

**Kansas City Transitional Grant Area (TGA)
Comprehensive HIV Prevention and Care Planning Council**

<u>Purpose</u> Finance Committee	<u>Date/Time</u> May 14, 2025, 1:00p.m.–3:00p.m. / Microsoft Teams	
Members Present:	Annie Handley, Marquita Leverette, Marci Watkins, Lisa Leseberg, Debra Guilbault, Caitlin Lisk	
Members Absent:	Alicia Downes (Excused)	
Others Present:	Kim Goodwin, Alex Tharp	
Staff:	Bryan Davenport, Sean Ryan, Erika Laursen, Jeffrey Blaha, Jennifer Sims, Chloe Strong	
	Discussion	Action Item
Call to Order	Marci Watkins called the meeting to order at 1:01P.M.	
Introductions	Introductions were made by members, guests, and staff present.	
Review of Planning Council & Committee Meeting Ground Rules	Planning Council and Committee Ground Rules were reviewed.	
Agenda	The May 14, 2025, Finance Committee agenda was approved as written.	Lisa Leseberg made a motion to approve the agenda for May 14, 2025, Annie Handley seconded the motion. The Finance Committee Agenda was approved as written by unanimous consent.
Minutes	The April 9, 2025, minutes were approved as written.	Lisa Leseberg made a motion to approve the April 9, 2025, minutes. Marquita Leverette seconded the motion. The minutes were approved as written by unanimous consent.
Attendance Review	<u>Bryan Davenport:</u> <ul style="list-style-type: none"> No members are currently out of compliance. If you have an excused absence, please email both myself and Marci in advance and make sure to designate a proxy. 	
Remarks from the Chair/Vice Chair	<u>Remarks from Acting Finance Chair Marci Warkins:</u> <ul style="list-style-type: none"> Thank you to Jen for coordinating the NASTAD meeting! 	
Planning Council Support Report	<u>Bryan Davenport:</u>	

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	<ul style="list-style-type: none"> • Thanks to everyone who attended orientation, and the AIDS walk. • I'll be representing the Planning Council at KCHD's Health on the Block (May 17, 10–2 PM at Central HS). Let me know if you'd like to help. • We'll also be tabling at PRIDE as part of the Health Village—details to follow. 	
Recipient's Report	<p><u>Sean Ryan:</u></p> <ul style="list-style-type: none"> • RW Part A Expenditure: Expected to spend 96% of funds; we've expended 98.66%—excellent progress. • RW MAI Expenditures: 97.72% spent, with just over \$7,000 remaining in the case management category. • Prevention EHE Expenditures: \$344,867.93 spent from a \$526,575 budget, with \$181,707 remaining. Since these funds can't be carried over, subrecipients are urged to spend down. • Received our second Ryan White Part A partial award this morning. • Preparing to enter Year 2 of the prevention grant. • Currently working on the annual progress and expenditure report for HRSA. 	
Action Items		
Unfinished Business	<p>Contractor Selection for PSRA – Update RFP going out on Friday for finance forum</p> <p>Report from Finance forum task force - Working on reviewing standards of care and we will meet next week to finalize it</p>	
New Business	Nominations for Finance Committee Vice Chair	Lisa Leseberg was voted Finance Committee Vice Chair by unanimous consensus.
Announcements	N/A	
Next Meeting	Next meeting: June 11, 2025 1-3PM.	
Adjournment	The meeting was adjourned at 1:43p.m.	
Handouts	<ul style="list-style-type: none"> • Finance Committee Agenda for May 14, 2025 • Finance Committee Minutes for April 9, 2025 • Planning Council/Committee Meeting Ground Rules 	
<i>Certified by the Chair</i>		<i>Date</i>

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