

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

**MINUTES** MAY 8, 2013

9:15 AM – 11:20 AM

CLARK COUNTY GOVERNMENT CENTER  
500 GRAND CENTRAL PARKWAY  
LAS VEGAS, NV 89106

Submitted By: Shayla Streiff

<b>MEMBERS PRESENT</b>	Melissa Norwood, Karyn Smith, Marco Flores, SaBrina Hagan-Finks, Heather Lazarakis, Vicki Koceja, Chris Wakefield, Lea Carrasco-Zanini, Alisha Barrett, Dan Olsen (via telephone), Liliana Dionisio, Aliya Buttar, Cheryl Radeloff
<b>MEMBERS ABSENT</b>	Angelica Pichardo, Lorenzo Fernandez, Rick Reich, John Miles, Jamie Perry, Rev. Wilfred Moore, Jason Hampton, Donald Johnson, Dorcas Okendo, Natalia Lopez, James Foley, Alex Flores
<b>STAFF PRESENT</b>	Shayla Streiff
<b>GUESTS AND MEMBERS OF THE PUBLIC PRESENT</b>	Jillee Opiniano-Rowland

### 1. CALL TO ORDER

<b>CALLED TO ORDER</b>	Alisha Barrett-Planning Council Co-Chair at 9:15 AM.
<b>CONFIRMATION OF POSTINGS</b>	9 confirmations.
<b>ESTABLISHMENT OF A QUORUM</b>	A quorum was established at 9:30am.
<b>STATEMENT OF AGENDA</b>	Agenda was read as stated.
<b>PUBLIC COMMENT</b>	None
<b>APPROVAL OF MINUTES</b>	Approved

### 2. BUSINESS ITEMS

<b>A) OATHS OF OFFICE (FOR POSSIBLE ACTION)</b>	
	Completed for members that were present by Jillee Opiniano-Rowland of the county clerk's office.
<b>B) PLANNING (FOR POSSIBLE ACTION)</b>	
	<p>The Planning Council planned for the remainder of the current planning cycle to go as follows.</p> <ul style="list-style-type: none"> <li>• A data day will be established prior to the PSRA process July 30, 2013. This should be a week before depending on the presenter's availability. Worst case scenario it could be the day before.</li> </ul> <p>Data presentations should include;</p> <ul style="list-style-type: none"> <li>• Epi Data-Aliya Buttar</li> <li>• Needs Assessment Data-Jeff Daniel</li> <li>• Outcomes Data/Quality Management Data-Grantee</li> <li>• Service Cost Data-Grantee</li> <li>• Previous Year PSRA-Grantee</li> </ul> <p>The format should include;</p> <ul style="list-style-type: none"> <li>• Should be from 9am-4pm.</li> <li>• Beginning with what is important to look at.</li> <li>• Data should be emailed out prior for review</li> <li>• There should be a high point/low point discussion so we can discuss what everyone is taking away from the data.</li> <li>• Should be time set aside for small group discussion, chunks of quiet time to review,</li> </ul>

	<p>presentation of the outcomes from the group discussion and quiet time to the group.</p> <p>Other items discussed and put in the parking lot include;</p> <ul style="list-style-type: none"> <li>• Suggestion boxes at agencies, virtual format, and at pharmacies</li> <li>• Focus groups on current needs assessment topic</li> <li>• How to bring outlying situations to the Planning Council and discussion of service priority parameters.</li> <li>• Information shared from the provider reports such as service delivery issues.</li> <li>• Bringing a few extra copies of important information to the meetings for review if needed.</li> </ul> <p>Other items of discussion included;</p> <ul style="list-style-type: none"> <li>• Implementing the data grid to ensure that data is being provided to the council, where it can be found and the date it was discussed.</li> <li>• Implementing the quarterly service utilization report.</li> </ul> <p>The Council also established a timeline for the next planning cycle to include;</p> <ul style="list-style-type: none"> <li>• September 2013 Meeting-beginning of the planning cycle <ul style="list-style-type: none"> <li>○ Look into the recruitment process for new members</li> <li>○ Initiate and discuss the comprehensive needs assessment</li> <li>○ SWOT analysis of last planning cycle</li> <li>○ Development of committee structure</li> <li>○ PS/RA re-eval for grant application if necessary</li> </ul> </li> <li>• Reallocation meeting to ensure current grant year funding is spent out to take place in November/December 2013.</li> <li>• A meeting to re-evaluate the current situation including ACA, the priorities and allocations, and if any changes need to be made-February/March 2014.</li> <li>• Regularly scheduled interview meeting March 2014.</li> <li>• Planning Council 101 training to include new members as soon as new members are approved. Facilitator suggestions for this include CAI.</li> </ul>
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<b>3. Informational Items</b>	
<b>HEATHER LAZARAKIS</b>	Brought copies of the Medicaid pamphlets for review.

<b>4. Next Meeting</b>	
<b>NEXT MEETING</b>	TBD Data Day July 30, 2013 9am-4pm PS/RA Clark County Social Services

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

<b>6. Adjournment</b>	
<b>MEETING ADJOURNED</b>	11:20 AM