



## BELL COUNTY PUBLIC HEALTH DISTRICT

4236 Lowes Drive • Temple, TX 76502  
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[www.bellcountyhealth.org](http://www.bellcountyhealth.org)

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Amy J Yeager, MPH  
BCPHD District Director

Lara Via, MD  
Health Authority

## BOARD of HEALTH

### MEETING AGENDA

January 22, 2024, 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
  - a. Welcome new member – Troy representative – Kira Swensen
- 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 December 11, 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
      1. Remaining amount of reimbursement from TML = \$170,163.57
    - ii. West Adams Building update
  - b. Appointment of Chrissy Lee as the new Administration Division Director
  - c. Fire Marshal Update – newly appointed, addition of infectious diseases, and revised contract status
  - d. Medical/Infectious Disease Update – (Dr. Lara Via)
- VIII. Finance Division Update
  - a. Account balances as of 1/18/2024
    - i. PNC payroll account - \$3,336.54
    - ii. PNC general account – \$397,876.16
    - iii. Texpool account - \$4,120,563.77
  - b. Current financial status for all State and Federal grants
    - i. Progress continues for billing grants and receiving funds

- 1 In December, total funds received through Texpool \$1,126,776.26 plus \$16,158.42 in interest = \$1,142,934.68
    - ii 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
    - iii Continue to work with DSHS the CPS/COVID grant funds to identify what was released, what we received, and how we received it.
  - c. Audits
    - i Single Audits for FY22 and FY23 – still pending Auditor deeming we are ready for it
    - ii HHSC Women's Health Program audit – February 21-22, 2024. Will require 1 board member to attend the exit conference call yet to be scheduled
    - iii HHS WIC audit – February 21-22, 2024. Will require board members participation in exit conference and possibly entrance conference. Will send more information of their exact requirements once received
    - iv Everybody Texas Audit – program and fiscal set for mid-March 2024
  - d. Progress toward increasing fees for service
    - i OSSF research and analysis of other local health departments/districts. Potential new fee amounts being considered. Continued research and calculations. Goal to finalize new fee schedule by mid-February and set implementation date.
    - ii Clinical Services and Systems
      - 1 Exploring options for Temple clinic and other possibilities in the county
      - 2 Plan to begin conducting family planning services at the Belton office one day a week by mid-February
  - e. Continue to identify and implement ways and opportunities to curb spending
  - f. Progress toward getting a revised FY2024 budget
    - i Quickbooks and Sage Businessworks – Staff have spent time learning and digging in to Sage Businessworks. We have determined that at this time, we will continue to use Sage Businessworks and make the corrections and additions necessary to it and suspend our intention to convert to Quickbooks at this time.
    - ii Data entry, analysis, bank reconciliations, revised budget
  - g. Update on bank reconciliations
  - h. 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.

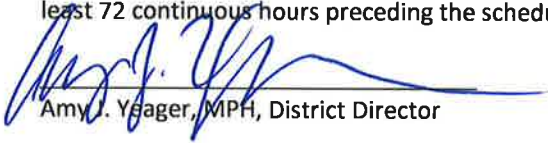
Requests for sign interpretive services are available upon request received at least 48 hours prior to the meeting.

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. January 19, 2024 and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

A handwritten signature in blue ink, appearing to read "Amy J. Yeager", is written over a horizontal line.

Amy J. Yeager, MPH, District Director