

# Rules Committee



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## Eric Moore, Chair

Wednesday, March 9, 2016  
3:00 pm to 5:00 pm  
Area Agency on Aging/Care Directions  
1366 East Thomas Road, Phoenix, AZ 85014  
3<sup>rd</sup> Floor

301 West Jefferson  
Suite 3200 • Phoenix, AZ 85003  
(602) 506-6321 phone  
(602) 506-6300 fax  
PlanningCouncil@mail.maricopa.gov

## Meeting Minutes

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

AT   Eric Moore                      AT   Randall Furrow              EX   Cynthia Trottier              AB   Bruce Weiss

EX   John Sapero

### **Guests**

Chavon Boston                      Rose Conner

**Support Staff:** EX Claire Tyrpak

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

Eric Moore 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**

Eric Moore determined that there was no quorum with only 2 of 5 people present at 3:18 pm. The committee continued as a workgroup and would not vote on any items.

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### **Committee Chair update**

The minutes from the last meeting were reviewed. No comments were voiced.

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### **Review of the Planning Council Bylaws**

The committee continued discussion of Bylaws review beginning with the discussion of Section IV. Executive Committee.

The committee focused on the following sections during the meeting: Executive Committee, Officers-Duties and Responsibilities, Responsibilities of Board Designee, Responsibilities of Planning Council Support, Compensation and Contracts.

The workgroup decided to skip Section IX – Committees until the full committee was present.

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

All of the documents discussed are available from Planning Council Support.

Funding is provided by the United States Department of Health and Human Services, federal Ryan White legislation, and the Maricopa County Department of Public Health.

MEETING MINUTES continued

The Chair also recommended that the Administrative Agent who is serving as Planning Council Support at this meeting look into discussing the creation of committee operating policies and procedures. The Committee requested legal opinion from the County Attorney on the secret ballot and super majority for member removal questions.

The committee will pick up under Committees at the next meeting.

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

The agenda will remain the same and the Bylaws will continue where the committee left off.

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**Current events summaries**

No comments were voiced.

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**Call to the public**

No comments were voiced.

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**Adjourn**

The meeting adjourned at approximately 4:45 pm.