DRAFT—subject to approval

MEETING MINUTES

Name of Group: **Executive Committee of the Community Health Council**			
Date & Time: 01/26/17, 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 **Other:** Fiona McAnally, Program Manager, Knox County Health Department Erin Read, Health Educator, Knox County Health Department Karen Tindal, CHC member & Smoke-Free Knoxville liaison		
Recorder	Name: Erin Read, Knox County Health Department		
TOPIC	Discussion	ACTION or Follow up	WHO
1. Minutes from 10/27	**Decisions made:** • Motion: Kristy Altman, second: Melissa Knight • Minutes approved unanimously with no changes		

2. Nominating Committee Update	**Key discussion points:**
	• Two open slots:
	  • Danielle DuFur Sims (KAPA) ready to serve
	  • Ask pending for Joel Hornberger (Cherokee)
	• Ask pending for chair-elect position
	• Hope to be able to vote on all three by Feb 2
		1. Reach out to potential chair-elect
		2. Reach out to Joel
			1. Ellen
			2. Melissa

3. Smoke-Free Knoxville & CHC	**Key discussion points:** • Motion: Eve Thomas, second: Kristy Altman • Revised Memorandum of Commitment approved with no changes • Vote on MOC by full CHC to follow on Feb. 2 • Reminder/discussion about $25,000 in tobacco settlement funds set aside for CHC		
4. CHIP update to public bodies	**Key discussion points:** • Time for annual CHIP update to public bodies (County Commission, City Council, MPC, School Board) • Would like to reach out to East TN Foundation and Trinity Health Foundation to talk to them about how United Way integrated CHIP priorities into their grant-making process	Reach out: 1. County Comm 2. City Council 3. MPC 4. School Board 5. ET Foundation 6. Trinity	1. Eve 2. Fiona 3. Ellen 4. Erin 5. Melissa 6. Erin
7. Policy & Advocacy Comm. Update	**Key discussion points:** • Committee has released a revised, simpler version of the request for advocacy form • Committee has received a request for advocacy around preemption and tobacco issues		
8. Review CHC agenda 2/2	**Decisions made:** • No major changes		
Announcements/Other	• United Way begins presentations for health grants in February. • Update: 211, a major focus of the first iteration of Together Healthy Knox, has been improved and better supported, and was in place to be the primary contact for aid after the Gatlinburg fires.		

	• Leadership Knoxville is beginning a process to address strategic issues in the community, could tie in to CHIP.
Adjourn	Next meeting: Mar. 23, 2017, 2pm-3pm, Knox County Health Department, second floor, main conference room