



**Evaluation and Assessment Committee Meeting  
 Junior League of Memphis  
 CRC (Board Room)  
 3475 Central Ave.  
 January 11, 2017**

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
P	Dr. Davida Hollerman	P	Rachel Brooks
A	Ray Leitschuh	P	Mary Jones
P	Tomekicia Wren		

\*Denotes Chair

A=Absent

P=Present

**Others Present:** Parrish Oglesby, Jacquine Rankins, Jennifer Pepper, Charles Kolesar, Jimmie Samuels, Gregory Vassar, Trevor Rawls

- 
- I. Call to Order** **Committee Chair**  
 The meeting was called to order at 4:00pm.
  - 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**  
 Mardrequis called the roll and there was 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**  
 The committee was briefed on the progress of the group:
    - a. The group is at (35) full members and (2) alternate members. We are still recruiting and interviewing.
    - b. We currently have members in attendance default that is in the process of appealing.
    - c. Brooke Askew, which she is a part of Evaluation & Assessment committee, will be moving to another committee that will work better with her schooling schedule.
    - d. There is a new chair in Community Partnership (Marsha Turner).
  - VIII. Old Business**
    - a. **Standards of Care:** **Charles Kolesar, Program & Quality Manager**
      - **Medical Case Management (pages 7-11)** **Ryan White**
        - i. Highlights
          - 1. (Pg.7, Access to Services):
            - a. Revise (E.) (to better perform their respective job duties) with (related to HIV care and treatment and/ or services provision (minimum 3 hours HIV

