

# Executive Committee



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**Randall Furrow, Planning Council Chair**

Wednesday, August 12, 2015  
5:00 pm to 6:30 pm  
Area Agency on Aging/Care Directions  
1366 East Thomas Road, Phoenix  
3<sup>rd</sup> Floor, Room 304

301 West Jefferson Street  
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## Meeting Minutes

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### Attendance

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

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

AT Jennifer Bullock

### Administrative Agent Staff

Carmen Batista

### Guests

Michael Koran            Jeff Daniel

**Support Staff:** Claire Tyrpak

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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.

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### Determination of quorum

Randall Furrow determined that quorum was established with attendance at 5 out of 5 members present at approximately 5:04 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 last meeting. No corrections were voiced.

**MEETING MINUTES *continued***

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**Council Chair Update**

Randall Furrow stated that there would be leadership training in late October/early November for Planning Council over two Saturdays, using KCA Consultants who have conducted such training in the past.

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**Administrative Agent update**

No update was provided.

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**Assessment of the Administrative Agent**

Jeff Daniel of Collaborative Research presented on the survey he did this year of the Administrative Agent, which will go into the grant application.

**MOTION:** Ken Bethel moved to accept the AA Assessment report. Cynthia Trottier seconded.

**DISCUSSION:** None.

**OUTCOME:** The motion passed.

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**Committee/Work Group reports**

Allocations: They did not meet this month.

CHPS: No update was provided.

TEAM: Meeting tomorrow. David Aguirre and Jonathan Harris presented to approximately 50 clients at the men's lunch at Southwest Center for HIV/AIDS.

Rules: No update was provided.

Standards: Just met before Executive and approved the remaining six standards of care, which will be added to the previous 10 going to Planning Council for final vote.

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

This item is already done.

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**Current events summaries**

No comments were voiced.

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**Call to the public**

No comments were voiced.

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**Adjourn**

The meeting adjourned at approximately 5:33 pm.

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