



**Strategic Planning Team Meeting Minutes
 March 20, 2013**

MEMBERS PRESENT:

Pamela Godby, Human Resources Manager
 Jasie Logsdon, Senior Epidemiologist and Preparedness Program Director
 Janae Tucker, LHN Specialist
 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
 Stuart Spillman, Environmental Health Director

TOPIC	DISCUSSION	FOLLOW-UP
	Meeting called to order at 1:04 PM EST	
Meeting Minutes	Minutes were reviewed. Motion to accept minutes made by Pam Godby. Second made by Janae Tucker. All approved. Motion carried.	
Old Business	Review of Strategic Initiative 5 Reworded initiative, goals and objectives where necessary. See attachment.	
New Business	Reviewed goals and action steps to make sure suggested criteria was met: a. Goals support the mission and vision b. Each goal deals with just one issue c. The goal represents a desired result that can be measured d. The goal encompasses a relatively long period of time (3-5 years) e. Action steps are measurable It was determined that programmatic input was needed in order to complete the action steps.	Suggestions for program / division input will be asked for at the next executive staff meeting and input will be added to the initiatives chart. Amy will input info and send it out to everyone for review again.
Next Meeting and Assignments	A doodle poll will be initiated to determine the next meeting time and date. Please respond asap to the link.	Committee members will respond to doodle poll.

	<p>Meeting adjourned at 3:00 PM EST <i>*Time for this and future strategic planning committee meetings should be coded to the employee's administrative cost center.</i></p>	
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