



**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 9th 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 10th 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 22th 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, 2nd 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 11th at 4PM (CHOICES) 1726 Poplar Avenue (Training Room)