BOARD OF HEALTH MEETING
Vienna Masonic Lodge | 1615 Old Route 146 Loop, Vienna
Thursday, February 27, 2020 | 6:30 p.m.

REVISED AGENDA

I. Call to Order, Open Meetings Compliance, Quorum Check
II. Introductions/Roll Call
III. Review and Approval of Regular Meeting Minutes from 12/5/2019
IV. Guest Speaker: Bobi Cavins – 2020 Census
V. Administrator’s and Director’s Reports
   a. Executive Director, Rhonda Andrews Ray
      i. Property
      ii. Strategic Planning
         1. Mission Statement
      iii. Contracts & Leases
      iv. Grant & Program Updates
   b. Financial Administrator, J.P. Champion
      i. Public Health Financial Statements – Motion to Approve
      ii. Head Start Financial Statements – Motion to Approve
      iii. Head Start In-Kind Report – Motion to Approve
      iv. Credit Card Reports – Motion to Approve
   c. Human Resources Administrator, Terri Stewart
      i. Economic Interest Statements
      ii. Confidentiality Statement
      iii. Organization Chart – Motion to Approve
      iv. Personnel Action Report – Motion to Approve
      v. Personnel Policy Manual Revisions – Motion to Approve
      vi. Onboarding for new employees
   d. Health Education Director, Natalie Sawyer
      i. Program Updates
ii. IPlan

e. Early Childhood Administrator, Jennifer Parks
   i. Policy Council Crossover Member Report, Sharon Burris – Motion to Approve
   ii. Enrollment/Attendance/Recruitment Update – Motion to Approve
   iii. Outcomes Report – Motion to Approve
   iv. COLA & Quality Improvement Funding
   v. Onboarding for new employees

f. Environmental Health Director, Miranda Adams
   i. Food Permits

g. Director of Nursing, Teresa Wilburn

h. Board President, Dr. Gene Zinn
   i. New Business
   j. Announcements
   k. Next Meeting Date – April 23, 2020

l. Adjournment