

Membership Committee



Randall Furrow, Chair

Wednesday, December 10, 2008
5:00 pm to 6:00 pm
Public Health
4041 North Central Avenue, Phoenix
15th floor, Joshua Room

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Meeting Minutes

Attendance

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

AT Barr Jenkins LofA Charlton Wilson AB Fernando Kitcheyan AT Jared Vega

AT Larry Stähli AT Randall Furrow AT Ron Hill

Guests

Support Staff: Shranda Ceballos

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.

Determination of quorum

Randall Furrow determined that quorum was established, with four of six members present at 5:45 pm.

Review of the meeting minutes and action items from prior meetings

The committee silently read the summary minutes from the November 12, 2008 meeting. No corrections were voiced.

Committee Chair update

Randall Furrow related that the Maricopa County BOS appointed Juan Carlos Perez, General Public January 1, 2009 - December 31, 2011; and Abdul Hasan, alternate for Regina Lechuga, Ebony House January 1, 2009 - July 31, 2010 which will coincide with Regina's term.

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.

The committee may vote to go into Executive Session for the purpose of discussion or consultation for legal advice with the County attorney or attorneys on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3).

Determination of executive session

MOTION: Larry Stähli moved to go into executive session to discuss the following items confidentially:

- Review the current membership profile to ensure appropriate representation on the Council, as mandated by HRSA and the Planning Council Bylaws;
- Determine current members who are at risk of voluntarily resigning from the Council or any committee due to excessive absences, and what action to take;
- Review of applications for membership to the Council, including re-applications from existing members and alternate designations;
- Determination of applicants to be interviewed;
- Review of completed interviews to determine recommendations for appointments and committee assignments;
- Determination of any recruitment strategies needed to meet membership goals.

Ron Hill seconded.

DISCUSSION: None.

OUTCOME: The motion passed and executive session began.

The executive session ended at approximately 6:03 pm. Randall Furrow related that the committee interviewed Susan Smola, alternate for Cheri Tomlinson. A review of membership reappointment interviews was also conducted.

MOTION: Larry Stähli motioned to forward the following for membership recommendations to the Planning Council for approval: the reappointments of Randall Furrow, Debby Elliot, and Carol Williams; and new alternate member Susan Smola. Ron Hill seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Member Training

Randall Furrow related that the committee had begun discussing on-going training and development for planning council members several months ago. There had been challenges with scheduling group training opportunities; planning council members had expressed that second jobs, the need to schedule far in advance, veteran members' lack of interest, etc. created barriers to presenting ongoing training.

Randall discussed that he would like to have an event that both consumers and providers could enjoy and participate in. The Executive Committee suggested providing a 10-15 minutes training every other month after the full Planning Council meeting. Various committee members discussed they would like to work closely with the Planning Council and the PC Chair to find knowledgeable individuals who can discuss specific topics.

Randall related that he will request that February's Planning Council meeting include a presentation on the Minority AIDS Initiative.

MEETING MINUTES *continued*

Review of upcoming membership reappointments

Randall Furrow discussed that there are still two individuals who to be interviewed by February 28, 2009. These interviews should be completed no later than January 14, 2009.

Determination of agenda and action items for the next meeting.

Agenda Items for the next meeting (other than standard agenda items for this committee):

Member training

Membership appointment process

Action Items to be completed by the next meeting

Task	Assigned To
Memberships training (MAI funding)	Jared & Randall

Current events summaries

No current events voiced.

Call to the public

No calls were voiced.

Adjourn

The meeting adjourned at approximately 6:16 pm.