

**District Board of Health Meeting Minutes**  
**Sugar Bay Golf Course**  
**Wednesday, December 4, 2019**  
**12:00 PM**

**Members Present:**

Joe Mylor, Chairman  
Judge Ryan Morris  
Judge David Fields  
Judge Harold Tomlinson  
Henry Bertram  
Sandra May

**Others Present:**

Georgia Heise	Greg Goff
Michelle Wilburn	Melody Stafford
Justin Pittman	Cecil Martin
Sherry Fitzgerald	Joe Gilbert
Amy Marston	Billy Matthews
Lindsey Tirey	Paula Lillard
Christina Perkins	David Wilhoite
Yvonne Poe	Micha Dryden
Stephanie Schlueter	Terrie Towles
Dianne Coleman	Rebecca Wilson
	Megan Bankemper

**Welcome**

Chairman Joe Mylor welcomed all those in attendance. The meeting was called to order at 12:34 p.m. A quorum was present.

**Topic:** Approval of September 12, 2019, Meeting Minutes

**Discussion:** The Board was asked to review the minutes from the September 12, 2019, meeting. There was no further discussion.

**Action:** Henry Bertram made a motion to approve the minutes. Judge Tomlinson seconded. The motion carried unanimously.

**Old Business**

**Topic:** Financial Close-Out FY19

**Discussion:** Finance Manager, Michelle Wilburn presented the financial close out for FY19, noting some of the expenses were down due to selling the Home Health agency. She also stated that the financials have been audited.

**Action:** No action necessary.

**Topic:** FY19 Audit

**Discussion:** The Board was given a copy of the FY19 Audit. Michelle Wilburn highlighted that it was a clean audit with no findings.

**Action:** Motion was made by Judge Tomlinson to accept the audit report. Judge Morris seconded. The motion carried unanimously.

**Topic:** District Office Building Payoff

**Discussion:** Michelle Wilburn advised that the transaction to payoff the District Office building was completed on November 22, 2019.

**Action:** No action needed.

**Topic:** Quarterly Board Report

**Discussion:** The Board was given a copy of the Quarterly Board Report. Michelle Wilburn noted that it details a number of specifics District wide, such as Quality Improvement, building maintenance, vehicle fleet and newly hired staff.

**Action:** Motion was made by Henry Bertram to accept the Quarterly Board Report. Judge Fields seconded. The motion carried unanimously.

**New Business**

**Topic:** Radon Action Month

**Discussion:** Environmental Health Director, Justin Pittman notified the Board that January is Radon Action Month. He stated that Three Rivers is able to buy and hand-out radon test kits to the public with EPA funds that we receive. He emphasized that we are also able to conduct educational campaigns with this money as well.

**Action:** Henry Bertram made a motion to accept the resolution for the radon kits. Judge Tomlinson seconded. The motion carried unanimously.

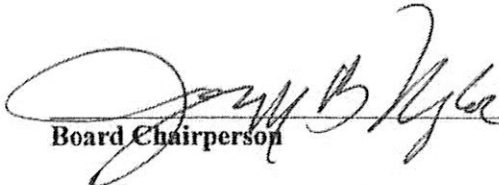
**Topic:** Public Health Transformation Bill

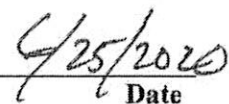
**Discussion:** Dr. Heise gave the Board a brief update on the status of the Public Health Transformation Bill.

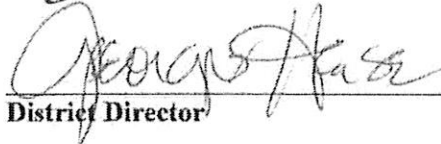
**Action:** No action needed.

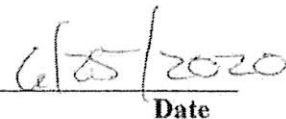
**Topic:** Adjournment

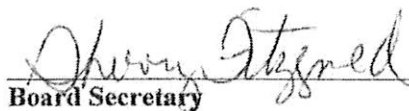
**Action:** Judge Harold Tomlinson made a motion to adjourn. Henry Bertram seconded the motion. Motion was carried unanimously and adjourned at 1:11 p.m.

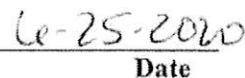
  
Board Chairperson

  
Date

  
District Director

  
Date

  
Board Secretary

  
Date