LAS VEGAS TRANSITIONAL GRANT AREA RYAN WHITE PART A PLANNING COUNCIL
Executive Committee Minutes
Wednesday, July 15, 2026
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	**A**	
Maria Montes Mendoza	**P**	Nathan Hoelscher	**A**	Tony Garcia	**P**	
Kenneth Gary	**P**			Tiffany Evans	**P**	
Benjamin Clayton	**A**			Kamron Toston	**A**	
Anthony Castro	**P**					

P = Present A = Absent

1. **Call to Order and Roll Call.**
   Co-Chair Maria Montes Mendoza called the meeting to order and welcomed attendees. Roll call was conducted by Planning Council Support Staff, and a quorum was established with five voting members present.

2. **Welcome and Introduction of Guest(s).**
   Co-Chair Maria Montes Mendoza welcomed members and guests and reviewed meeting etiquette, including muting microphones when not speaking and use of the "Raise Hand" function. Attendees were reminded to comply with federal regulations, Planning Council guidelines, HRSA requirements, and the Council's Code of Conduct, including disclosure of conflicts of interest and avoidance of prohibited discussions.

3. **Confirmation of Notice of Meeting Posting.** ***(Discussion, all matters in this item are informational only)***.
   Support staff confirmed that there were 7 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. **Review of June 10, 2026 Meeting Minutes for Approval.**
   Marc Gilbert made a motion to approve the meeting minutes from June 10, 2026 and Kenneth Gary seconded the motion.

   For(5) Brown, Castro, Gary, Gilbert, Montes-Mendoza
   Against(0)
   Abstain(0)

6. **Review Scope of Work and Planning Council Activity Timelines (PCAT) - (For possible action)**
   Support staff then reviewed the Executive Committee Scope of Work and Planning Council Activity Timeline (PCAT). Members discussed the committee's ongoing responsibilities, including reviewing and resolving parking lot items, receiving standing committee and recipient office reports, reviewing Planning Council feedback, administering the Assessment of the Efficiency of the Administrative Mechanism (AEAM), monitoring the Planning

Council Activity Timeline, and coordinating annual community forums. Staff noted that the committee remains on schedule with activities identified within the current grant year work plan.

7. **Recipients Reports Including Program Updates and Collaboration with the Recipients Office (For possible action)**
   There were no updates from the Recipients Office.

8. **Review/Update Service Category Definitions and Service Standards – Work Group Update (For possible action)**
   Recipient's Office staff reported that there were no immediate updates. However, members were informed that within the next two months a workgroup would likely reconvene to begin reviewing, revising, and updating service standards.

9. **Part A Clinical Quality Management (CQM) Update from the Office of HIV (For possible action)**
   There were no updates at this time.

10. **Review Planning Council Support Budget through June 2026. (For possible action)**
    The committee conducted a detailed review of the Planning Council Support Budget through June 2026. Support staff reported that expenditures remain on track and within budget projections.
    - Activities billed to date included preparation of Planning Council, Strategic Planning and Assessment Committee, and Executive Committee agendas and minutes, recipient office coordination calls, and required reporting activities.
    - Staff noted that expenditures associated with Priority Setting and Resource Allocation (PSRA), the AEAM process, and annual community forums have not yet been fully incurred because those activities are still underway or scheduled later in the year.
    - Funds allocated for consumer participation support, transportation reimbursements, internet assistance, and consumer incentives continue to be available and are expected to be utilized more fully during the November community forums.
    - Staff also reported that expenditures related to participation in the 2026 Ryan White National Conference are forthcoming and anticipated to utilize much of the remaining budgeted conference funding. Committee members expressed satisfaction with the budget status and raised no concerns.

    During this discussion, Thomas Rodriguez-Schucker provided an important update on the upcoming triennial Needs Assessment. He announced that the Recipient's Office has officially received approval to move forward with the assessment process. Members were informed that the project will span approximately two years and will support future Priority Setting and Resource Allocation activities while preparing the TGA for the next three-year Ryan White Part A grant cycle. Planning Council members will be asked to review assessment instruments, provide recommendations regarding survey tools, and assist with community outreach efforts to maximize participation. Members expressed enthusiasm regarding the assessment and recognized its importance in supporting data-driven decision-making.

11. **Manage membership application process (For possible action)**
    There are no new applications at this time.

12. **Review the Assessment of the Efficiency of the Administrative Mechanism for GY25 (For possible action)**
    Support staff reported that required materials have already been sent to the Recipient's Office. The package includes a provider survey tool and a recipient workbook designed to capture information required for the annual assessment. Staff indicated that completed materials are expected to be returned by the end of July and that Collaborative Research will then analyze and compile the information for presentation to the Executive Committee, likely during the August meeting.

13. **Review Planning Council Membership Attendance (For possible action)**
    The Committee reviewed member attendance and noted several members with five or more absences. The Co-Chairs agreed that outreach would be conducted to members with repeated absences to provide reminders and identify potential barriers to participation. Support staff will provide contact information to facilitate follow-up.

14. **Review Membership Matrix for Compliance with Federal Reflectiveness Mandates**
    Members were reminded that the Planning Council currently consists of 33 members and remains compliant with required membership by HRSA. Staff reviewed racial, ethnic, age, and gender reflectiveness data, highlighting opportunities to strengthen representation among Hispanic community members, younger individuals between the ages of 20 and 44, and male consumers. It was further noted that Planning Council membership demographics have remained stable over the past several months, with no significant departures or changes affecting current compliance. Staff also clarified that the jurisdiction's unaffiliated consumer participation requirements remain strong and compliant.

15. **Preparation for the 2026 Community Forums**
    - Members revisited the tentative schedule previously discussed and reaffirmed plans to conduct community forums on November 16, 17, and 18, 2026. The intention remains to host one forum in each county served by the TGA.
    - Significant discussion focused on outreach strategies in Mohave County, where attendance at previous community forums has been limited despite virtual participation opportunities. Members discussed contacting providers in advance to determine whether in-person or virtual formats would be most effective for community engagement.
    - For the Clark County forum, the committee tentatively established plans to hold the event at Dignity Health on November 18 from 11:00 a.m. to 2:00 p.m., immediately before the scheduled Planning Council meeting. Members felt that pairing the forum with the Planning Council meeting may increase community participation and provide an opportunity for consumers to become more familiar with Planning Council activities.
    - Thomas Rodriguez-Schucker also noted plans to update educational presentations, refresh community forum materials, and explore more current educational videos and resources for use during the sessions.

16. **Review Planning Council Meeting Feedback – June 24, 2026. (Discussion, all matters in this item are informational only).**
    The Executive Committee reviewed feedback from the June 24, 2026 Strategic Planning and Assessment Committee meeting. Ten Planning Council members completed the survey, with equal participation from members living with HIV and those not living with HIV. Respondents reported that the meeting was respectful, inclusive, and accessible, with all participants indicating they felt comfortable participating and had adequate support for virtual attendance. The meeting received an overall satisfaction rating of 4.7 out of 5. No concerns related to stigma, discrimination, or unprofessional behavior were reported. While one participant noted the meeting moved somewhat slowly due to the volume of information presented, overall feedback was positive. Respondents emphasized the importance of transparency, ongoing communication, and continued education for Planning Council members, and expressed general satisfaction with the meeting and committee operations.

17. **Review and Resolve Parking Lot Items (For possible action)**
    The committee continued discussion of the Planning Council logo redesign and reviewed feedback on a logo concept previously submitted by Benjamin Clayton. Members suggested revisions to improve balance, wording, ribbon placement, and representation of the Planning Council and service area. Thomas Rodriguez-Schucker agreed to develop several revised logo options incorporating member feedback for future review and consideration.

18. **Announcements by Members. (Discussion, all matters in this item are informational only)**
    - During member announcements, Anthony Castro shared the successful results of a recent HIV testing and outreach event conducted at the Moapa Tribal community in partnership with Canyonlands Clinic. Although organizers initially expected very low turnout, fifteen individuals participated in HIV testing activities, exceeding expectations. All test results were negative.
    - Anthony discussed opportunities to strengthen future collaborations with Canyonlands Clinic and expand education regarding HIV prevention, PrEP, PEP, Nevada Health Link enrollment, and Medicare resources in rural communities.
    - Members expressed appreciation for the outreach effort and recognized the importance of continued engagement in underserved areas. Discussion also highlighted the value of ongoing HIV education, prevention messaging, and reducing barriers to testing in tribal and rural populations.
    - Maria Montes Mendoza informed the committee that Dr. Cheryl Radoff has expressed interest in presenting information regarding a new perinatal HIV project and educational brochure during a future Planning Council training or meeting. Committee members were supportive of the concept and agreed that additional information would be coordinated through Planning Council Support and Collaborative Research.

19. **Public comment and discussion. (Discussion, all matters in this item are informational only)**
    There were none.

20. **Adjournment. (Action)**
    Marc Gilbert made a motion to adjourn the meeting, and Danny Brown seconded the motion:

    For(6) Brown, Castro, Gary, Gilbert, Montes-Mendoza
    Against(0)
    Abstain(0)

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 — Oct 22, 2026
Marc Gilbert (Oct 22, 2026 05:39:30 PDT)

Maria Montes Mendoza — Oct 23, 2026
Maria Montes Mendoza (Oct 23, 2026 07:40:27 PDT)

2026.07.15 LVTGA EXEC Meeting Minutes

Final Audit Report 2026-10-23

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