



Bell County Public Health District

www.bellcountyhealth.org

Phone: 254-773-4457

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

BOARD of HEALTH

MEETING AGENDA

March 6, 2023, at 6:00 p.m.

BOH dinner at 5:30 p.m.

Lanier Building, 201 N. 8th Street, Temple, Texas 76501

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

- I. Call to Order
- II. Roll Call
- III. Review and action regarding Minutes from the January 9, 2023, Board of Health meeting
- IV. Board Actions – items with an (*) indicate vote of the Board of Health (BOH)
 - a. Expenses over \$10,000 that were expended since the last BOH meeting (January 9, 2023) and/or anticipated in the upcoming month aside from payroll related checks and items approved in the FY2023 budget:

i	RK Marshall (February rent for Lowes Blvd building)	\$19,562.84
ii	RK Marshall (March rent for Lowes Blvd building)	\$19,562.84
iii	Lighthouse IT (\$10,367 for monthly IT contracted services plus misc IT work changes)	\$12,591.33
iv	Lighthouse IT (network exchange on premises to cloud and Microsoft Suite upgrades and other misc IT work changes)	\$40,681.10
 - b. Bids for
 - i. One year contract for cleaning services at all BCPH locations (*)
 - ii. Contract for security company for services at 4236 Lowes Drive Building including alarm, access control, and cameras (*)
- V. Fire Marshal Update
- VI. District Director Report
 - a. Building Issues
 - i. Move to 4236 Lowes Drive, Temple, Texas update
 - ii. Killeen Foundation/Building update
 - b. CureMD launch February 2023
 - c. Temporary changes to Medical & Nursing Division
 - d. Changes to the BCPH Vehicle Use, Mileage, and Travel policies

- e. Touch A Truck Event at Bell County Expo on March 18, 2023
- f. Medical Update (Dr. Janice Smith)

VII. Finance Division Update

- a. Status of BCPH finances
- b. Chart of Accounts, Single Audit, Accufund setup, Procurement Manual all on hold
- c. Bids for service contracts have been received – reviewing

VIII. Division/Program Reports – provided in advance

- a. 8 new hires in January and February 2023
- b. Open positions listed at www.bellcountyhealth.org, www.indeed.com, and various public health career sites currently include:
 - i Accountant
 - ii Accounting Assistant
 - iii Communications Manager
 - iv Community Health Director
 - v Clerk/Interpreter
 - vi Retail Food Division Sanitarian/Health Inspector
 - vii WIC Nutritionist
 - viii WIC Clerk/Blood Room/Receptionist
 - ix Human Resources Specialist
- c. Anticipated positions to be posted in the coming weeks:
 - i Registered Nurse
 - ii Receptionist
 - iii Assurance and Training Coordinator
 - iv Nutrition Education Coordinator
 - v Clinical Operations Coordinator
- d. Any questions for Division Directors

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



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- xvii There are also 162 Communities and Ghost Communities/Towns listed on the Bell County, Texas website (unsure of the status of these communities in regard to the Cooperative Agreement)

SOURCES:

https://www.bellcountytexas.com/about_us/county_historical_commission/bell_county_historical_information/cities_towns_communities.php

https://www.bellcountytexas.com/about_us/local_cities/index.php

X. Public Comment

XI. Executive Session pursuant to Texas Government Code Section 551.071 – consultation concerning attorney client matters

- a. Legal update regarding Texas Board of Nursing Investigation
- b. Legal counsel regarding employee grievance
- c. Legal counsel regarding potential claims in connection with accounting activities

XII. Next Meeting: Monday, April 10, 2023 Location: TBD BOH Meeting: 6:00 p.m.

XIII. 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).