

## MEETING MINUTES

Name of Group: <b>Executive Committee of the Community Health Council</b>			
Date & Time: 02/03/16, 2:00 pm			
Attendees	<p><b>Members:</b>            Kristy Altman (Chair), Executive Director, Knoxville Track Club            Ellen Zavisca (Chair-elect), Senior Transportation Planner, Transportation Planning Organization            Karen Pershing (Past Chair), Director of Community Initiatives, HealthCare 21 Business Coalition            Martha Buchanan, M.D., Director, Knox County Health Department            Dr. Laurie Meschke, Associate Professor of Public Health, University of Tennessee</p> <p><b>Other:</b>            Erin Read, Health Educator, Knox County Health Department</p>		
Recorder	Name: Erin Read, Knox County Health Department		
TOPIC	Discussion	ACTION or Follow up	WHO
1. Minutes from 11/24	<p><b>Key discussion points:</b></p> <ul style="list-style-type: none"> <li>• No changes</li> </ul> <p><b>Decisions made:</b></p> <ul style="list-style-type: none"> <li>• Motion to approve: Ellen Zavisca</li> <li>• Second: Martha Buchanan</li> <li>• Approved unanimously</li> </ul>		
2. Nominating Committee update	<p><b>Key discussion points:</b></p> <ul style="list-style-type: none"> <li>• Debbie Pinchok and Karen Pershing to rotate off</li> <li>• Two open slots: one community slot and the Town of Farragut Mayor's appointed slot</li> </ul>		
3. Discuss new chair-elect & committee chairs	<p><b>Key discussion points:</b></p> <ul style="list-style-type: none"> <li>• Discussed several potential nominees for CHC Chair-elect.</li> </ul> <p><b>Decisions made:</b></p> <ul style="list-style-type: none"> <li>• Kristy will reach out to CHC member Eve Thomas to take on the position of CHC Chair-elect.</li> </ul>	Ask Eve Thomas if she's willing to be nominated for Chair-elect	Kristy
4. Sustainability Committee	<p><b>Decisions made:</b></p> <ul style="list-style-type: none"> <li>• Kristy will reach out to Jim Dickson to chair this committee.</li> </ul>	Ask Jim Dickson if he's willing to serve as chair of the Sustainability Committee	Kristy
5. TN Open Meetings Act and CHC	<p><b>Key discussion points:</b></p> <ul style="list-style-type: none"> <li>• Myers Morton with County Law Office will come to Feb. 4 meeting to educate CHC members on complying with TN Open Meetings Act.</li> </ul>		
6. Request for advocacy from P&A Committee	<p><b>Key discussion points:</b></p> <ul style="list-style-type: none"> <li>• The Policy &amp; Advocacy Committee submitted a request for advocacy around House Bill 1650/Senate Bill 1716, which would prohibit spending state transportation dollars on anything but motor vehicle infrastructure.</li> </ul> <p><b>Decisions made:</b></p> <ul style="list-style-type: none"> <li>• Executive Committee members would like to have a letter ready to go in case HB 1650/SB 1716 starts moving again.</li> <li>• CHC will be asked to approve sending a letter to the Knox County delegation in case this bill keeps moving.</li> </ul>	1. Bring copies of bill and sample letter to Feb. 4 CHC meeting 2. Ask CHC to approve sending a letter if bill keeps moving	1. Erin  2. Joe

7. Discuss development in forming action teams	<p><b>Key discussion points:</b></p> <ul style="list-style-type: none"> <li>• Executive Committee discussed process for action plans: action plans should come through the CHC for final approval and a little vetting.</li> <li>• Then action plans could go through the Community Relations Committee to be tweaked for consistency of voice.</li> </ul>	Ask Caroline Cooley if she's willing to chair action team for parks/greenways /sidewalks	Ellen
8. Review & approve Feb. 4 CHC agenda	<p><b>Key discussion points:</b></p> <ul style="list-style-type: none"> <li>• Change: add Policy &amp; Advocacy Committee's request for advocacy to the agenda</li> </ul> <p><b>Decisions made:</b></p> <ul style="list-style-type: none"> <li>• Motion to approve agenda with change above: Ellen Zavisca</li> <li>• Second: Karen Pershing</li> <li>• Approved unanimously</li> </ul>		
Announcements/Other	<ul style="list-style-type: none"> <li>• Laurie Meschke plans to ask the CHC for comment on an action team planning template. She'll send it Feb. 12 with a comment deadline of Feb. 19.</li> </ul>		
Adjourn	Next meeting: Thursday, February 25, 8:15 am, Knox County Health Department main conference room		

