

Southern Seven Board of Health

Executive Committee Meeting Minutes

Building F, Ullin, IL

September 25, 2025 5:30 P.M.

Committee Members Present: Terry Heisner, President (*via telephone due to medical conditions*); Sharon Burris, Vice President; Debbie Brown, Treasurer; Debby McKibben, Secretary; Mike Sharp

Committee Members Absent: *None*

S7HD Management Staff: Jennifer Parks, Early Childhood Administrator; Natalie Sawyer, Health Education Director; Rebecca Reed, Human Resources Director; Sarah Goddard, Financial Administrator

Minutes recorded and transcribed by: Andrea Mayer, Program Associate.

- I. Call to Order/Roll Call/Quorum Check/Open Meetings Compliance**
Terry called the meeting to order at 5:30 P.M. Roll call was taken by Andrea. A quorum was declared present. All notices were posted in compliance with the Open Meetings Act.
- II. Virtual Attendance**
Debbie made a motion to allow Terry Heisner to attend via telephone due to a medical condition. Debby seconded. All in favor. Motion carried.
- III. Approval of Meeting Minutes from the Special Executive Meeting on 8/12/2025**
Debby made a motion to the meeting minutes. Debbie seconded. All in favor. Motion carried.
- IV. Closed Section**
Sharon made a motion to go into closed session for the purpose of discussing a potential conflict of interest. Debbie seconded. Roll call vote was taken. All in favor. Motion carried.
- V. Reconvene to Open Session: Brief Discussion of Reports**
Sarah, Rebecca and Jen briefly went over reports they would be discussing during the General Committee Meeting. No action taken.
- VI. Adjournment**
Mike made a motion to adjourn. Debbie seconded. All in favor. Motion carried. Meeting adjourned at 6:25 P.M.