

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

### MINUTES

SEPTEMBER 12, 2011

9:00 AM – 2:15 PM

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

Submitted By: Shayla Streiff

<b>MEMBERS PRESENT</b>	John Miles, Theresa King, Torrence Warfield, Jamie Perry, Reverend Wilfred Moore, Lorenzo Fernandez, Nancy Torres, Lea Carrasco-Zanini, Heather Lazarakis, Karyn Smith, Kevin Miyasato, Rick Reich, Alisha Barrett, Alex Flores
<b>MEMBERS ABSENT</b>	Angelica Pichardo, Gary Capone, Cheryl Smith
<b>MEMBERS EXCUSED</b>	Michelle Hauler-Fuller, Robert Langguth
<b>STAFF PRESENT</b>	Shayla Streiff
<b>GUESTS AND MEMBERS OF THE PUBLIC PRESENT</b>	Ed Uheling, Anthony Polemeni, Marco Flores, Leslie Kellium O'Brein, Sandy Jenette, Tracey Skinner

### 1. CALL TO ORDER

<b>CALLED TO ORDER</b>	Alisha Barrett-Planning Council Co-Chair at 9:00 am.
<b>CONFIRMATION OF POSTINGS</b>	Shayla Streiff-Planning Council Coordinator received 11 confirmations.
<b>ESTABLISHMENT OF A QUORUM</b>	A quorum was established.
<b>STATEMENT OF AGENDA</b>	Agenda was read as stated.
<b>PUBLIC COMMENT</b>	Cher Levinston-from Part B, just wanted to introduce herself.
<b>APPROVAL OF MINUTES</b>	Rick Reich moved to approve the minutes from the August 23 <sup>rd</sup> 2011 meeting. Torrence Warfield seconded the motion. Minutes approved as presented.

### 2. BUSINESS ITEMS

#### A) BYLAWS DISCUSSION (FOR POSSIBLE ACTION)

	Alisha Barrett-new state laws have been passed regarding discrimination that we need to add into our bylaws. Therefore at this time we would like to set a process to accept any other changes needed to the bylaws and suggest that meetings be held with stakeholders to discuss changes. Those will all be brought to the planning council's executive committee for review and full planning council for final approval.	
<b>PUBLIC COMMENT</b>	Ed Uheling-I think there are much more serious changes that need to be made to the bylaws. There should be information related to conflict of interest. There should also be consideration as to at least one Planning Council co-chair being HIV positive. There should also be alternates to increase participation. There should also be a separation between Grantee and the Planning Council.	
<b>MOTION</b>	Kevin Miyasato- moved to go forward with gathering community input regarding changes of the bylaws, submitting those to the planning council for review and additions and presenting it to the BCC for final approval. Reverend Wilfred Moore seconded the motion.	
<b>VOTE</b>	JOHN MILES, THERESA KING, TORRENCE WARFILED, JAMIE PERRY, REVEREND WILFRED MOORE, LORENZO FERNANDEZ, NANCY TORRES, HEATHER LAZARAKIS, KARYN SMITH, KEVIN MIYASATO, RICK REICH	IN FAVOR
		ABSTENTIONS
		NOT IN FAVOR

<b>CONCLUSION</b>	<b>PASSED</b>
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<b>B) NEEDS ASSESSMENT PROPOSAL (FOR POSSIBLE ACTION)</b>		
	Shayla Streiff-introduced the needs assessment project proposal as stated in the agenda packet. Discussion was had regarding the cost of the needs assessment and if \$20,000 would be enough. The co-chair stated that if we do not get any responses for this project we will bring it back to the council for further discussion.	
<b>PUBLIC COMMENT</b>	<p>Anthony Polemeni-out of care needs assessment is very important and adding an ease of care portion into the needs assessment would be very helpful. Is the RFP possibly able to be pared with a company out of Arizona, this information could be presented to the council for further inquiry.</p> <p>Rick Reich-an RFP is just that, an RFP which means that they submit a proposal for undertaking this project.</p>	
<b>MOTION</b>	Rick Reich-moved to accept the project as presented. Heather Lazarakis seconded the motion.	
<b>VOTE</b>	JOHN MILES, THERESA KING, TORRENCE WARFILED, JAMIE PERRY, REVEREND WILFRED MOORE, LORENZO FERNANDEZ, NANCY TORRES, HEATHER LAZARAKIS, KARYN SMITH, KEVIN MIYASATO, RICK REICH	<b>IN FAVOR</b>
	NONE	<b>ABSTENTIONS</b>
	NONE	<b>NOT IN FAVOR</b>
<b>CONCLUSION</b>	<b>PASSED</b>	

<b>C) MEMBERSHIP RECRUITMENT (FOR POSSIBLE ACTION)</b>		
	Alisha Barrett-discussed our current membership. There is only one empty position which is Hospital or Health Care Planning Agency. As we know the Southern Nevada Area Health Education Center closed and therefore we lost their representation on the council. At this time we are working on finding another agency to replace this position.	
<b>PUBLIC COMMENT</b>	None	
<b>MOTION</b>	None needed, discussion item.	
<b>VOTE</b>		<b>IN FAVOR</b>
		<b>ABSTENTIONS</b>
		<b>NOT IN FAVOR</b>
<b>CONCLUSION</b>		

<b>D) ASSESSMENT OF THE ADMINISTRATIVE MECHANISM (FOR POSSIBLE ACTION)</b>		
	Shayla Streiff-discussed the assessment of the administrative mechanism as stated in the agenda.	
<b>PUBLIC COMMENT</b>	None	
<b>MOTION</b>	None needed, discussion item.	
<b>VOTE</b>		<b>IN FAVOR</b>
		<b>ABSTENTIONS</b>
		<b>NOT IN FAVOR</b>
<b>CONCLUSION</b>		

E) PSRA DATA PRESENTATION (FOR POSSIBLE ACTION)																																	
	<p>Jeff Daniel from collaborative research presented data regarding service utilization, needs assessment data, quality improvement data, and focus group data.</p> <p>A significant amount of discussion and analysis concluded that the priorities for FY 2012-2013 are:</p> <table border="1"> <thead> <tr> <th><b><u>FY 2012</u></b> <b><u>Priorities</u></b></th> <th><b><u>Service Category (HRSA)</u></b></th> </tr> </thead> <tbody> <tr><td>1</td><td><b>Outpatient/Ambulatory Medical Care</b></td></tr> <tr><td>2</td><td><b>Medical Transportation</b></td></tr> <tr><td>3</td><td><b>Medical Case Management</b></td></tr> <tr><td>4</td><td><b>Food Bank/Home Delivered Meals</b></td></tr> <tr><td>5</td><td><b>Oral Health Care</b></td></tr> <tr><td>6</td><td><b>Mental Health Services</b></td></tr> <tr><td>8</td><td><b>Health Insurance Premium &amp; Cost Sharing Assistance</b></td></tr> <tr><td>9</td><td><b>Medical Nutritional Therapy</b></td></tr> <tr><td>10</td><td><b>Emergency Financial Assistance</b></td></tr> <tr><td>11</td><td><b>Early Intervention Services</b></td></tr> <tr><td>12</td><td><b>Substance Abuse Services-Outpatient</b></td></tr> <tr><td>13</td><td><b>AIDS Pharmaceutical Assistance (Local)</b></td></tr> <tr><td>14</td><td><b>Health Education/Risk Reduction</b></td></tr> <tr><td>15</td><td><b>Housing Services</b></td></tr> <tr><td>NR</td><td><b>Outreach Servcies</b></td></tr> </tbody> </table>	<b><u>FY 2012</u></b> <b><u>Priorities</u></b>	<b><u>Service Category (HRSA)</u></b>	1	<b>Outpatient/Ambulatory Medical Care</b>	2	<b>Medical Transportation</b>	3	<b>Medical Case Management</b>	4	<b>Food Bank/Home Delivered Meals</b>	5	<b>Oral Health Care</b>	6	<b>Mental Health Services</b>	8	<b>Health Insurance Premium &amp; Cost Sharing Assistance</b>	9	<b>Medical Nutritional Therapy</b>	10	<b>Emergency Financial Assistance</b>	11	<b>Early Intervention Services</b>	12	<b>Substance Abuse Services-Outpatient</b>	13	<b>AIDS Pharmaceutical Assistance (Local)</b>	14	<b>Health Education/Risk Reduction</b>	15	<b>Housing Services</b>	NR	<b>Outreach Servcies</b>
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MOTION	Rick Reich moved to approve the priorities as stated for FY 2012-2012. Torrence Warfield seconded the motion.																																
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E) PSRA DATA PRESENTATION (FOR POSSIBLE ACTION)	
	<p>Jeff Daniel from collaborative research presented data regarding service utilization, needs assessment data, quality improvement data, and focus group data.</p> <p>A significant amount of discussion and analysis concluded that the allocations for FY 2012-2013 are:</p>

		\$ 6,653,146		
	<u>Service Category (HRSA)</u>	<u>FY12 Grant Request</u>	<u>% of Request</u>	<u>% of 2012 MAI Request</u>
	Outpatient/Ambulatory Medical Care	\$ 1,681,168	30%	50%
	Medical Transportation	\$ 207,212	4%	
	Medical Case Management	\$ 1,219,650	22%	50%
	Food Bank/Home Delivered Meals	\$ 25,347	0.45%	
	Oral Health Care	\$ 93,349	2%	
	Mental Health Services	\$ 322,523	6%	
	Health Insurance Premium & Cost Sharing Assistance	\$ 851,486	15%	
	Medical Nutritional Therapy	\$ 129,143	2%	
	Emergency Financial Assistance	\$ 60,773	1%	
	Early Intervention Services	\$ 744,026	13%	
	Substance Abuse Services- <i>Outpatient</i>	\$ 183,615	3%	
	AIDS Pharmaceutical Assistance (Local)	\$ 64,414	1%	
	Health Education/Risk Reduction	\$ 15,556	0%	
	Housing Services	\$ 56,912	1%	
	Outreach Services	\$ -	0%	
	<b>Total Services</b>	<b>\$ 5,655,174</b>	<b>100%</b>	<b>100%</b>
	<b>TOTAL ALLOCATION</b>	<b>\$ 5,655,174</b>		
PUBLIC COMMENT				
MOTION	Heather Lazarakis moved to accept the allocations as stated. Kevin Miyasato seconded the movement.			
VOTE	JOHN MILES, THERESA KING, TORRENCE WARFILED, JAMIE PERRY, REVEREND WILFRED MOORE, LORENZO FERNANDEZ, NANCY TORRES, HEATHER LAZARAKIS, KARYN SMITH, KEVIN MIYASATO, RICK REICH, SABRINA HAGAN-FINKS, ALEX FLORES			IN FAVOR
	NONE			ABSTENTIONS
	NONE			NOT IN FAVOR
CONCLUSION	PASSED			

E) PSRA DATA PRESENTATION (FOR POSSIBLE ACTION)				
	MAI percentage award at 50% ambulatory/outpatient medical care and 50% at medical case management.			
PUBLIC COMMENT	None			
MOTION	Rick Reich moved to accept the allocations for MAI as stated. John Miles seconded the movement.			
VOTE	JOHN MILES, THERESA KING, TORRENCE WARFILED, JAMIE PERRY, REVEREND WILFRED MOORE, LORENZO FERNANDEZ, NANCY TORRES, HEATHER LAZARAKIS, KARYN SMITH, KEVIN MIYASATO, RICK REICH, SABRINA HAGAN-FINKS, ALEX FLORES			IN FAVOR
	NONE			ABSTENTIONS
	NONE			NOT IN FAVOR
CONCLUSION	PASSED			

E) PSRA DATA PRESENTATION (FOR POSSIBLE ACTION)	
	Directives
	GRANT ADMINISTRATIOM To Facilitate Cost Effectiveness and Full Expenditure of Funding Across All Service Categories

	<p>#1.1-The Ryan White Grantee office must ensure that prioritized services are available to all people living with HIV/AIDS in all regions of the TGA. The Ryan White office will utilize service categories, service category definitions and percentages as approved by the Planning Council. The Ryan White office shall produce a report to the Council. The report will show the final allocations. The Ryan White office shall produce no less than a quarterly report, and submit the report to the Planning Council. Rapid Reallocation Tool for the Grantee</p> <p>#1.2-The grantee may rapidly reallocate funds without Planning Council consent based on the following conditions:</p> <ol style="list-style-type: none"> <li>1. Up to 10% of the service category allocation</li> <li>2. Service category reallocations may occur after the second quarter of the grant year (August 31<sup>st</sup>).</li> <li>3. Service category reallocations can be made from support to support or core to core.</li> </ol> <p>GENERAL CONTRACTOR RESPONSIBILITIES To Facilitate Development of and Adherence to the TGA's Standards of Care</p> <p>#2.1-All Ryan White Part A funded service providers shall adhere to the Standards of Care approved by the Planning Council and developed in partnership with the Ryan White Office and quality management team.</p> <p>The Ryan White office shall monitor data collection and quality of care, produce a periodic report in conjunction with the Planning Council and submit the report to the Planning Council.</p> <p>To Facilitate Service Utilization Data</p> <p>#2.2-The Ryan White office shall monitor data collection and utilization data and produce a report for the Planning Council for the purpose of the priority setting and resource allocation process.</p>	
PUBLIC COMMENT	None	
MOTION	Theresa King moved to accept the directives as stated. Torrence Warfield seconded the movement.	
VOTE	JOHN MILES, THERESA KING, TORRENCE WARFIELD, JAMIE PERRY, REVEREND WILFRED MOORE, LORENZO FERNANDEZ, NANCY TORRES, HEATHER LAZARAKIS, KARYN SMITH, KEVIN MIYASATO, RICK REICH, SABRINA HAGAN-FINKS, ALEX FLORES	IN FAVOR
	NONE	ABSTENTIONS
	NONE	NOT IN FAVOR
CONCLUSION	PASSED	

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

<b>4. Next Meeting</b>	
NEXT MEETING	<p>Priority setting/resource allocation. Tuesday, September 12th 2011 9am-12pm Clark County Social Services 3rd Floor Training Room 1600 Pinto Lane Las Vegas, NV 89106</p> <p>CANCELLED</p>

<b>5. Adjournment</b>	
MEETING ADJOURNED	2:15 pm