

Training, Education And Membership Committee



David Aguirre, Chair

Thursday, December 20, 2012
5:00 pm to 6:30 pm
Public Health
4041 North Central Avenue, Phoenix
14th Floor, Training Room

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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 EX Robert Solis

Guests

Edward Tisdale Randall Furrow Cynthia Trottier Charles Green

Support Staff: John Sapero

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.

Determination of quorum

David Aguirre determined that quorum was established with three of four members present at approximately 5:12 pm.

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.

Review of the meeting minutes and action items from prior meetings

Meeting participants silently reviewed the summary minutes from the October 18, 2012 meeting. No corrections were voiced.

Committee Chair Update

No comments were voiced.

Review of online Planning Council training resources

John Sapero provided an overview of the New York EMA's online training modules, and demonstrated how individuals would access and use the service. John noted the system required participants to complete each component of the modules, successfully complete a quiz, in order to move to successive modules and complete the training.

Randall Furrow discussed that the New York Planning Council required potential new members to complete the training prior to applying to the Council. John and Randall discussed aspects of the training that were shared during a presentation at the recent Ryan White Grantee Meeting.

MOTION: Jonathan Harris moved to have Planning Council Support research the cost of obtaining access to the training system. Jennifer Bullock seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Event Planning

The committee discussed progress related to its planned consumer education event, scheduled for February. A consensus was reached to postpone the event until after the start of the new grant year (March 2013).

Determination of agenda and action items for the next meeting

In addition to the recurring items, the committee determined the following:

Agenda Items

- Continued event planning
- Online training tool update

Action Items to be completed by the next meeting:

Task	Assigned To
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Current events summaries

Jennifer Bullock discussed that the new Miss Universe was focused on HIV issues.

Call to the public

Charles Green from TERROS, Inc. discussed several HIV related programs at the agency.

Determination of executive session

MOTION: Jennifer Bullock moved to enter into executive session to discuss potential membership candidates. Jonathan Harris seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

The committee entered executive session at 5:58 pm.

The committee returned from executive session at 6:12 pm. David Aguirre discussed that the committee had reviewed the application of Joey Parks and discussed membership participation.

MOTION: Jonathan Harris moved to forward Joey Parks to the full Planning Council for membership approval. Jennifer Bullock seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Additionally, the committee asked Planning Council Support to contact Kimberly Yellow Robe regarding her participation.

Adjourn

The meeting adjourned at approximately 6:14 pm.