

# Rules Committee



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## Eric Moore, Chair

Wednesday, February 10, 2016  
3:30 pm to 5:00 pm  
Area Agency on Aging/Care Directions  
1366 East Thomas Road, Phoenix, AZ 85014  
1<sup>st</sup> Floor

301 West Jefferson  
Suite 3200 • Phoenix, AZ 85003  
(602) 506-6321 phone  
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PlanningCouncil@mail.maricopa.gov

## Meeting Minutes

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

AT Eric Moore                      AT Randall Furrow              AT Cynthia Trottier              EX Bruce Weiss

AT John Sapero

### **Guests**

Chavon Boston                      Rose Conner

**Support Staff:** EX: Claire Tyrpak

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

Eric Moore 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**

Eric Moore determined that quorum was established, with four of five members present at 3:50 pm.

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### **Committee Chair update**

The minutes from the last meeting were reviewed. No comments were voiced. The next meeting will take place Wednesday, March 9<sup>th</sup> at 3:30pm with meeting place being determined at a later date.

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### **Review of the Planning Council Bylaws**

The committee continued discussion of Bylaws review beginning with the discussion of Alternates. The discussion of alternates was brought up at the last Planning Council meeting by Eric Moore and there were several opinions that were made in favor of keeping the use of alternates. Randall Furrow said he felt very moved by one Council member's view of the using alternates, which was stated that if the primary member for an agency has to take a leave of absence due to an illness, the alternate is able to step forward and act on the behalf of that agency. Without the use of alternates, he wouldn't have been able to do so. John Sapero voiced that he didn't have a challenge either way, given the very few people,

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Members and guests of the Planning Council may attend either in person or via telephone conference call.

All of the documents discussed are available from Planning Council Support.

Funding is provided by the United States Department of Health and Human Services, federal Ryan White legislation, and the Maricopa County Department of Public Health.

## MEETING MINUTES continued

usually only service providers, who utilized alternates. Cynthia Trottier voiced that the use of alternates seemed to provide a smooth transition for service providers. The committee agreed to leave the option of having alternate in the Bylaws.

The committee focused on the following sections during the meeting – Attendance, Resignation, Removal, Public Information, Open Meeting Law, Meeting Agendas, Council Meetings, Voting, Quorum, Agenda Requests, and Public Participation. Specific updates to the Bylaws made at this meeting will be available by the next meeting.

The committee will pick up under Executive Committee at the next meeting.

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### **Discussion of agenda items for the next meeting**

The agenda will remain the same and the Bylaws will continue where the committee left off.

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### **Current events summaries**

Planning Council meeting will take place tomorrow, Thursday, February 11, 2016 at 5:00pm  
HIV Symposium will take place March 1-2<sup>nd</sup>, 2016 and registration is free

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### **Call to the public**

No comments were voiced.

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### **Adjourn**

The meeting adjourned at approximately 4:59 pm.