

Southern Seven Board of Health

Special Hiring Committee Open Meeting Minutes

Shawnee Community College, Room H2090

December 4th, 2025 10:30 A.M.

Committee Members Present: Sharon Burris, Vice President (Massac); Debby McKibben, Secretary (Union); Debbie Brown, Treasurer (Pulaski); Sarah Basler (Alexander); Darrick Armstrong (Hardin); Emily Taylor (Johnson); and Rita McKinley (Pope).

Committee Members Absent: None

S7HD Management Staff: Natalie Sawyer, Health Education Director & Co-Interim Executive Director; Rebecca Reed, Human Resources Director

Meeting recorded and transcribed by: Andrea Mayer, Program Associate

- I. Call to Order/Open Meetings Compliance**
Vice President, Sharon Burris called the meeting to order at 10:32 a.m. All notices were posted in compliance with the OMA.
- II. Roll Call for Attendance**
Roll call was taken by Andrea Mayer. A quorum was declared present.
- III. Public Comment**
None.
- IV. Review and Approval of Meeting Minutes**
Debby McKibben made a motion to approve the open meeting minutes from *November 12th, 2025*. Darrick Armstrong seconded the motion. All in favor. Motion carried.
- V. Closed Session**
Emily Taylor made a motion to enter closed session pursuant to **5 ILCS 120/2(c)(21)** and **5 ILCS 120/2(c)(3)** for the review and approval of closed session minutes and to conduct interviews for the Executive Director position. Darrick Armstrong seconded. Roll call vote was taken. All in favor. Motion carried. The Committee moved into closed session at 10:34 a.m. *Closed Session minutes transcribed separately.*
- VI. Reconvene to Open Session**
Debbie Brown made a motion to return to open session. Darrick Armstrong seconded the motion. Roll call vote was taken. All in favor. Motion carried. The Committee moved to open session at 1:00 p.m. Rita McKinley made a motion to recommend Jennifer Parks to the Board for the position of Executive Director. Darrick Armstrong seconded. Sarah Basler and Debby McKibben opposed. The majority ruled, and the motion carried.

VII. Adjournment

Darrick Armstrong made a motion to adjourn. Rita McKinley seconded the motion. All in favor. Motion carried. Meeting adjourned at 1:01 p.m.

Andrea Mayer, Program Associate

Sharon Burris, Vice President