

Southwest Virginia Health Authority

Executive Committee Meeting

May 10, 2016

- I. Call to order and determination of quorum -Delegate Kilgore
- II. Budget discussion – Donna Price Henry
  - a. Current available funds
  - b. Invoice from Mitchell law firm
- III. Administrative staff for Authority office support (review of 3 applications received to date, decision about interviewing, continuing to advertise) and discussion of possible use of student intern rather than employing staff – Sue Cantrell
- IV. VA Employer Tax ID number –designation of individual to access website who will file our quarterly returns for the employees (Donna Stanley with PD 1 CSB and possibly another Authority member? Sue Cantrell
- V. Update on the employee status (3). Setting up payroll, establishing oversight reporting of employees to Authority member(s), expectations, reporting. Sue Cantrell, Del Kilgore
- VI. Other
- VII. Adjourn