



**Williamson County and Cities Health District
Board of Health Meeting
Thursday, July 6, 2017 6:30p.m.
Round Rock Public Health Center
Wellness Center, Building A
211 Commerce Blvd., Round Rock, TX 78664**

The meeting was called to order at 6:35 p.m. by Board of Health Chair Ehab Kawar

- 1) Invocation and Pledge of Allegiance
- 2) Roll call was taken

Present: Chair Ehab Kawar, Mary Faith Sterk, Pamela Sanford, Marlene McMichael, Ed Strout, Joanne Land, John H. Teel
Absent: Dr. Luis Egelsee, Selicia Sanchez-Adame

- 3) Acknowledge staff and visitors; hear any comments.
Staff members and visitors present: Virginia Headley, Deborah Marlow, Albert Chiuminetta, WCCHD Attorney Richard Hamala, Dr. Lisa Cornelius, Ray Langlois, Melissa Doyle, Ryan Moeller

CONSENT AGENDA

The consent agenda includes items considered to be routine that the Board of Health may act on with one motion. There will be no separate discussion of these items unless requested by a Board director in which event the item will be removed from the consent agenda and considered in its normal sequence on the regular agenda. (Items 4-6)

- 4) Approval of minutes, Special Called Meeting May 18, 2017
- 5) Approval of current investment reports (May 12, 2017 and June 13, 2017)
- 6) Approval of Policy "Consent to Treatment of a Child"

Motion to approve consent agenda
Moved: Joanne Land
Seconded: Mary Faith Sterk
Vote: Approved unanimously

REGULAR AGENDA

- 7) Executive Director's Update
Executive Director John Teel updated the Board on the Meadowcrest Mobile Home septic response, a meeting with Sun City neighborhood to provide flu vaccinations for their residents in 2018, a DSHS "fiscal monitoring review" of Admin/Finance and EPR, OSSF transfer activities, and a DSRIP status update.
He also informed the board of the date of the WCCHD Staff Fall Retreat (Oct. 13, 2017), and nominations are due in September for the Scott D Evans award.
Ryan Moeller of the Emergency Preparedness and Response Division announced that WCCHD has been awarded Project Public Health Ready (PPHR) recognition. The three-year process required documentation and fine-tuning of WCCHD's response plans and policies, along with demonstrating cooperation with response partners in the community.
No action requested – information only
- 8) Semi-annual Community Health Improvement Plan (CHIP) Update
WilCo Wellness Alliance (WWA) Coordinator Ray Langlois presented a mid-year update on the progress of the 2017-2019 Community Health Improvement Plan (CHIP) along with a snapshot of WWA activities in 2017.
No action requested – information only
- 9) Mid-year Budget-to-Actual Fiscal Report
Dr. Virginia Headley presented expenses and revenue as of 05-31-17. Expenses to date are within 1.4% of revenue, and 9.6% under budget. Earned fee revenues are at or above projected amounts, but grant and general fund receipts are lagging projected amounts due to quarterly or annual payments yet to be received and new grants yet to be vouchered. (Revenue is artificially projected as evenly received over the 12-month fiscal period.)
No action requested – information only

10) Public Meeting – WCCHD Intent to Relinquish Status as Authorized Agent of the Texas Commission on Environmental Quality for Enforcement of On-Site Sewage Facility Order and Regulations
The public was invited to comment on WCCHD’s proposal and intention to transfer its On-Site Sewage Facility (OSSF) Program to the Williamson County Department of Infrastructure effective October 1, 2017.
7:28pm – Chairman Kawar opened the public meeting
Attorney Richard Hamala stated that public notice was given June 25 and July 3 in the Williamson County Sun newspaper, no public comments were made by visitors during the Public Meeting.
Hearing was closed at 7:29pm

11) Discussion and possible action to Relinquish Status as Authorized Agent of the Texas Commission on Environmental Quality for Enforcement of On-Site Sewage Facility Order; discussion and possible action to adopt an Order Repealing Rules of Williamson County and Cities Health District for On-Site Sewage Facilities.
On May 18, 2017 WCCHD Board of Health voted to transfer WCCHD’s OSSF Program to the Williamson County Department of Infrastructure to facilitate the creation of a Development Services Division. This draft Order relinquishes WCCHD’s status as the Authorized Agent of the Texas Commission on Environmental Quality for enforcement of OSSF rules and orders. Attorney Richard Hamala stated that TCEQ has been given notice of the relinquishment by WCCHD and transfer to Williamson County effective Oct. 1, 2017.

Motion to approve Order and to provide notice to TCEQ, along with giving the Board Secretary authority to certify minutes to submit to TCEQ
Moved: Marlene McMichael
Seconded: Mary Faith Sterk
Vote: Approved unanimously

12) Discussion and possible action on revision of frequency of Board of Health meetings
Chairman Kawar posed the option to meet monthly instead of the current bi-monthly schedule. The last time the meeting frequency was changed was in 2002, when it shifted from four to six regular meetings per year.

Board took no action and agreed to keep current frequency.

13) Next regular meeting set for Thursday, September 7, 2017 (6:30 p.m. at the Round Rock Wellness Center). Project Public Health Ready reception at 6:00 p.m.

14) Chair Kawar adjourned the meeting at 7:40 p.m.

Recorded by: Deb Strahler 9-7-17
Deb Strahler

Reviewed by: Pamela Sanford 9-7-17
Pamela Sanford