



BELL COUNTY PUBLIC HEALTH DISTRICT

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Amy J Yeager, MPH
BCPHD District Director

Lara Via, MD
Health Authority

BOARD of HEALTH

MEETING AGENDA

December 11, 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. Pledge of Allegiance to the flags of the United States of America and the State of Texas
- IV. Public Comment
- V. Review and action regarding Minutes from the November 13, 2023, Board of Health meeting *
- VI. Board Actions – items with an (*) indicate vote of the Board of Health (BOH)
- VII. District Director Report
 - a. Building Updates
 - i Killeen WIC Building updates
 - I Expected amount of reimbursement from TML = \$50,364.60
 - ii West Adams Building update
 - b. Update on the Goals and Objectives
 - c. 2024 Holiday Schedule and Changes to Floating Holidays and Personal Days
 - d. Organizational structure changes and positions
 - e. Medical/Infectious Disease Update – (Dr. Lara Via)
- VIII. Finance Division Update
 - a. Account balances as of 12/07/2023
 - i PNC payroll account - \$1,000.00
 - ii PNC general account – \$348,488.77
 - iii Texpool account - \$3,214,486.21
 - b. All new Bell County Public Health District business numbers have been obtained including EIN, DUNS, UEI, Texpool and Texpool Account (internal numbers), ABA, and Comptroller account. Awaiting final approval letter for new tax identification (we are in their 6–8-week process currently) then will notify all vendors and funders with all new numbers and information.

- c. Current financial status for all State and Federal grants
 - i Progress continues for billing grants and receiving funds
 - 1 In November, total funds received through Texpool \$807,326.36 plus \$13,125.31 in interest = \$820,451.67
 - ii Notification of an extension for the Health Disparities grant through 5/31/2026
 - iii Notification of an extension for the IDCU/COVID grant through 7/31/2026. Opportunity for additional funds of \$141,419.00 beginning Spring 2024 pending the CDC
 - iv Continue to work with DSHS to correct the direct deposit situation for one of the Clinical grants to get it deposited into the BCPH Texpool account instead of Bell County's Texpool account
 - v Continue to work with DSHS to recover the \$408,951.90 From the CPS/COVID grant that was submitted and processed by not received by BCPH
- d. Preparing to write and submit a grant for a Women's Preventative Health Mobile Unit
- e. Audits
 - i Single Audits for FY22 and FY23 – will take place once BCPH contract CPA and Auditor agree that things in are place to conduct them
 - ii HHSC Women's Health Program audit – February 21-22, 2023. Will require 1 board member to attend the exit conference call yet to be scheduled
 - iii HHS WIC audit – February 21-22, 2023. Will require board members participation in exit conference and possibly entrance conference. Will send more information of their exact requirements once received
- f. Progress toward increasing fees for service
 - i OSSF research and analysis of other local health departments/districts
 - ii Clinical Services and Systems
 - 1 Reviewed client data
 - 2 Triple booking and calling no shows has helped increase patients in Killeen, still assessing low patient number situation in Temple
 - 3 Exploring options for Temple clinic and other possibilities in the county
- g. Continue to identify and implement ways and opportunities to curb spending
- h. Progress toward getting a revised FY2024 budget
 - i New Chart of Accounts
 - ii Quickbooks
 - iii Data entry, analysis, bank reconciliations, revised budget
- i. Update on credit from RK Marshall for Lowes Drive Building
- j. Update on future operations options
- k. Update on bank reconciliations
- l. Update on credit cards

IX. Division/Program Reports – provided in advance

- a. Any questions for Division Directors

X. New Business

- a. Board Member status updates
 - i Current status of Cities and Towns in Bell County, Texas regarding BOH for members and/or alternates
 - ii Updates on reappointments and expired terms
 - iii Discussion of Board of Health meeting dates and times for 2024

XI. Next Meeting: To Be Determined
Location: 4236 Lowes Drive, Temple, Texas
BOH Meeting: 6:00 p.m.

XII. 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. December 8, 2023 and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.


Amy J. Yeager, MPH, District Director