

# Training, Education And Membership Committee



**David Aguirre, Chair**

Tuesday, August 12, 2014  
5:00 pm to 6:30 pm  
Public Health  
4041 North Central Avenue, Phoenix  
14<sup>th</sup> Floor, Training Room

301 West Jefferson Street  
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## Meeting Minutes

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

AT    David Aguirre            AT    Jennifer Bullock    AT    Jonathan Harris    AB    Robert Solis  
AT    Randall Furrow

## **Guests**

**Support Staff:** Claire Tyrpak

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

David Aguirre 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**

David Aguirre determined that quorum was established with four of five members present at approximately 5:15 p.m.

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

Meeting participants silently reviewed the summary minutes from the last meeting. No corrections were voiced.

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### **Committee Chair Update**

David Aguirre thanked everyone for their time conducting interviews. He discussed that training will be conducted for clients on re-enrollment in ACA or other insurance. Randall Furrow reminded the committee to be mindful of when speaking in public it is as an individual or member of the public and not on behalf of the Council.

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### **Member recruitment**

Claire Tyrpak presented an update on the current breakdown of the Council and discussed recruitment efforts.

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

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

**Discuss new interview question**

Claire discussed one additional question added to the interview questionnaire pertaining to the time needed each month to be a Council member. She also mentioned the new promotional materials that are being produced.

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**Determination of agenda and action items for the next meeting**

It was decided that:

1. Interviews and decision on new members.
  2. Discussion of Council training needs re: health literacy.
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**Current events summaries**

Randall Furrow stated that the data session will be held Thursday, August 14 from 5 – 8 pm at Care Directions and PSRA on Saturday, August 16 starting at 8:30 am at the Southwest Center for HI/AIDS.

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**Call to the public**

No comments were voiced.

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**Determination of executive session**

**MOTION:** Randall Furrow moved to enter into executive session to discuss reappointment of Cynthia Trottier and the appointment of one new member and two alternates. Jonathan Harris seconded.

**DISCUSSION:** None.

**OUTCOME:** The motion passed.

The committee entered executive session at approximately 5:40 pm.

The committee returned from executive session at approximately 5:55 pm. The committee discussed the reappointment and new members.

**MOTION:** Randall Furrow moved to forward Cynthia Trottier, David Garcia, Guillermo Velez, and Lisa Fuentes to the full Planning Council for approval. Jennifer Bullock seconded.

**DISCUSSION:** None.

**OUTCOME:** The motion passed.

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**Adjourn**

The meeting adjourned at approximately 5:57 pm.