



BELL COUNTY PUBLIC HEALTH DISTRICT

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MINUTES

Bell County Board of Health

The Bell County Public Health District Board of Health met in regular session Monday August 15, 2022, at 6:00 p.m. The meeting was held at the Harker Heights City Hall at 305 Miller's Crossing, Harker Heights, TX 76548.

REPRESENTATIVES present:

Dr. Andre Avots (City of Temple)
Mr. Michael Blomquist (City of Harker Heights)
Mr. Wayne Carpenter (City of Belton)
Dr. Sam Fiala (City of Killeen)
Ms. Kathy Long (Bell County)
Mr. Russ Nelson (City of Little River/Academy)
Mr. David Broecker (City of Salado)
Mr. Bobby Whitson (Bell County)

REPRESENTATIVES not present:

Mr. John Moseley (City of Morgan's Point Resort)
Dr. Janice Smith (BCPHD Health Authority)
Mr. Louis Lourcey (City of Rogers)
Mr. Dale Rendon (City of Holland)

EX OFFICIO:

Ms. Amy J. Yeager, District Director

HEALTH DEPARTMENT PERSONNEL attending:

Stephanie Chavez
Becky Flores
Amber Oltmann
Jennifer Holley
Kent Stephens
Consuelo Elliott
Nikki Morrow
Alicia Grisham

OTHER:

Loretta Grisham, former WIC Director
Mr. Don Walker

MR. William Mahlsteadt (Fire Marshall)

I. CALL TO ORDER

The regularly scheduled meeting of the Bell County Public Health District Board of Health was called to order at 6:00 pm on August 15, 2022, by Mr. Blomquist.

The presence of a quorum was established.

II. REVIEW AND ACTION REGARDING MINUTES FROM THE MARCH 7, 2022, BOARD OF HEALTH MEETING

The Board of Health minutes from the June 13, 2022 were reviewed. Mr. Nelson motioned to approve the minutes as written and the motion was seconded by Mr. Carpenter. The motion passed.

III. PUBLIC COMMENT

Mr. Don Walker made a public comment.

IV. EXECUTIVE SESSION

Mr. Blomquist called Executive session to convene at 6:11 p.m. to discuss personnel issues and to consider Ms. Amy J Yeager's six-month review.

V. RECONVENE

Board of Health meeting reconvened in open session at 6:42 p.m. Mr. Broecker had departed the meeting. The Board of Health has full faith and confidence in Ms. Yeager's employment at the Health District. Mr. Whitson motioned to continue Ms. Amy J Yeager's employment and increase her salary by 6% beginning September 1, 2022. That motion was seconded by Dr. Fiala. The motioned passed.

VI. BOARD ACTIONS

- A. Expenses** – A notification was emailed to the Board of Health of all expenses over \$10,000. All directors have been approved by Ms. Yeager to sign checks over \$10,000.
- B. Approval for the cost of server/email migration through Lighthouse IT** – Ms. Yeager asked for the Board to approve the cost for the migration from server system over to become cloud based which will cut costs of the server being used. Ms. Kathy Long made a motion to approve the cost of \$30,000 for this migration. That motion was seconded by Mr. Carpenter. The motion passed unanimously.
- C. Moving expenses for Ms. Amy J. Yeager** – Ms. Yeager has asked for this item to be tabled until the next Board of Health meeting. Mr. Whitson motioned to table this discussion until the next meeting, Dr. Avots seconded that motion. The motion passed.
- D. Bids for the Accufund accounting software** – Ms. Yeager requested for approval for the Accufund accounting software of \$10,999. This software will significantly improve the current accounting software system in place. Mr. Whitson made a motion to approve the cost of the Accufund software purchase. Mr. Nelson seconded that motion. The motioned passed.
- E. Bids for CureMD Software** - Ms. Elliott requested approval for the CureMD software and mentioned that it will help improve overall clinical time management for more efficient for our clients, the initial cost for CureMD is not to exceed \$11,551 with \$1,652.00 monthly and is a five-year agreement. Mr. Nelson made a motion to accept the bid for the CureMD software. Ms. Long seconded the motion. The motion passed.

F. Bid for the Killeen foundation – Ms. Yeager briefed on the three bids and asked to table the bid for the next meeting.

- VII. FY 2023 Budget** – Ms. Yeager briefed the board of the 2023 Budget to include FY 2022 Budget and all grants. Ms. Yeager expressed to the board to expect an amendment due to inaccuracies, Ms. Yeager wanted the board to know this upfront. This budget includes a proposal for a 6% COLA raise for all staff to take affect September 1, 2022. Future anticipated budget adjustments are new grants for Environmental Health, workforce development grants, fluctuations on Medical & Nursing fee's, increase in food fees, lastly there is a potential sale of vehicles as the Health District. Potential recouping of vehicles expenses, the vehicles have not been being charged correctly with Texas & Federal Laws. Ms. Yeager requested approval for renting a building for \$22,000 per month. Kathy Long made a motion to pass the 2023 Budget. Dr. Fiala seconded that motion. The motion passed.
- VIII. DIVISION / PROGRAM REPORTS** – All directors submitted individual reports to the Board of Health and no questions were asked. A re-introduction on the new HR Director Bonnie Walton was given by Ms. Yeager.
- IX. DISTRICT DIRECTOR REPORT** – Ms. Yeager submitted the report to the Board of Health prior to the meeting. There have been no further updates on the Belton clinic. Judge Blackburn will coordinate with Mr. Guthrie to get the ball rolling on the building updates. Killeen building repair updates to include the foundation. Mr. Whitson made a motion to approve foundation repairs not to exceed \$13,675. The motion was seconded by Mr. Carpenter. The motion passed.
- X. GRANTS/PROGRAM EXPANSIONS** - Program expansion will be mostly off the Workforce Development and Health Disparities grant. The Medical & Nursing program's Breast and Cervical cancer program had an increase from 2022 funds. The Everybody Texas program had extra funding for the Health District. TCDRS does want the Health District's account separated. Ms. Walton is currently in contact with the Bell County office to coordinate these changes. Ms. Yeager briefed on the Monkey Pox confirmed cases. The Health District sent guidelines to hospitals, schools, shelters, and jails.
- XI. FIRE MARSHALL UPDATE** – Mr. Mahlsteadt briefed on several issued citations and confirmed two court cases.
- XII. NEXT MEETING** – The next meeting will be at the Bell County Public Health District at 6:00 p.m. on September 19, 2022. Dinner will be served at 5:30 p.m.
- XIII. ADJOURNMENT** – This meeting was adjourned at 8:56 p.m.