# MEETING MINUTES

**Name of Group:** Executive Committee of the Community Health Council  
**Date & Time:** 10/27/16, 2:00 pm

| Attendees | Members:  
|-----------|-------------------------------------------------|  
|           | Ellen Zavisca (Chair), Senior Transportation Planner, Transportation Planning Organization  
|           | Capt. Eve Thomas (Chair-elect), Internal Affairs, Knoxville Police Department  
|           | Kristy Altman (Past Chair), Executive Director, Knoxville Track Club  
|           | Melissa Knight, Executive Director, InterFaith Health Clinic  
|           | Dr. Laurie Meschke, Associate Professor of Public Health, University of Tennessee  
|           | Dr. Joe Miles, Associate 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

**1. Minutes from 9/22**

**Decisions made:**  
- Motion to approve: Laurie Meschke, second: Melissa Knight  
- Approved unanimously  

**2. Membership update**

**Key discussion points:**  
- Now at full membership of 21  
- Up to 8 people rolling off in March, 7 eligible for 2nd term  
- Will need new Chair-elect in March  

**Decisions made:**  
- Ellen will follow up to see who is interested in 2nd term  

**3. Policy & Advocacy update**

**Key discussion points:**  
- Knox County Schools active transportation policy on hold  
- Will work on getting CHIP to KCS principals  
- Please let Joe and Fiona know about any health-related legislation you’ve got your eye on

**4. CHC outreach update**

**Key discussion points:**  
- Erin will be updating website, establishing CHC social media presence, issuing press releases, etc.  

**5. Action Teams update**

**Key discussion points:**  
- Public action plan summary document in progress  
- Action Team leads meet Nov 18  

**Decisions made:**  
- Invite Action Team leads to attend CHC meetings

**6. Review CHC agenda 12/1**

**Decisions made:**  
- No major changes

### Announcement/Other

None

### Adjourn

Next meeting: Jan. 26, 2017, 2pm-3pm, Knox County Health Department, second floor, main conference room