

**Metropolitan Atlanta HIV Health Services
Executive Committee Meeting
January 20, 2011
8:30 a.m.**

Committee Members Present

Katherine Lovell	Jeff Graham
Dolph Goldenburg	Jacque Muther
Hermeyone Wilson	Ernest Hopkins, 2 nd Vice Chair
Larry Cook, 1 st Vice Chair	

Committee Members Not Present

Dazon Dixon Diallo, Chair	Linda Felix
Larry Lehman	Robert Di Vito
Jeanette Nu'Man	

Mr. Larry Cook, 1st Vice Chair, called the meeting to order at 8:35 a.m.

The Committee reviewed the agenda.

A motion was made, seconded, and passed to adopt the agenda.

A motion was made, seconded, and passed to adopt the November 11th Executive Committee minutes.

Grantee Update - Kandace Carty: The Grantee's Office advertised the Request for Proposals (RFP) for FY 2011 funds. The RFP was released on Monday, January 3rd. On Tuesday, January 18th a Mandatory Technical Assistance Workshop was held with two sessions: one for new applicants and one for currently funded applicants. The RFP is due Monday, March 7th by Noon. The Grantee received approval from HRSA to carryover FY 2009 funds in the amount of \$118,773.00. In accordance with the directives from the Planning Council, these funds will be used to fund ADAP.

Budget Revision - Action Item - Ulicia Bolton: The Grantee's office received several budget revisions from agencies requesting to move funds into various priority categories. The agencies provided adequate justification to support their requests, the majority of which were due to vacant positions that the agencies have not been able to fill. (See attached)

A motion was made, seconded, and passed to approve the budget revisions.

Discussion of Future Executive Committee Meeting Locations - Mrs. Kandace Carty: The Ryan White Office requested clarification about the Executive Committee's meeting format for 2011-2012. In previous meetings, the Committee discussed several meeting options to accommodate members that are not always able to attend meetings that are held in the morning. One option is to hold every other meeting via conference call or hold some of the meetings in the evening. The Committee decided to hold every other meeting via conference call, beginning with the March 2011 meeting. A Committee member suggested using Go-to-Meetings to host the conference call which will help to address the issue of conference call etiquette.

The Committee reviewed the January 20th Planning Council agenda.

A motion was made, seconded, and passed to adopt the January 20th Planning Council agenda.

The meeting was adjourned at 8:51 a.m.