

maricopa county
Human Rights Committee
 for the mentally ill



Date: October 23 th 2017	Maricopa Human Rights Subcommittee Draft Minutes
Committee Members Present: Scott Gormley, Chair; Jack Potts; Joy Green; Holly Gieszl; Jim Dunn, Josh Mozell	
Non-Committee Members Present: Yisel Sanchez, AHCCCS;	
Other Attendees: N/A	
Next Meeting: TBD	
Approved: _____, Chairperson	

Item	Discussion	Follow-Up/Action	Person(s) Responsible for Follow Up	Target Completion Date
Call to Order and Introductions	Vice Chair, Jack Potts calls meeting to order at 10:04 A.M.			
By-Laws	<ul style="list-style-type: none"> • Dr. Potts headed subcommittee. • Committee reviewed revised bylaws. • Review Article II. Committee Membership • Jim suggest focus should be on voting and nonvoting members • Scott in agreement with focusing on 			10/19/2017

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<p>Article II</p>	<p>voting/nonvoting members</p> <ul style="list-style-type: none"> • Jack suggest that the document with revision in red be used to initiate discussion • Article II, first paragraph discussion • Scott addresses concern, 4 out of 9 current members could be non-voting • Discussion on statutory requirement of the 7 member minimum • Jack disagrees, legislature and laws states members, no distinction as to voting or nonvoting • Josh recites 41-3803 G. Current or former providers or employees of providers that have contracted with a regional behavioral health authority may serve on a human rights committee • Josh confirms that membership can be up to 15 voting or non-voting • Scott reiterates if the subcommittee recommends that the four members in question are non-voting members then they will not have 7 voting members, quorum is half plus one voting 	<p>Jack clarifies, subcommittee makes no decision, simply recommendation that will be brought before the entire committee at the next scheduled meeting</p> <p>Jack will send Operational Guidelines to all members once changes have been incorporated</p>	<p>Jack Potts</p>	<p>10/28/2017</p>

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	<p>members</p> <ul style="list-style-type: none"> • Josh clarifies that non-voting members are members of the committee • Scotts addresses concern as to how to convene a quorum with respect to statute • Jim would like to highlight anywhere the bylaws are in conflict with the statute • Holly suggests document include everyone's thoughts and ideas to create a conceptual framework • Jack shares membership issue is their primary focus and most time consuming • A member is a member whether they are voting or not • Committee in agreement that this is a practical interpretation of the committee circumstances • Scott suggest Lynette Toliver be the first one they should address non-voting/voting membership • Jim addresses language in the first sentence of Article II A., word "voting" members, Jack confirms this should be removed 	<p>Scott unable to stay the rest of the</p>		

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	<ul style="list-style-type: none"> • Committee asks if non-voting members are needed and or beneficial to the committee • Importance of a non-voting member should be played out • Scott shared the only reason he is present is the voting/non-voting issue • Scott poses question, "Can a meeting in November take place with 5 voting members present if the committee can't convene a quorum that meets the minimum 7?" • Committee clarifies that only 3 members are needed • Josh in agreement with Scott, under the impression that meeting would resolve non-voting/voting issue • Committee references Statute 41-3803 regarding membership and Administrative Code R9-21-105 • Committee suggests that language used be verbatim to regulations • Josh clarifies moving forward this is what new applications will be held to 	<p>"move".</p> <p>Committee recommends the statement read "until resignation or removal" rather than specific years Jack recommends all applications received include a resume</p> <p>Jack recommends to remove bi-monthly meeting and replace with Quarterly meetings since this is statutorily required</p> <p>Jack recommends continued reminders be sent to all members prior to the meetings</p> <p>Jack recommends they remove Annual Meeting from Article III. Meetings</p>	<p>Committee will review and approve</p> <p>Committee to approve / Jack to apply changes accordingly</p> <p>Committee to approve / Jack to apply changes accordingly</p>	<p>11/15/2017</p> <p>11/15/2017 10/28/2017</p> <p>11/15/2017 10/28/2017</p>

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Article III	<ul style="list-style-type: none"> • Replacing Article 2 sub B with AAC R9-21-105 but will include a value statement or affirmation addressing non-voting members • Committee asks if she has any comments • Yisel poses question is an officer required to be a voting member • Committee discussion as this hasn't been defined anywhere • Non-voting members cannot "move", "second" or "vote" • Yisel suggest clarifying statement in C- in regards to terms more specifically a 5 year term or until removed or resignation • Committee would like to see long term commitment • Holly shares she would also like to see something within that states the purpose and intention of the guidelines • Discussion regarding D, specific to unexcused absences and will all members be held to the 2 unexcused 	Recommendation to change language in Article III, D.2 Jack will work on recommended language	Committee to approve / Jack to apply changes accordingly	11/15/2017 10/28/2017
		Article IV- Recommended to remove Treasurer	Committee to approve	11/15/2017
		Committee recommends that annual meeting be set in November moving forward unless otherwise designated	Committee to approve	11/15/2017
Article IV		Jack recommends Holly put together a preamble, definitions and a code of	Committee to approve /	11/15/2017

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<p>Article V</p> <p>Article VI</p> <p>Definitions Applicable to these Operation Guidelines</p>	<p>absences</p> <ul style="list-style-type: none"> • Discussion Article III. Meetings • Discussion on maintaining record of all members arrange in alphabetical order noting voting or non-voting status • Holly would like to have copy of recordings, meeting minutes and attachments separate from AHCCCS • Discussion on D. #2, remove OR and replace with <i>AND PROVIDED TO AHCCCS</i> this will ensure task is completed both parties • Discussion Article IV. Officers should be voting members with the exception on the Secretary • Discussion to remove C • Committee agree that officer terms and actual committee member terms should be different 3 vs. 5 • Discussion on election of officers and annual meeting • Holly suggest an annual meeting month be designated in November • Article V. Discussion on Committee 	<p>conduct to include in the guidelines and bring to the committee</p> <p>Committee recommendation to include wording directly form statute</p> <p>Committee recommendation to remove the word “All” from the numbers listed</p> <p>Jack will revise document and include recommend language for consistency</p> <p>Committee will review document once completed and ensure language is similar to regulations</p> <p>Jack reiterates the following; Quorum includes voting members</p>	<p>Holly/Josh to draft document</p> <p>Committee to approve</p> <p>Committee to approve</p> <p>Jack</p> <p>Committee to approve</p> <p>Jack</p>	<p>11/08/2017</p> <p>11/15/2017</p> <p>11/15/2017</p> <p>10/28/2017</p> <p>11/15/2017</p>

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<p>Covered Services</p>	<p>Guidelines and referring it back to guidelines</p> <ul style="list-style-type: none"> • Article VI. Discussion to replace “Bylaws” with “Guidelines” throughout • Replace Department of Health Services with AHCCCS throughout • Discussion on other HRC’s and updated guidelines • Holly asks if Director approves revised guidelines, this is confirmed and referred back to statute • Rights- Discussion regarding the first page • Holly suggest some clarification about how the guidelines are intended to help accomplish the committees role and support the mission of AHCCCS and statute • Holly recommends a code of conduct be included • Holly feel the committee needs to establish some decorum • Holly questions if AHCCCS would be ok with the inclusion of these inclusions 	<p>Chair and Vice Chair will be voting members Non-voting members are eligible for secretary and other positions etc. Regulations will be used for purpose of clarifying who is a voting and non-voting</p> <p>Holly will draft a statement clarifying non-voting members</p>	<p>Holly/Josh</p>	<p>11/8/2017</p>

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	<ul style="list-style-type: none"> • Discussion under Covered Services, to be inclusive of “occupational” • Review Article I • Jim suggest review the language in number 4, 5 and 11 • Jim suggest language in number 10 be revised to AHCCCS contracted providers and health plans • Purview should not be limited to the RBHA • Yisel suggests that “Consumer” to “member” in number 12 • Holly asks if number 12 should be mental or behavioral health, committee agrees it should be “behavioral” • Committee discusses and clarifies a quorum and voting member vs. non-voting members • Holly suggest that a clarification of the role of a non-voting members be included more adequately • Discussion to formalize status of current members appointed without 	<p>Josh makes recommendation to move forward with requesting new letters for members identified as non-voting members</p> <p>Jack recommends the subcommittee meets in the future to discuss how to be a member</p>	<p>Committee</p> <p>Jack/ Sub Committee</p>	<p>11/15/2017</p> <p>TBD</p>

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	<p>distinctions</p> <ul style="list-style-type: none"> • Jack suggest a consensus to review all 9 members appointments, disclosure identifying if an employee is a provider • Discussion as to whether the committee should ask AHCCCS to issue new appointments letters for non-voting members already on the committee • Committee suggests they have a dispute and resolution document within the guidelines specific to membership • Suggestion to ask for an amendment clarifying non-voting status • Holly doesn't feel like this needs to go before the director, committee can clarify • Discussion on 7 voting members • Committee referencing back to previous bylaws • Holly feels committee needs to have 7 voting members, Josh and Jack disagree, discussion follows 			

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NEXT MEETING	Date: TBD	Meeting adjourned at 12:09 PM Holly moves to adjourn, Jim seconds. All vote in favor.		