

# Community Health Planning & Strategies Committee

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**Cheri Tomlinson, Chair**

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Wednesday, February 3, 2016

5:00 pm to 7:00 pm

Public Health

4041 North Central Avenue, Phoenix

14<sup>th</sup> Floor, Training Room

## Meeting Minutes

**Committee Members** *AT: Attended AB: Absent EX: Excused ALT: Alternate Present*

### **In Attendance**

AT	Cheri Tomlinson	AT	Cynthia Trottier	AB	Dan Lindell
EX	John Sapero	AT	Randall Furrow	AB	Bruce Weiss
AT	Debby Elliott	AB	Edward Tisdale	AT	Tim Jeralds
ALT	Gil Velez				

### **Part A Program Staff**

AT Rose Conner  
AT Jeremy Hyvarinen

### **Guests**

Cindy Alvarez Cindy Quenneville David Aguirre Jeff Daniel

**Support Staff:** EX Claire Tyrpak

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### **Welcome, introductions and declarations of any conflicts-of-interest**

Cheri Tomlinson called the meeting to order and welcomed the attendees. Everyone introduced him/herself and declared any conflicts-of-interest.

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### **Determination of Quorum**

Cheri Tomlinson determined that quorum was established with 6 of 10 members present at approximately 5:08p.m.

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### **Review of the minutes and action items from prior meetings**

Participants silently reviewed the summary minutes for the previous meeting. No comments were voiced. Randall said no corrections.

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Funding is provided by the United States Department of Health and Human Services, the Ryan White Treatment Extension Act of 2009 and the Maricopa County Department of Public Health.

All of the documents discussed may be requested from Planning Council Support.

## MEETING MINUTES *continued*

### **Chair and Administrative Agent update**

Cheri gave updates on ACA and Open Enrollment 3.

Rose Conner stated Jeff Daniel from Collaborative Research will be presenting on additional data CHPS requested from the Needs Assessment and discussed goals and objectives from Leadership Academy. Updated committee on grant award notice from HRSA and clarified how partial and full amounts are awarded in stages.

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### **Needs Assessment Report**

Rose introduced Jeff Daniel from Collaborative Research and provided background for 2015 Needs Assessment and discussed how the findings of the Needs Assessment will help the development of the goals and objectives started at the recent Ryan White Leadership Academy.

Jeff Daniel presented to the committee the results and findings of the 2015 Needs Assessment, along with the additional data points/breakdown requested by the committee. Jeff informed the committee that the questions were developed to line up with stages along the Continuum of Care. Jeff discussed history of past needs assessments and how the 2015 Needs Assessment was conducted through interviews rather than survey methods.

Cheri allowed all committee members and guests to comment and ask questions regarding data. Members noted significant emphasis on stigma as a main concern, along with the discrepancy of viral suppression rates between males and females.

Cheri thanked Part A office and Collaborative Research for their work on 2015 Needs Assessment. Cheri and Rose will develop a brief presentation for the next Planning Council meeting.

Cheri requested that the goals and objectives worksheet be sent out to group after revision are completed at the upcoming HIV Symposium so the committee will be able to review before April meeting.

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### **Guiding Principles**

Rose discussed the Planning Council's request for the CHPS committee to review the guiding principles and determine if any updates or changes are needed at this time. Members of the committee discussed the history behind document and the importance of determining the principles prior to being in a financial crisis. Jeff provided national landscape perspective. The committee discussed updating the list of services that must be fully funded to include all core services. Rose will update the document to include other core services and Cheri will present to Planning Council at the next meeting.

Cheri asked for a motion to make the discussed changes; however, it was determined that quorum was not met with only 5 of 10 members present at 6:45p.m.

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### **Determination of agenda items for the next meeting**

It was discussed that the next meeting will be on:

MEETING MINUTES *continued*

- From previous minutes: The Committee will discuss Oral Health, John Sapiro will discuss the Prevention Ad Campaign/Prep and the ECP presentation will be on the March meeting agenda.
- April Meeting: Goals and Objectives Development following the HIV Symposium results.

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**Current events summaries**

Randall announced Planning Council meeting to be held on Thursday, February 11 at 5:00p.m.

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**Call to the public**

Cindy Alvarez expressed her interest in becoming a member of the committee.

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**Adjourn**

The meeting adjourned at 7:00 p.m.