

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

### MINUTES

JANUARY 14<sup>TH</sup>, 2014      10 A.M. TO NOON

CLARK COUNTY SOCIAL SERVICES  
 1600 PINTO LANE  
 LAS VEGAS, NV 89106

Submitted By: Linda Montgomery

<b>MEMBERS PRESENT</b>	Karyn Smith (phone), Lorenzo Fernandez, Marco Flores, SaBrina Hagan-Finks (phone), Heather Lazarakis, Vicki Koceja, Lea Carrasco-Zanini, Alisha Barrett, Melissa Norwood, Liliana Dionisio, Cheryl Radeloff, James Foley
<b>MEMBERS ABSENT</b>	Angelica Pichardo, Rick Reich, John Miles, Rev. Wilfred Moore, Dan Olsen, Jason Hampton, Dorcas Okendo, Natalia Lopez, Alex Flores
<b>STAFF PRESENT</b>	Randy Reinoso, Aliya Buttar, Jeff Danel
<b>GUESTS AND MEMBERS OF THE PUBLIC PRESENT</b>	Lisa Fuentes, Arizona Ryan White Part B Program Manager

<b>1. CALL TO ORDER</b>		
<b>CALLED TO ORDER</b>	Alisha Barrett-Planning Council Co-Chair at 10:10 a.m.	
<b>CONFIRMATION OF POSTINGS</b>	Alisha Barrett received 7 confirmations.	
<b>ESTABLISHMENT OF A QUORUM</b>	A quorum was established at 10:10 a.m.	
<b>STATEMENT OF AGENDA</b>	Agenda was read as stated.	
<b>PUBLIC COMMENT</b>	None	
<b>A) APPROVAL OF MEETING MINUTES FROM 8/23, 10/1 AND 11/5</b>		
<b>MOTION</b>	Vicki Koceja made a motion to approve the minutes from 8/23. Marco Flores seconded the motion.	
<b>VOTE</b>	Karyn Smith (phone), Lorenzo Fernandez, Marco Flores, SaBrina Hagan-Finks (phone), Heather Lazarakis, Vicki Koceja, Lea Carrasco-Zanini, Alisha Barrett, Melissa Norwood, Liliana Dionisio, Cheryl Radeloff, James Foley	<b>IN FAVOR</b>
	NONE	<b>NOT IN FAVOR</b>
<b>MOTION</b>	Vicki Koceja made a motion to approve the minutes from 10/1. James Foley seconded the motion.	
<b>VOTE</b>	Karyn Smith (phone), Lorenzo Fernandez, Marco Flores, SaBrina Hagan-Finks (phone), Heather Lazarakis, Vicki Koceja, Lea Carrasco-Zanini, Alisha Barrett, Melissa Norwood, Liliana Dionisio, Cheryl Radeloff, James Foley	<b>IN FAVOR</b>
	NONE	<b>NOT IN FAVOR</b>
<b>MOTION</b>	Vicki Koceja made a motion to approve the minutes from 11/5. Heather Lazarakis seconded the motion.	
<b>VOTE</b>	Karyn Smith (phone), Lorenzo Fernandez, Marco Flores, SaBrina Hagan-Finks (phone), Heather Lazarakis, Vicki Koceja, Lea Carrasco-Zanini, Alisha Barrett, Melissa Norwood, Liliana Dionisio, Cheryl Radeloff, James Foley	<b>IN FAVOR</b>
	NONE	<b>NOT IN FAVOR</b>

<b>2. BUSINESS ITEMS</b>		
<b>B) REVIEW PLANNING COUNCIL MEETING SCHEDULE FOR 2014</b>		
<b>DISCUSSION</b>	<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>	
<b>MOTION</b>	No motion required	
<b>C) REVIEW PLANNING COUNCIL ACTIVITIES FOR 2014</b>		
<b>DISCUSSION</b>	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	
<b>MOTION</b>	No motion required	
<b>D) REVIEW UPDATED BY-LAWS</b>		
<b>DISCUSSION</b>	<p>The Planning Council reviewed the 2014 By-Laws for changes. Updates include:</p> <p><b>Section 3.1 Composition of Voting Membership</b></p> <ul style="list-style-type: none"> <li>• Certified Application Counselor/Eligibility worker: Representative should be a Certified Application Counselor and determine Part A, B or C eligibility.</li> </ul> <p><b>Section 5.3 Executive Committee</b></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><b>Section 3.7 Attendance</b></p> <p>Members shall attend all Planning Council meetings with no more than three absences within any calendar year for a total of six absences within a calendar year.</p>	
<b>MOTION</b>	Vicki Koceja made a motion to approve the 2014 By-Laws. James Foley seconded the motion	
<b>VOTE</b>	Karyn Smith (phone), Lorenzo Fernandez, Marco Flores, (phone), Heather Lazarakis, Vicki Koceja, Lea Carrasco-Zanini, Alisha Barrett, Melissa Norwood, Liliana Dionisio, Cheryl Radeloff, James Foley	<b>IN FAVOR</b>
	NONE	<b>NOT IN FAVOR</b>
	SaBrina Hagan-Finks	<b>ABSTENTIONS</b>
<b>E) REVIEW NEEDS ASSESSMENT ACTIVITIES</b>		
<b>DISCUSSION</b>	The Grantee provided the Planning Council with an update on the 2014 Needs Assessment.	
<b>MOTION</b>	No motion required	
<b>F) DISCUSS PLANNING COUNCIL CO-CHAIR UPCOMING VACANCY</b>		
<b>DISCUSSION</b>	Alisha Barrett informed the Planning Council that she will be stepping down from the Co-Chair position effective 3/1/14. The Planning Council will seat a new Co-Chair during the March 26 <sup>th</sup> meeting (when the Council seats other nominees).	

<b>MOTION</b>	No motion required
<b>G) REVIEW AND APPROVE PLANNING COUNCIL MEMBERSHIP APPLICATIONS</b>	
<b>DISCUSSION</b>	<p>Planning Council staff informed members of their term expiration on 3/31/14. The members are: Lorenzo Fernandez, Karyn Smith, Angelica Pichardo, Dan Olsen, Jason Hampton, Lilliana Dionisio, Dorcas Okendo and Natalia Lopez.</p> <p>Planning Council Support Staff has contacted Arizona Ryan White Part B Program Manager (Lisa Fuentes) and Arizona HIV/STD Prevention Program Manager (John Sapero) and they have agreed to serve on the LV TGA Planning Council to coordinate treatment/care + prevention services in Nevada (Las Vegas TGA) and Arizona (Mohave County).</p>
<b>MOTION</b>	No motion required

<b>3. Informational Items</b>	
<b>ANNOUNCEMENTS</b>	None

<b>4. Next Meeting</b>	
<b>NEXT MEETING</b>	<p>Wednesday, March 26<sup>th</sup>, 2014 10 a.m. to Noon          CLARK COUNTY SOCIAL SERVICES          1600 PINTO LANE          LAS VEGAS, NV 89106</p>

<b>5. Public Comment</b>	
	None

<b>6. Adjournment</b>	
<b>MEETING ADJOURNED</b>	10:45 a.m.