

# Greater Phoenix Ryan White HIV Services Planning Council

## Planning Council Minutes

4041 N. Central Avenue, Phoenix, AZ 85012  
 Planning Council Support Office: (480) 431-1207



### MINUTES

Tuesday, August 30, 2022

ZOOM Teleconference

Planning Council Members		Planning Council Members		Recipient Staff		Guests	
Randall Furrow Planning Council Chair	P	Steve Gallardo	EX	Carmen Batista	P	Alain Barnes	
Duvia Lozano Planning Council Vice-Chair Alternate: Daniel Iniguez	P	Casey Simon	A	Chantie Coleman	P	Khambrell Arnold-Henderson	
Daniel Iniguez - ALT	AP	Erica TeKampe Alternate: Philip Seeger	P	Jeremy Hyvarinen	P	Max Wilson	
Eric Moore	EX	Philip Seeger - ALT	A	Javier Marquez	P	Bradley Reece	
Chuck Albrecht	P	Ricardo Fernandez Alternate: Jimmy Borders	P	Adrian Manzo	P	Hedda Fay	
Rocko Cook	P	Jimmy Borders - ALT	AP	Alaina Rinne	P		
Eric Eason	P	Jason Vail Cruz	P	Kate Thomas	P		
Anthony Holscher	P	Taylor Kirkman	EX	Karina TelloMedina	P		
Casey Johnson	P	Deborah Reardon-Maynard	P	Lisa Espinoza	P		
Eva Steele	P	Cynthia Quinn	P	Cynthia Plato	P		
Frank Schaffer	P	CJ McIntosh	P	Jennifer Bailey	P		
Meaghan Kramer	P	Shane Sangster	P				

P = Present    AP = Alternate Present    EX = Excused Absence    A = Absent    = Phone/Zoom

Support Staff: Jason Landers

Call to order	Randall Furrow, called the meeting to order at 12:08 PM.
1. Determination of Quorum	16 of 21 members present at 12:09 PM. <b>QUORUM ESTABLISHED (Need 12+)</b>
2. Welcome and Introductions	Randall Furrow, Planning Council Chairman, welcomed Planning Council members and guests. The Chair asked everyone to announce their name and for Planning Council members to declare any conflicts of interest for the record.

Business Item	Discussion and Notes	Motion / Action
3. Moment of Silence	<p>Randall shared with the Council the recent passing of one of our original Ryan White Planning Council members, Steven Odell.</p> <p>The Council held a moment of Silence for all those lost to HIV/AIDS.</p>	<p>No vote. Discussion only.</p>
4. Chair Update	<p>Randall thanked everyone for joining us today, bringing all their experience and expertise to the meetings as we begin to work collectively on ~\$10 million in funding decision-making. Randall shared a reminder of zoom meeting etiquette and how to participate in today's meeting.</p> <p>Chuck Albrecht walked through what to expect for today's meeting and who can vote and how we will track the Council Members that are eligible to participate in the ranking discussion polls for the day's workshop.</p>	<p>No vote. Discussion only.</p>
5. RWHAP Part A Recipient's Office Update	<p>Carmen Batista shared that the National Ryan White Conference took place last week, and it had a heavy emphasis on community engagement. She wanted to recognize that this is the first year we have a Council Member participate and lead in some of the priority-setting discussions and wanted to thank Chuck Albrecht for all his work, Randall for his leadership, and all the Co-Chairs of the CHPS Committee, Meagan Kramer and Eric Eason for supporting the process of developing the tools and getting community input and feedback.</p>	<p>No vote. Discussion only.</p>
6. Transfer of Meeting Facilitation to PC Support	<p>Randall Furrow, Planning Council Chairman asked for a motion to suspend the rules to transfer the meeting facilitation from the Chairman over to the Planning Council Support to conduct the PSRA portion of the meeting.</p> <p>Jason Landers, Planning Council Support asked for a motion to suspend the rules to allow the Planning Council Chair to vote as a regular Planning Council member during the PSRA portion of the meeting.</p> <p>Jason reminded everyone on the call that following the presentation; there will be time allowed for the public to discuss, comment, and ask questions before we move into the Priority Setting Resource Allocation Workshops. During any public discussion, no legal action or voting may occur until after public discussions have been completed. Individuals would be allowed up to 3 minutes per person during the public discussion portion and must be focused on the subject matter at hand. Additional questions would be followed up outside the meeting.</p>	<p><b>Motion to</b> suspend the rules to transfer the meeting facilitation from the Chairman over to the Planning Council Support to conduct the PSRA portion of the meeting.</p> <p><b>Motion:</b> Chuck Albrecht <b>Seconded:</b> Eric Eason <b>Passes unanimously</b></p> <p><b>Motion to</b> suspend the rules to allow the Planning Council Chair to vote as a regular Planning Council member during the PSRA portion of the meeting.</p> <p><b>Motion:</b> Eva Steele <b>Seconded:</b> Duvia Lozano <b>Passes unanimously</b></p>
7. Part A General Data Presentation	<p>Carmen Batista with the Recipients office shared with the council the additional data requests for PSRA that came out of the needs assessment asked by the council.</p> <p>Jeremy Hyvarinen and Karina Tello-Medina shared the Part A Data presentation with the Council. Jeremy went through the Disparities Calculator results and discussed suppression trends that were being identified.</p>	<p>No vote. Discussion only.</p>

<p><b>8. Priority Setting Workshop and Resource Allocation Workshop</b></p>	<p>Chuck Albrecht walked through the Priority Rankings Supplemental Information with the Council. He walked through each of the steps for the PSRA process and explained how this year’s ranking would be done.</p> <p>The Council used the new priority setting tool and zoom-based online polling discussion tool to allow each council member to participate in the priority setting. Four topics were reviewed for each service categories:</p> <ol style="list-style-type: none"> <li>1. <b>Payor of Last Resort</b> – (Weighted at 15%)</li> <li>2. <b>Access to and Maintenance in Care and/or Viral Load Suppression</b> (Weighted at 35%)</li> <li>3. <b>Consumer Priority</b> (Weighted at 25%)</li> <li>4. <b>Specific Gaps/Emerging Needs</b> (Weighted at 25%)</li> </ol> <p>The council walked through all of the service categories and discussed questions that came up for clarity. Each eligible member submitted their poll, and these were captured, and the answers were averaged out for a final answer.</p> <p>After the council completed all the polling, the council took a 15-minute break while all the results were entered into the Priority Ranking Tool for a final outcome of results. Upon returning from the break, Chuck asked for the council’s feedback on this year’s new process for ranking the service categories. The majority of comments were that they recognized this year we went through a much deeper dive into each service category and felt this provided more thought to our community. They also shared that something to improve on the process is how to better identify needs gaps that clients identify.</p> <p>The results of the tool was shared with the council, and there were some discussions about the ranking results. Randall reminded the council that the ranking results might show some of the service categories higher that we may not actually fund, and the results do not guarantee the actual priority of how funding may occur, and core services will take priority in the event of a tie with a non-core service.</p> <p>The council reviewed the results of the ranking tool, and Jason Landers asked for a slate vote to accept the results of the 2022 PSRA Ranking.</p> <p>Carmen Batista, with the recipient’s office, shared how they determined their recommendations. The Phoenix award ceiling is \$10,977,696, Core Services is 78%, and support services is 13%.</p> <p>85% of Grant (Direct Services): \$9,331,273.65  Max for ALL services: \$9,664,999.65  Funding to cut in 5% decrease scenario: \$788,743</p> <p>Carmen shared the service category breakdown that showed a comparison of 2021 and 2022.</p> <p>Randall asked if the Council has any directives to give to the recipient’s office. Chuck Albrecht shared if the CHPS Committee and the Part A office would work together to review viral suppression data.</p>	<p><b>Motion to accept the results of the 2022 PSRA Ranking polling results of the tool.</b></p> <p><b>Motion:</b> Eric Eason  <b>Seconded:</b> Meaghan Kramer</p> <p><b>Rollcall vote:</b></p> <p><b>D. Lozano: Yea</b>  <b>E. TeKampe: Yea</b>  <b>R. Fernandez: Abstain</b>  <b>J. Vail-Cruz: Yea</b>  <b>D. Reardon-Maynard: Yea</b>  <b>C. Quinn: Yea</b>  <b>A. Holscher: Abstain</b>  <b>C. Johnson: Yea</b>  <b>C. Albrecht: Yea</b>  <b>E. Eason: Yea</b>  <b>E. Steele: Yea</b>  <b>M. Kramer: Yea</b>  <b>R. Cook: Abstain</b>  <b>R. Furrow: Yea</b></p> <p><b>Motion passes with 11 Yea and 3 Abstentions.</b></p> <p><b>Motion to accept the allocation recommendations made by the recipient’s office.</b></p> <p><b>Rollcall vote:</b></p> <p><b>D. Lozano: Yea</b>  <b>E. TeKampe: Yea</b>  <b>R. Fernandez: Abstain</b>  <b>J. Vail-Cruz: Yea</b>  <b>D. Reardon-Maynard: Abstain</b>  <b>C. Quinn: Yea</b>  <b>A. Holscher: Yea</b>  <b>C. Johnson: Yea</b>  <b>C. Albrecht: Yea</b>  <b>E. Eason: Yea</b>  <b>E. Steele: Yea</b>  <b>M. Kramer: Yea</b>  <b>R. Cook: Abstain</b>  <b>R. Furrow: Yea</b></p> <p><b>Motion passes with 11 Yea and 3 Abstentions.</b></p>
<p><b>9. Transfer of Meeting Facilitation to PC Chairman</b></p>	<p>Jason Landers, Planning Council Support asked for a motion to end both suspensions of the rules and return the remainder of the meeting back to the Planning Council Chair.</p>	<p><b>Motion to end both suspensions of the rules and return the remainder of the meeting back to the Planning Council Chair.</b></p>

		<b>Motion:</b> Chuck Albrecht <b>Seconded:</b> Eric Eason <b>Passes unanimously</b>
<b>10. PSRA Workshop Wrap Up</b>	<p>Randall shared that there will be a survey sent out to everyone that attended the PSRA days. Jason Landers shared with the council to watch for the voting certification forms that will be sent to their emails.</p> <p>The council shared their appreciation for the new process and all the work that went into PSRA and how important it was for our community.</p> <p>Randall thanks everyone for all their hard work to make PSRA successful this year and for their work for our community and Planning Council.</p>	<b>No vote.</b> <b>Discussion only.</b>
<b>11. Current Events Summaries</b>	Nothing was shared during this time.	<b>No vote.</b> <b>Discussion only.</b>
<b>12. Call to the Public</b>	Nothing was shared during this time.	<b>No vote.</b> <b>Discussion only.</b>

**SCHEDULE OF NEXT MEETINGS**

Tuesday	August 30, 2022	12:00 p.m.	PSRA Session
Tuesday	September 27, 2022	10:00 a.m.	TEAM Committee
Tuesday	September 27, 2022	12:00 p.m.	CHPS Committee
Tuesday	September 27, 2022	2:30 p.m.	STaR Committee
Monday	October 24, 2022	12:30 p.m.	Executive Committee
Tuesday	October 25, 2022	2:30 p.m.	Planning Council

<b>Adjournment</b>	<b>4:52 PM</b>
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Randall Furrow (Oct 27, 2022 11:26 PDT)







# 03 - 2022.08.30 Planning Council Minutes (PSRA Session Day 2)

Final Audit Report

2022-10-27

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