



# Executive Committee Meeting

## Virtual GoToMeeting

August 20, 2020

4:00 PM

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

Attendance	Committee Members	Attendance	Committee Members
P	Dewayne Murrell*	P	LaTrina Moore
P	Melissa Farrar**	P	Elizabeth Propst
P	Renae Taylor*	P	Tarsha Taylor

\*Denotes Co-Chair

\*\*Secretary

A=Absent

P=Present

T=Telephone

**Other Present:** Denford Galloway, Veronyca Washington, Maria Angeles Anaya, Debra Askew.

### I. Call to Order:

**Committee Co-Chairs**

Dewayne Murrell called the meeting to order at 4:08PM.

### II. Statement of Confidentiality/Conflict of Interest:

Dewayne Murrell 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:

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

### IV. Roll Call:

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

### V. Approval of Agenda:

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

### VI. Approval of Minutes: August 20, 2020

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

### VII. Planning Group Report

**Denford Galloway, Planning Group Manager**

- Reflectiveness
  - 36 Full members, 3 Alternates members
  - COVID-19 packs
  - Ways to make all Committees and H-CAP more effective
  - Giveaways

### VIII. Administrative Mechanism

**Debra Askew, Data Analyst**

- Discussed results from the Administrative Mechanism

### IX. Old Business

- Tabled the additional questions for survey.

### X. New Business

- A. Discussed Professional Developed, ref: Orientation, Robert Rules of Order, Training
- B. Discussed Prevention: Drive through outreach, pass out condoms at food pantry
- C. Discussed 2020 Administrative Mechanism.
- D. Discussed Bylaws changes
- E. Discussed and Voted on discussed Executive Committee 2020 Work Plan, motion by Renae Taylor and a proper second by Melissa Farrar to accept and approve Executive Committee 2020 Work Plan. A vote of 5 yay, 0 nay, 1 abstention by Dewayne Murrell. Motion passed.
- F. Tabled Policy and Procedures.
- G. Agenda items for next H-CAP meeting.
- H. Agenda items for next meeting.
  - Discuss Professional Development.
  - Discuss Prevention: *Telehealth*.
  - Discuss Additional questions on survey.
  - Discuss Policy and Procedures.
  - Discuss By-Laws: *90days vs 1year, (6.2) address state or national emergency, (6.5) Add Emergency clause.*

**XI. Executive Section (Closed Agenda)**

- No Executive business

**XII. 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.*

*Dewayne Murrell discussed the Condom Drive through event, Dewayne was voted Grand Marshall of 2020 Mid-South Pride.*

**Announcements**

- ✓ Announcements as printed on the agenda

**XIII. Adjournment:**

The meeting adjourned at 5:26PM.

**Next Meeting: September 17, 2020 4:00pm**