



**Executive Committee Meeting
CHOICES (Training Room)
1726 Poplar Avenue
May 9, 2016
4:00 PM**

Attendance	Committee Members	Attendance	Committee Members
P	Denford Galloway*	A	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, LeRoy Springer

- I. Call to Order** **Committee Co-Chairs**
Denford Galloway called the meeting to order at 4:10 PM.
- II. Statement of Confidentiality/Conflict of Interest**
Denford 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**
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**
Jennifer gave a brief update of the Grantee Report
 - o Part-B will be making an award for additional funds. The contract is schedule to begin July 1st.
 - o We will be asking Evaluation & Assessment Committee to increase the cap for Oral Health Care to **\$5000.00**. Working on reallocations, will present in June.
 - o Goal is to shift money into housing. Keeping money in EIS, while increasing the capacity in the TGA, also increase Medical Case Management capacity.
 - o The PreP Grant and the Behavioral Surveillance Grant are scheduled to begin July 1st.
 - o May 15th final will be sent to HRSA for last grant year.
- VIII. Planning Group Report** **Parrish Oglesby, Planning Group Manager**
Parrish briefed the committee on current progress with the Planning Group.
 - o Reflectiveness: H-CAP currently has 34 members. Interviewing and voting on potential members at the meeting on May 25th to bring group to full capacity. Currently have at least 12 applications in the pipeline.
 - o Attended Latino Memphis, great opportunity for networking and recruiting.

- Moving forward will be completing the HRSA Report, using the overhead projector to display the Membership Reflectiveness, and the Conflicts of Interest.
- PRSA will be September 28th.

IX. Committee Summary Report

Committee Co-Chairs

A. Evaluation & Assessment Committee

- The Evaluation and Assessment Committee will meet on Wednesday, May 11th at CHOICES.
- The committee will review the Oral health Standards of Care for increasing the cap from \$2500.00 to \$5000.00.
- Will be working on the AAM (Administrative Assessment Mechanism) 2016.

B. Community Partnership Committee

- The Community Partnership Committee will meet on Thursday, May 12th at Church Health Center.
- The Community Partnership committee voted on potential new members: Ace Brooks & Mary Jones. Also, interviewed Kelli Davis will present in upcoming meeting.

C. Priorities and Comprehensive

- The Priorities & Comprehensive Committee will meet on Thursday, May 19th at Junior League of Memphis.
- Still working on task for the Comprehensive work plan for GY'2016/Integrated Comprehensive Prevention and Care Plan.

X. Old Business

There is no old business at this time.

XI. New Business

Committee Co-Chairs

A. Review H-CAP drafted: Policy and Procedures Manual

- The Executive Committee will send to H-CAP noting it will not be voted due to revisions.

B. Discuss date/agenda for PSRA

Committee Co-Chairs

- Going forward the Executive Committee will review the slides first then make the suggestion for the members to review at the PSRA.

C. Discuss updated tasks/activities for the GY'16 Committee Work Plan

- Item tabled until next meeting.

D. Agenda for next Meeting

- Discuss agenda for PSRA
- Discuss updated tasks/activities for the GY16 Work Plan

E. Agenda items for H-CAP

- Policy and Procedure Manual

XII. Other Business/Public Comment

LeRoy Springer attended a meeting with the Mississippi Planning Group and Federal at a HRSA site visit would like to reiterate the importance of us collaborating with the Mississippi Planning Group.

XIII. Announcements

- Please update all contact information as needed.
- SOS Symposium June 9th – June 11th

XIV. Adjournment

The meeting adjourned at 5.40PM.

Next Meeting: June 13th at 4PM (Shelby County Admin. Bldg.) 160 N. Main St., 2nd Floor (EOC Conference Room)