

# Planning Council



**John Sapero, Chair**

Thursday, July 21, 2016

5:00 – 8:00 pm

Area Agency on Aging/Care Directions

1366 East Thomas Road, Phoenix

3<sup>rd</sup> Floor, Room 304

301 West Jefferson Street  
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## AGENDA

**1. Welcome, introductions and declarations of conflicts-of-interest**

**2. Determination of quorum**

**3. Review of the minutes and action items from the prior meeting**

The summary minutes from the previous Planning Council meeting will be reviewed. Please inform the Chair of any revisions to the summary minutes. A vote may be taken to approve the document.

**4. Chairman Update**

The Chair will review the recent activity of the Council and provide personal comments

**5. Review of new Security Procedures for Planning Council Meetings**

The Chair will review the new Security Procedures for the Planning Council meetings.

**6. Membership approvals**

A representative of the Membership Committee will present individuals to be considered for appointment/reappointment to the Planning Council. Votes may occur to take action on discussion items.

**7. Administrative Agent update**

A representative of the Administrative Agent's office will discuss business relevant to the functions of the Planning Council.

**8. Review of Planning Council Reimbursement Procedures**

The Administrative Agent will review the updated reimbursement procedures.

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Members and guests of the Planning Council may attend either in person or via telephone conference call.

Any of the documents mentioned may be requested from Planning Council Support.

The Planning Council 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).

Funding is provided by the United States Department of Health and Human Services, the Ryan White HIV/AIDS Treatment Extension Act of 2009 and the Maricopa County Department of Public Health.

## AGENDA continued

### **9. Renewal of Conflict of Interest and Code of Conduct**

The Chair will review the semi-annual renewal of these two forms.

### **10. Review of GY 2017 Priority Setting and Resource Allocation (PSRA) dates and procedures**

The Chair will review the activities that will occur as part of the PSRA process.

### **11. Data Presentation: GY 2017 Priority Setting and Resource Allocations**

Representatives of Ryan White Parts A through D and Prevention will present utilization data and funding concerns for the Planning Council to consider when developing its priorities and allocations for the 2017 Part A grant year. Votes may occur to take action on discussion items.

### **12. Update: Other Ryan White programs**

Representatives of other Ryan White programs (Parts B, C and D) and/or Ryan White-funded providers and Prevention and AHCCCS will have time to share information about programs and activities.

### **13. Current events summaries**

This is the time for Planning Council members to share a brief summary of current events. Members of the committee cannot propose, discuss, deliberate, or take legal action on any matter voiced during this time.

### **14. Call to the public**

This is the time for the public to comment. Members of the committee cannot propose, discuss, deliberate, or take legal action on any matter voiced during this time.

## **Adjourn**

### **Meeting Ground Rules**

- Council meetings are subject to AZ open meeting law – they are recorded and our recordings/minutes are available to the public. Please **DO NOT** disclose your HIV status or other personal info if you do not want the general public to know this information. By law, we cannot erase or delete these comments from the public record.
- Many attendees are sensitive to fragrances, so please refrain from using colognes and perfumes at Planning Council meetings or events.
- The public is encouraged to take part in all of our discussions. However, due to time constraints, the Chair may choose to limit the number of people who may speak and/or the length of time allowed for discussion.
- Everyone is expected to respect the authority of the Chair.
- Anyone who wishes to comment should raise their hand to be recognized to talk.
- Please be courteous when others are talking. No sidebar conversations please.
- Please remain calm and focused on the topic at hand.
- Stay open-minded and flexible to allow for and honor individual difference and diversity.