



# Planning Council Agenda

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**Randall Furrow, Chair**

Tuesday, October 25, 2022

2:30 pm to 4:00 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 Planning Council 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 Planning Council will review the summary minutes of previous meetings from August 29th, 2022, and August 30th, 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 give updates regarding the Greater Phoenix Ryan White HIV Services Planning Council. A vote may take place regarding this agenda item.

- ESCALATE Update

#### **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
- Allocation Discussion for Underspending

#### **V. Local Community Agency Report: Chicanos Por La Causa (C.P.L.C)**

*Duvia Lozano* and *Daniel Iniguez* with the CPLC – Chicanos Por La Causa Program will report on the impact of program initiatives. A vote may take place regarding this agenda item

#### **VI. 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

#### **VII. Training, Education & Membership (TEAM) Committee Update**

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

## AGENDA continued

- Update on New Member Orientation
- Update on Planning Council Training Pilot
- Update on Mentorship Program
- Update on Membership Recruitment and Membership Application Process

### **VIII. Review of Proposed New Planning Council Members**

The Planning Council will review for approval of any proposed New Council Members. A vote may take place regarding this agenda item.

### **IX. Community Health Planning & Strategies (CHPS) Committee Update**

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

- PSRA Survey Discussion & Feedback

### **X. Standards and Rules (STaR) Committee Update**

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

- Bylaws Revisions and Responses Approval

### **XI. Presentation of the Assessment of the Efficiency of the Administrative Mechanism (AEAM)**

The Planning Council will be presented with the Results of the Assessment of the Efficiency of the Administrative Mechanism. A vote may take place regarding this agenda item.

### **XII. 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.

### **XIII. 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.

- Review and update the PCAT as needed for the upcoming grant year.

### **XIV. 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 Acuity Scale
- MOU Updates

### **XV. Determination of Agenda Items for Next Meeting**

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

- Calendar of New GY Meeting
- Planning Council Nominations:
  - Committee Chairs
  - Self-Nomination Positive Community Representatives – 2 Members
  - Special Population Community Representatives – 2 Members

### **XVI. Current Event Summaries**

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

### **XVII. Call to the Public**

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

## AGENDA continued

### **Adjourn**

The next Planning Council meeting will be on **December 20, 2022**, at 2:30 pm.

### **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 - 2022.10.25 PLANNING COUNCIL MEETING AGENDA.pdf
- (II.) – **Review and Approval of the Minutes and Action Items**
  - 02 - 2022.08.29 Planning Council Minutes (PSRA Training Day 1).pdf
  - 03 - 2022.08.30 Planning Council Minutes (PSRA Session Day 2).pdf
- (III.) – **Chair Update**
  - 04 - PC ESCALATE Updates.pdf
- (IV.) – **RWHAP Part A Recipient Update**
  - Possible Attachment to Follow Executive Committee Meeting
- (V.) – **Local Community Agency Report: Chicanos Por La Causa (C.P.L.C)**
  - 05 - CPLC-LUCES Overview (Update Oct22).pdf
- (VI.) – **ADHS Presentation Update on the Progress of the Integrated Plan**
  - 06 – Sample Concurrence Letter.pdf
- (VII.) – **Training, Education and Membership Committee Update**
  - 07 – PC Reflection Report.pdf
- (VIII.) – **Review of Proposed New Planning Council Members**
  - 08 – Application Report.pdf
- (IX.) – **Community Health Planning & Strategies (CHPS) Committee Update**
  - 09 – 2022 PSRA Survey Presentation.pdf
- (X.) – **Standards and Rules (STaR) Committee Update**
  - 10 – 2022 Planning Council BYLAWS (with TRACK CHANGES) 9.27.22.pdf
- (XI.) – **Presentation of the Assessment of the Efficiency of the Administrative Mechanism (AEAM)**
  - 11 – 2022 Assessment of the Efficiency of the Administrative Mechanism.pdf
- (XII.) – **Negotiation of PC Budget Amount with Recipient**
  - 12 – PRELIM PC Operating Budget Notes.pdf
- (XIII.) – **Review Scope of Work & Planning Council Activity Timelines (PCAT)**
  - 13 – 2022 PHX PCAT (PC).pdf
- (XIV.) – **Review and Resolve Parking Lot Items**
  - No Attachments
- (XV.) – **Determination of Agenda Items for Next Meeting**
  - No Attachments

AGENDA continued

**(XVI.) – Current Event Summaries**

- No Attachments

**(XVII.) – 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.