



**Northern Arizona Human Rights Committee  
Health Choice Integrated Care  
1300 S. Yale St., Flagstaff, AZ 86314  
ASPEN ROOM**

<b>Date:</b> July 17, 2017	Northern Arizona Human Rights Committee Draft Minutes
<b>Committee Members Present:</b> Dorothy O’Brien, interim Vice Chair; Christopher Gonzalez (Secretary); Veronica Welch; Keran O’Brien; Ann Gunty; Jalalieh Marian; Katy Welty (via Zoom); Jessie Scharber (via Zoom); Michael Sanderfer (via Zoom)	
<b>Non-Committee Members Present:</b> Jesse Sharber; Yisel Sanchez, HRC Coordinator; Sherri Moncayo, AHCCCS	
<b>Other Attendees:</b>	
<b>Committee Members Absent:</b> Chris Durarte; Scott Lindbloom; Megan Van Wyck	
<b>Next Meeting: August 21, 2017</b>	
<b>Approved:</b> _____, Chairperson	

Item	Discussion	Follow-Up/Action	Person(s) Responsible for Follow Up	Target Completion Date
<b>Welcome and Introductions</b>		NA	NA	NA
<b>Minutes from June 29, 2017 – additions, corrections or edits? Approval</b>	<ul style="list-style-type: none"> <li>• Page 2 –change Bylaws to Guidelines.</li> <li>• Page 3 – S&amp;R reports to initially go to Secretary to move forward.</li> <li>• Page 5 – insert the word “meet” in scheduling of future meetings.</li> <li>• Page 5 – add apostphry after Committee.</li> <li>• Jalalieh motions to approve wiith changes; Ann seconds; all approve.</li> </ul>	Yisel Christopher G.		



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<b>Confidentiality</b>	<ul style="list-style-type: none"> <li>Yisel still needs signed Confidentiality Agreements.</li> </ul>	<p>A reminder to be sent out to members.</p> <p>Chris G. will reach out to Megan and new members to get their Confidentiality Agreements.</p>	<p>Yisel Sanchez</p> <p>Christopher Gonzalez</p>	<p>July 18, 2017</p>
<b>By-Laws, discussion</b>	<ul style="list-style-type: none"> <li>Bylaws to be changed to reflect Guidelines.</li> <li>The guidelines for Maricopa County HRC and some of Southern Arizona look good.</li> <li>Definitions: MCHRC is a good start and create a definitions and acroymns page.</li> <li>Purpose: Some of MCHRC and Southern Arizona may be sufficient.</li> <li>ARTICLE 1: need to make changes to the wording of areas serviced by NAHRC.</li> <li>ARTICLE 2: 3 year term limits. What will be the process to keep people on and how many consecutive terms? To serve a second term by having recommendations from the the HRC to the Director for re-appointment. Is there an Emergency procedure –nominations go to the Director and get an appointment by him. Discussion regarding the language since it is outdated.</li> <li>Strike letter C from they Guidelines.</li> <li>CAUSE FOR REMOVAL:</li> </ul>	<p>Katy making the changes online as the discussion was happening. She will provide to HRC when completed.</p> <p>HRC to develop a one-page definitions and acroymns page (glossary).</p> <p>ARTICLE 1: Reference correct wording and use “Northern Arizona” to initailly include all counties.</p> <p>ARTICLE 2: 3 year term limits. Limit of (2) 3 year consecutive terms then can keep as an advisor. Add in requirement of 2 parents of <b>minor</b> children who obtain services. Maybe include 1 person who <b>works</b> in behavhioral health. Need to add section for Conflict of Interest at the beginning of the meeting.</p>	<p>Katy Welty</p> <p>HRC</p> <p>HRC</p> <p>HRC</p>	



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	<p>Unexcused/Excused Absenses: What will be the definition of excused/unexcused absenses? Secretary to provide a letter stating that if the next meeting is missed then person will be removed from the Committee.</p> <ul style="list-style-type: none"> <li>• Confidentiality training is available from the Attorney General’s office in Phoenix.</li> <li>• Meeting should be held the third Monday of every month until the Committee becomes more cohesive then start to move meetings to every quarter.</li> <li>• Notifications of meeting notice/changes need to be at least 5 business days prior to the meeting instead of the current 24 hours.</li> <li>• Remove Treasurer from the language in the Guidelines.</li> <li>• OFFICERS TERM LIMITS: 1 year term limits to be reviewed at the annual term limit with 6 years maximum. Also could nominate for another Officer position.</li> <li>• When the revised Bylaws/Guidelines are sent out, everyone on the Committee can make suggestions for edits to be brought up at the next meeting.</li> </ul>			



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<b>Operating Guidelines, discussion</b>	<ul style="list-style-type: none"> <li>•</li> </ul>			
<b>Site Visits – checklins, procedure</b>	<ul style="list-style-type: none"> <li>• Table to next meeting</li> </ul>			
<b>Officers and Committee Chairs/members and/or Task Force Chairs - Discussion</b>	<ul style="list-style-type: none"> <li>• Table to next meeting</li> </ul>			
<b>Future Agenda Items – Approval</b>	<ul style="list-style-type: none"> <li>• Operating Guidelines</li> <li>• Site Visits</li> <li>• Officers and Committee Chairs, etc.</li> <li>• Senator Tom O’Halloran is interested in attending a meeting.</li> <li>• Flagstaff Mayor and City Council interested.</li> </ul>			
<b>MEETING ADJOURNED</b>	Kearan motioned for adjournement; seconded by Jallaleigh. Meeting was adjourned at 12:26 pm.			
<b>NEXT MEETING</b>	August 21, 2017 10:30AM-12:30PM Health Choice Integrated Care 1300 S. Yale Street, Flagstaff, AZ 86001			