



**Executive Committee Meeting  
CHOICES (Training Room)  
1726 Poplar Avenue  
March 14, 2016  
4:00 PM**

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

\*Denotes Co-Chair

\*\*Secretary

A=Absent

P=Present

**Others Present:** Jennifer Pepper, Parrish Oglesby, Jacquine Rankins, Paul Herman;

- I. **Call to Order** **Committee Co-Chairs**  
Denford Galloway called the meeting to order at 4:11 PM.
- II. **Statement of Confidentiality/Conflict of Interest**  
Denford read 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**  
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**  
At this time there have been no changes from last month .
- 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.
  - o The Committee Assignment Matrix
  - o Implementing the new attendance policy
  - o Updating the Membership Reflectiveness report concerning demographics.
- IX. **Committee Summary Report** **Committee Co-Chairs**
  - A. **Evaluation & Assessment Committee**
    - o The Evaluation and Assessment Committee will met on Wednesday, March 9<sup>th</sup> at CHOICES.
    - o The Committee had quorum. Reviewed the Standards of Care for Local Pharmaceutical Assistance and Psychosocial Social Support. There no changes to the standards.

**B. Community Partnership Committee**

- o The Community Partnership Committee will meet on Thursday, March 10<sup>th</sup> at Church Health Center.
- o The Community Partnership committee interviewed six new potential members.

**B. Priorities and Comprehensive**

- o The Priorities & Comprehensive Committee will meet on Thursday March 22<sup>th</sup> at Junior League of Memphis.
- o Working on task for the Comprehensive work plan for GY 2016

**X. Old Business**

There is no old business at this time.

**XI. New Business**

**Committee Co-Chairs**

**A. Memorandum of Understanding (MOU) & Bylaws**

**Jennifer Pepper, Ryan White, Administrator**

- o Jennifer Peppers, Parrish Oglesby, and Co-Chairs signed forms to take to the Shelby County Mayor.

**B. New Members-Committee Assignment**

**Committee Co-Chairs**

- o Going forward the Executive Committee will make sure all new members are assigned to a set committee seat.

**C. Review GY'15 Committee Work Plan**

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

**D. Agenda for next Meeting**

There is nothing tabled at this time.

**E. Agenda items for H-CAP**

There is nothing for H-CAP at this time.

**XII. Other Business/Public Comment**

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

**XIII. Announcements**

H-CAP New members' orientation April 1, 8, 15, 22, and 29, 2016. Location 160 N. Main, 2<sup>nd</sup> Floor, Mayor's Conference room. This event will be from 4:00pm – 6:00pm.

**XIV. Adjournment**

The meeting adjourned at 4.38PM.

**Next Meeting:** April 11<sup>th</sup> at 4PM (CHOICES) 1726 Poplar Avenue (Training Room)