

Las Vegas TGA Ryan White Part A HIV/AIDS Planning Council

MINUTES

DECEMBER 18TH, 2013

9 A.M. TO 10 A.M.

CLARK COUNTY SOCIAL SERVICES
2820 W. CHARLESTON BLVD. STE B-15
LAS VEGAS, NV 89102

Submitted By: Linda Montgomery

MEMBERS PRESENT	Marco Flores, SaBrina Hagan-Finks, Vicki Koceja, Lea Carrasco-Zanini, Alisha Barrett, Lorenzo Fernandez
MEMBERS ABSENT	None
STAFF PRESENT	Aliya Buttar, Jeff Daniel
GUESTS AND MEMBERS OF THE PUBLIC PRESENT	

1. CALL TO ORDER

CALLED TO ORDER	Alisha Barrett-Planning Council Co-Chair at 9:07 a.m.	
CONFIRMATION OF POSTINGS	Alisha Barrett received 9 confirmations.	
ESTABLISHMENT OF A QUORUM	A quorum was established at 9:07 a.m.	
STATEMENT OF AGENDA	Agenda was read as stated.	
PUBLIC COMMENT	None	
	A) APPROVAL OF MEETING MINUTES FROM 1/9/13	
MOTION	SaBrina Hagan-Finks made a motion to approve the minutes from 1/9/13. Marco Flores seconded the motion.	
VOTE	Marco Flores, SaBrina Hagan-Finks, Vicki Koceja, Lea Carrasco-Zanini, Alisha Barrett, Lorenzo Fernandez	IN FAVOR
	NONE	NOT IN FAVOR

2. BUSINESS ITEMS

B) REVIEW PLANNING COUNCIL MEETING SCHEDULE FOR 2014

DISCUSSION	<p>Planning Council Support Staff outlined the 2014 meeting schedule with the Planning Council deciding on the following meeting dates:</p> <p>Executive Committee: 9 a.m. to 10 a.m. on 3/26, 5/28, 9/24, 11/19 and 2/25/15</p> <p>Planning Council: 10 a.m. to Noon on 3/26, 5/28, 9/24, 11/19 and 2/25/15</p> <p>Membership Ad Hoc Committee: TBD based on need</p> <p>Priority Setting and Resource Allocation Workshop: August-TBD</p>
MOTION	No motion required

C) DETERMINE PLANNING COUNCIL ACTIVITIES FOR 2014

DISCUSSION	<p>Planning Council Support Staff presented Planning Council activities for 2014. The Planning Council reviewed activities by month and agreed upon the Planning Council Activity Timeline (PCAT)—see attached PCAT for detail</p>
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MOTION	No motion required	
D) REVIEW UPDATED BY-LAWS		
DISCUSSION	<p>The Planning Council reviewed the 2014 By-Laws for changes. Updates include:</p> <p>Section 3.1 Composition of Voting Membership</p> <ul style="list-style-type: none"> • Certified Application Counselor/Eligibility worker: Representative should be a Certified Application Counselor and determine Part A, B or C eligibility. <p>Section 5.3 Executive Committee</p> <p>5. Review planning cycle timeline and make recommendations for full Planning Council meeting.</p> <p>6. Appoint members to membership workgroup to recruit new members and nominate Planning Council members to Executive Committee and Co-Chair positions.</p> <p>7. Vacant Executive Committee positions will be nominated and filled at the next Planning Council meeting following the vacancy in the interim until the next regularly scheduled election for position.</p> <p>8. Executive Committee positions terms: 1 year term in alignment with Planning Council membership term limit requirements. No limit on the number of Executive Committee terms a Planning Council member may serve.</p> <p>9. If Executive Committee member(s) miss three (3) meetings, Executive committee may review member's standing on Executive Committee and make changes as needed or at their discretion.</p> <p>Section 3.7 Attendance</p> <p>Members shall attend all Planning Council meetings with no more than three absences within any calendar year for a total of three absences within a calendar year.</p>	
MOTION	SaBrina Hagan-Finks made a motion to approve the minutes from FY 2104 By-Laws. Marco Flores seconded the motion.	
VOTE	Marco Flores, SaBrina Hagan-Finks, Vicki Kocuja, Lea Carrasco-Zanini, Alisha Barrett, Lorenzo Fernandez	IN FAVOR
	NONE	NOT IN FAVOR
E) REVIEW NEEDS ASSESSMENT ACTIVITIES		
DISCUSSION	The Grantee provided the Executive Committee with an update on the 2014 Needs Assessment.	
MOTION	No motion required	
F) DISCUSS PLANNING COUNCIL OPERATIONS FOR FY 2014		
DISCUSSION	Jeff Daniel from Collaborative Research discussed Planning Council Support Operations for FY 14. The Executive Committee supported Jeff Daniel taking over Planning Council operations for FY 14.	
MOTION	No motion required	

3. Informational Items

ANNOUNCEMENTS	None
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4. Next Meeting

NEXT MEETING	<p>Wednesday, March 26th, 2014 9 a.m. to 9:45 a.m.</p> <p>CLARK COUNTY SOCIAL SERVICES</p> <p>1600 PINTO LANE</p> <p>LAS VEGAS, NV 89106</p>
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5. Public Comment

	None
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6. Adjournment

MEETING
ADJOURNED

10:00 a.m.