



Executive Committee

Randall Furrow, Committee Chair

Monday, October 24, 2022

12:30 pm to 2:30 pm

ZOOM digital meeting

<https://zoom.us/j/5946871598?pwd=SUdBWnNLdkN5aDF0RGRNY2hHQnRqdz09>

(480) 431-1207

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AGENDA

Determination of Quorum

Welcome, Introductions and Declarations of Conflict-of-Interest

I. Review and Acceptance of Agenda

The committee will review the agenda for this meeting. A vote may take place regarding this agenda item.

II. Review and Approval of the Minutes and Action Items

The committee will review the summary minutes of previous meetings from June 27th, 2022. Please inform the Chair of any revisions that should be incorporated into the summary minutes. A vote may take place regarding this agenda item.

III. Chair Update

The Chair will review the recent activity of the committee and provide comments. A vote may take place regarding this agenda item.

- ESCALATE
- PC Coordination Calls for Agendas

IV. RWHAP Part A Recipient Update

A representative of the RWHAP Part A Recipients office will discuss business items relevant to the functions of the Ryan White Part A Program. A vote may take place regarding this agenda item.

- Modernizing Practices
- Designing for the margins
- Engaging the community
- PC Support Evaluation
- Allocation Discussion for Underspending

V. ADHS Presentation Update on the Progress of the Integrated Plan

A vote may take place regarding this agenda item. Integrated plan discussion may include but is not limited to:

- ADHS Updates on the Statewide Needs Assessment
- ADHS Updates on the Planning Process
- Next Community Input Opportunities
- Concurrence Letter

VI. Training, Education & Membership (TEAM) Committee Update

The Chair of the TEAM Committee will update the Executive Committee with details from the previous meeting. A vote may take place regarding this agenda item.

AGENDA continued

VII. Community Health Planning & Strategies (CHPS) Committee Update

The Chair of the CHPS Committee will update the Executive Committee with details from the previous meeting. A vote may take place regarding this agenda item.

- PSRA Survey Discussion & Feedback

VIII. Standards and Rules (STaR) Committee Update

The Chair of the STaR Committee will update the Executive Committee with details from the previous meeting. A vote may take place regarding this agenda item.

- Bylaws Revisions and Responses Approval

IX. Assessment of the Efficiency of the Administrative Mechanism (AEAM)

The Executive Committee will Administer the results of the Assessment of the Efficiency of the Administrative Mechanism. A vote may take place regarding this agenda item.

X. Negotiation of PC Budget Amount with Recipient

If the grant award is received, the Executive Committee will review and negotiate the Planning Council budget. A vote may take place on this agenda item.

XI. Planning Council Recognition

The committee will discuss ways to give back to Planning Council Members for their contribution and recognition of the value they give to the Council.

- Consumer Supply Purchase

XII. Review Scope of Work & Planning Council Activity Timelines (PCAT)

The Committee will review the Scope of Work and the Planning Council Activity Timeline for the upcoming Grant Year. A vote may take place regarding this agenda item.

XIII. Review and Resolve Parking Lot Items

Any unresolved items may be discussed at this time. A vote may take place regarding this agenda item.

- Review the Acuity Scale
- MOU Updates

XIV. Determination of Agenda Items for Next Meeting

The Committee will discuss and set the agenda items for the next meeting.

- Calendar of New GY Meetings
- Planning Council Nominations:
 - Committee Chairs
 - Self-Nomination Representatives – 2 Members
 - Appointed Special Population Representatives – 2 Members

XV. Current Event Summaries

This is the time for Planning Council members to share a brief summary of current events. Members of the committee cannot propose, discuss, deliberate, or take legal action on any matter voiced during this time.

XVI. Call to the Public

This is the time for the public to comment. Members of the committee cannot propose, discuss, deliberate, or take legal action on any matter voiced during this time.

Adjourn

The next Executive committee meeting will be on December 19, 2022, at 12:30 pm.

AGENDA continued

Meeting Ground Rules

- The public is encouraged to take part in all of our discussions. However, due to time constraints, the Chair may choose to limit the number of people who may speak and/or the length of time allowed for discussion.
- Everyone is expected to respect the authority of the Chair.
- Anyone who wishes to comment should raise their hand to be recognized to talk.
- Please be courteous when others are talking. No sidebar conversations, please.
- Please remain calm and focused on the topic at hand.
- Stay open-minded and flexible to allow for and honor individual differences and diversity.
- When meetings are held in person, many attendees are very sensitive to fragrances, so please refrain from using colognes and perfumes at Planning Council meetings or events.

Video/Telecommunication Conference Information:

- Join Zoom Meeting:
<https://zoom.us/j/5946871598?pwd=SUdBWnNLdkN5aDF0RGRNY2hHQnRqdz09>
- Join Via Phone: 1 (346) 248 - 7799
Meeting ID: 594 687 1598
Passcode: 509688

Proposed Documents to be Included with Agenda Packet (Subject to Change):

- (I.) – Review and Acceptance of Agenda**
 - 01 - 2022.10.24 EXECUTIVE COMMITTEE MEETING AGENDA.pdf
- (II.) – Review and Approval of the Minutes and Action Items**
 - 02 - 2022.06.27 Executive Committee Minutes (PENDING APPROVAL).pdf
- (III.) – Chair Update**
 - 03 – PC ESCALATE Updates.pdf
 - 04 - Remaining Calendar Schedule of Mtgs.pdf
- (IV.) – RWHAP Part A Recipient Update**
 - 05 – 22.10 PC Allocations and Expenditures Report.pdf
- (V.) – ADHS Presentation Update on the Progress of the Integrated Plan**
 - 06 – Sample Concurrence Letter.pdf
- (VI.) – Training, Education & Membership (TEAM) Committee Update**
 - 07 – PC Reflection Report.pdf
 - 08 – Application Report.pdf
- (VII.) – Community Health Planning & Strategies (CHPS) Committee Update**
 - 09 – 2022 PSRA Survey Presentation.pdf
- (VIII.) – Standards and Rules (STaR) Committee Update**
 - 10 – 2022 Planning Council BYLAWS (with TRACK CHANGES) 9.27.22.pdf
- (IX.) – Assessment of the Efficiency of the Administrative Mechanism (AEAM)**
 - 11 – 2022 Assessment of the Efficiency of the Administrative Mechanism.pdf
- (X.) – Negotiation of PC Budget Amount with Recipient**
 - 12 – PRELIM PC Operating Budget Notes.pdf
- (XI.) – Planning Council Recognition**
 - 13 – Planning Council Supply Request.pdf
- (XII.) – Review Scope of Work & Planning Council Activity Timelines (PCAT)**
 - 14 – 2022 PHX PCAT (Exec).pdf
- (XIII.) – Review and Resolve Parking Lot Items**
 - No Attachments
- (XIV.) – Determination of Agenda Items for Next Meeting**
 - No Attachments
- (XV.) – Current Event Summaries**
 - No Attachments
- (XVI.) – Call to the Public**
 - No Attachments

Members and guests of the Planning Council may attend either in person or via telephone/teleconference call. Documents distributed during this meeting may be requested from Planning Council Support. Funding is provided by the United States Department of Health and Human Services, the federal Ryan White HIV/AIDS Program, and the Maricopa County Department of Public Health.