



**Evaluation and Assessment Committee Meeting  
CHOICES (Training Room)  
1726 Poplar Ave.  
April 13, 2016  
4:00 PM**

Attendance	Committee Members	Attendance	Committee Members
P	Mardrequs Harris*	P	Lee Goins
P	Melanie Bradley	P	Brooke Askew
P	Lisa Brisendine	P	Henry "Jay" Johnson
P	Toni Burnett	A	Erica Jones
A	Melanie Copeland		

\*Denotes Chair

A=Absent

P=Present

T=Telephone

**Others Present:** Jennifer Pepper, Parrish Oglesby, Charles Kolesar, Steve Overman, Mardrey Wade, Jimmie Samuels, Rachel Brooks

- I. Call to Order** **Committee Chair**  
The meeting was called to order at 4:09pm by Mardrequs Harris.
- II. Statement of Confidentiality/Conflict of Interest**  
Everyone was reminded of the Statement of Confidentiality and Conflict of Interest policy. No Committee members had any new conflicts of interest to disclose.
- III. Welcome/ Introductions/ Moment of Silence and Remembrance**  
Everyone was welcomed to the meeting and a brief introduction session was held. A moment of silence and remembrance was observed.
- IV. Roll Call**  
Mardrequs called roll and there was a quorum present in order to conduct business.
- V. Approval of Agenda**  
The agenda was approved by common consent.
- VI. Approval of Minutes**  
The minutes were approved by common consent.
- VII. Planning Group Report** **Parrish Oglesby, Planning Group Manager**  
Parrish Oglesby, Planning Group Manager gave the planning group areas of concern:  
 a. Membership Reflectiveness- We have 31 full members, and 2 alternate members. The group had six new members to join last month.  
 b. Potential members- 3 to 4 interviews are scheduled with Community Partnership.  
 c. After the Planning Group reaches the 36 membership required members, We will continue to recruit consumers and MSM.
- VIII. Old Business**  
  - There is no old business at this present time.
- IX. New Business**  
**a. Performances Measurements** **Steve Overman, Ryan White Data Analyst**  
 Steve Overman, Ryan White Data Analyst, was not able to attend. Charles Kolesar, Quality Management Coordinator, briefed the committee on the Performance Measurements  
  - The Data from providers for performance measurements will be tabled for next month

meeting.

- Reviewed items released on the Comprehensive Needs Assessment for 2015
  - Memphis TGA is 7<sup>th</sup> in the country for newly diagnosed HIV Infections.
  - Memphis TGA is 1<sup>st</sup> in the country for newly diagnosed AIDS Cases.
  - Memphis/Shelby County has the highest rate of STD's.
  - Representation by race:
    - Black/non-Hispanic has the highest percentage of the population with the rate being 46%.
    - 81% receiving Ryan White services.
  - Hispanic have the largest population rate, with the smallest percentage receiving Ryan White services.
  - New HIV/AIDS or late diagnosed by age:
    - Ages 15-34 falls at 58-61%
    - Ages 20-24 falls at almost a 100%

**b. Outreach Services Standards of Care**

- Outreach funding does not include HIV testing, HIV counseling, and Prevention education.
- On page 3, Section C: Client Satisfaction Survey.
  - Currently there is not a specific time frame for providers to give a report/respond.
- On page 4, Section A: Referrals
  - Suggestion: Clients identified through outreach services who are out of medical care should be referred to a EIS (Early Intervention Specialist) instead of Medical Care/Case Manager.
- Moving forward will have to communicate with the Grantee Office to make sure the wording in the standards gives precise understanding before changes can be made to standards.

**c. Substance Abuse- Outpatient Standards of Care**

- No changes to the standards are needed at this time. The standards are in order with the services provided.
- The standards review date will be updated.

**d. Agenda items for HCAP**

- The Substance Abuse-Outpatient Standards of Care reviewed on 4/13/2016 with no changes to the standards at this time. The standards are in order with the services provided.

**e. Agenda items for next month**

- Revisit Outreach Services Standards of Care
- Update/develop tasks and activities for GY 2016 Committee Work Plan

**X. Other Business/Public Comment**

- There are no other business/public comments at this time.

**XI. Announcements**

- Community Forum HIV Needs Assessment, April 14, 2016, Church Health Center, Wellness at 6:00-8:00PM.
- New Membership Orientation will be held April 15, 22, & 29, 2016, 160 N. Main St., # 200, Mayor's Conference Room, at 4:00-6:00PM.

**V. Adjournment**

Meeting adjourned at 5:28P.M.

**Next Meeting:** May 11<sup>th</sup> at 4:00P.M., CHOICES (Training Room), 1726 Poplar Ave.