



**Executive Committee Meeting  
EOC (Small Conference room)  
160 N. Main St., 2<sup>nd</sup> Floor  
September 14, 2016  
4:00 PM**

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

\*Denotes Co-Chair

\*\*Secretary

A=Absent

P=Present

**Others Present:** Jennifer Pepper (via telephone), Parrish Oglesby, Benjamin Ward, and Gregory Pierce

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- I. Call to Order** **Committee Co-Chairs**  
Denford Galloway called the meeting to order at 4:07 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 Galloway called roll and a quorum was not present to conduct business.
- V. Approval of Agenda**  
A quorum was not present to approval agenda.
- VI. Approval of Minutes**  
A quorum was not present to approval minutes.
- VII. Grantee and Lead Agent Report** **Jennifer Pepper, Administrator  
Ryan White**  
Jennifer, gave an update and addressed some items for the PSRA
  - Grantee office completed Corrective Action Plan from HRSA site visit for 2014.
  - Grant application is being prepared and on track.
  - Edward L. Gardner Award
    - Possibly, next Grant Year will budget to send the recipient of the award to a conference.
  - Need Ad-Hoc Committee for Prevention RFP.
- VIII. Committee Summary Report** **Committee Co-Chairs**  
There are no summary reports available at this time.
- A. Evaluation & Assessment Committee**
- B. Community Partnership Committee**
- B. Priorities and Comprehensive**

## IX. Old Business

### A. Finalize the Agenda for PSRA

Committee Co-Chairs

- Lunched Served
- Opening Plenary
  - i. Welcome & Introductions
- Lip Sync Contest
  - i. Rules & Participants
- HOPWA Presentation
  - i. Housing Opportunities For People Living with AIDS
- Grantee & Lead Agent
  - i. Grantee Report - Jennifer Pepper
  - ii. Quality Assurance – Charles Kolesar
  - iii. Fiscal Report – Natakia Williams
- Break- Lip Sync Battle
- Data Presentation Part 1: Shelby County Health Department
  - i. Epidemiology- David Sweat, MPH & Sulaiman Aizezi
- Special Presentation
  - i. Member Recognition – Parrish Oglesby
- Break – Lip Sync Battle
- Data Presentation Part 2: Shelby County Health Department
  - i. Epidemiology- David Sweat, MPH & Sulaiman Aizezi
- Break – Lip Sync Battle
- Dinner served while prioritizing
- Closing Plenary
  - i. Allocation results & Lip Sync contest winners

## X. New Business

Committee Co-Chairs

### A. Agenda items for H-CAP

- There are no recommended items at this time.

### B. Agenda items for next meeting

- Update on the Integrated Comprehensive Plan
- Review H-CAP Mentoring Plan
- Review Edward L. Gardner Award process

## XI. Other Business/Public Comment

- ✓ Benjamin Ward- Would like for all Committee Chairs to represent H-CAP in a positive way. They should be an example to represent the group in a professional and positive out in the community because of the work we do in H-CAP is for the community and trust is warranted.

## XII. Announcements

- ✓ PSRA will be held September 28<sup>th</sup> at the Red Cross on 1399 Madison Ave, from 11:30am lunch will be served, Agenda will begin at 12:00noon to 6:00p.m.

## XIII. Adjournment

The meeting adjourned at 5:12PM.

**Next Meeting:** October 10<sup>th</sup> at 4PM (Shelby County Admin. Bldg.) 160 N. Main St., 2<sup>nd</sup> Floor (EOC Conference Room)