

Standards Committee



Claire Sinay, Vice Chair

Tuesday, April 15, 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	EX	Randall Furrow		

Guests

Caroline Liddicoat Mark Kezios

Administrative Agent Staff

Carmen Hair 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/her self and declared any conflicts-of-interest.

Determination of quorum

Quorum was established with five of seven members in attendance at 9:15 am.

Review of the meeting minutes and action items from prior meetings

The committee silently reviewed summary minutes from the March 18, 2008 meeting. Larry Stähli noted that there was a misspelled word under the Policies and Procedures agenda item.

Administrative Agent update

Carlyle Fleming of Quality Management reported the following:

- The Ryan White Part A Program is now a part of the Maricopa County Workforce Management and Development Department
- There is a provider meeting scheduled on April 30, addressing fiscal programming and quality management
- Fiscal audits for all providers will begin in May

MEETING MINUTES *continued*

Committee Chair update

Claire Sinay discussed that the committee would complete the standards of care for the Food Boxes/Home-delivered meals service category and begin to develop Psychosocial Support Services standards of care.

Standards of Care

The committee reviewed the Food Boxes/Home-delivered Meals document, and continued drafting the final document.

MOTION: Larry Stähli motioned to forward the Food Boxes/Home-delivered Meals standards of care to the full Planning Council for approval. Deborah Frusciano seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

The committee then began revising the standards of care for Medical Transportation to ensure compliance with the new HRSA-defined service definition (transportation to specific services).

MOTION: Larry Stähli motioned to forward the revisions to the Medical Transportation standards of care to the full Planning Council for approval. Colin Sheffield seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

The committee then began developing the standards of care for Psychosocial Support Services.

Deborah Frusciano discussed that she was challenged to have a non-licensed person conduct an assessment of a client's mental health history; this might create liability issues for the provider. There was discussion regarding how a client accesses psychosocial support services, and how a client's mental health status should be evaluated (and by whom). The committee reached a consensus to review how contracts for this service defined the credentialing of staff.

MOTION: Colin Sheffield motioned to disregard the neuro-psycho subset. Larry Stähli seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Discussion of agenda items for the next meeting

Claire Sinay discussed that she was having a conflict with the current meeting schedule, and asked the committee to consider a change to the recurring Standards Committee meeting day. Discussion ensued, and the scheduled meeting date was changed to the 2nd Tuesday of each month, from 9:00 am to 11:00 am.

Additionally, in May, the committee would also meet on the fourth Tuesday of the month.

MEETING MINUTES *continued*

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

Agenda Items

Continue drafting Psychosocial Support Services

Incorporating a Directive related to providers promoting services into the Universal standards of care

Begin drafting standards of care for Legal Services

Action Items to be completed by the next meeting

Task	Assigned To
None	

Current events summaries

Debby Elliott discussed that the AIDS Drug Assistance Program (ADAP) has been very responsive, have addressed clients issues, and the temporary people working in the program have been functioning extremely well.

Call to the public

No calls were voiced.

Adjourn

The meeting adjourned at approximately 11:15 am.