

Training, Education and Membership Committee



David Aguirre, Committee Chair

Wednesday, February 20, 2019
6:30 pm to 7:30 pm
Southwest Center for HIV/AIDS
1101 N Central Ave #200, Phoenix, AZ 85004
2nd Floor Gila River Room

301 West Jefferson Street
Suite 3200 • Phoenix, AZ 85003
(602) 506-6321 phone
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PlanningCouncil@mail.maricopa.gov

AGENDA

Welcome, Introductions and Declarations of Conflict-of-Interest

Determination of quorum

Review of the Minutes and Action Items

The committee will review the summary minutes of previous meetings from 14 November 2018. Please inform the Chair of any revisions that should be incorporated into the summary minutes.

Chair Update

The Chair will review the recent activity of the committee and provide comments.

Determination of Agenda Items for the Next Meeting

Attendees will discuss possible topics for the next meeting. Responsibilities for action items may be assigned.

Current Event Summaries

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

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.

AGENDA *continued*

Determination of executive session

The committee may vote to go into executive session, pursuant to A.R.S. § 38-431.03(A)(1), to discuss the following items:

- Review the current membership profile to ensure appropriate representation on the Council, as mandated by HRSA and the Planning Council Bylaws;
- Determine current members who are at risk of voluntarily resigning from the Council or any committee due to excessive absences, and what action to take;
- Review of applications for membership to the Council, including re-applications from existing members and alternate designations;
- Determination of applicants to be interviewed;
- Review of completed interviews to determine recommendations for appointments and committee assignments;
- Determination of any recruitment strategies needed to meet membership goals.

Return to Open Meeting: Committee to Vote on Recommendations for Appointments/ Reappointments to the Planning Council

Upon completion of the Executive Session, the Committee will return to the Open Meeting. At the Open Meeting, the Committee will vote whether or not to recommend candidates for appointment/reappointment to the Planning Council.

Adjourn

Meeting Ground Rules

- Many attendees are very sensitive to fragrances, so please refrain from using colognes and perfumes at Planning Council meetings or events.
- 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 difference and diversity.