



# Bell County Public Health District

[www.bellcountyhealth.org](http://www.bellcountyhealth.org) Phone: 254-773-4457

Twitter: @BellCountyPUBH Facebook: Bell County Public Health District Instagram: @bellphd

## BOARD of HEALTH

### MEETING AGENDA

**August 14, 2023, at 6:00 p.m.**

**BCPH Main Office, 4236 Lowes Drive, Temple, Texas 76502**

Items marked with an asterisk (\*) indicate voting items.

- I. Call to Order
- II. Roll Call
- III. Public Comment
- IV. Review and action regarding Minutes from the June 12, 2023, Board of Health meeting
- V. Honoring outgoing Health Authority for her service
  - a. Dr. Janice Smith
- VI. Board Actions – items with an (\*) indicate vote of the Board of Health (BOH)
  - a. Presentation, discussion, consideration, and possible action on Resolution No. 2023.001 – A Resolution of the Board of Health of the Bell County Public Health District (“the district”) application to and participation in the Texas County and District Retirement System (TCDRS) effective September 1, 2023. \*
  - b. Confirmation of the appointment of Lara Tanja Via M.D. as the new Health Authority for Bell County Public Health District effective August 15, 2023. \*
  - c. Discussion, consideration, and possible action to sign a Quick Claim Deed to Bell County officially relinquishing any ties of Bell County Public Health District to the Cora Anderson Hospital Building. \*
  - d. Presentation, discussion, consideration, and possible action on the adoption of the Bell County Public Health District FY2024 budget to begin on September 1, 2023. \*
- VII. Fire Marshal Update
  - a. Update from Fire Marshal – Bobby Whitson
- VIII. District Director Report
  - a. Division Changes of significance
    - i Barry Sharp is the new Community Health Director. His first day was August 7, 2023.
    - ii Clinical Services & Systems has hired a few new staff including a Clinic Manager for the Killeen location and a Certified Coder.

- iii Retail Food has had 3 new inspectors start over the summer.
- iv OSSF has had 1 new inspector start over the summer.
- v Interns starting
  - 1 1 MPH graduate student and 1 public health undergraduate student from UMHB with Community Health Division
  - 2 Physician residents with Epidemiologists
  - 3 Nurse Practitioner for her PhD project with Clinical Services and Systems Division
  - 4 Dietetic interns with WIC Division
- b. NACCHO Vector Control and Surveillance Grant Award update. Mosquito surveillance has occurred in Temple, Killeen, Harker Heights, and Belton. We have had mosquito pools positive for West Nile Virus in each of those locations.
- c. Dissemination of the countywide survey as part of the Community Health Assessment will begin on September 5, 2023 and close on November 5, 2023 at 11:59 p.m.
- d. Officially release of the new Bell County Public Health District logo and branding. Staff will receive an email tomorrow officially unveiling the new logo and branding to them.
- e. First all-staff meeting will be held on September 21, 2023 at Killeen Civic and Conference Center. Agenda will include agencywide training, Public Health 101, and all-staff activities.
- f. A list of necessary trainings is being compiled and sources to provide those trainings are being identified.
- g. Discovery of lapse in malpractice insurance for Health Authority.
- h. Building Updates
  - i Killeen Building updates (Kent Stephens)
- i. Website migration is still in process. We encountered another problem which is being handled.
- j. Medical/Infectious Disease Update

**IX. Finance Division Update**

- a. Account balances as of 8/14/2023
- b. DSHS audit update for Immunizations audit
- c. Update on Single Audit for FY 22
- d. 1<sup>st</sup> quarter report, 2<sup>nd</sup> quarter report, and 3<sup>rd</sup> quarter report for Clinical Services & Systems

**X. Division/Program Reports – provided in advance**

- a. Any questions for Division Directors

**XI. New Business**

- a. Current status of Cities and Towns in Bell County, Texas regarding BOH for members and/or alternates
  - i Bartlett (no member, no alternate)
  - ii Bell County – 1 (yes member, yes alternate)
  - iii Bell County – 2 (yes member, no alternate)
  - iv Belton (yes member, yes alternate)
  - v Ft Hood (no member, no alternate)
  - vi Harker Heights (yes member, yes alternate)
  - vii Holland (yes member, no alternate)
  - viii Killeen (yes member, no alternate)
  - ix Little River-Academy (yes member, yes alternate)
  - x Moody (no member, no alternate)
  - xi Morgan’s Point Resort (1 member, no alternate)
  - xii Nolanville (no member, no alternate)



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- xiii Rogers (no member, no alternate)
- xiv Salado (yes member, no alternate)
- xv Temple (yes member, yes member)
- xvi Troy (no member, no alternate)

## XII. Closed Session

- a. Executive session pursuant to Texas Government Code Section 551.074 – Personnel Matters and Section 551.071 – Consultation with Attorney to deliberate and discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the former Medical & Nursing Division Director.
- b. Executive session pursuant to Texas Government Code Section 551.074 – Personnel Matters and Section 551.071 – Consultation with Attorney to deliberate and discuss the appointment, employment, evaluation, reassignment, duties, discipline, compensation, or dismissal of the District Director.\*
- c. Executive session pursuant to Texas Government Code Section 551.071 – Consultation with Attorney to deliberate and discuss report on administrative investigation related to medical billing\*
- d. Executive session pursuant to Texas Government Code Section 551.071 – Consultation with Attorney to deliberate and discuss former Chief Financial Officer credit account\*
- e. Executive session pursuant to Texas Government Code Section 551.071 – Consultation with Attorney to deliberate and discuss report on former Human Resources Director separation\*

## XIII. Reconvene into Regular Session and consider action, if any, on items discussed in Closed Session

- XIV. Next Meeting: Monday, September 11, 2023  
Location: 4236 Lowes Drive, Temple, Texas  
BOH Meeting: 6:00 p.m.

## XV. Adjournment

This meeting is being conducted in accordance with the Texas Opening Meeting Law.  
{V.T.C.A., Government code, 551.001 et seq.}

The Board of Health is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073); discussing personnel matters (Section 551.074); or discussing security personnel or devices (Section 551.076). If the Board of Health determines to go into executive session on any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or executive session.

This meeting is being conducted in accordance with the Americans with Disabilities Act {42 USC 12101 (1991)}.

The facility is wheelchair accessible and handicap parking is available.

Requests for sign interpretive services are available upon request received at least 48 hours prior to the meeting.

To plan for those services, please call (254) 773-4457, District Director's office or

(TDD) 1-800-RELAY TX (1-800-734-2989).

### **Certification**

I certify that the above notice of a regular Board of Health meeting was posted in the main entrance of the Health District office at 4236 Lowes Drive, Temple, Texas before 6:00 p.m. August 11, 2023 and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

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Amy J. Yeager, MPH, District Director