**Dukes County Health Council**

**Agenda and Meeting Notes (DRAFT)**

**March 21, 2024**

7:30-9:00 am

Attendees: <<attendees>>

zoom link: <https://us02web.zoom.us/j/85288801012?pwd=VVdmMitnK2dGUUtiUk9NbHI4M3crdz09>

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|  | **Discussion/Followup/Actions** |
| **Meeting to Order**  Mary Jane Williams (2 min) | **MJW called meeting to order** |
| **Review and Approve DCHC Minutes from February 15**  (see attached) (5 min**)**  **ACTION REQUIRED** | **Minutes approved with wording change suggested by Marina Lent** |
| **Introduction of New DCHC Members MJW, all** (20 min)  (see list of DCHC members) | **no new members, at present, however several prospective members are in process** |
| **Election of Coordinating Committee and DCHC officers** MJW (15 min)  Proposed CC members-Kathleen Samways, Leslie Clapp, Christine Todd, Sheryl Taylor, Mary Jane Williams, Bob Laskowski, (one slot open)  Ratification of Officers: Kathleen Samways, Chair; Leslie Clapp, Vice Chair; Secretary (open); Bob Laskowski, Treasurer(see bylaws; CC membership open to all DCHC members, elected by Health Council members) **ACTION REQUIRED**  Officers, nominated by CC, ratified by DCHC members) **ACTION REQUIRED** | **Coordinating Committee members as listed in agenda unanimously approved by Health Council Members. Health Council members elected officers Kathleen Samways, Chair;Leslie Clapp, Vice Chair; Bob Laskowski, Treasurer**  **Secretary position remains open.**  **Kathleen Samways assumed Chair responsibilities and chaired the remainder of the meeting. She thanks Mary Jane Williams for all her service. Mary Jane will remain on the he** |
| **Delegation of Responsibilities in lieu of Secretary** Chair (5 min)  Need for Secretary; in their absence, need for 4 Health Council members to take meeting notes using new format **ACTION REQUIRED** | **Secretarial Duties will be divided among Health Council members until a new Secretary is appointed; Official minutes will be taken in an abbreviated format; this will be supplemented by a zoom AI enchanced summary; Meetings will also be recorded.** |
| **Dukes County Health Council Website—review**  [**https://www.dchcmv.com/**](https://www.dchcmv.com/)  Kathleen Samways (20 min)  DCHC website as resource for DCHC members—**demonstration/discussion** | **Kathleen reviewed the features of the new Health Council website** |
| **Public Health Update—**Marina Lent (10 min) | **Susan Pratt was introduced as the new Substance Abuse Disorder Coordinator; Amelia Hambrecht was introduced in her new role of public health nurse at Island Healthcarre** |
| **Meeting Adjourns--**Chair |  |

Approved <<date>>

Please see unedited AI meeting notes for additional detail