

**GREATER HAMPTON ROADS HIV HEALTH SERVICES  
MINUTES OF THE EXECUTIVE COMMITTEE MEETING  
Thursday, May 31, 2018: 4:00 p.m.  
Norfolk Department of Human Services  
741 Monticello Avenue, Norfolk**

**Call to Order:** The meeting was called to order at 4:10 p.m.

**Moment of Silent Reflection:** The Council observed a moment of silence and reflection for those affected and infected by HIV/AIDS.

**Roll Call:** The membership roll was called, and the following were in attendance:

Gregg Fordham	Todd England
Beverly Franklin	Michael Singleton
Gwendolyn Ellis-Wilson	Rachael Artise
Doris McNeill	

**Absent Members:**

Rev. Ted Lewis  
Lisa P. Laurier

**Staff:**

Christine Carroll-Program Manager	Michael Koran-P.C. Support Staff
Robert Hargett-Grantee Staff	Teresa Malilwe-P.C. Support Staff

**Review and Approval of Minutes:**

The Committee accepted the motion to approve the minutes as written.

**Old Business:**

**Committee Reports:**

**Community Access Committee**

The Community Access Committee met last month. The committee is still working on plans for the Kick Back event. The event was, initially scheduled for June 2018. However, due to unforeseen circumstances, the committee agreed to move the event to another date. The Council will be updated of the as the information becomes available. The committee also talked about the planned Cookout which is, tentatively, scheduled for August 26, 2018 at the Fort Monroe Park in Hampton.

**Membership and Nominations Committee:**

The Membership and Nominations Committee met as scheduled. The committee reviewed the following applications, but did not have a quorum to vote on recommendations:

- Ms. Gloria Robinson:
- Ms. Robinson, a VDH appointee to fill the slot left vacant by Mr. Recupero as the Part B Representative, has already received her formal letter of appointment from the Mayor of Norfolk. The review of her application, therefore, was only a formality.
- Mr. Terry Clark II:
- Mr. Clark's application was reviewed. The applicant will be invited for an interview scheduled in July.
- Mr. Tony Boston:

- Mr. Boston has applied to be re-appointment to the Planning Council. He will attend interviews at the July committee meeting.
- Two Planning Council consumers submitted applications to attend the All Grantee's Conference in Washington D.C. in December. The committee will review and vote for a candidate who will attend the December Conference in July.

**Priorities, Allocations and Policies Committee:**

The committee did not formally meet. However, the Grantee Staff discussed, the Final Expenditure Summary Report for FY 2017.

**Quality Improvement & Strategic Planning Committee:**

The Quality Improvement & Strategic Planning Committee did not meet as scheduled.

**New Business:**

- The Planning Council, Committees' Co-Chairs, and Support Staff, participated in the monthly monitoring teleconference with the Project Officer. The Chair noted that the Project Officer was impressed with the level of participation by representatives of all the Planning Council Sub-Committees.
- The Executive Committee reviewed and approved the Planning Council agenda as presented.

**Any Other Business/Announcements:**

- *Priority Setting and Resource Allocation Session:* The PSRA Session will be held at the Salvation Army Ray & Joan Kroc Corps Community Center of Hampton Roads, on Thursday, June 21, 2018 from 9:00 a.m. to 5:00 p.m. Mandatory training will start at 9:00 a.m. and the Session is scheduled for 10:00 a.m. In order to vote during the Session, a Council member must first undergo the mandatory training. Mr. Rogers was invited to lunch at the event.

**Next Meeting:**

Because of the Priority Setting and Resource Allocations Session on Thursday, June 21<sup>st</sup>, the Executive Committee will not meet on June 28<sup>th</sup> as scheduled. The next Committee meeting will be Thursday, July 26<sup>th</sup>, at 4:00 p.m.

**Adjournment:** There being no further business, a motion was accepted to adjourn the meeting.

Respectfully Submitted:

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Gwendolyn Ellis-Wilson – P.C. Co-Chair