**EGYPTIAN HEALTH DEPARTMENT**

**BOARD MEETING HELD**

**MARCH 21, 2022**

The Board of Directors held a regularly scheduled meeting on March 21, 2022. President Justin Dartt called the meeting to order at 6:00 p.m.

**Roll Call:**  Don Allen, Rona Bramlet, Nancy Buttry, Wanda Douglas, Andrew Lunsford, Becky Mitchell, Martin Rowe, Lisa Smith, Jan Thaxton and Justin Dartt

Absent: Treva Aud, Billy Bradley, Martin Duffy, Valerie Mitchell, Cassie Pigg

**Approval of February 22, 2022 Board Meeting Minutes:** Motion by Becky Mitchell; seconded by

Nancy Buttry to approve the February 22, 2022 board meeting minutes. All aye.

**Finance Committee Report:** Motion by Martin Rowe; seconded by Rona Bramlet to approve the finance committee report. Roll call vote taken with Don Allen, Rona Bramlet, Nancy Buttry, Wanda Douglas, Andrew Lunsford, Becky Mitchell, Martin Rowe, Lisa Smith, and Jan Thaxton.

**Treasurer’s Report:** Motion by Jan Thaxton; seconded by Lisa Smith to approve the February treasurer’s report. Roll call vote taken with Don Allen, Rona Bramlet, Nancy Buttry, Wanda Douglas, Andrew Lunsford, Becky Mitchell, Martin Rowe, Lisa Smith, and Jan Thaxton.

**Personnel Committee:** The personnel committee met.

Angie needed a waiver approved due to our nepotism policy for Krysta Payne, RN to work as a WIC RN under Alyssa Oglesby who is her sister. Diane Hopkins is the supervisor but Alyssa is Diane’s supervisor.

Motion by Martin Rowe; seconded by Rona Bramlet to approve this waiver. All aye.

The personnel committee also did Angie’s performance evaluation. The committee proposed a 5% increase and a $4000.00 bonus for this year. Motion by Lisa Smith; seconded by Wanda Douglas to approve this increase and bonus. Roll call vote taken with Don Allen, Rona Bramlet, Nancy Buttry, Wanda Douglas, Andrew Lunsford, Becky Mitchell, Martin Rowe, Lisa Smith, and Jan Thaxton.

**CEO Report:** Motion by Martin Rowe; seconded by Andrew Lunsford to accept the CEO report.

**New Business:**

 **Approve Policy and Procedure Manual:** Motion by Becky Mitchell; seconded by Wanda Douglas to approve the EHD Policy and Procedure Manual. All aye.

 **Approve Employee Handbook:** Motion by Andrew Lunsford; seconded by Nancy Buttry to approve the Employee Handbook. All aye.

Motion at 6:40 p.m by Lisa Smith; seconded by Andrew Lunsford to adjourn. All aye.

The next meeting will be April 18, 2022.

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Board Member Presiding Over Meeting Title Date

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Board Member Title Date

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Board Member Title Date