

Carroll County Local Board of Health Meeting Minutes
Carroll County Health Center Conference Room
August 31, 2016
5:00 p.m.

Members Present:

Greg Goff
Philip Habas
Richard Kates
Dr. Ben Kutnicki
Jodie Kemper
Sandra May
Judge Bobby Lee Westrick
David Wilhoite

Members Absent:

Dr. Cecil Martin
Dr. Mark Miller
Chad Franklin
Bill Osborne

Staff Present:

Dr. Georgia Heise
Allison Craigmyle
Justin Pittman
Michelle Wilburn

Community:

Chairman, Sandra May called the meeting to order at 5:02 p.m. A quorum was present.

Topic: Building Proposal

Discussion: Dr. Heise presented the new proposal for the Carroll County Memorial Hospital expansion to the Carroll County Board of Health members. The new addition and parking lot will overlap the health center's property line and over take our parking lot. Dr. Heise discussed the layout and how it will require a new entrance and a new parking lot in the rear of the building with appropriate access to and from parking lots and walkways. Carroll County Board of Health members will agree to new deeds allowing the hospital to build on Carroll County Health Center property with the some stipulations as documented in the letter dated September 1, 2016 as so incorporated by reference.

Action: Dr. Kates made the motion to accept this proposal under board of health terms and conditions. Dr. Ben seconded the motion. The motion passed unanimously.

Topic: Window Replacements

Discussion: Just Pittman stated there were fifteen windows that fogged over and needed replacement. The board members were given the estimate in their packet, which shows an estimate of \$1800.

David Wilhoite asked if there was a warranty on the current windows. Justin stated that the windows aren't vacuum sealed and there was not an initial warranty included with that type of window. Philip Habas questioned if all windows should be replaced instead of replacing a few at a time, he was concerned that the issue will continue on the remaining windows. David Wilhoite stated that if a contractor would give a guarantee on the replacement windows then his suggestion was to replace them all at the same time. If not, then proceed with the few that are necessary now. Philip Habas also mentioned if the windows were replaced could the windows could be tinted?

Justin Pittman stated he would check with the contractor on both subjects and would bring any bids back to the board for review. No action was taken.

Topic: Board Members Attendance

Discussion: Dr. Heise brought up the subject of board members attendance. Dr. Miller's participation with board meetings has been low. There is a provision after a board member misses three meetings, they can be replaced. Dr. Heise stated that she could give them a call first to see if they would still like to serve on the board. Board members agreed and stated that would be the best approach. Dr. Martin's participation has been low as well; however it was confirmed he was at the last board meeting. The decision was made to follow up on Dr. Martin's attendance.

Action: Motion from Dr. Kates to have Three Rivers contact Dr. Miller by telephone to see if he would like to continue to be a board member or if he would like to be replaced. David Wilhoite seconded that motion. Motion passed unanimously.

Topic: Election of Officers

Discussion: The following board of health members were nominated to hold their current positions as board of health officers:

- Chairman: Sandra May
- Vice-Chairman: Bill Osborne
- District Board Member: Dr. Ben Kutnicki

Action: Dr. Kates made the motion to keep current officers the same. David Wilhoite seconded the motion. The motion passed unanimously

Topic: Election of Officers

Discussion: Greg Goff was nominated as board treasurer.

Action: David Wilhoite made the motion to elect Greg Goff as treasurer. Philip Habas seconded the motion. The motion passed unanimously

Topic: Adjournment

Action: Philip Habas made the motion to adjourn. David Wilhoite seconded the motion. The meeting was adjourned at 6:20 p.m.

Sandra May 3/16/2017
Board Chairman Date

George Haza 3/16/17
District Director Date

Quinn 3/16/17
Board Secretary Date