

## BOARD OF HEALTH – MEETING MINUTES

**September 17<sup>th</sup>, 2024**

*Meeting held remotely over Zoom at the Southern Seven Health*

*Department Administrative Building*

COUNTY	NAME	ATTENDED
Alexander	VACANT	--
	Rebecca Glodo	--
	Joe Griggs	--
	VACANT	--
Hardin	Darrick Armstrong	--
	Dr. Loni Jo Banks	--
	Jordan Austin	--
	VACANT	--
Johnson	Jason Taylor	--
	Emily Taylor	X
	Chrissy Hayden	X
	Joashley Ross	--
Massac	Dr. Terry Heisner	X
	Jayson Farmer	X
	Sharon Burris	X
	Brian Horn	X
Pope	Dr. Karla Cunningham	X
	Rita McKinley	X
	Lindzey Barger	--
	VACANT	--
Pulaski	Lisa Casper	--
	Mike Sharp	X

	Debbie Brown	--
	Jayson Fitzgerald	--
Union	Marsha Griffin	--
	Dr. Kathy Swafford	--
	Brandon Bierstedt	--
	Debby McKibben	X

Staff Present: Rhonda Andrews-Ray, Executive Director/Public Health Administrator  
Sarah Goddard, Financial Administrator  
Jennifer Parks, Early Childhood Administrator

Minutes recorded and transcribed by Corey Robinson, Executive Assistant

**I. Call to Order/Quorum Check/Open Meetings Compliance**

President, Dr. Terry Heisner, called the meeting to order at 5:37 P.M. A quorum was declared present. All notices were posted in compliance with the Open Meetings Act.

**II. Introductions/Roll Call**

Corey Robinson took roll.

**III. Administrator's and Director's Reports**

**a. Early Childhood Administrator, Jennifer Parks**

**i. Budget for 2024-2025 Head Start Grant – *Motion to approve***

1. Jennifer explained to the Board that her department needs to write a grant that will be due October 1<sup>st</sup>, 2024. Jennifer presented a Funding Guidance Letter from the Office of Head Start that provides details on how to write the grant, and asked for a motion to approve the writing process.

Sarah co-presented the projected Head Start budget for the upcoming grant with Jennifer and explained the context in which it relates to the grant.

*Dr. Karla Cunningham made a motion to approve the writing of, and the budget for the 2024-2025 Head Start Grant. Debby McKibben seconded the motion. All in favor. Motion carried.*

**ii. Housing Cost Adjustments for Eligibility – Motion to approve**

1. Jennifer explained to the Board that the income requirements for Head Start had evolved, and would potentially allow some of the Agency's current "over-income" and "near-low" families to be eligible for Head Start services. Jennifer asked that the Board approved these changes to be written into the upcoming grant, in hopes that it will help Southern Seven's Head Start enrollment.

*Sharon Burris made a motion to approve the criteria outlined by Jennifer for inclusion in the Head Start/ Early Head Start programs and the grant her department will be writing. Mike Sharp seconded the motion. All in favor. Motion carried.*

**IV. Next Meeting Date: Thursday, October 10<sup>th</sup>, 2024**

**V. Adjournment**

*Sharon Burris made a motion to adjourn the meeting. Mike Sharp seconded the motion. Motion Carried. Meeting adjourned at 5:49 P.M.*

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Corey Robinson, Recorder

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Marsha Griffin, Secretary