



**Executive Committee Meeting
CHOICES (Training Room)
1726 Poplar Avenue
April 11, 2016
4:00 PM**

Attendance	Committee Members	Attendance	Committee Members
P	Denford Galloway*	A	Cedric Robinson
P	Edward "Eddie" Wiley*	P	Joseph Mitchell
P	Henry "Jay" Johnson**	P	Trevor Rawls
P	Mardregus Harris		

*Denotes Co-Chair

**Secretary

A=Absent

P=Present

Others Present: Jennifer Pepper, Parrish Oglesby

- I. **Call to Order** **Committee Co-Chairs**
Denford Galloway called the meeting to order at 4:15 PM.
- II. **Statement of Confidentiality/Conflict of Interest**
Denford read the Statement of Confidentiality and Conflict of Interest policy. No committee members had new conflicts of interest to disclose.
- III. **Welcome/ Introductions/ Moment of Silence and Remembrance**
Denford welcomed everyone to the meeting and a moment of silence and remembrance was observed.
- IV. **Roll Call**
Denford called roll and a quorum was present to conduct business.
- V. **Approval of Agenda**
The agenda was approved with a common consent.
- VI. **Approval of Minutes**
The minutes were approved with a common consent.
- VII. **Grantee and Lead Agent Report** **Jennifer Pepper, Ryan White Administrator**
Jennifer gave a brief update of the Grantee Report
 - o Prevention was closed out for the 1st quarter on March 31st. 1st quarter expenditures and utilizations should be ready by the end of May.
 - o Ryan White is ending GY '15 and beginning GY '16. In May will present the final expenditures and utilizations.
 - o All contracts are being processed.
 - o Part-B is working to give additional funds for the TGA for Oral Health Care & EIS. The Grantee Office will be working on contracts for the funding. We will be asking H-CAP Group to increase the cap for Oral Health Care to \$5000.00.
- VIII. **Planning Group Report** **Parrish Oglesby, Planning Group Manager**
Parrish briefed the committee on current progress with the Planning Group.
 - o Interviewed potential committee members. The goal of the planning group is to have 36 members and a good bench.

- Updating the Membership Reflectiveness report concerning demographics.
- New Membership Orientation is mandatory for all H-CAP Group.
- Building Together: Moving forward the group will be implementing Robert's Rule.

IX. Committee Summary Report

Committee Co-Chairs

A. Evaluation & Assessment Committee

- The Evaluation and Assessment Committee will meet on Wednesday, April 13th at CHOICES.
- Will review the Standards of Care for Outreach Services and Substance Abuse-Outpatient.

B. Community Partnership Committee

- The Community Partnership Committee will meet on Thursday, April 14th at Church Health Center.
- The Community Partnership committee interviewed six new potential members.
- Still working on mentorship for new committee members.

C. Priorities and Comprehensive

- The Priorities & Comprehensive Committee will meet on Thursday, April 21th at Junior League of Memphis.
- Still working on task for the Comprehensive work plan for GY'2016/Integrated Comprehensive Prevention and Care Plan.

X. Old Business

There is no old business at this time.

XI. New Business

Committee Co-Chairs

A. Nomination for New TCPG Member

- The Executive Committee discusses and decided to recommend Henry "Jay" Johnson.

B. New Members-Committee Assignment

Committee Co-Chairs

- Going forward the Executive Committee will suggest all new members to attend all meetings for the 1st month after they become a member.
- The new members will pick the committee seat they are interested in which will give them flexibility for attendance and participate since it will be their choice.

C. Review GY'15 Committee Work Plan

- Committee will look over the old work plan
- Update/develop new task for GY'16

D. Agenda for next Meeting

- Discuss date/agenda for PSRA

E. Agenda items for H-CAP

- Nomination for TCPG

XII. Other Business/Public Comment

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

XIII. Announcements

Community Forum will be held on April 14th, Church Health Center, 6:00-8:00PM.

New Membership Orientation will be held on April 15, 22, & 29th, 160 N. Main St. # 200, Mayor's Conference Room, 4:00-6:00PM.

XIV. Adjournment

The meeting adjourned at 5.42PM.

Next Meeting: May 9th at 4PM (CHOICES) 1726 Poplar Avenue (Training Room)