



**Executive Committee Meeting
EOC (Small Conference room)
160 N. Main St., 2nd Floor
April 19th, 2018
4:00 PM**

Attendance	Committee Members	Attendance	Committee Members
P	Ace Brooks	P	Marshe Turner
P	Dewayne Murrell*	P	Nicole Gottier **

*Denotes Co-Chair **Secretary A=Absent P=Present T=Telephone

Other Present: Jennifer Pepper, Parrish Oglesby, Denford Galloway

I. Call to Order **Committee Co-Chairs**

Ace Brooks called the meeting to order at 4:20PM.

II. Statement of Confidentiality/Conflict of Interest

Ace 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

Ace welcomed everyone to the meeting and a moment of silence and remembrance was observed.

IV. Roll Call

V. Nicole called roll and a quorum was present to conduct business.

VI. Approval of Agenda

A quorum was present to accept and approve the agenda by common consent.

VII. Approval of Minutes, March 15th, 2018

A quorum was present to accept and approve the minutes by common consent.

VIII. Planning Group Report

Denford Galloway, Clerical Specialist

A. Reflectiveness

- 27 Full members, 2 Alternates members

B. Absenteeism

- Policy and Procedure
- Effective date

C. PSRA

- Discussed and plan for PSRA date, location, and agenda

IX. Old Business **Committee Co-Chairs**

A. Discussed nominating Ace Brooks for Co-chair

B. Elected Renae Taylor Priorities Chair person

X. New Business

Committee Co-Chairs

A. PSRA

B. Agenda items for H-CAP meeting

- Vote on MNT (SOC)
- Vote on Fred Matias for full membership
- Nominate and vote on new Co-chair
- Vote to convert Lauren Robinson from alternate member to full member
- Present Renae Taylor as new Priorities Chair person
- Review and vote on policy and procedure

C. Agenda items for next month meeting

- Prep for PSRA
- Discuss Administrative Mechanism

XI. Other Business (Public Comment)

This part of the agenda is designed to provide those who are not Group Members the opportunity to address the Planning Group with issues related to the Group's legislative mandates. Each speaker's presentation will be limited to five (5) minutes. Any part of the five (5) minutes may be yielded by the speaker to another speaker but in no instance shall any one speaker be allowed more than ten (10) minutes regardless of the number of speakers who yield their time. The Co-Chairs will call the speaker's name when it is his/her time to speak. Speakers should stand and state for the record their name, address, and organization or group represented. The Planning Group expects that those who appear before it will conduct themselves in an orderly manner. Personal references, derogatory statements of a personal nature, obscenities, profanity, and name calling are not permissible. The Co-Chairs will have the authority to terminate the remarks of any individual who does not adhere to the above rules or chooses to be abusive to an individual Prevention Planning Group Member or the Planning Group as a whole.

XII. Announcements

- ✓ Announcements as printed on the agenda

XIII. Adjournment

The meeting adjourned at 5:29PM.

Next Meeting: May 17th, 2018 at 4PM (Shelby County Admin. Building) 160 N. Main St., 2nd Floor (EOC Conference Room)