Arizona Military Family Relief Fund Pre 9/11 Advisory Committee Meeting
Arizona Department of Veterans' Service
3839 N. 3rd Street, Ste 209, Phoenix, Arizona 85012
November 21st, 2019 – 12 p.m.

Committee Members Present	*Committee Members Absent*
Nicholas Bielinski	Jessica Morel
Fernando Ortega	Patrick Diomede
Jeremy Farr	
Cynthia Olortegui Vargas	
Timothy Rogers	
James Sammons	
Nicole Baker, AZDVS Designee	

Arizona Department of Veterans' Services Staff

Jezreel Ramirez
Monica DeLaRosa
Paula Forbes

CALL TO ORDER and APPROVAL OF MINUTES
The Chairman, Nicholas Bielinski, called the meeting to order at 12:10p.m. This was the first meeting, there are no previous minutes to review and/or approve.

Introduction
The Chairman welcomed everyone to the meeting and thanked them for attending. Members introduced themselves.

COMMITTEE DISCUSSION
The MFRF Committee revised and vote on Guidelines & Bylaws for MFRF. The Committee went over the Bylaws draft created for the meeting and voted on strengthening, clarifying, and defining the following:

A. Fernando made the motion to add duration of the term of the Chair and Vice Chair to be for one year with a possibility of reelection. Cynthia seconded it and the motion carried unanimously.
B. Nick made the motion to clarify attendance of the Committee members, communication about the MFRF application status, conflict of interest, confidentiality, HIPPA, PII, and security and Fernando seconded it.
C. Jeremy made the motion to make the Emergency Subcommittee's rotation for a period of 3 months with an opportunity to reapply for another 3 months. Cynthia seconded it and the motion carried unanimously.
D. The Committee established, tentatively, a day for a monthly meeting to be on third Thursday of each month from 12pm to 2pm.

CALL TO PUBLIC

No members of the public were present.

ADJOURNMENT
Nicholas Bielinski moved to adjourn the Advisory Committee meeting at 1:43 pm. The next Advisory Committee meeting date is tentatively scheduled for Tuesday, December 19th, 2019 at ADVS.