



**Strategic Planning Team Meeting Minutes
 January 7, 2013**

MEMBERS PRESENT:

- Pamela Godby, Human Resources Manager
- Jasie Logsdon, Senior Epidemiologist and Preparedness Program Director
- Janae Tucker, LHN Specialist
- Stuart Spillman, Environmental Health Director
- Amy Tomlinson, Public Health Services Coordinator
- Peggy Tiller, Director of Nursing
- Shawn Crabtree, Executive Director
- Tracy Aaron, Health Education Director
- Leah Jasper, Director of Administrative Services

MEMBERS ABSENT: None

TOPIC	DISCUSSION	FOLLOW-UP
	Meeting called to order at 12:19 PM EST Meeting Topic: Completion of Action Steps	
Meeting Minutes	Minutes were reviewed. Motion to accept minutes made by Shawn Crabtree. Second made by Leah Jasper. All approved. Motion carried.	
Old Business	Action Steps for Strategic Initiatives 1-5 were completed at the December 2012 meeting. Action steps for Strategic Initiative 6 were completed by Janae and Amy prior to 01/07 meeting. Committee reviewed and accepted them.	
New Business	Action Steps for Strategic Initiative 7 were discussed and developed. Committee discussed reviewing the draft plan with LCDHD Executive Staff at an upcoming meeting. Program managers will be responsible for helping develop SMART objectives and action steps for their programs.	
Next Meeting and Assignments	Next meeting will be February 4, 2013 from 1-3 PM.	
	Meeting adjourned at 1:40 PM EST <i>*Time for this and future strategic planning committee meetings should be coded to the employee's administrative cost center.</i>	