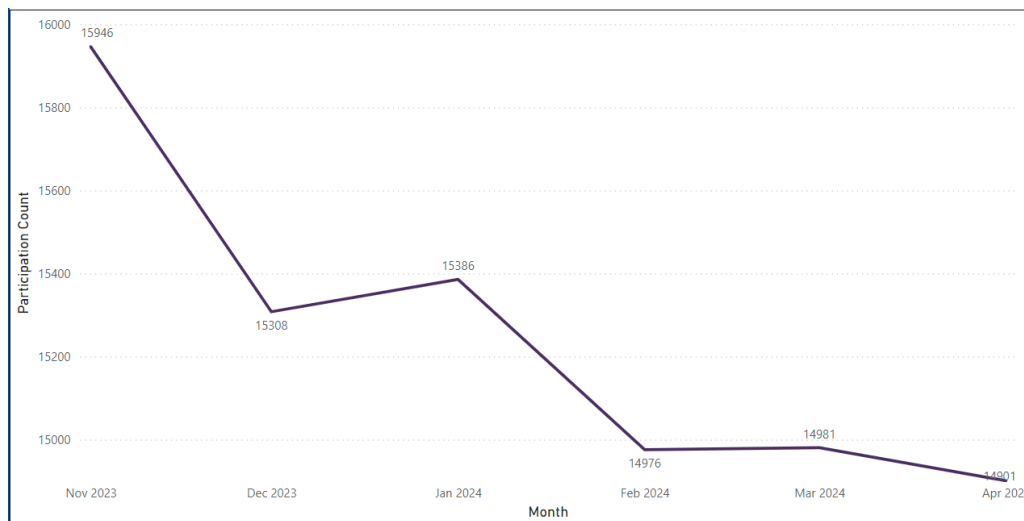


WIC Division Report: May 2024

Submitted by Nicole Koenen



- **Audit Update**

- Repayment amount owed for audit findings was originally reported as \$3,086.52; however, misallocations across funding types will balance out to zero. The amount owed actually totals \$2,702.92. A check will be mailed to HHSC.
- Biweekly meetings with Texas WIC Quality Management Branch to monitor progress on the WIC financials.

- **Accomplishments**

- The addition of the Accounting Specialist to the BCPHD Administrative Division has been a big support for WIC billing efforts.
- WIC billing is caught up. March billing was the first month to be completed by the deadline in over a year.
- Interviewed and selected a Clinical Operations Coordinator.

- **Challenges**

- Our Outreach Coordinator and Fort Cavazos Site Leader resigned.
- WIC billing continues to be a challenge and diverts resources away from the typical duties of the WIC Director and supporting staff.
- Short staffing, staff turnover, low wages and poor applicant pool. This is affecting our caseload.
- Pay is not competitive and staff continue to voice that they are having trouble making ends meet due to inflation. Employees who have recently resigned express pay contributed to their decision to leave.
- Submission of the Single Audit Determination form is past due.

- **Future Plans**

- We will begin offering a 5th class option in July with the goal of improving the shopping experience for WIC foods, especially for Spanish-speaking families.
- WIC contract for FY 26-30 is in the draft phase.

Retail Food Division Report for April 2024 (5/1/2024)

Submitted by George Highsmith

- Retail Food Inspections conducted: 209 (inclusive of the items listed below + foster homes) inspections. This number reflects an average of 52 per inspector. Currently, the inspection staff are inspecting at a rate of 2.1 times more per inspector than the FDA standard 8 recommendation for inspections/inspector for the year based on 320 maximum for the year.
- YTD: 743
- Follow-up inspections conducted: 14 (critical items mandating date-specific follow-up) YTD: 40
- Total violations: 181 YTD: 649 Complaint inspections: 10 YTD: 46
- Foster Homes: 3 YTD: 11 Mobile food operations: 7 YTD: 48
- New facilities: 26/YTD: 86, Closed facilities: 14/YTD: 55 Net: +12/ YTD: +26
- Facility closures due to imminent health hazards: 5/ YTD 13
- Total facilities: 1922 /+9 from previous month
- East: 910(+4 from previous month)
- West: 1012 (+5 from previous month)
- Division goals for inspections (completions/new facilities, complaints, follow-ups, on-demand, etc.) are being achieved with 100% success. With the exception of uncontrolled circumstances, all assigned inspections are being achieved. This, however, does not reflect the potential impact of the number of inspections that are lower risk that are pushed (allowed by TFER) to a later schedule.
- Jennifer continues to do inspection processes for mobile food units (currently 331/+15 from previous report). This number is based on data provided by SAFE and reflects all open/active units with Bell County Permits. This number alone equates to more than 1 FTE employee (inspector) based on FDA Standard 8.
- Jennifer's transition/familiarization with RFD Director duties continues as time permits with same standards and criteria illustrated in the previous report (March). Jennifer continues to increase her role towards the direct managerial duties associated with the position and is doing a tremendous job in those regards. Strategic planning and processes are continuing with Jennifer taking the lead in these aspects. George is playing an advisor role in most as Jennifer will need to develop her own system to accomplish what is needed. So far, not much has been amended beyond what she has "customized". It is likely that the next report will be solely generated by Jennifer.
- Per Jennifer, the vector program has begun. 22 traps have been set throughout Bell County with 3 additional traps left for expansion (on standby). Work with the collaboration efforts with Austin/Travis County and McLennan County has begun and is progressing as planned. Collections began 4/30/24 with the results pending as of the date of this narration.

Respectfully submitted:

George A. Highsmith, R.S.
Director, Retail Food Division

Jennifer Holley, R.S.
Assistant Director, Retail Food Division

OSSF Division Report
Submitted by Kent Stephens

4 **4/30/2024**

Building Permits

	Total	Ave/Mo
2019	221	18.4
2020	341	28.4
2021	365	30.4
2022	320	26.7
2023	336	28.0
2024	86	21.5

All Septic Permits Issued

	Total	Ave/Mo
2019	552	46.0
2020	617	51.4
2021	727	60.6
2022	929	77.4
2023	732	61.0
2024	212	53.0

Septic Applications

	Total	Ave/Mo
2019	801	66.8
2020	1053	87.8
2021	1133	94.4
2022	1225	102.1
2023	909	75.8
2024	264	66.0

SAFE

	Total	Tracked
2019	502	6105
2020	577	6682
2021	641	7323
2022	769	8092
2023	625	8717
2024	140	8857

Sub Evals

	Total	Ave/Mo
2019	174	14.5
2020	100	8.3
2021	154	12.8
2022	138	11.5
2023	115	9.6
2024	40	10.0

645 Lots

Complaints

	Total	Ave/Mo
2019	102	8.5
2020	134	11.2
2021	102	8.5
2022	78	6.5
2023	69	5.8
2024	27	6.8

Real Estate Inspections

	Total	Ave/Mo
2019	98	8.2
2020	110	9.2
2021	44	3.7
2022	23	1.9
2023	6	0.5
2024	16	4.0

M/C Court Cases

	Total	Ave/Mo
2019	169	14.1
2020	143	11.9
2021	396	33.0
2022	195	32.5
2023	208	52.0
2024	83	20.8

July-Dec

July-Nov

Community Health and Preparedness Division - Submitted by Barry Sharp

May 2024 Report

Submitted by Rev. Barry Sharp, MSPH, MACM, MCHES, Division Director

Grant Update:

- All grants are billed through March 2024.
- CPS/PH Workforce budget revision to add new FTE's salary and move some funds around was approved in April. This will impact billings for April, May, and June 2024. The grant, which started July 2021, ends June 2024. Payments through February 2024 totaled more than \$1.249 million.
- Budget amendments for the Public Health Infrastructure Grant have been submitted to add additional positions for Years 2-5 and adjust indirect costs.

Activity	Total	Total Encounters
Presentations	5	153
Community/School Events	12	649
Communications	36	42
Program Development	7	29
Meetings	25	118
Touch A Truck		
Trainings/Conferences	32	191
Grants and Reports		
Totals	117	1,182

Highlights of the month include:

- Successfully stood up a virtual skeleton crew activation over the eclipse weekend and through the April 8 eclipse to monitor local events via WebEOC, social and public media, and local emergency operation centers. While nothing happened that required a mobilization of staff, it was a good exercise and started to get staff thinking about emergency response responses and necessary training. (All staff are required to have ICS 100, 200, 700 and 800. Others may have additional training needed due to additional response duties.)
- Collecting used eclipse glasses to send to organizations that will reuse them with school children in Central America for the next eclipse. We have received glasses not only from staff but from the Hillsboro Chamber of Commerce, Extraco Bank (which received several boxes of glasses from a local city who purchased but were unable to distribute them), and from individuals and businesses in Waco, Richardson, Georgetown, Norman (OK) and Bell County. We have partnered with Astrologers Without Border in West Virginia for the collection process.
- Collaborated with the City of Temple and the Area Agency on Aging to host an initial meeting to form a Ministerial Alliance in Temple. While turnout was lower than hoped, it did result in a partnership to host an event in August at the Christ Episcopal Church as well as direction for future efforts to build a relationship with the area's faith communities.
- Staff participated in numerous health fairs/outreach events for adults and students at locations throughout the county including Central Texas A&M, Killeen ISD, and all four Belton Middle Schools. Staff also attended the regular meetings of the SHACs at Temple, Belton and Killeen ISDs as well as the School Safety Committee at Belton ISD, as well as meetings with behavioral health programs throughout the county.

Clinical Services Division Report May 2024

Submitted by Killeen Clinical Manager, Kurt Krause

- **Grant updates**

- HTW: FY 2023 closed out. Billed up to Feb 2024.
- FPP: awaiting approval for improvised budget. When approved, will be able to bill to current.
- TB/IMMS LOCAL: working with state to get caught up. Awaiting document migration from past
- COVID IMMS: Last billed November 2021. The state is working with District accounting specialists to catch up on billing and develop a new plan through June 2025.
- EBT: Up to date.

- **Achievements of April 2024**

- The district saw 426 Patients. Killeen 253, Temple 173
- STD: Killeen 135 Temple 114
- Family Planning: Killeen 118, Temple 59
- Immunizations: six offsite clinics, 80 encounters/households seen. This was more than doubled in comparison to March numbers.

- **Obstacles**

- Staff absence and turnover rate continue to be problematic; however, contingencies are being developed and implemented to mitigate impact to District. Lack of staff is impacting grant number requirements.
- The absence of one NP continues to see consolidation of Temple patients one day a week to maintain Killeen's operational tempo. Considering increasing availability of women's health exam services in Temple once determination is made regarding volume growth or sustainment.
- BCCS program is at minimal operability due to staff on leave and staff resignation. Services are reduced in capacity until the staff returns from leave.
- TB and STD nurse departures are present with short reaction time. However, we are intensively conducting interviews to allow for 4-7 days left seat/right seat.

- **Forward Planning**

- Upcoming Everybody Texas inspection.
- Evaluating and embedding standardized cycle times to maximize potential of patient volume by appointment type.
- Re-alignment and division of Immunizations program personnel within Temple and Killeen clinics to expand sphere of availability to citizens of Bell County.
- Interviewing for three clinical vacancies (Immunizations, STD, TB) to support district sustainability and growth.
- Clinical managers take oversight of all clinical service programs and ensure that deficiencies are identified and corrected stewarding resource conservation and talent management.
- Clinical managers are collaborating with the District Director directly to align clinical functionality to meet district needs and Director's Vision.