

Standards Committee



Claire Sinay, Vice Chair

Tuesday, February 19, 2008
9:00 am to 11:00 am
Public Health
4041 North Central Avenue, Phoenix
15th Floor, Joshua Room

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Meeting Minutes

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

AT Bradley Allen	AT Claire Sinay	AT Dr. Colin Sheffield	AT Debby Elliott <i>alt: Phillip Seeger</i>
AT Deborah Frusciano <i>alt: Kimberley Bickes</i>	AT Larry Stähli	AT Randall Furrow	

Guests

Peggy Williamson Leann Holzmeister

Administrative Agent Staff

Lezli Stone Carlyle Fleming

Support Staff: John Sapero

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

Claire Sinay called the meeting to order and welcomed the attendees. Everyone introduced him/herself and declared any conflicts-of-interest.

Determination of quorum

Quorum was established with six of seven members in attendance at 9:20 am.

Review of the meeting minutes and action items from prior meetings

The committee silently reviewed summary minutes from the January 29, 2008 meeting. No other corrections were made.

Committee Chair update

Claire Sinay discussed that she was not able to attend the last meeting. Debby Elliott discussed that at the last meeting, the committee met with food box providers and nutrition specialists to discuss the Food Box/Home-delivered meals service category.

Administrative Agent update

Lezli Stone of Quality Management reported the following:

- The HIV Care media campaign has had over 700 calls, and 24 people have been connected into care as a result of the program
- Shawn Nau, the supervisor of the Administrative Agent's office, has resigned, and is moving to Colorado
- The AA's office is writing another application for Minority AIDS Initiative funding, which is due in May, 2008
- The AA's office is interviewing for an administrative assistant

Larry Stähli asked if there was any information about the GY 2008 award notice. Lezli responded that there had been no indication about when the award would be announced. Lezli also provided a short overview of the grant application process.

Standards of Care

Claire Sinay discussed that the committee needed to review the final draft of the standards of care for Medical Nutritional Therapy- Pediatric, and also begin drafting standards for the Medical Nutritional Therapy- Adult service category.

Lezli Stone provided a draft document to help begin and guide discussion. The committee reviewed the document, and then began development an initial draft.

Discussion of agenda items for the next meeting

In addition to the recurring agenda items, the committee determined the following:

Agenda Items

Continued development of standards of care for Medical Nutritional Therapy: Adult standards of care

Review Food Boxes/Home-delivered meals standards of care

Review of policies and procedures

Action Items to be completed by the next meeting

Task	Assigned To
Invite food box providers	John Sapero

Current events summaries

Debby Elliott discussed that Aunt Rita's Foundation will hold their SAVOR Life event on March 15, 2008.

Deborah Frusciano voiced frustration that a taxi (not Ryan White provided) did not show up for a client, and has created challenges for the client and the medical provider. Also, there were three clients last week that did not have a taxi arrive as scheduled. Deborah discussed that she would need help from the Health Care Strategies committee to determine a way to address this issue.

MEETING MINUTES *continued*

Call to the public

No calls were voiced.

Adjourn

The meeting adjourned at approximately 10:58 am.