

Executive Committee



John Sapero, Planning Council Chair

Thursday, April 7, 2016

5:00 pm to 6:30 pm

Public Health

4041 North Central Avenue, Phoenix

14th Floor, Training Room

301 West Jefferson Street
Suite 3200 • Phoenix, AZ 85003
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PlanningCouncil@mail.maricopa.gov

Meeting Minutes

Attendance

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

EX David Aguirre AB Ken Bethel AT Cynthia Trottier AT Randall Furrow

EX Jennifer Bullock AB Abdul Hasan AT John Sapero

Administrative Agent Staff

Rose Conner

Guests

Support Staff: EX Claire Tyrpak

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

John Sapero called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

John Sapero determined that quorum was not established with attendance at 3 out of 7 members present at approximately 5:05 pm so they continued as a workgroup.

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

The committee silently reviewed the summary minutes from the last meeting. No corrections were voiced. Randall Furrow said that he had toured the Hemophilia Association campus and they are working on booking Jeanne White-Ginder for the October Walk.

MEETING MINUTES *continued*

Council Chair Update

John Sapero had no Chair update.

Administrative Agent update

Rose Conner stated that MCM and Oral health workgroups met last week and have some recommendations to the Council. The Committee reviewed the workgroup's information. Also the grant will be out early this year.

Administrative Agent Planning Council budget review

John Sapero discussed the current budget. Rose Conner provided detail and responded to questions. Randall Furrow asked if the Executive Committee would like detailed report for the 1st quarter in June/July. John discussed the potential for rapid allocation for an additional needs assessment later in the year. John will follow up after more research. John asked if the travel budget is set or can it be revised if more money is needed. Rose responded that it could be amended if needed.

PSRA dates discussion

John Sapero stated that the Part A grant application is expected to be released early this year in June with a due date of August. So it is proposed that the Data Session be held on July 21 and PSRA on July 23. A discussion followed and the Committee agreed with the dates.

Integrated Planning Progress/Next Steps

John Sapero stated that the Leadership group met and he reviewed the status to date.

Committee Responsibilities

John Sapero discussed various issues with Committees such as attendance and reaching quorum, that Allocations Committee may not be needed as items could go directly to the Council, TEAM Committee could work differently and hold interviews via phone or via internet video. He will discuss possible changes to committee structure at the Planning Council meeting. A discussion continued among members.

Executive Committee Roles and Responsibilities

John Sapero stated that there may be a role for Executive Committee members to attend community activities, event representation, and other boards and committees. He also discussed the need to reach out to Executive Committee members to encourage higher level participation.

Committee/Work Group reports

Allocations: No April meeting.

CHPS: Met and began to go through and develop activities for comprehensive plan.

TEAM: Meeting April 14 at 4:30 pm.

Rules: Still working on bylaws and will meet April 13.

Standards: Meeting on April 13.

MEETING MINUTES *continued*

Determination of the Planning Council meeting agenda and review of action items

The committee discussed items for the Council meeting agenda, including the items discussed at this meeting plus a prescription drug disposal presentation, review of the Quality Management plan, Standards Committee on revised standards, the Needs Assessment and Assessment of the AA, and oral health recommendations.

Current events summaries

Cynthia Trottier discussed the AIDS Walk on October 23 and that there may be a name change and are open to suggestions on that. The Art Walk is Saturday for Aunt Rita's.

Call to the public

No comments were voiced.

Adjourn

The meeting adjourned at approximately 6:25 pm.