

# Community Planning & Assessment Committee



Larry Stähli, Chair

Wednesday, February 25, 2009  
2:00 pm to 4:00 pm  
Public Health  
4041 N. Central Avenue, Phoenix  
15<sup>th</sup> Floor, Joshua Room

4041 North Central Avenue  
Suite 1537 • Phoenix, AZ 85012-3329  
(602) 506-6321 phone  
(602) 506-6896 fax  
PlanningCouncil@mail.maricopa.gov

## Meeting Minutes

### Participants

AT	Bradley Allen	AT	Debby Elliott	AT	Larry Stähli	AB	Carol Williams
			<i>alt: Philip Seeger</i>				
AB	Fernando Kitcheyan	AT	Cheri Tomlinson				

### Guests

Ken Leighton-Boster, Rose Conner, John Villegas-Grubbs

Support Staff: Shranda Ceballos

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

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

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### Determination of Quorum

Quorum was not established, with three of six members present at 2:23 pm. The meeting participants reached a consensus to continue as a work group.

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

No corrections were voiced.

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### Administrative Agent Update

Rose Conner related that our HRSA Project Officer has informed her that Ryan White Part A grantees will receive a partial grant award for GY 2009, which will equal 54% of the EMA's formula funding. The AA's office will be contacting providers to discuss contracting issues. The AA's office is also working with providers to finalize billing and other issues as this year's grant closes.

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Funding is provided by the United States Department of Health and Human Services, the Ryan White HIV/AIDS Treatment Modernization Act of 2006 and the Maricopa County Department of Public Health.

All of the documents discussed may be requested from Planning Council Support.

MEETING MINUTES *continued*

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**Committee Chair update**

No update was provided.

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**2009-2012 Comprehensive Plan Development**

The committee reviewed the preliminary goals and objectives developed at a discussion facilitated by JVGA on January 21, 2009. John Villegas-Grubbs provided a brief overview of the discussion that took place at the meeting. Additionally, John detailed how the information collected at the meeting was further developed into the first draft of the document.

John Sapero of Planning Council Support provided the committee with updated drafts of the goals and activities to be included in the Plan. The committee reviewed Goals 1 and 2. During the discussion, revisions were made, including:

- Text additions/deletions and corrections to spelling/grammar
- Adjustments to the projected timelines of activities
- Deletion of activities deemed not worthy of pursuing

At the conclusion of the meeting, the committee determined to meet on Tuesday, March 3, 2009 at 4:00 pm to continue reviewing the document. Larry Stähli asked the committee to review the other draft sections of the Comprehensive Plan emailed prior to the meeting.

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**Scheduling of next meeting and determination of agenda items**

In addition to the recurring items, the committee determined the following topics for the next meeting:

**Agenda Items**

Comprehensive Plan Development

**Action Items to be completed by the next meeting:**

Task	Assigned To
Review 1 <sup>st</sup> Draft of the Full Comprehensive Plan	All

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**Current events summaries**

Cheri Tomlinson discussed that MHIS will be submitting four Ryan White HRSA grants within the next month. They are a SPNS Grant, dental services for women and youth, capacity building for Part C and the Part D renewal.

Also, March 10, 2009 is National HIV Awareness for Women & Girls Day. There will be a community event at Fresh Start from 9:00 am to 7:00 p.m. Mayor Gordon will speak at the event.

MEETING MINUTES *continued*

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**Call to the public**

No public comments were voiced.

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**Adjourned**

The meeting adjourned at approximately 3:45 pm.