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

<b>Purpose of Meeting:</b> Assessment & Comprehensive Planning Committee	<b>Date/Time:</b> March 10, 2025 – Virtual via Microsoft Teams	
<b>Members Present:</b>	John Adams, Kaley Garza, Lisa Leseberg, Kristina Berkovich, Marquita Leverette, Santiago Vasquez-Brunetti, Jessica Marsh	
<b>Members Absent:</b>		
<b>Others Present:</b>		
<b>Staff:</b>	Jennifer Simms, Bryan Davenport, Erika Laursen, Brandi Davis, Erika Welch, Kami VanSlyke, Jonathon Antle, Erika Welch, Sean Ryan	
Item	Discussion	Motions
Call To Order	Kaley Garza called the meeting to order at 1:02PM.	
Introductions	Introductions were made by members and staff present.	
Review of Planning Council & Committee Meeting Ground Rules	The Planning Council and Committee Meeting Ground Rules were reviewed.	
Approval of the Agenda	March 10, 2025, agenda was approved as written.	Lisa Leseberg made a motion to approve the March 10, 2025 agenda, Marquita Leverette seconded the motion. The agenda was approved as written.
Approval of the Minutes	February 10, 2025 minutes were approved as written.	Lisa Leseberg made a motion to approve February 10, 2025 minutes, Jessica Marsh seconded the motion. Minutes were approved as written.
Attendance Review	<b>Bryan Davenport:</b> <ul style="list-style-type: none"><li>• All members are currently in compliance.</li></ul>	
Remarks from The Chair	N/A	
Remarks from the Vice Chair	N/A	
Action Items	<b>Quarterly SOC review</b> – Tabled until next month  <b>Updated fee for service schedule</b>	Lisa Leseberg made a motion to approve the updated fee-for-service

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		schedule. Marquita Leverette seconded. The motion carries and will be voted on at the next Planning Council meeting.
Unfinished Business	<b>Review scope of work for assessment of the administrative mechanism</b> – Tabled until next month  <b>Review Service category definitions</b> – Tabled until next month	
New Business	<b>Quarterly review of self assessment/gallery</b>	
Planning Council Support Report	<b>Bryan Davenport:</b> <ul style="list-style-type: none"><li>• Reminder for seated Planning Council members: Our retreat is scheduled for Friday, March 14th.</li><li>• We are actively recruiting new members for the Planning Council.</li><li>• We're working with outreach coordinator to get a table for PRIDE.</li></ul>	
Recipient Report	<b>Sean Ryan:</b> <ul style="list-style-type: none"><li>• We have an interim Project Officer (PO), with whom we met last week. Our previous PO was let go in January.</li><li>• We are actively working to release the RW Parts A &amp; B contracts</li><li>• HIV Services staff contributed to a HRSA Special Projects of National Significance (SPNS) grant. I will keep everyone updated on the progress.</li><li>• The Health Department has realigned its divisions. HIV Services will now merge with the STI Clinic to form the</li></ul>	

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	STI/HIV Integrated Program Division.	
Standing Items	N/A	
Next Meeting/Agenda Items	Next meeting is scheduled for <b>April 14, 2025</b>	
Announcements		
Adjournment	The Assessment & Comprehensive Planning Committee Meeting was adjourned at 2:11PM.	
Handouts	<ul style="list-style-type: none"><li>• March 10, 2025, Assessment &amp; Comprehensive Planning Committee Meeting Agenda</li><li>• February 10, 2025, Assessment &amp; Comprehensive Planning Committee Minutes</li><li>• Planning Council / Committee Meeting Ground Rules</li></ul>	

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Certified by the Chair

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Date