



Executive Committee

Randall Furrow, Committee Chair

Monday, December 19, 2022

12:30 pm to 2:30 pm

ZOOM digital meeting

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

(480) 431-1207

Jason.Landers@maricopa.gov

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 **October 24th, 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.

- Planning Council Meetings Duration from 1½ hours to 2 hours beginning in January 2023
- Review of the GY23-24 Calendar of Meetings
- Discuss If we want to keep the January 30th Special Planning Council Meeting
- Chair and Vice Chair Nominations
- Self-Appointment Nominations
 - Self-Identified for Positive Community (2 people)
 - Special Populations Community (2 people)

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. 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.

- Update on Membership Recruitment and Membership Application Process
- Update on Mentorship Program

AGENDA continued

VI. 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.

- Planning for Needs Assessment

VII. 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
- Standards of Care for Housing and Substance Use Services

VIII. 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 – Jason will provide an update

IX. Review and Resolve Parking Lot Items

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

- MOU Updates
- Review the Acuity Scale

X. 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.

XI. Determination of Agenda Items for Next Meeting

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

- Chair and Vice Chair Elections
- Self-Appointment Elections
 - Self-Identified for Positive Community (2 people)
 - Special Populations Community (2 people)

XII. 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.

XIII. 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 February 27, 2023, 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 - 2022.12.19 EXECUTIVE COMMITTEE MEETING AGENDA.pdf
- (II.) – Review and Approval of the Minutes and Action Items**
 - 02 – 2022.10.24 Executive Committee Minutes (PENDING APPROVAL).pdf
- (III.) – Chair Update**
 - 03 – 2023 CALENDAR PHX EMA Meeting Notice.pdf
- (IV.) – RWHAP Part A Recipient Update**
 - 04 – RWHAP-Part A Letter-Supporting People-Lived Experience-508.pdf
 - 05 – 22.12 PC Allocations and Expenditures Report.pdf
- (V.) – Training, Education & Membership (TEAM) Committee Update**
 - 06 – Planning Council Peer Mentor Description.pdf
- (VI.) – Community Health Planning & Strategies (CHPS) Committee Update**
 - 07 – DRAFT Needs Assessment Timeline.pdf
- (VII.) – Standards and Rules (STaR) Committee Update**
 - 08 – 2022 PHX Housing Service Standard (New Layout) - Final Edits.pdf
 - 09 – 2022 PHX Substance Use Outpatient Service Standard (New Layout) - Final Edits.pdf
- (VIII.) – Planning Council Recognition**
 - No Attachments
- (IX.) – Review and Resolve Parking Lot Items**
 - No Attachments
- (X.) – Review Scope of Work & Planning Council Activity Timelines (PCAT)**
 - 10 – 2022 PHX PCAT (Executive).pdf
- (XI.) – Determination of Agenda Items for Next Meeting**
 - No Attachments
- (XII.) – Current Event Summaries**
 - No Attachments
- (XIII.) – 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.