

Community Health Planning & Strategies Committee



Cheri Tomlinson, Chair

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Wednesday, September 13, 2017
5:00 pm to 7:00 pm
Public Health
4041 North Central Avenue, Phoenix
14th Floor, Training Room

Meeting Minutes

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

In Attendance

AT	Cheri Tomlinson	AT	Cynthia Trottier	AT	Debbie Elliott / Philip Seeger
AT	John Sapero	AT	Randall Furrow	AB	Gil Velez
AB	Edward Tisdale	AB	Tim Jerals		

Part A Program Staff

AT	Rose Conner	AT	Thomas Schucker
AT	Jeremy Hyvarinen		

Guests

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.

Determination of Quorum

Cheri Tomlinson determined that quorum was not established with 5 of 8 members present at approximately 5:04 pm. The Committee proceeded as a work group.

Review of the minutes and action items from prior meetings

Participants silently reviewed the summary minutes for the May 2017 committee meeting. No comments were voiced. Minutes were unanimously approved.

MEETING MINUTES *continued*

Chair and Administrative Agent update

Cheri Tomlinson Chair update:

- The Chair reported that she will be retiring from her current employment and is interested to continue as a Planning Council member as well as CHPS committee Chair. The committee expressed their approval of Cheri to continue as a member and chair.
- The Chair announced that MIHS is applying for a SPNS grant for IVP. A brief overview of the planned activities were presented to the committee.
- The Chair announced that ACA open enrollment is November 1, 2017 – December 15, 2017. A much shorter timeframe than previous years.
- The Chair asked that the ACA Enrollment Update be added to all agendas since this year is a short enrollment period of November 1, 2017 – December 15, 2017. This update will help Part A and partners to ensure efforts are being focused to enroll clients in the ACA.

Rose Conner provided an Administrative Agent update:

- The Recipient presented a 2017 allocations update. The total direct services is \$7,925,036; Part A \$7,382,916, MAI \$542,120, Pending Carry Over 2016 \$326,687.
- The Recipient presented the CDC/HRSA Feedback on the Integrated Plan.
- The Recipient presented the Integrated Plan “Dashboard” for Part A responsibilities. This was created by Jeremy and Kate.
- The Part A Office is currently working on the response to the 2018 NOFO. The plan is to file by October 12, 2017.
- Part A/B recipients are collaborating to utilize Part B rebate funds to continue funding service categories that will be affected by the NOFO ceiling for 2018-2019 grant year.

Integrated HIV Prevention and Care Plan Tracking Spreadsheet

John Sapero reviewed the Integrated HIV Prevention and Care plan tracking spreadsheet. The Part A office also developed a spreadsheet that correlates to the goals outlines for the Part A office and partners. The tracking spreadsheet has activities specifically broken out by responsible party/region. The plan will be evaluated quarterly (calendar year) by the CHPS committee. The committee has asked that the Part A office spreadsheet be updated to reflect the same color scheme/labels as the plan that John Sapero has. This way there is no confusion with timelines. Jeremy and Kate from the Part A office will work on aligning the plans.

The committee also reviewed feedback from the CDC and HRSA regarding the integrated plan. The strengths and weaknesses were reviewed.

Determination of agenda items for the next meeting

- Chair and Administrative Agent update
- Integrated HIV Prevention and Care Plan Tracking Spreadsheet
- Affordable Care Act Open Enrollment Updates
- Determination of Agenda Items for Next Meeting
- Current event summaries
- Call to the public
- Adjournment

MEETING MINUTES *continued*

Current events summaries

- IVP Presentation at Planning Council
 - Open Enrollment November 1, 2017 – December 15, 2017
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Call to the public

No comments were voiced.

Adjourn

The meeting adjourned at 6:15 p.m.