

Description		
Date	07/13/2009	Location Board of Health
Time	Speaker	Note
9:00:17 AM		<i>Board Members Present:</i> Eric Bryson, Robin Cory, Berk Knighton, Brian Leland, Bill Murdock, Gretchen Rupp, Buck Taylor, Barbara Vaughn <i>Excused Board Members:</i> Laura Larsson <i>Deputy County Attorney:</i> Chris Gray <i>Staff:</i> Toni Lucker, Stephanie Murphy, Stephanie Nelson, Tim Roark
9:03:41 AM		Meeting Called to Order
9:04:04 AM		Audio Disclaimer
9:04:26 AM		Public Comment - none
9:04:40 AM		Stephanie Nelson commented on her retirement and the Health Officer transition plan.
9:08:12 AM		Decision to Appoint a Health Officer Search and Recruitment Committee
9:08:29 AM		Barbara suggested, based on discussions of Evaluation Committee, that the same team, Buck, Barbara, Eric and Laura, be on the Health Officer Search & Recruitment Committee.
9:10:43 AM		Board discussion about including a County Commissioner on the Search Committee.
9:14:49 AM	Motion	Buck made a motion to appoint a committee consisting of Barbara Vaughn, Laura Larsson, Bill Murdock, Eric Bryson and Buck Taylor to search for, recruit and make a recommendation for the hiring of a new Health Officer for the Gallatin City-County Board of Health.
9:14:59 AM	Second	Eric seconded.
9:15:00 AM		No further Board discussion.
9:15:13 AM	vote	Roll Call: Eric Bryson - yes Robin Cory - yes Berk Knighton - yes Brian Leland - yes Bill Murdock - yes Gretchen Rupp - yes Buck Taylor - yes Barbara Vaughn - yes The motion passed unanimously.
9:15:29 AM		Decision to Appoint an Interim Health Officer
9:15:47 AM		Barbara stated that Stephanie Nelson continues as the Health Officer until September 1st and will show the Directors the necessary activities. Barbara added that the Board would like to appoint Tim Roark as the Interim Health Officer on Sept 1st until a new Health Officer is hired.
9:17:02 AM		The Board asked about the salary compensation for the Interim Health Officer? Barbara noted that the Executive Committee will discuss this.
9:17:47 AM		The Board asked if Tim has the appropriate the training and qualifications by statute

		to be an Interim Health Officer and is there an option for a review of those who do not meet the specific qualifications from the state?
9:18:14 AM		Chris stated that statute requires a Health Officer be a physician or hold a Master of Public Health. The State Department of Health can give a waiver if the person does not meet the two requirements. This process has not been started yet so a letter from the Board of Health to the State needs to be created. Eric suggested The Board create the letter before appointing the interim Health Officer.
9:21:31 AM	Motion	Brian made a motion to appoint Tim Roark to be the Interim Health Officer effective September 1 pending all reviews by DPHHS on the qualifications.
9:22:04 AM		Termination of the appointment would be upon the successful hiring of a permanent Health Officer
9:22:18 AM	Second	Buck seconded the motion
9:22:27 AM		The Board asked about the recruitment timeframe and is vacancy savings going to be a factor as to when the Board could hire a Health Officer? Stephanie noted that money is available for a search and to pay the Interim HO. Stephanie has been in discussions about this with Ed Blackman, Finance Director and the Human Resources Director. The recruitment committee will need to develop a budget.
9:25:06 AM		The Board asked if there would be a replacement for Tim as Environmental Health Director? Tim stated he did not anticipate the need for a replacement.
9:28:53 AM	Vote	Roll Call: Eric Bryson - yes Robin Cory - yes Berk Knighton - yes Brian Leland - yes Bill Murdock - yes Gretchen Rupp - yes Buck Taylor - yes Barbara Vaughn - yes The motion passed unanimously.
9:29:25 AM		Decision to Appoint an Executive Committee during Transition to New Health Officer
9:31:55 AM		The Board discussed the duties of the committee, which is to aid in the smooth transition and to ensure Tim and Stephanie Murphy have the information they need to run the department.
9:34:41 AM		Board discussion about the amount of work involved for both committees and if there is a need for an Executive Committee versus calling special Board meetings as needed. The Board asked counsel for advice.
9:36:14 AM		Chris provided an example motion in order to determine the duties of the Executive Committee: "For the purposes of being available on short notice if there was an issue (i.e., public health emergency and the Health Officer was not available), the ability to gather together a committee for an emergency and report back to the Board." Chris also suggested "appointing an executive committee consisting of (fill in the blanks) Barbara Vaughn, Buck Taylor and Laura Larsson to convene as necessary to provide support, supervision and guidance to any Health Officer or their designees and report back to the Board as necessary."
9:40:26 AM	Motion	Brian made a motion to appoint an Executive Committee consisting of Barbara Vaughn, Laura Larsson and Buck Taylor to convene as necessary to provide support, supervision and guidance to any Health Officer or their designees and

		report back to the Board.
9:40:50 AM	Second	Eric seconded the motion.
9:41:00 AM	vote	Roll Call: Berk - yes Buck - yes Robin - yes Eric - yes Gretchen - no Bill - no Barbara - yes Brian - yes The motion passed.
9:41:28 AM		Meeting Adjourned

Secretary

Date

Chair

Date