HIV/AIDS Quality of Life Board Meeting Minutes
Friday July 30, 2010 / 1:00 pm – 2:45 pm

**Board member present:** Damon T. Arnold, Adwoa Antwi-Barfi Jacqueline Collins, Karen Yarbrough, Sidney Thomas, Modesto Valle, Ben Montgomery

**Board members absent:** Michael Carr, Nina Harris, Christa Newey, Dana Williams

1. **Welcome and Introductions**
   a. Call to order by Dr. Damon Arnold
   b. Introductions made by Dr. Damon Arnold

2. **IDPH HIV Section update**
   a. Update provided by Matt Charles on AIDS Drug Assistance Program and other grant funded initiatives by HIV/AIDS Section.

3. **Input and vote to adopt Quality of Life Bylaws**
   a. Presentation by Joe Ramos on Quality of Life Bylaws.
   b. All members voted in favor of adoption.
   c. Major points include:
      i. Quorum shall consist of 5 board members
      ii. Participation in meetings can be accomplished by telephone and video conference.

4. **Grant applications and Process**
   a. Overview of application process was provided by Matt Charles
      i. RFA period was 5/10/2010 – 6/15/2010. 38 applications received, 27 passed the technical review. All 27 applications were reviewed by a minimum of 3 reviewers and an average score was determined. Ranking of applications was conducted according to the funding category.
   b. Discussion of applicants
      i. Presentation was given by Matt Charles. Scores and written comments for applications were reviewed.
   c. Vote for funding
      i. Tabled until next meeting.

5. **Follow Up on All Other Issues**
   a. Tabled until next meeting.

6. **Adjournment**
   a. Meeting adjourned at 2:45pm