



Executive Committee

MEETING SUMMARY

Thursday, November 3, 2022, from 11:00 AM to 11:30 AM
 Videoconference via Zoom: <https://zoom.us/j/84694719298>
 Teleconference: (929) 205 6099 / Meeting ID: 846 9471 9298#

Present	Excused Absences	Unexcused Absences
1. Dr. Robert Johnson (Chair)	7. Dr. Ann Bagchi	9. Warren Poole
2. Cezar Dumago (Secretary)	8. Ketlen Alsbrook	10. Vieshia Morales
3. Joann McEniry (Co-Chair)		
4. Patricia Moore (Treasurer)		
5. Sharon Postel (Non-Voting)		
6. Aliya Roman (Non-Voting)		

PC Support Staff: Carla-Ann Alexander and Roberto Benoit

Action Items

- **NEMA Roll-out Plan and Bylaws Discussion**—purpose of meeting is to review NEMA rollout plan and draft Bylaws by making approved changes before presenting final draft to full Planning Council.
- Changes made:
 - Article 4.1
 - Revisions were made to reduce redundancy. The statement now reads “The Chief Elected Official shall appoint all members of the Planning Council” rather than “The Chief Elected Official shall appoint all members of the Planning Council shall be approved by the Chief elected official”.
 - “Council shall include in its membership, at least one (1) member from each of the following categories unless no entity from that category exists in the EMA” was revised to read “Council shall include in its membership, at least one (1) member from each of the following categories unless no Planning Council applicant from that category exists in the EMA”
 - Article 4.8
 - Revisions were made to bring further distinction and clarity to those serving multiple roles within the PC. Statement now reads: “Unaffiliated members and members designated as representing Parts B, C, and D can serve indefinitely but must be formally reappointed every (2) years.”
 - Article 5.1
 - Revisions were made to clarify how the Vice-Chair and Committee Chairs are appointed. Statement now reads “The Chief Elected Official shall appoint the Chair. The Chair appoints the Vice-Chair and Committee Chairs. The Secretary and Treasurer shall be elected by the Planning Council. All officers shall serve

two-year terms and shall not serve more than five consecutive terms unless there is a lack of candidates.”

- Article 5.2
 - Minor typing errors were corrected (e.g., capitalization of ‘HIV/AIDS’)
- Article 5.5.3
 - “Vice Chairman” was reduced to “Vice Chair”
- Article 6.2
 - ‘Nominations Committee’ was added to the Council’s Standing Committees
- The PC Roll-Out Plan was reviewed and approved during the meeting.

Key Next Steps

- Review changes to Bylaws and prepare final document for HRSA review.