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**Executive   
Committee Meeting Minutes**

Facilitator: Eric Martinez

Date:5/24/2022

Time: 10:00 AM

Location: Teleconference

Monica Adelphonse

Health Planner

**Minutes**

**Attendance:** Mary Sirmons, Michelle Peaselee, Gregory Bowman, Eric Martinez, Monica Adelphonse (HCSEF)

**1. Introduction & Moment of Silence**

**2. Review and Approval of Today’s Agenda and Minutes:** Previous Executive Minutes and current Agenda approved.

1. **Committees**
2. **Membership**

Eric discussed the wellness event that occurred last Saturday. He also stated that members need to submit their applications. Eric also stated they discussed future membership training and presentation.

1. **EQA**

Steve stated that Danyelle Sheffield provided insight about Ryan White quality assurance. There was also discussion about the providers inputting their entries.

1. **Planning**

Mary discussed that she is working with the providers to have a health row for the Juneteenth event. She stated there will be 4-5 providers including Jackson Drugs. Monica also stated that she is sending information out to everyone via Constant Contact and that there are 4 people registered for the June 18th focus group. Monica will also reach out to Golda to plan to do surveys at the Case Management office.

Monica shared that the townhall meeting for the Needs Assessment will occur after the survey completion. Eric mentioned that only Part A reported information on their townhalls during the statewide meeting and Part B counties has not.

1. **Old Business**

None at this time.

1. **New Business**

Mary stated that someone from department of health should be present at the Coordination of Efforts (COE) statewide meeting. Eric stated that he will send Michelle information about COE to her.

1. **Open Discussion**

None at this time.

**Meeting Adjourned**