



## Maricopa County

Department of Employee Benefits and Health  
Ryan White Part A Program Division  
301 West Jefferson, Suite 3200  
Phoenix, AZ 85003-2143

Phone: 602-506-5341  
Fax: 602-506-6300  
[www.maricopa.gov](http://www.maricopa.gov)

Dear Ryan White Part A Planning Council Members,

I am providing this letter to each of you to let you know of a change to our meetings that will begin at the Thursday, July 21, 2016 Planning Council meeting.

As you all know, the Ryan White Part A Planning Council is a public body appointed by the Maricopa County Board of Supervisor's appointed Board, responsible for setting priorities and resources for funding provided through the Ryan White Part A Program for people living with HIV/AIDS in Maricopa and Pinal Counties. The Planning Council meetings are held after work hours at the Area Agency on Aging, which is not a County owned facility, in order to accommodate the schedules of the Planning Council members and to maximize the opportunities for members to participate in important decision making activities.

Recently, Maricopa County conducted a review related to the security of locations where County business is conducted. This evaluation was based on best practices for providing security, and was not related to any specific concerns about security or threats.

Based on the recommendations of the Maricopa County Protective Services Division, Maricopa County and Area Agency on Aging have decided to move the full Planning Council meetings to the Large Conference Room on the first floor of the Area Agency, and a security guard will be present at the entrance of the meeting room during all Planning Council meetings where the entire membership is expected to attend. The security guard will be responsible for having all participants complete the Planning Council sign-in sheet for the meeting, and will ensure that all participants are in compliance with the current Area Agency's policy of having no weapons in their possession while in the building. This policy identifies that all weapons, such as guns and knives, and other non-lethal weapons, such as mace and pepper spray, are not allowed in the building. The Area Agency on Aging will provide secure lockers if any participant needs to store any type of weapon during the meeting.

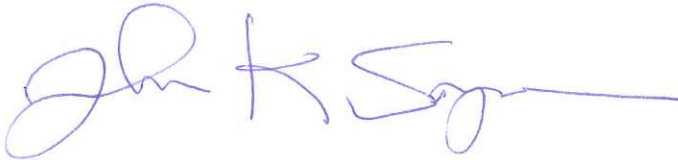
Beginning Thursday, July 21, 2016 a security guard will be present 30 minutes before the beginning of each meeting, and remain for 30 minutes after. As part of personal safety, it is advisable that participants leave the parking lot promptly after the meeting.

For sub-committees and workgroups, meeting times and/or locations may need to be changed to ensure activities take place at sites that meet Protective Services Division security standards.

I want to emphasize that this added level of security is being established as a measure to support Maricopa County's best practice level of safety. As the Planning Council Chairman, I am appreciative of the County's diligence in providing this review and recommendations.

I will include time on the July 21 Planning Council agenda to provide opportunity for discussion related to the security evaluation.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Sapero". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

John Sapero

Maricopa County Ryan White Part A Planning Council Chairman