

# Executive Committee



**Randall Furrow, Planning Council Chair**

Thursday, January 5, 2012

5:00 pm to 6:30 pm

Public Health

4041 North Central Avenue, Phoenix

14<sup>th</sup> Floor, Training Room

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## Meeting Minutes

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### Attendance

**Committee Members** *AT: Attended AB: Absent EX: Excused ALT: Alternate Present*

AT	Juan Carlos Perez	AT	Keith Thompson	Mary Rose Wilcox <i>alt: Mark Kezios</i>	EX	Eric Moore
AT	MiAsia Pasha	AT	Randall Furrow	EX	Ron Hill	

### Administrative Agent Staff

Jen Hawkins

### Guests

Erica Ferguson RJ Shannon	Celina Sanchez	Charles Green	Kathy Donner
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**Support Staff:** John Sapero

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### Welcome, introductions and declarations of any conflicts-of-interest

Randall Furrow called the meeting to order and welcomed the attendees. Everyone introduced him/herself and declared any conflicts-of-interest.

Funding is provided by the United States Department of Health and Human Services, the Ryan White HIV/AIDS Treatment Extension Act of 2009 and the Maricopa County Department of Public Health. All of the documents distributed during this meeting may be requested from Planning Council Support.

## **MEETING MINUTES *continued***

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### **Determination of quorum**

Randall Furrow determined that quorum was established with four of seven members present at 5:30 pm.

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### **Review of the minutes and action items from the prior committee meeting**

The committee silently reviewed the summary minutes from the December 1, 2011 meeting. Keith Thompson asked that the Rules committee report be changed to reflect the comments he made regarding the Rules committee reviewing the Council's Bylaws.

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### **Administrative Agent update**

Jen Hawkins discussed:

- At current spending patterns, the grant is projected to be 10% below budget at the end of the grant year
- Direct Dental Services are being provided at 1 dental provider. As of November 30, 141 clients have been scheduled for an average of \$1400 of dental services
- Early Intervention Services providers have been approved to hire three .5 FTEs to serve as Cultural Patient Navigators for the EMA's Refugee Clinic. These positions will be funded through MAI funds. Recruitment for these positions is underway and services are expected to begin February 1
- The Opt-Out Testing pilot project for Maricopa County Jails has resulted in 6 newly diagnosed individuals. ADHS has approved funding for continued testing for two additional months
- As of Nov. 1, 2011 enrollment of Part A clients in PCIP is 263 individuals, with 22 clients awaiting enrollment. Ryan White Part B expects total enrollment of RWPA clients to be approximately 300 as of the end of December 2011
- The AA submitted a preliminary 2011 carryover request to HRSA, asking that the EMA be allowed to carryover 5% of 2011 formula funds (\$283,000), to be allocated to Direct Dental Services in 2012. A final carryover request will be presented to the Planning Council for submission to HRSA following the 2011 grant year closeout in May 2012.
- No reallocations are recommended at this time
- ADAP has updated and expanded its formulary

## **MEETING MINUTES *continued***

### **MAI 2011 Grant Update**

- Increased expenditures in Medical Case Management, EIS and Non-Medical Case Management Services from December to February are expected. No expenditures from MAI Carryover are expected at this time. Any unexpended carryover funds will be returned to HRSA at year end

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### **Council Chair Update**

No comments were voiced.

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### **Review of 2012-2015 Comprehensive Plan Goals and Activities**

Randall Furrow provided an overview of the current draft of the goals and activities for the Council's next comprehensive plan.

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### **Discussion of 2012 Executive Committee Elections**

Randall Furrow provided an overview of the elections process. Randall Furrow and MiAsia Pasha identified that they would be seeking nominations for Planning Council Chair and Vice Chair, respectively.

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### **Planning for ½-day year-end Council meeting**

Randall Furrow presented the venues that responded to the Council's bid requests for meeting space/catering for the event, which would take place on Friday, April 27<sup>th</sup>.

**MOTION:** MiAsia Pasha moved to hold the meeting at the Flinn Foundation. Mark Kezios seconded.

**DISCUSSION:** None.

**OUTCOME:** The motion passed.

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### **Incorporation of the Black AIDS Task Force (BATF) into the Planning Council**

Randall Furrow and John Saperro discussed that while Jared Vega was Council Chair, there had been discussion regarding invited the BATF to incorporate into the Council, as the Council and Part A program

## **MEETING MINUTES *continued***

may be able to provide support to the Task Force's efforts. However, there had been no formal discussion of the merits/logistics of the idea. BATF members in attendance related the BATF was a statewide organization, and provided additional information regarding the Task Force's activities. After discussion, meeting participants determined that it was not appropriate to move forward on the idea. Rather, the Council and the Task Force would collaborate on future activities.

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### **Care Planner Revisions**

John Sapero discussed the progress of revising the current Planner. John asked for guidance regarding the inclusion of provider-related content, as there were a number of providers currently listed in the book that no longer identified as having HIV-specific programming. The committee determined to distinguish providers of HIV services from non-HIV providers. John Sapero will meet with case managers to gain further feedback.

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### **Committee Reports**

**Allocations:** No report was provided.

**Community Health Planning & Strategies Committee:** No report was provided.

**Education & Empowerment:** MiAsia Pasha discussed that committee will be meeting with University of Arizona students regarding implementation of an education program for newly diagnosed individuals.

**Membership:** No report was provided.

**Rules:** Keith Thompson discussed the committee would meet in February to review the Bylaws and make revisions based on the current structure of the Council.

**Standards:** The committee will finalize Non-Medical Case Management Standards of Care.

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### **Determination of agenda items for the next Planning Council meeting**

#### **Planning Council Agenda Items (in addition to the recurring agenda items)**

Membership renewals/appointments

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Nominations – Executive Team

**MEETING MINUTES *continued***

Comp Plan Goals/Activities review

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**Action Items to be completed by the next meeting:**

Task	Assigned To

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**Current events summaries**

No comments were voiced.

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**Call to the public**

John Sapero discussed he had provided a presentation to clients at Southwest Center for HIV. Two clients in attendance had discussed how well the Ryan White program was meeting their medical care and oral health care needs.

Erica Ferguson discussed upcoming HIV prevention activities.

Cathy Donner related she was working on a statewide plan to address the goals of the National HIV/AIDS Strategy.

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**Adjourn**

The meeting adjourned at approximately 6:18 pm.