



**Evaluation and Assessment Committee Meeting  
CHOICES (Training Room)  
1726 Poplar Ave.  
February 14<sup>th</sup>, 2018  
4:00 PM**

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

*\*Denotes Chair*

*A=Absent*

*P=Present*

**Others Present:** Charles Kolesar, Jimmie Samuels, LeRoy Springer

- I. Call to Order** **Committee Chair**  
The meeting was called to order at 4:00pm by Ace Brooks.
- 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. A moment of silence and remembrance was observed.
- IV. Roll Call**  
Ace Brooks called the roll and there was a quorum present in order to conduct business.
- V. Approval of Agenda**  
There was a quorum to approve and accept the agenda by common consent.
- VI. Approval of Minutes, January 10<sup>th</sup>,**  
There was a quorum to approve and accept the minutes by common consent.
- VII. Planning Group Report** **Parrish Oglesby**  
The committee was briefed on the progress of the group:
  - a. H-CAP group is not at full membership capacity. The group is down by six members.
  - b. We are continuing to recruit and interview to make sure we have an alternate bench.
- VIII. Old Business**  
There was no old business to discuss at this time.
- IX. New Business**
  - a. Agenda items for H-CAP**  
There are no recommended items at this time.
  - b. Agenda items for next month**
    - Standards of Care for Medical Nutritional.
- X. Other Business/Public Comment**

There is no other business or public comments at this time.

**XI. Announcements**

- Announcements as printed.

**V. Adjournment**

Meeting adjourned at 4:50pm

**Next Meeting:** March 14th, 2018 at 4:00pm at Junior League Of Memphis CRC 3475 Central Ave.  
(Board Room)