



Gary Costa and Kenneth Gary, Co-Chairs

Executive Committee Meeting Minutes

Meeting Date: Wednesday, January 13th, 2016
Start Time: 9:15 am
End Time: 9:55 a.m.
Location: AFAN, 1120 Almond Tree Lane, Las Vegas, NC 89104
Presiding Chair: Gary Costa
Recorder: Jeff Daniel

Summary of Committee Business Votes

- Approval of Minutes from the October 14th, 2015 minutes

(1.0) CALL TO ORDER

Gary called the meeting to order at 9:15 am. Gary asked attendees to silence their cellphones. Planning Council Staff confirmed 5 agenda postings. Attendees introduced themselves and a quorum was established at 9:20 am. Gary read the agenda for today's meeting.

COMMENTS BY THE GENERAL PUBLIC

None

(2.0) BUSINESS ITEMS

- a) *Approval of the October 14th, 2015 Meeting Minutes.* Kenneth Gary made a motion to approve the meeting minutes. The motion was second by Patrick Bozarth.

In Favor: John Miles, Marlo Tonge, Patrick Bozarth, Kenneth Gary, Gary Costa, Tammy Chinn

Against: None

Abstentions: None

- b) *Review of the Planning Council Activity Timeline:* the Executive Committee reviewed the Planning Council Activity Timeline and it was determined the committee was on track based on work activities assigned. At the March PC meeting, the Executive Committee will review and finalize the 2016 PCAT.
- c) *Review Planning Council Reflectiveness:* The Executive Committee reviewed the current PC for federal reflectiveness mandates. The Council is reflective for all HRSA mandated slots and currently has 35% non-conflicted consumer alignment.
- d) *Discuss Needs Assessment:* The Grantee is in the process of releasing an RFQ for the needs assessment. At the October meeting of the Executive and Planning Council meeting, it was determined that the needs assessment would focus on the following areas:



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- To determine factors that contributes to challenges in accessing and remaining in HIV medical care.
- To determine factors that make medication adherence and viral suppression difficult (virally suppressed is defined as less than 200 copies/ml at most recent test).
- To determine participant history of mental illness and/or substance use
- To determine effects of mental illness and/or substance use on medication adherence.
- To provide recommendations to HIV service providers on improving the medication adherence and viral suppression of clients with mental health and substance abuse co-morbidities.

e) Review/Update By-laws: No updates to the bylaws were needed at this time

f) Review Planning Council Agenda: Gary reviewed the agenda for the Planning Council meeting

g) Grantee Report: Alisha Barrett, Grantee, provided the Executive Committee with brief update on unique clients and service units by service category. Alisha also provided an expenditure report. Alisha will discuss more in depth at the full Planning Council immediately following the Executive Committee. Alisha also reported the she and Jeff Daniel, PC Support Coordinator, attended a Consumer Forum in Mohave County on Tuesday, January 12th. There are two more consumer forums scheduled: Wednesday, January 13th in Clark County and Thursday, January 14th in Nye County.

(3.0) INFORMATIONAL ITEMS

- None

(4.0) NEXT MEETING

Wednesday, March 23rd, 2016 at 9 a.m. at Clark County Social Services, 1600 Pinto Lane, 3rd Floor Conference Room.

(5.0) COMMENTS BY THE GENERAL PUBLIC

None

(6.0) ADJOURNMENT

8:55 a.m.

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| Parking Lot Items: None |
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