



**Executive Committee Meeting  
EOC (Small Conference room)  
160 N. Main St., 2<sup>nd</sup> Floor  
March 16, 2017  
4:00 PM**

Attendance	Committee Members	Attendance	Committee Members
P	Edward "Eddie" Wiley*	P	Mardrequs Harris
P	Dewayne Murrell*	P	Marshe Turner
P	Nicole Gottier		

\*Denotes Co-Chair

\*\*Secretary

A=Absent

P=Present

**Others Present:** Parrish Oglesby, Jacquine Rankins

- I. **Call to Order** **Committee Co-Chairs**  
Eddie Wiley called the meeting to order at 4:06 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 present to conduct business.
- V. **Approval of Agenda**  
A quorum was present to approval agenda was approved with corrections by common consent.
- VI. **Approval of Minutes**  
A quorum was present to approval minutes by common consent.
- VII. **Old Business** **Committee Co-Chairs**  
There were no items to discuss at this time.
- VIII. **New Business** **Committee Co-Chairs**
  - A. **Membership Orientation** **Parrish Oglesby, Planning Group Manager**
    - The chair of Community Partnership has decided to continue to fall in with the way it was done last year. But, going forth the orientation process will be reviewed.
    - The Community Partnership committee would like to incorporate the mentor's in the orientation.
  - B. **Membership Reflectiveness**
    - The Executive Committee decided that H-CAP is focused on having this body being consumer driven.
      - i. The committee decided that due to the reflectiveness need of the group the providers will be alternate and the consumers will be full members.
    -
  - C. **Nominations for H-CAP Secretary**
    - The Executive Committee accepted and Henry "Jay" Johnson resignation as H-CAP

secretary.

- i. Co-Chairs for H-CAP will open the floor at the next H-CAP group meeting for nominations.

**D. Reinstatement of Membership**

- o The Executive Committee discussed the members (Marilyn Lyles & Gwendolyn Bankhead) attendance and has decided to give them the 90 days probation. Member (Gregory Pierce) will be address when his personal health issues are better.
  - i. During this period members are to adhere to the attendance policy.

**E. Reappointment to Membership**

- o The Executive Committee decided to accept Mardrequis Harris reappointment application for membership and recommended for vote at H-CAP.

**F. Review updated reappointment application**

- o The Executive Committee reviewed the updated copy of the reappointment applications.
  - i. The committee would like to add preferred pronouns added to the front page of the application and also condensing the amount of space in between section on the application.
- o The Executive Committee suggested that community partnership review the application as it is part of their committee work plan.

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

- o Vote on recommended new members and reappointed members
- o Vote on nominations for H-CAP Secretary

**H. Agenda items for next meeting**

- o Final review of the Policies and Procedures Manual

**IX. Other Business/Public Comment**

**X. Announcements**

- ✓ Announcements as printed on the agenda.
- ✓ March 28<sup>th</sup>, Webinar at Community Partnership, 1900 Union from 12:30pm-2:30pm.
  - i. Lunch will be provided.
- ✓ 2017-Mid-South HV Annual Conference on November 29-30, 2017. We are asking each committee look ways of contributing.

**XI. Adjournment**

The meeting adjourned at 5:00PM.

**Next Meeting:** April 20<sup>th</sup> at 4PM (Shelby County Admin. Building) 160 N. Main St., 2<sup>nd</sup> Floor (EOC Conference Room)