

# Planning Council



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## John Sapero, Chair

Thursday, April 14, 2016  
5:00 – 6:30 pm  
Area Agency on Aging/Care Directions  
1366 East Thomas Road, Phoenix  
3<sup>rd</sup> Floor, Room 304

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## Meeting Minutes

### Committee Members

#### Attended:

Abdul Hasan	Anthony Holscher	Cindy Quenneville	Cindy Alvarez
David Aguirre	Phil Seeger for Debby Elliott	Felicia Starks	Eric Moore
Gil Velez	John Sapero	Penny Ellis	Dan Lindell
Randall Furrow	Cynthia Trottier	David Garrett	

#### Excused:

Carmen Batista	Cheri Tomlinson	Ken Bethel	Michael Slim
Edward Tisdale	Jennifer Bullock	Tony Navarrete	

#### Absent:

Jonathan Harris	David Garcia	Timothy Jeralds	James Pennington
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#### Guests:

Becky Gonzales	Darwin Gunderson	Delores Young	Chantie Wingo
Tanya Kunnappilly	Vincent Lopez		

#### Administrative Agent Staff:

AT Rose Conner	AT Alaina Rinne	AT Chavon Boston	AT Kaila Johnson
AT Jeremy Hyvarinen	EX Victoria Jaquez	EX Evelyn Bester	AT Jane Wixted

**Support Staff:** Claire Tyrpak

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

Planning Council Chair John Sapero 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

John Sapero determined that quorum was established with 15 of 26 members at 5:08 pm.

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### Review of the minutes and action items from the previous meeting

The committee silently reviewed the minutes from the previous Council meeting. No comments were voiced.

**MEETING MINUTES** *continued*

<b>Motion</b>	David Aguirre moved to approve the minutes. Gil Velez seconded.	
<b>Vote</b>	All but two abstentions.	<b>In Favor</b>
	Penny Ellis, Cynthia Trottier	<b>Abstentions</b>
	None	<b>Not in Favor</b>
<b>Discussion</b>	None	
<b>Conclusion</b>	The motion passed.	

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**Chair Update**

John Sapero discussed the current committee structure and proposed some possible revisions such as combining some committees or having them all meet on the day of the Council meeting. He stated that he would like all members to have the opportunity to participate in the committees. He asked members to think about this and stated that he would like this issue discussed again at the next meeting.

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**Administrative Agent Update**

Rose Conner stated the AA's office had not received the final grant award just yet but expected it in mid-May or early June. She stated that rapid reallocations will be used for oral health services.

Rose stated that two workgroups had met, one on Oral Health and the other on Medical Case Management that will be discussed later on in the meeting. She also stated that four National County award proposals had been submitted on: 1. PC website, 2. Leadership Academy, 3. New Provider onboarding process, 4. Collaboration with the County Corrections and Public Health for new and improved notification of HIV status in jail testing.

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**Reallocations**

This item was tabled.

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**Prescription drug disposal presentation**

Vincent Perez of the County Public Health Department presented on this topic.

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**Revisions to Oral Health services benefits**

Rose Conner stated that a workgroup met last week to discuss proposed changes to oral health services. The Part A office was recommending increasing the cap from \$2500 to \$3500 to match the rest of the state. If approved this would take place immediately. The recommendation is as follows:

The Oral Health Workgroup recommends that the Planning Council approve a change in the current maximum cap on Oral Health benefits from a maximum of \$2500 to a maximum of \$3500 for grant year 2016. Any client requiring treatment plans with costs above \$3500 will have the first \$3500 paid through the RWPA Delta Dental Insurance or Direct Dental Services programs. Any RWPA client would be eligible for additional oral health benefits through the Ryan White Part B Program's Delta Dental Insurance program for the remainder of the RWPB 2016 grant year (March 31, 2017) by dis-enrolling from the RWPA Oral Health program and reapplying for the RWPB Oral Health Program. The RWPB program will review and approve treatment plan costs over \$3500 per the RWPB current protocols.

<b>Motion</b>	Cindy Quenneville moved to approve the recommendation. Randall Furrow seconded.	
<b>Vote</b>	All except 1 abstention.	<b>In Favor</b>
	Eric Moore	<b>Abstentions</b>
	None	<b>Not in Favor</b>

**MEETING MINUTES *continued***

<b>Discussion</b>	Cindy Quenneville asked about over spending and having processes in place to monitor this. Rose Conner stated that this would happen and would make the process simpler.	
<b>Conclusion</b>	The motion passed.	

**Review of Quality Management Plan**

Rose discussed the new plan that is updated yearly. The Clinical Quality Management Committee needs one more Council member. The Committee meets quarterly.

**Revised Medical and Non-Medical Case Management Standard**

Eric Moore discussed the workgroup that met to discuss some recommended updates to these standards on qualifications for staff.

The recommendations are as follows:

1. Medical Case Managers will have a Bachelor’s Degree in a licensed field or 4 years of experience.
2. Non-Medical Case managers will have a Bachelor’s Degree in a licensed field or 3 years of experience.
3. Case Management Supervisors will have a Master’s Degree in Social Work or comparable human service field and minimum 2 years of experience in direct service or case management **OR** Bachelor’s Degree in Social Work or comparable human service field and minimum of 4 years of experience in direct service or case management.

<b>Motion</b>	Gil Velez moved to approve the recommendation. David Aguirre seconded.	
<b>Vote</b>	All except 1 abstention.	<b>In Favor</b>
	Phil Seeger	<b>Abstentions</b>
	None	<b>Not in Favor</b>
<b>Discussion</b>	None	
<b>Conclusion</b>	The motion passed.	

**Needs Assessment and Assessment of the Administrative Agent**

John Saperro discussed the details of both assessments that are done annually. The focus of the Needs Assessment will be those clients who are no longer in Ryan White care and analyze what is happening and re-engage them if needed. There will also be a rapid assessment of transgender population.

Rose Conner described the Assessment of the Administrative Agent that will follow a similar process as last year’s.

<b>Motion</b>	Randall Furrow moved to approve the Needs Assessment on out of care clients. David Aguirre seconded.	
<b>Vote</b>	All	<b>In Favor</b>
	None	<b>Abstentions</b>
	None	<b>Not in Favor</b>
<b>Discussion</b>	None	
<b>Conclusion</b>	The motion passed.	

**MEETING MINUTES** *continued*

<b>Motion</b>	Eric Moore moved to approve the Rapid Assessment of transgender community clients. Phil Seeger seconded.	
<b>Vote</b>	All except one abstention.	<b>In Favor</b>
	Cynthia Trottier	<b>Abstentions</b>
	None	<b>Not in Favor</b>
<b>Discussion</b>	None	
<b>Conclusion</b>	The motion passed.	
<b>Motion</b>	Randall Furrow moved to approve the Assessment of the Administrative Agent. Eric Moore seconded.	
<b>Vote</b>	All	<b>In Favor</b>
	None	<b>Abstentions</b>
	None	<b>Not in Favor</b>
<b>Discussion</b>	None	
<b>Conclusion</b>	The motion passed.	

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**Update: Other Ryan White programs**

Part B: Claire Tyrpak read the updates from Carmen Batista who was not in attendance. Part B continues to work with Part A to implement an eligibility status that can be determined by the Part A Central Eligibility Office and ADAP, and that would be accepted by both parties. Carmen appreciates the collaboration and expertise of their partners at the Ryan White Part A office, Care Directions and TriYoung. Planned implementation is June 2016. They are holding interviews for quality manager position in April.

Part C: Eric Moore discussed a promotional video they produced. It was then shown to the Council. They will be making more including some in Spanish.

Part D: Eric Moore stated that they are doing a request for quotation for medical case management and a Request For Proposal for pediatric medical and support services.

HIV Prevention: John Sapero said that they have not received the second allocation from grant award. They are researching other jurisdictions on prescribing PrEP properly. They are partnering with Aunt Rita's for HEPCaz.org, an online resource for Hepatitis C.

AHCCCS: Penny Ellis stated that their enrollment continues to increase in the adult program. They have 40 percent auto enrollment.

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**Current Events and Summaries**

Abdul Hasan said that there is a barbeque on April 22 from 10-2 as a fund raiser for Aunt Rita's. Cindy Quenneville said there is Dining Out for Life on April 28 at local restaurants with proceeds going to Southwest Center.

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**Call to the Public**

Chris Bradley stated his appreciation for the commitment and passion of the Council.

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**Adjourn**

The meeting adjourned at approximately 6:31 pm.