

EGYPTIAN HEALTH DEPARTMENT
BOARD MEETING HELD
MARCH 20, 2023
AT THE ELDORADO OFFICE

ROLL CALL: Nancy Buttry, Amanda Cannon, Martin Duffy, Becky Mitchell, Valerie Mitchell,
Martin Rowe, Lisa Smith, and Rona Bramlet

Absent: Don Allen, Treva Aud, Justin Dartt, Wanda Douglas, Andrew Lunsford, Jan Rash and Jan Thaxton

Approval of February 21, 2023 Board Meeting Minutes: Motion by Becky Mitchell; seconded by Martin Duffy to approve the February 21, 2023 board meeting minutes. All aye.

Finance Committee Report: Finance did not meet due to no quorum.

David did present one purchase order that did need approved. It is a home health training that the Director and one nurse will be attending. The amount is \$735 for each one. Motion by Martin Duffy; seconded by Nancy Buttry to approve the purchase order. Roll call vote taken with Nancy Buttry, Amanda Cannon, Martin Duffy, Becky Mitchell, Valerie Mitchell, Martin Rowe and Lisa Smith voting yes. Vote was 7 yes and 0 no. Motion carried.

Treasurer's Report: Motion by Martin Rowe; seconded by Valerie Mitchell to approve the February 2023 treasurer's report. Roll call vote taken with Nancy Buttry, Amanda Cannon, Martin Duffy, Becky Mitchell, Valerie Mitchell, Martin Rowe and Lisa Smith voting yes. Vote was 7 yes and 0 no. Motion carried.

Policy Committee:

1. **Approve IT Helpdesk Policy:** This is a new policy. Motion by Amanda Cannon; seconded by Becky Mitchell to approve the IT Helpdesk policy. All aye.

CEO Report: Motion by Martin Duffy; seconded by Valerie Mitchell to accept the CEO report. All aye.

Program Report: Holly Kotner, Marketing Coordinator gave a presentation on Gambling Awareness month and Child Abuse Prevention month. Motion by Martin Rowe; seconded by Nancy Buttry to accept the program report. All aye.

Unfinished Business: A board orientation was scheduled for all board members for April 24th from 5:30-7:00.

New Business:

1. **Strategic Plan:** Motion by Martin Duffy; seconded by Lisa Smith to accept the 2023-2025 Strategic Plan. All aye.
2. **Approve Policy Procedure Manual / Employee Handbook:** Motion by Amanda Cannon; seconded by Valerie Mitchell to approve the policy procedure manual and the employee handbook. All aye.
3. **Conflict of Interest Policy:** The Conflict of Interest Policy and acknowledgement was passed out to all members present and acknowledgements signed.

Motion at 7:00 p.m. by Becky Mitchell; seconded by Nancy Buttry to go into executive session under 2 (c) 1 of the open meetings act to discuss personnel and litigation. Roll call vote taken with Nancy Buttry, Amanda Cannon, Martin Duffy, Becky Mitchell, Valerie Mitchell, Martin Rowe and Lisa Smith voting yes. Vote was 7 yes and 0 no. Motion carried.

Motion at 7:15 p.m. by Martin Rowe; seconded by Martin Duffy to come out of executive session.

Roll call vote taken with Nancy Buttry, Amanda Cannon, Martin Duffy, Becky Mitchell, Valerie Mitchell, Martin Rowe and Lisa Smith voting yes. Vote was 7 yes and 0 no. Motion carried.

The next meeting will be April 17, 2023.

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Board Member Presiding Over Meeting	Title	Date
_____	_____	_____
Board Member	Title	Date
_____	_____	_____
Board Member	Title	Date

