

# Standards Committee



Claire Sinay, Vice Chair

Tuesday, September 9, 2008  
9:00 am to 11:00 am  
Public Health  
4041 North Central Avenue, Phoenix  
15<sup>th</sup> 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: Philip Seeger</i>
AT   Deborah Frusciano <i>alt: Kimberley Bickes</i>	AT   Larry Stähli	AT   Randall Furrow	

### Guests

Eric Moore                      Maureen Sharp

### Administrative Agent Staff

Carlyle Fleming	Kevin McNeal (via telephone)	Rose Conner (via telephone)	Karen Ingvaldstad (via telephone)
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**Support Staff:** John Sapero, Shranda Ceballos

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## 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.

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## Determination of quorum

Quorum was established with four of seven members in attendance at 9:08 am.

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

The committee silently reviewed summary minutes for the August 12, 2008 meeting. No corrections were voiced.

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## Administrative Agent update

No update was provided.

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## Committee Chair update

No update was provided.

MEETING MINUTES *continued*

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**Standards of Care**

*Psychosocial Support Services*

Claire Sinay recapped the discussion that took place at the September 6, 2008 Priority Setting and Resource Allocations session regarding Psychosocial Support Services, as well as the discussion that has occurred to date regarding Standards of Care for this category. The committee reviewed this work and continued to draft the document.

Issues discussed during the drafting of the document included:

- Discussion that took place at the HRSA Grantee conference
- How nutrition-related discussions differ under Psychosocial Support and Medical Nutrition Therapy services
- Whether nutrition-related discussions needed separate client, vendor and system level standards and measures/evidence
- How the mobile dietician program is provided
- How Psychosocial Support Services would be provided if flat-funding occurs

In order to have a better understanding of how nutrition-counseling services were differentiated between the Psychosocial Support and Medical Nutrition Therapy services, Karen Ingvaldstad, the EMAs HRSA Project officer was teleconferenced into the meeting, as were Kevin McNeal, Administrative Agent and Rose Conner. Karen provided an overview of the intent of these services and how they might be linked together. She also offered examples of how nutritional services were provided in other EMAs. Kevin and Rose provided information regarding the current local delivery of services in each category.

During the call, a question was voiced regarding whether the Psychosocial Support Services definition should be revised to identify that a registered dietician may also provide the service (since this currently occurred locally). Karen Ingvaldstad related that the committee should focus on developing standards to address how they desired the service to be delivered, and not focus on who was providing the service.

After the teleconference, the committee finalized the draft document.

**MOTION:** Larry Stähli motioned to accept the Standards of Care for Psychosocial Support Services and forward the document to the full Planning Council for approval. Colin Sheffield seconded.

**DISCUSSION:** None.

**OUTCOME:** The motion passed.

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**Discussion of agenda items for the next meeting**

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

**Agenda Items**

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Begin drafting Supportive Case Management

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Begin drafting Outreach Services

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MEETING MINUTES *continued*

Action Items to be completed by the next meeting

Task	Assigned To
Provide draft for supportive case management that was touched on today	John Sapero

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**Current events summaries**

Debby Elliott related that AIDS Walk 2008 will occur on October 5, 2008. Also, Dr. John Post is being honored by the Area Agency on Aging at an upcoming luncheon.

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**Call to the public**

No calls were voiced.

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**Adjourn**

The meeting adjourned at approximately 10:40 am.