

Maria Montes Mendoza & Marc Gilbert, Co-Chairs

LAS VEGAS TRANSITIONAL GRANT AREA RYAN WHITE PART A PLANNING COUNCIL

Executive Committee Minutes

Wednesday, October 22, 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	A	
Marc Gilbert	P	Sara Seaburg	P	Jessica Rios	P	
Maria Montes Mendoza	P	Nathan Hoelscher	A	Tony Garcia	P	
Kenneth Gary	P	Tatum Townsend	P	Tiffany Evans	P	
Benjamin Clayton	P			Kamron Toston		
Anthony Castro	A			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 notices 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 October 22, 2025 Meeting Minutes. (For possible action)

Danny Brown Sr. made a motion to approve the meeting minutes from October 22, 2025, and Maria Montes Mendoza seconded.

For: (5) Brown, 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 report:

- They have met with all Ryan White Food Bank subrecipients; they report that the subrecipients currently have enough funds to meet demand, but they continue to check in regularly.

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- They are monitoring potential gaps in food access and determining if they need to provide additional support or reallocate funds.
 - They are waiting for a few more spending plans before finalizing any reallocations; they plan to have a slate ready for next week's meeting.
 - They are seeking input on community gaps or difficulties in accessing food to ensure subrecipients are effectively supported.
 - Richard Whitley has retired from the state; he previously oversaw the Department of Health and Human Services, where Tori Johnson's department is situated.
 - They are eager to hear from Tori about his experience with the new leadership and what they expect regarding the positives and negatives of the new appointment.
 - They are focused on reporting for the EHE side and preparing a non-competing continuation application for the upcoming grant deadline.
 - The Ryan White non-competing continuation application appears to have been accepted, and they received what seems to be approval for the waiver via email.
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:
She shared a PDSA quality improvement process video on their YouTube channel and the Las Vegas TGA website. She mentioned that the CQII (Clinical Quality, Innovation, and Improvement) reached out to share resources after seeing the video, which has received over 900 views.
10. **Plan for Annual Community Forum**
Support Staff is in the process of conducting all community forums and gift cards will go out next week to all attendees.
11. **Review Policy and Procedure Manual/By Laws for potential updates (For possible action)**
The group discussed bringing this process to the entire Planning Council for a real-time collaboration. This will take place over the next 2 months.
12. **Review Planning Council Support Budget through October 2025. (For possible action)**
Planning Council support staff presented the current budget and reviewed all line items through October.
13. **Manage membership application process (For possible action)**
There are several renewal applications and a new application to review and this will be done during the December meetings.
14. **Review Planning Council Membership Attendance (For possible action)**
Support staff reviewed Planning Council membership compliance and attendance. Staff has reached out to members with high absences in order to find out if there are barriers that may be addressed.
15. **Review Membership Matrix for Compliance with Federal Reflectiveness Mandates**
Support staff reviewed the reflectiveness matrix for attendees and all areas were discussed.

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16. Review and approve GY2025/26 New Member Orientation

This will be discussed once all updates to reflect the site visit findings and new compliance measures are in place.

17. Review Planning Council Meeting Feedback – October 22 2025. (Discussion, all matters in this item are informational only).

Staff presented the Planning Council meeting feedback from October 22, 2025. Overall, the feedback was very positive with no concerns mentioned.

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

- Discuss Website Updates and Possible New Logo Designs – Benjamin Clayton is currently leading this and has had many submissions for consideration.

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

There were no announcements by members.

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

There were no public comments.

21. Adjournment. (Action)

Danny Brown Sr. made a motion to adjourn, and Benjamin Clayton seconded.

For: (5) Brown, Clayton, Gary, Gilbert, Montes Mendoza.

Against: (0)

Abstain: (0)

Upcoming Meetings

November 12, 2025, Executive Committee Meeting

1:00pm – 2:30pm (VIRTUAL)

November 19, 2025, Planning Council Meeting


3:00 pm – 5:00 pm

Southern Nevada Health District, 280 S. Decatur Blvd, Las Vegas NV 89107

Redrock Conference Room

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.



Marc Gilbert (Feb 13, 2026 15:40:15 PST)

02/13/26



Maria Montes Mendoza (Feb 16, 2026 08:58:48 PST)

Feb 16, 2026



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Executive Attendance 25-26	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	ABS.
Danny Brown	X	X	A	A	X	X	X	X	X	X	X	X	2
Anthony Castro	X	X	X	X	X	X	X	X	X	X	X	A	1
Benjamin Clayton	X	X	A	X	X	X	X	A	X	X	X	A	3
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	A	X	1
Maria Montes-Mendoza	X	X	A	A	X	X	A	X	X	X	X	X	3