



**Evaluation and Assessment Committee Meeting
CHOICES (Training Room)
1726 Poplar Ave.
December 14, 2016
4:00 PM**

Attendance	Committee Members	Attendance	Committee Members
P	Mardrequis Harris*	P	Lee Goins
P	Melanie Bradley	A	Brooke Askew
A	Melanie Copeland	P	Henry "Jay" Johnson
A	Dr. Davida Hollerman	A	Rachel Brooks
A	Kelli Davis	P	Mary Jones
P	Ray Leitschuh		

*Denotes Chair

A=Absent

P=Present

Others Present: Jennifer Pepper, Parrish Oglesby, Jacquine Rankins, Charles Kolesar, Jimmie Samuels, LeRoy Springer

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- I. Call to Order** **Committee Chair**
The meeting was called to order at 4:28pm.
 - 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**
Rachel called the roll and there was not a quorum present in order to conduct business.
 - V. Approval of Agenda**
The agenda was accepted and approved by common consent.
 - VI. Approval of Minutes**
The minutes were accepted and approved by common consent.
 - VII. Planning Group Report** **Parrish Oglesby, Planning Group Manager**
There is not a planning group report at this time.
 - VIII. Old Business**
There was not old business to discuss at this time.
 - IX. New Business**
 - a. Standards of Care** **Charles Kolesar, Program & Quality Manager**
Jennifer Pepper, Administrator
Ryan White
 - Medical Case Management
 - Highlights
 - i.* (Discussed only due to no quorum) all recommended updates and changes as printed and highlighted from Mardrey Wade, Provider Services Coordinator, Ryan White.
 - ii.* Charles "Chuck" Kolesar will take suggested recommendations from the

committee from the first half of the standard reviewed (pages 1- 6) and bring the draft to the next committee meeting. The committee will move forward reviewing the remainder of the standard (pages 7-11)

b. Agenda items for H-CAP

There are no recommended items at this time.

c. Agenda items for next month

- Performance Measurements
- Standards of Care: Medical Case Management

X. Other Business/Public Comment

There is no other business or public comments at this time.

XI. Announcements

- Membership Orientation, December 20, 2016, location will be at 160 N. Main, 2nd floor (EOC Conference Room) from 4:00-6:00pm. We are asking all members that have not attended please prepare yourself to attend. Also, we need you to please confirm attending due to arranging parking and providing refreshments.
- 2017 HIV/AIDS Awareness Day on the Hill, February 20-21, 2017. Legislative Plaza (Nashville, TN.)
 - a. For inquires on details with Tennessee Day on the Hill 2017, please Contact: Dewayne Murrell, (901) 504-6620, Dewayne.murrell@friendsforlifecorp.org

V. Adjournment

Meeting adjourned at 5:45P.M.

Next Meeting: January 11th at 4:00P.M., Junior League of Memphis (Board Room), 3475 Central Ave.