

**District Board of Health Meeting Minutes  
Three Rivers District Office  
Thursday March 8<sup>th</sup>, 2018  
12:00 PM**

**Members Present:**

Joe Mylor, Chairman  
Judge Casey Ellis  
Judge David Fields  
Henry Bertram  
Judge Kenny McFarland  
Judge Bobby Lee Westrick  
Matt Cull

**Others Present:**

Georgia Heise  
Michelle Wilburn  
Lindsey Tirey  
Christina Johnson  
Allison Napier  
Amy Marston  
Justin Pittman  
Melody Stafford  
Jennifer Humphrey

**Welcome**

Chairman Joe Mylor welcomed the Board and called the meeting to order at 12:28 PM. A quorum was present.

**Topic:** Approval of December 14<sup>th</sup> meeting minutes.

**Discussion:** Board members were asked to review the minutes from December 14<sup>th</sup>, 2017. The minutes were reviewed with no discussion.

**Action:** Judge Fields made a motion to approve the minutes. Judge Ellis seconded. The motion to approve the minutes passed unanimously.

**New Business**

**Topic:** Orientation and Training

**Discussion:** Dr. Heise reviewed the Board Member Orientation packet previously mailed to all board of health members. She explained that the board liaison and she would be available for one on one training by request. A sign-up sheet was distributed.

**Topic:** Home Health Report

**Discussion:** Jennifer reported on the Home Health performance improvement committee. She explained that in their last meeting on the focused-on reporting of infections, avoidable events, acute care hospitalization, and the complaint log.

**Action:** Henry Bertram made a motion to approve this report, Judge Ellis Seconded. The motion passed.

**Topic:** Media Communication Public Relations and Branding Policy

**Discussion:** Jennifer Humphrey reviewed the updated version of this existing policy to include social media, revised branding, and logo changes so that Three Rivers can increase visual presence in community.

**Action:** Judge Ellis made a motion to approve the revised Branding Policy change. Matt Cull seconded, the motion passed unanimously.

**Topic:** Ethics Policy

**Discussion:** Lindsey Tirey presented the Ethics Policy; no changes were made to the policy rather the policy needs to be revisited every 5 years and approved.

**Action:** Judge Fields made a motion to approve the existing ethics policy. Henry Bertram seconded, the motion passed unanimously.

**Topic:** Financial Report

**Discussion:** Michelle Wilburn distributed handouts outlining the current status of our budget. She stated that we are currently operating under budget as a district for FY18. She asked the board for questions, concerns, and recommendations for future reporting.

**Action:** Judge McFarland made the motion to approve the financial report. Judge Ellis seconded, the motion passed unanimously.

**Topic:** Pension Crisis

**Discussion:** Dr. Heise presented a PowerPoint detailing the expected changes in the pension system, contribution rate to retirement system, how it could affect Three Rivers finances, and options going forward.

**Action:** No action was necessary.

**Topic:** HIV Cluster Analysis

**Discussion:** Dr. Heise also presented the HIV Cluster analysis findings. She explained that the analysis was conducted by the CDC in conjunction with local health departments in our ADD.

**Action:** No action was necessary.

**Topic:** Meeting Adjournment

**Action:** Henry Bertram made the motion to adjourn, Judge Fields seconded, the motion passed unanimously.

*Joseph B. Nye* 6/14/18  
Board Chairperson Date

*George J. Nye* 6/14/18  
District Director Date

*Christina Johnson* 6/14/18  
Board Secretary Date