



**Evaluation and Assessment Committee Meeting  
Benjamin L. Hooks Library  
3030 Poplar Ave, Meeting Room A  
September 13, 2023 @ 4PM**

**KNOW NOW, LIVE LONGER, THRIVE!**

Attendance	Committee Members	Attendance	Committee Members
P	Melissa Wright	P	Jennifer Warren
A	Rachelle Benson	P	Judah Lenson
P	Chejunia Brooms		
P	Tarsha Taylor*		
P	Tomekicia Wren		
P	Rodrick Watkins		
P	Tanyelle Dunlap		

\*Denotes Chair

A=Absent

P=Present

**Others Present:** Denford Galloway, Dorothy Golden, Shirley Terry-Lewis, Jimmie Samuels, Carl Mannery, Jermaine Palmer, Lavon Morris, Brian Gavin, Felicitas Bey-Yisrael, Michael Taylor, Roy Sessom, Elgin Prachett, Judah Lenson, Tsaka Chambers, Winfredd Rankins and Sophia Oyetunbi.

**I. Call to Order** **Denford Galloway, Planning Council Manager**

The meeting was called to order by Tarsha Taylor at 4:04pm.

**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**

Tarsha Taylor called the roll and there was a quorum present in order to conduct business.

**V. Approval of Agenda**

The agenda was accepted and approved by common consent.

**VI. Approval of Minutes, August 9, 2023**

The minutes were accepted and approved by common consent.

**VII. Planning Group Report** **Denford Galloway, Planning Council Manager,**

- Reflectiveness: 29 Full Members, 0 Alternate Member
- Gray's Creek Church Health Fair Outreach, Saturday, September 23, 2023 @ 11am, 3141 Inglewood Place, Arlington, TN 38002
- The Day of the Dead Outreach, Saturday, October 28, 2023
- World Aids Day Preparations for 2023
- World Aids Day Church Partners Fellowship Services

**VIII. Old Business**

- Discuss/review/Update Memphis TGA Ryan White Part A & MAI Early Intervention Services (EIS) Service Standards cont'd

## **IX. New Business**

- A. Discussed Prevention: Home HIV Testing, Condom mail out, U = U, PREP (No new update)
- B. Discussed Memphis TGA Ryan White Part A & MAI Early Intervention Services (EIS) Service Standards cont'd:
  - Committee members approved changing the verbiage for linkage to care from 45 to 30 days of diagnosis or reengagement for newly diagnosed individuals or individuals out of care.
  - Recommendation by Jennifer Warren to include the verbiage in Option 2 for the sentence to now read: "In each area the EIS Specialist is focused on identifying and making the necessary referrals pertaining to the specific barriers the client has and or may experience in accessing medical care, remaining in care, and or adhering to medical treatments."
  - Recommendation by Tarsha Taylor to remove the bullet point regarding psychosocial service standard. The recommendation has been tabled until further discussion is completed.
  - Committee members agreed that the acronym HIV be updated to reflect PLWHA within the Service Eligibility Service Standards.
  - Committee members agreed to change the Assessment category to reflect EIS Intake and the Psychosocial Assessment bullet point be changed to Agency Intake.
  - Motion by Jennifer Warren and proper second by Judah Lenson to vote to create a sub-committee to clarify the EIS Service Standards language and to bring recommended changes before the Evaluation Committee as a whole. Yay – 4, Nay – 0, Abstention – 4 by Tarsha Taylor, Tomekicia Wren, Melissa Wright and Tanyelle Dunlap
  - The votes were tied; therefore, Tarsha Taylor made the deciding vote of yay to create a sub-committee.
  - Per Tarsha Taylor, the chair committee, five volunteers are needed for the sub-committee. Jennifer Warren, Judah Lenson, Tomekicia Wren, Tarsha Taylor and Tanyelle Dunlap all volunteered to be part of the sub-committee.
  - Tabled Memphis TGA Ryan White Part A & MAI Oral Health Service Standards Update
- C. Agenda items for next H-CAP meeting
  - None
- D. Agenda items for next meeting
  - Discuss/Review/Update Memphis TGA Ryan White Part A & MAI Early Intervention Services (EIS) Service Standards Continued
  - Discuss/Review/Update Memphis TGA Ryan White Part A & MAI Oral Health Service Standards
  - Discuss Prevention

## **X. Other Business/Public Comment**

- None

## **XI. Announcements**

- None

## **V. Adjournment**

- Meeting adjourned by Tarsha Taylor at 5:21pm.

**Next Meeting:** Wednesday, October 11, 2023 @ 4:00PM, Methodist LeBonheur Healthcare Network, 600 Jefferson Ave, 1<sup>st</sup> Flr Rm #2