



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 March 7, 2022, at 5:30 p.m., at 201 N. 8th St, Temple, Texas 76501. This meeting provided the option of virtual attendance to members due to COVID-19.

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. John Moseley (City of Morgan's Point Resort)
Mr. Russ Nelson (City of Little River/Academy)

REPRESENTATIVES not present:

Mr. David Broecker (Salado)
Mr. Louis Lourcey (Rogers)
Mr. Dale Rendon (Holland)
Mr. Bobby Whitson (Bell County)

EX OFFICIO:

Ms. Amy J. Yeager, District Director
Ms. Janice Smith (Bell County)

HEALTH DEPARTMENT PERSONNEL attending:

Judy Porubsky
Stephanie Chavez
Becky Flores
Cathy Brem
George Highsmith
Consuelo Elliott (Virtual)
Nikki Morrow
Erin Hughley
Aaron Sheppard

OTHER:

N/A

Call to order

The regularly scheduled meeting of the Bell County Public Health District Board of Health was called to order at 5:33 pm on March 7, 2022, by Mr. Blomquist.

The presence of a quorum was established.

I. Review and action item regarding minutes from the December 13, 2021, meeting.

Mr. Blomquist introduced Ms. Amy J. Yeager, the new District Director. The minutes of the Board of Health meeting from the December 13, 2021, were reviewed. A motion was made to approve the minutes. Mr. Nelson motioned to approve the minutes as written and seconded by Mr. Carpenter. The motion passed.

II. Public Comment

No public comment.

III. Report on Audit by Brockway, Gersbach, Franklin & Niemeier, P.C.

Mr. Jones highlighted on the Bell County Health District's audit, financials, balance sheets and general funds. Mr. Jones suggested a financial software and training for the Health District, Ms. Yeager agreed. Dr. Avots made a motion to accept the August 2021 audit report by Brockway, Gersbach, Franklin & Niemeier, P.C., seconded by Ms. Long. The motion passed.

IV. Fire Marshal Updates – Ms. Morrow briefed on the Fire Marshal agreement that was sent to the county in January 2022. The Fire Marshal will be invited to the June 2022 Board of Health meeting to give a snapshot of all activities happening in Bell County. The Fire Marshal contract will be a continual renewal.

V. Program Updates

- a. *Public Health & Emergency Preparedness* – Ms. Brem introduced Mr. Aaron Sheppard as the new Human Resource manager and Ms. Krystal Griffin a retail food sanitarian both hired under the workforce grant.
- b. *Medical & Nursing* – Ms. Elliott briefed on the expansion on the Belton clinic as well as the Killeen clinic foundation pending completion.
- c. *WIC Program* – Ms. Morrow highlighted on National Similac formula recall and how the clinics were affected by the recall. WIC's caseloads continue to grow monthly. WIC will potentially re-open in or around July 2022 and the curbside services have continued to be very successful.
- d. *OSSF & Retail Food* - Mr. Highsmith briefed on the On-Site program and the need for a sanitarian as well as a data entry technician for the SAFE program. Mr. Highsmith also highlighted on the Retail Food Division, that department will be receiving new laptops provided by the workforce grant. Mr Highsmith mentioned that Jennifer Holley a current retail food sanitarian applied for two FDA grants

for the retail food division and the two grants were approved. These grants will be used for a conference for some inspectors.

Director Updates – Ms. Yeager started by thanking the Board of Health for the opportunity to be the new District Director for the Health District. Amy briefed on how she is here to serve our community and get a job done that she was hired to do and help create growth for our organization and for Bell County. Amy has a five-year plan, and her motto is to begin with the end in mind along with a vision to do what we are here to do to provide what we can for our community. Amy thanked Nikki for making her feel welcomed and for an easy transition. Amy also welcomed Mr. Aaron Sheppard as the new HR manager. Judy thanked Nikki for her leadership as Interim Director, welcomed Amy onboard, and shared her excitement for the positive direction that the Health District will be going in the future. Judy also informed the BOH of her intent to retire. The Board of Health all thanked Judy for being an anchor for not only them but for the Health District and for her 39+ years of service.

- VI. **Member contributions Review and Increases** - Judy briefed on member contribution increase for the Fire Marshal. The Health District did not send out letters in time for the cities to budget the increase for the Health District, therefore the members contributions will remain the same as last year. Mr. Nelson made a motion to keep member contributions the same as last year for 2022/2023 budget year. Mr. Blomquist seconded that motion. The motion passed.

- VII. **Executive Session** – The executive session began at 7:45 p.m.

- VIII. **Reconvene** - The meeting reconvened at 8:12 p.m. Mr. Blomquist discussed two items that the board wanted to address and voted on as a board. The first item - Mr. Carpenter made a motion to render services by Nikki Morrow as Interim-Director for the end of the March 2022 stipend. Mr. Nelson seconded the motion. The motion passed. The second item – The Board of Health gave recognition for services rendered by Nikki Morrow as Interim-District Director with a one-time cash award of \$3000.00 and terminate stipend at end of March 2022 pay period. Mr. Nelson motioned to accept, and Mr. Blomquist seconded the motion. The motion passed. Mr. Blomquist requested the board to invite Amy to meet with their municipalities and introduce her as the new Bell County Public Health District Director.

- IX. **Next meeting June 13, 2022**

- X. **Adjournment** – the meeting was adjourned at 8:20 p.m.