

Membership Committee



Randall Furrow, Chair

Thursday, January 9, 2008
4:00 pm to 6:00 pm
Public Health
4041 North Central Avenue, Phoenix
15th floor, Joshua Room

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Meeting Minutes

Attended: Charlton Wilson, Fernando Kitcheyan (via phone), Larry Stähli, Randall Furrow, Kelli Houston, Ron Hill

Alternates:

Excused: John Hasna

Absent:

Guests:

Support Staff: John Sapero

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

Randall Furrow called the meeting to order and welcomed the attendees. Everyone introduced him/herself and declared any conflicts-of-interest.

Determination of quorum

Randall Furrow determined that quorum was not established, with four of eight members present at 4:05 pm. Quorum was later established with five of eight members present.

Review of the meeting minutes and action items from prior meetings

The committee silently read the summary minutes from the November 14, 2007 meeting.

Randall Furrow discussed that the Chair of the Planning Council had asked him to discuss that the Executive Committee had determined the need for two Retreats: A meeting-management training for the Executive Committee, and a general teambuilding session for the full Planning Council.

Committee Chair update

Randall discussed that there are two applications to review today. At tomorrow's Planning Council meeting, the committee would be forwarding Rico Chapman for approval as a new member, Eric Moore as an alternate for Cheri Thomlinson, Abdul Hasan as an alternate for Regina Lechuga, and Maclovía Morales transitioning from a service provider representative to a general public representative.

Funding is provided by the United States Department of Health and Human Services, the Ryan White HIV/AIDS Treatment Modernization Act of 2006 and the Maricopa County Department of Public Health.

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

The committee 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).

Determination of executive session

MOTION: Larry Stähli moved to go into executive session to discuss the following items confidentially:

- Review the current membership profile to ensure appropriate representation on the Council, as mandated by HRSA and the Planning Council Bylaws;
- Determine current members who are at risk of voluntarily resigning from the Council or any committee due to excessive absences, and what action to take;
- Review of applications for membership to the Council, including re-applications from existing members and alternate designations;
- Determination of applicants to be interviewed;
- Review of completed interviews to determine recommendations for appointments and committee assignments;
- Determination of any recruitment strategies needed to meet membership goals.

Kelli Houston seconded.

DISCUSSION: None.

OUTCOME: The motion passed and executive session began.

The executive session ended at 4:45 pm. Randall Furrow related that the committee had reviewed applications for Tim Haney and Johnson Shields, and reviewed the membership transition requests for Maclovia Morales and Cheryl Wiener.

MOTION: Larry Stähli moved to interview Johnson Shields and Tim Haney for potential membership.

Kelli Houston seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

MOTION: Larry Stähli moved to transition Maclovia Morales from a service provider to general public member, and Cheryl Wiener from service provider to general public member. Kelli Houston seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Council member training and development

Randall Furrow discussed that the committee would add this topic to the February meeting agenda, after soliciting feedback from the full Planning Council at their next meeting.

MEETING MINUTES *continued*

Determination of agenda and action items for the next meeting

Agenda Items for the next meeting (other than standard agenda items for this committee):

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- Review of new applications
 - Retreat planning
 - Committee Policies and Procedures Review
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Action Items to be completed by the next meeting

Task	Assigned To
Add training needs to full PC meeting agenda in February	John Sapero

Current events summaries

Ron Hill discussed that he was interviewed for an article that has been published in the I Stand With Magic newsletter.

Call to the public

No calls were voiced.

Adjourn

The meeting adjourned at approximately 4:47 pm.