MEETING MINUTES

Name of Group:	Executive Committee of the Community Health Council			
Date & Time: 05,	/10/16, 1:00 pm			
Attendees	Members: Kristy Altman (Chair), Executive Director, Knoxville Track Club Ellen Zavisca (Chair-elect), Senior Transportation Planner, Transportation Planning Organization Eve Thomas (incoming Chair-elect), Captain/Internal Affairs, Knoxville Police Department Dr. Martha Buchanan, Director, Knox County Health Department Melissa Knight, Executive Director, InterFaith Health Clinic Dr. Laurie Meschke, Associate Professor of Public Health, University of Tennessee Dr. Joe Miles, Assistant Professor of Psychology, University of Tennessee Other: Fiona McAnally, Program Manager, Knox County Health Department			
	Erin Read, Health Educator, Knox County Health Department			
Recorder	Name: Erin Read, Knox County Health Department			
TOPIC	Discussion	ACTION or Follow up	WHO	
1. Minutes from 3/23	 Key discussion points: Change: section 3, fix misspelling of Laurie Meschke's name Decisions made: Motion to approve: Kristy Altman Second: Eve Thomas Approved upanimously 			
2. State Health	Approved unanimously Key discussion points:			
Improvement Plan, feedback	Dr. Laurie Meschke presented the current draft of the State Health Improvement Plan, regional section focusing on Neonatal Abstinence Syndrome in East TN.			
3. Discuss framework for reviewing action plan	 Decisions made: The Executive Committee will provide detailed feedback on the action plans using the framework. Action Team leads will incorporate feedback and present action plans at the August CHC meeting. 			
4. Appointees: Farragut mayor & community rep	Key discussion points: Two open slots on CHC, one community slot & one appointed (Farragut mayor).	 Reach out to Farragut Reach out to potential community rep 	1. Ellen 2. Martha	
5. Action teams update	Key discussion points:	·		
6. New standing meeting time	 All Action Teams on track to complete action plans by mid-July. Key discussion points: New standing meeting time: 4th Thurs, 2pm-3pm 			
7. Approve agenda for June 2 CHC meeting	Key discussion points: • Suggestions for speaker for June 2 meeting	Reach out to potential speaker for June 2 mtg	Ellen	
Announcement s/Other	New non-profit A Step Ahead wants to start Knoxville chapter and increase access to contraception for young women. Focusing on long-acting, reversible contraception. Have chapters already in Nashville and Memphis. Need an executive director for local chapter.			

Adjourn	Next meeting: June 23, 2pm-3pm, main conference room, Knox County Health Department, 140
	Dameron Avenue

