

Rules Committee



Eric Moore, Chair

Monday, December 14, 2015
3:00 pm to 5:00 pm
Care Directions
1366 East Thomas
3rd Floor

301 West Jefferson
Suite 3200 • Phoenix, AZ 85003
(602) 506-6321 phone
(602) 506-6300 fax
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

Guests

Jeff Daniel Bruce Weiss Rose Conner John Sapero

Support Staff: Claire Tyrpak

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. Bruce Weiss stated that he wanted to become a member of the committee.

Determination of quorum

Eric Moore determined that quorum was established, with three of three members present at 3:10 pm.

Committee Chair update

The minutes from the last meeting were reviewed. No comments were voiced. Eric Moore asked Rose Conner and Consultant Jeff Daniel to give some background information on county staff, county attorney and consultant review of the bylaws. The reviews were only suggestions for the committee to consider.

Review of the Planning Council Bylaws

Eric Moore discussed the history of bylaws revisions and that the committee would begin with an overall broader review before doing a more detailed review. Eric mentioned three possible categories for review: membership, committee structure and committee chair selection. The committee continued discussion of bylaws review and suggestions for proceeding. John Sapero suggested 4 possible areas for

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

review: 1. Name change, 2. Terminology, 3. Document structure: components and order of components, and 4. Actual content.

The committee agreed with this and proceeded to review as follows:

1. Name change: the committee decided to adopt "Greater Phoenix Ryan White HIV Services Planning Council", herein referred to "The Council" in the bylaws.
2. Terminology: Changes discussed were: Keep "shall" and "may" though the county attorney suggested changing them to "must". Refer to "Ryan White Legislation" for "Part A funding". Change "BOS" to "Board" and Board Designee. Planning Council becomes "The Council". Capitalize "federal" throughout the document. The committee discussed whether the Board Designee counts for quorum and can vote. The Designee doesn't count for quorum but does vote when attending via "ex officio". The committee also discussed what "Council Officer" refers to in current bylaws but no conclusion was made. Also discussed: should it be "PLWH" or "PLWHA"? No definite decision was made. Should the bylaws use "his or her" or "their". Decision was "their". The committee also discussed using "HIV" vs. "HIV/AIDS".

The next meeting will be held Monday, January 11 rather than Wednesday, January 13 due to scheduling conflicts.

Discussion of agenda items for the next meeting

1. Structure and components
2. Specific comments and content

Current events summaries

John Sapero stated that he wanted to become a member of the committee.

Call to the public

No comments were voiced.

Adjourn

The meeting adjourned at approximately 4:56 pm.