



**Executive Committee Meeting  
EOC (Small Conference room)  
160 N. Main St., 2<sup>nd</sup> Floor  
August 8, 2016  
4:00 PM**

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

*\*Denotes Co-Chair      \*\*Secretary      A=Absent      P=Present      E=Excused*

**Others Present:** Parrish Oglesby, LeRoy Springer

**I. Call to Order** **Committee Co-Chairs**

Eddie Wiley called the meeting to order at 4:04 PM.

**II. Statement of Confidentiality/Conflict of Interest**

Eddie 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**

Eddie welcomed everyone to the meeting and a moment of silence and remembrance was observed.

**IV. Roll Call**

Eddie Wiley called roll and a quorum was not present to conduct business.

**V. Approval of Agenda**

There was no quorum present to approval agenda.

**VI. Approval of Minutes**

There was no quorum present to approval minutes.

**VII. Grantee and Lead Agent Report**

There were no new updates to present for the monthly Grantee and Lead Agent Report.

**VIII. Committee Summary Report**

**Committee Co-Chairs**

There are no summary reports available at this time.

**A. Evaluation & Assessment Committee**

**B. Community Partnership Committee**

**B. Priorities and Comprehensive**

**IX. Old Business**

**A. Reviewing Final copy of GY'16 Committee Work Plan** **Committee Co-Chairs**

- The Executive Committee members reviewed the final copy of the GY'16 committee work plan and all recommended updates were agreed upon.
- The Executive Committee would like for work plan to be sent out the H-CAP for transparency.

## X. New Business

## Committee Co-Chairs

### A. Discuss/update: Reappointment Application & Procedures

- The Executive Committee reviewed the reappointment application and process.
- The committee agreed to keep application and process as is until further notice.
- Eddie Wiley, Co-Chair, will incorporate appreciation projects for the H-CAP to help with the morale.
- Parrish Oglesby, Planning Group Manager, will work with Eddie Wiley, Co-Chair on the appreciation projects.

### B. Discuss PSRA(Priorities Setting Resource Allocations)

#### ○ Rough Draft of Agenda:

- I. Lunch
- II. Objective- Purpose
- III. Presentation: Ryan White Grantee Office
- IV. Break
- V. Presentation: Shelby County Health Services- Epidemiology
- VI. Break
- VII. Voting
- VIII. Dinner
- IX. Results of Allocations

- The Executive Committee members will plan to set an extra meeting before the scheduled PSRA (Priority Setting Resource Allocations) date.

### C. Agenda items for H-CAP

- There are no recommended items at this time.

### D. Agenda items for next meeting

- Finalize the Agenda for PSRA (Priority Setting Resource Allocations).

## XI. Other Business/Public Comment

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

## XII. Announcements

- ✓ PSRA will be held September 28<sup>th</sup> at the Red Cross on 1399 Madison Ave, from 12noon-6:00p.m.
- ✓ North Carolina will be visiting at our next H-CAP August 31<sup>st</sup>.
- ✓ The Grantee and Lead Agent staff will be presenting in Washington D.C for the National HIV/AIDS conference along with Denford Galloway, H-CAP Co-Chair attending the conference.
- ✓ LeBonheur have new job positions open available.

## XIII. Adjournment

The meeting adjourned at 4:47PM.

**Next Meeting:** September 14<sup>th</sup> at 4PM (Shelby County Admin. Bldg.) 160 N. Main St., 2<sup>nd</sup> Floor (EOC Conference Room)