

# Minutes

## Executive Committee Meeting Minutes

Facilitator: Eric Martinez

Date: 9/22/20

Time: 10:00 AM

Location: Teleconference

Monica Adelphouse  
Health Planner

**Attendance:** Eric Martinez, Steve Hoke, Mary Sirmons, Dawn Jones, Renella Mitchell, Monica Adelphouse

### 1. Introduction & Moment of Silence

**2. Review and Approval of Today's Agenda and Minutes:** Previous Executive Minutes and current Agenda approved. Minutes from past meetings to be set to be approved by general body.

### 3. Committees: Membership

Eric: Ryan White clients must enter through the main building to be screened for COVID. We discussed future client campaigns to bring clients into the consortia and expand participation. The website is being worked on by Monica. We reviewed past minutes and made corrections.

### EQA/Planning

Steve: Linkage, Test and Treat, Prep, and Pep numbers were reviewed. We discussed HIV epidemic and reviewed the precious minutes. Dawn gave us Ryan White number 772-462-0420 for any questions. On the work plan, the lead agency is working on putting the old and new information together.

### Ad Hoc Outreach

Renella: Sept 29, 2020 Department of Health will be hosting rapid drive-thru HIV testing. Midway Specialty Care Center is also doing HIV/STD/COVID testing.

Steve: Whole Family Health Center is also doing HIV/STD/COVID testing.

Eric: Whole Family Health Center has changed their waiting process for people coming in.

Mary: I will also participate in the drive thru meeting. We will also host an outreach ad hoc committee meeting via zoom. I will send out the meeting invite.

#### **4. Old Business**

Eric: We have to set up a date for the by-laws. The state is looking into that there is no conflict interest in the state bylaws so that no one can argue. They are recommending that there is a yearly update but that date is not yet set in stone. We should be able to set a date in October or November.

Dawn: Just a reminder: we had already made a commitment to renew our signatures every year for our applications, you know do the applications and the conflict of interest and attestation form. So that's an annual event already in place for us. So, when they make those changes, you know if we have to make any changes to the disclosure form then we will, but if not, we were set to do that. We were just waiting for Monica contact information which we have now. The workplan revisions are done and we are still working on the timeline making decisions based on the state recommendation and the Innovative plan.

#### **5. New Business**

No New business discussed.

#### **6. Open Discussion**

Dawn: I would like to recommend that Planning be a separate umbrella from EQA.

Eric: I believe that we have to put things in place. So why don't we do this that we take that committee out the EQA and get into the lineup in regards to time slot. Make sure that structure is reflecting on that, which we would have to have a flow chart showing our structure. Hopefully, we could take care of this in the next month and proceed.

Eric: I am working on starting a virtual support group. I have spoken to a couple of providers and am looking to get some things ironed out. We have pharmaceuticals pieces in place that are interested in doing virtual education so as soon as I get the education courses, I will share and you can decide which is best for the general bodies.

Dawn: Please share the AETC trainings as much as possible.

**Meeting Adjourned**