



**Executive Committee Meeting
EOC (Small Conference room)
160 N. Main St., 2nd Floor
June 15, 2017
4:00 PM**

Attendance	Committee Members	Attendance	Committee Members
P	Edward "Eddie" Wiley*	A	Marshe Turner
P	Dewayne Murrell*	P	Nicole Gottier **
P	LeRoy Springer	A	Ace Brooks

*Denotes Co-Chair

**Secretary

A=Absent

P=Present

Others Present: Jennifer Pepper, Parrish Oglesby, Jacquine Rankins

I. Call to Order

Committee Co-Chairs

Eddie Wiley called the meeting to order at 4:03PM.

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 called roll and a quorum was present to conduct business.

V. Approval of Agenda

A quorum was present to accept and approve the agenda by common consent.

VI. Approval of Minutes

A quorum was present to accept and approve the minutes by common consent.

VII. Old Business

Committee Co-Chairs

There was no old business to address at this time.

VIII. New Business

Committee Co-Chairs

A. Review/revise/update

- o H-CAP- Bylaws
 - i. Nicole Gottier, H-CAP Secretary and Jennifer Pepper, Administrator for the Ryan White Program reviewed and updated the current copy of the bylaws and presented their findings and suggestions to the Executive Committee.
- o The executive committee accepted the revised copy of the bylaws and is recommending a vote for approval at H-CAP meeting this month.

B. Review TCPG (Tennessee Community Planning Group) Pamphlet

- o Create an application for new members.
 - i. **The executive committee voted to table this item until next month.**

C. Agenda items for H-CAP

- Vote on the Memphis TGA HIV-Care and Prevention Group
 - **Updated Bylaws**
- Vote on reappointed member
 - **Nicole Gottier**
- Vote on new alternate member:
 - **Lauren Ellis Robinson**
- Vote to move alternate members to full membership
 - **Melissa Farrar**
 - **Brandon Williams**
- Vote on recommended new full members
 - **Harlyn Hardin**
 - **Darrin Coopwood**

D. Agenda items for next meeting

- Review TCPG (Tennessee Community Planning Group) Pamphlet
 - Create application for new members
- Review of the Policies and Procedures Manual

IX. Other Business/Public Comment

X. Announcements

- ✓ Announcements as printed on the agenda.

XI. Adjournment

The meeting adjourned at 6:00PM.

Next Meeting: July 20th at 4PM (Shelby County Admin. Building) 160 N. Main St., 2nd Floor (EOC Conference Room)