilton, Holbert, Lazarakis, Magdaleno, Martin, Matta, Meeks, Montes Mendoza, Palacio, Radeloff, Ricketts, Runge, Sawyer, Smith, Stanley, Wilson, Young

**Against: (0)**

**Abstain: (0)**

**6. Review/Update Committee Planning Council Activity Timeline (PCAT) – SPA Committee** - Support staff reviewed the Planning Council’s Activity Timeline and ensured that we are on track with legislative requirements.

**7. Executive Committee Co-Chair Report** – Marc Gilbert gave the following report:

Notable upcoming activities include:

- Community Forums (Clark, Nye, Mohave) will take place November 17-19. The in-person registration will be capped on a first come, first serve basis, but the virtual registration will remain open.
- Planning Council co-chair nominations will take place today.
- We discussed the updates to the bylaws and policy & procedure manual. Support staff sent out a survey link with a list of items that need to be updated as well as the HRSA site visit findings and PC response to each. Planning council members should complete this survey with recommendations for updates to each manual. The Executive Committee will take a more active role in these updates, but they will be worked on collaboratively between all committees.
- We began discussions of potentially establishing a Consumer Development Committee, where community members would participate more actively and receive updates from the Las Vegas TGA network of providers and consumers.
- CSN Arts Department is willing to run a new logo design contest with the students, and a flyer is currently being developed to announce the contest.

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

Heather Shoop from the Office of HIV gave the following program updates:

- She met with all subrecipients earlier this month; increased meeting frequency from quarterly to every two months to provide updates, support, and guidance.
- She emphasized the importance of spending down funds and minimizing unobligated balances; this year’s balance is the lowest since before the pandemic.
- The challenge this year: grant award funds were received halfway through the year, making spending plans more critical.
- All subrecipients are currently developing spending plans to ensure services are delivered and funds are retained for the community.
- They’re reviewing planned activities to use funds that may otherwise go unspent, including case management redesign delayed due to late funding.
- Anticipated case management dollars from unfilled positions may be used for HIV-specific training programs, including developing curriculum and paying for licenses in advance.
- They’re exploring additional spending on outreach funds to maximize use of current grant resources.



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

There were no updates at this time.

**10. Part A Clinical Quality Management (CQM) Updates.**

Jessica Rios shared that there are no updates at this time.

**11. Review Policy and Procedure Manual for potential updates**

The committee reviewed the results in survey monkey which outline possible changes to be made. These responses were discussed and this process up updates these will continue over the next months.

**12. Review Bylaws for potential updates**

The committee reviewed the results in survey monkey which outline possible changes to be made. These responses were discussed and this process up updates these will continue over the next months.

**13. Manage membership application process**

Support staff reviewed all current members who terms will be up for renewal. Once members have completed the renewal application, the process will continue in December with a review of applications and approval to the Planning Council.

**14. Review Final PSRA Summary Report**

Support staff presented the final PSRA summary report. This will be sent out to all PC members for a final review next month.

**15. Review TGA Care Continuum by Service Category**

There was no report at this time.

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

Heather Shoop reporting efforts in Nevada and Arizona, noting that a survey has been distributed and more community input is needed.

**17. Plan for Annual Community Forum**

Support staff reminded attendees of the 3 days for the community forums, locations and times.

**18. Compile, review and resolve parking lot items**

- New logo design contest – Benjamin Clayton has taken the lead on this and will promote directly to his students to participate.

**19. Completion of Planning Council Meeting Feedback** – Kenneth Gary allowed a moment for members and participants to complete the Planning Council meeting feedback.

**20. Announcements by Members.**

- Humberto Chavez Torres reported an increase in food drive demand and requested early arrival for assistance.
- Several attendees announced upcoming HIV testing events and planning for World AIDS Day.



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**21. Public comment and discussion**

There were none at this time.

**22. Adjournment**

**VOTE:** There was a motion to adjourn the meeting by Danny Brown Sr. and seconded by Marc Gilbert.

**For: (25)** Brown, Candelario, Castro, Christian, Gary, Gilbert, Gonzalez, Griffin, Hamilton, Holbert, Johnson, Lazarakis, Magdaleno, Martin, Matta, Meeks, Montes-Mendoza, Palacio, Radeloff, Ricketts, Runge, Smith, Stanley, Wilson, Young

**Against: (0)**

**Abstain: (0)**

**September Meeting Schedule**

**November 12, 2025, Executive Committee Meeting (VIRTUAL ONLY)**


1:00pm – 2:30pm

**November 19, 2025, Planning Council Meeting**


3:00pm – 5:00pm

*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.*

  
Kenneth Gary (Feb 14, 2026 09:58:27 PST)

Feb 14, 2026

  
Benjamin Clayton (Feb 14, 2026 17:04:00 PST)

Feb 14, 2026