



**Evaluation and Assessment Committee Meeting
 Junior League of Memphis
 CRC (Board Room)
 3475 Central Ave.
 December 13, 2017**

Attendance	Committee Members	Attendance	Committee Members
A	Melanie Bradley	P	Tomekicia Wren
A	Melanie Copeland	P	Lee Goins
A	Dr. Davida Hollerman	P	Felicia Horton
P	Ray Leitschuh	P	Ace Brooks
P	Brooke Askew	P	Sherry Bougard

**Denotes Chair*

A=Absent

P=Present

Others Present: Parrish Oglesby, Charles Kolesar, Jennifer Pepper, Winfred Rankins, Jimmie Samuels, Lauren Robinson.

I. Call to Order

Ace Brooks, Committee Chair

The meeting was called to order at 4:16pm.

II. Statement of Confidentiality/Conflict of Interest

Everyone was reminded of 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

Everyone was welcomed to the meeting and a brief introduction session was held to welcome any new committee members. A moment of silence and remembrance was observed.

IV. Roll Call

Ace called the roll and a quorum was present to conduct business.

V. Approval of Agenda

The agenda was accepted and approved by common consent.

VI. Approval of Minutes

The minutes was accepted or approved by common consent.

VII. Intro/Comments

Ace took a few minutes to welcome the committee members.

VIII. Planning Group Report

Parrish Oglesby, Planning Group Manager

The committee was briefed on the progress of the group by Parrish:

- Currently, the group has (31) full members and (4) alternate members.
- The group has a 43 to 45% representation of unaligned consumers on H-CAP. HRSA only requires the group to have 33% representation.

I. Performance Measurements

Charles Kolesar, Manager, Ryan White Program and Quality Management

- **Memphis Medical Nutritional Therapy Standards of Care**

IX. Other Business/Public Comment

There were no other business/public comments at this time.

X. Announcements (as printed on agenda)

V. Adjournment

Meeting adjourned at 5:33 P.M.

Next Meeting: January 10th at 4:00P.M., Junior League of Memphis CRC (Board Room), 3475 Central Ave.