

Planning Council



Randall Furrow, Chair

Thursday, September 11, 2014
5:00 – 6:30 pm
Area Agency on Aging/Care Directions
1366 East Thomas Road, Phoenix
3rd Floor, Room 304

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Meeting Minutes

Committee Members

Attended:

Andrea Kamenca	Carla Chee	Deborah Frusciano	Cynthia Trottier
Bruce Weiss	Jonathan Harris	Debby Elliott	Penny Ellis
Abdul Hasan	Eric Moore	Ken Bethel	Jennifer Bullock
Dan Lindell	Randall Furrow	Keith Thompson	

Excused:

Cheri Tomlinson	David Aguirre	Lucio Amado
Marie Lopez Rogers	Rebecca Barnett	

Absent:

Robert Solis	Edward Tisdale	Michael Slim	Maclovio Morales
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Guests

Cindy Alvarez	John Welch	Alyssa Bittenbender	Guillermo Velez
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Administrative Agent Staff

EX	Rose Conner	AT	Kenneth Leighton-Boster	AT	Carmen Batista	AT	Chantie Wingo
AT	Edd Welsh	AB	Georgina Lowe	AT	Victoria Jaquez	AT	Jane Wixted
AT	Chavon Boston	AT	Julie Rudnick				

Support Staff: Claire Tyrpak

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

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

MEETING MINUTES *continued*

Determination of quorum

Randall Furrow determined that quorum was established with 14 of 24 members at 5:05 pm.

Review of the minutes and action items from the previous meeting

The committee silently reviewed the minutes from the previous Planning Council meeting. No comments were voiced.

MOTION: Jonathan Harris moved to approve the minutes. Eric Moore seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

AETC presentation

Alyssa Bittenbender of the AIDS Education Center conducted a brief presentation on what the center does and then conducted a six question survey for Planning Council members and others in attendance. She shared the results with the group.

Chair update

Randall Furrow stated that there was an evaluation on the meeting for all Planning Council members to complete. He also stated that Claire Tyrpak would pass out the new Planning Council brochure for their review. He thanked the Part A team and Andrea Kamenca for their work on it.

Administrative Agent Assessment

Randall Furrow and Claire Tyrpak briefly presented the results of this year's annual assessment and a vote was then taken.

MOTION: Debby Elliott moved to accept the Assessment of the Administrative Agent survey. Cynthia Trottier seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Food workgroup recommendations

Cynthia Trottier did a presentation on the six recommendations that the food workgroup developed for Planning Council decision. A discussion followed on the details of the recommendations.

MOTION: Andrea Kamenca moved to accept the Assessment of the Administrative Agent survey. Debby Elliott seconded.

DISCUSSION: Eric Moore asked that a reference to the contracted agency be removed. Andrea and Debby agreed to this change.

OUTCOME: The motion passed.

Administrative Agent update

Carmen Batista stated that they are working on final grant writing. She then went through two snapshot reports for Part A and MAI funds.

MEETING MINUTES *continued*

Membership approvals

Randall Furrow stated that there was one candidate for membership that needed to be voted on and Jonathan Harris passed out the ballots. Later in the meeting, Randall Furrow announced that John Welch had been approved.

MOTION: Eric Moore moved to vote by secret ballot for the appointments. Rebecca Barnett seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Reallocations

This item was tabled.

Update: Other Ryan White programs

Part B: Carla Chee stated that they had two new staff members. They now have new hours: 7am – 7pm Monday through Friday.

Part C and D: Eric Moore stated that Part C filed their competitive application. They have no information yet on the merging of Part D. He stated that he had been promoted to Senior HIV manager, Boni Lowney had a new position at MIHS, and they have a new hire.

Current Event Summaries

Jonathan Harris stated that the TEAM committee decided to attend community events as Planning Council representatives to educate on the Council and possibly recruit new members.

Call to the public

No comments were voiced.

Adjourn

The meeting adjourned at approximately 6:10 pm.