**Meeting Minutes**

**Name of Group:** Executive Committee of the Community Health Council  
**Date & Time:** 09/29/17, 1:00 – 2:00 pm

<table>
<thead>
<tr>
<th>Attendees</th>
<th>Members:</th>
</tr>
</thead>
</table>
|           | Dr. Martha Buchanan, Director, Knox County Health Department  
|           | Lara Fleming (Chair-elect), Operations Officer & Dir of HR, The Trust Company  
|           | Dr. Joe Miles, Assistant Professor of Psychology, University of Tennessee (phone)  
|           | Capt. Eve Thomas (Chair), Knoxville Police Department  
|           | Ellen Zavisca (Past Chair), Senior Transportation Planner, Transportation Planning Organization (phone)  
| Other:    | Erin Read, Health Educator, Knox County Health Department  
| Recorder  | Erin Read, Knox County Health Department  

**TOPIC**  
**Discussion**  
**ACTION or Follow up**  
**WHO**

1. **Minutes from 7/27**  
   **Decisions made:**  
   • Motion: Lara Fleming, second: Martha Buchanan

2. **CHC agenda, 10/12**  
   **Key discussion points:**  
   • Add Youth Risk Behavior Survey data briefing, and information on upcoming Behavioral Risk Factor Survey

3. **Membership review**  
   **Key discussion points:**  
   • Five open slots in April 2018 (two appointed)  
   • Chair to reach out to potential new members  
   • Chair and staff to send letter to appointing individuals/bodies (City Mayor and Farragut Board of Aldermen) to see if they want to reappoint current reps  
   • CHC will vote on new members at Feb meeting

4. **Adjourn**  
   **Next meeting:** Jan. 25, 2018, 2pm-3pm, Knox County Health Department, second floor, main conference room  
   1. Reach out to potential new members  
   2. Letter to City Mayor & Farragut Board  
   1. Eve  
   2. Eve, Erin, Fiona