



**Williamson County and Cities Health District
Board of Health Meeting
Thursday, September 7, 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 6:32 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, Marlene McMichael, Joanne Land, Selicia Sanchez-Adame, John H. Teel, Pamela Sanford (arrived 6:45pm)

Absent: Dr. Luis Egelsee, Ed Strout

- 3) Acknowledge staff and visitors; hear any comments.

Staff members and visitors present: Virginia Headley, WCCHD Attorney Richard Hamala, Dr. Lisa Cornelius, Ryan Moeller, Catherine Nalen, Paul Walter, Matthew Richardson, Pct. I Commissioner Terri Cook

The Emergency Preparedness and Response Division was recognized for Project Public Health Ready designation.

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, Regular Meeting, 07-06-17
- 5) Approval of current investment reports (07-14-17, 08-15-17)
- 6) Approval of 2017-2018 Holiday Schedule
- 7) Approval of FY2017 Amended Budget, reflective of changes from OSSF program transfer to Williamson County 10-01-17

Motion to approve consent agenda

Moved: Mary Faith Sterk

Seconded: Selicia Sanchez-Adame

Vote: Approved unanimously

REGULAR AGENDA

- 8) Executive Director's Update

In addition to the items listed in the Board Packet, Executive Director John Teel updated the Board that the Red Cross hurricane shelters are closed in Austin and Temple, and subsequently the WCCHD ICS was deactivated. WCCHD teams were deployed to do Medical/Functional Needs Assessments in Austin shelters. Marlene McMichael asked for an update on the cancer treatment meeting progress. Mr. Teel reported that meetings have been scheduled with Commissioner Long and Judge Gattis. WCCHD will meet with Seton Hospital and LiveStrong Foundation.

No action requested – information only

- 9) Discussion on New Performance Management System for Strategic Plan Tracking (AchieveIt Software)

Matt Richardson demonstrated the use of the new AchieveIt plan management software for Board members. The strategic plan, community health improvement plan and monthly reporting are just a few of the things tracked on the system.

No action requested – information only

- 10) Discussion and possible action regarding renewal of insurance coverage through Texas Municipal League

Dr. Headley reported that in order for WCCHD to bill for services, the insurance coverage required for clinical staff that are credentialed to bill needs to be increased. Dr. Headley also requested authorization to approve annual renewal.

Motion to authorize Administration staff to renew TMLIRP insurance coverage for the three insurance products identified and that individual policies purchased for the medical director and nurses also be renewed for the upcoming year provided invoiced amounts do not exceed 5% of current costs.

Moved: Marlene McMichael

Seconded: Selicia Sanchez-Adame

Vote: Approved unanimously

- 11) Discussion and possible action regarding annual leave balances for OSSF staff transferring to County employment October 1, 2017 (possible compensation to employees and to Wilco)

Mr. Teel explained that due to the On-Site Sewage Facility (OSSF) staff transferring six employees to Williamson County, their annual leave and sick leave cannot transfer to the County. Mr. Teel requested that the Board authorize the payout of their annual leave. The cost of annual leave is to be paid by the former agency. J Land commented that the employees leaving should be compensated for their leave. Marlene asked if the Court accepted the recent promotions/reclassifications of three OSSF staff, Mr. Teel said they voted 3-2 to accept the higher salaries.

Motion to authorize WCCHD to pay the cash value of any accrued annual leave above 40 hours to any transferred OSSF employee who has an annual leave balance above 40 hours on 09-30-17; pay the cash value of any accrued compensatory and floating leave balances to any transferred employee who still has balances as of 09-30-17; provide the cash value of 40 hours of annual leave to Williamson County for all six transferred employees (provided the employee has a minimum of 40 hours of annual leave at the time of transfer).

Moved: Mary Faith Sterk
Seconded: Joanne Land
Vote: Approved unanimously

- 12) Discussion and possible action regarding sick leave balances for OSSF staff transferring to County employment October 1, 2017 (possible compensation to Wilco for sick leave balances)

As described above, the balances will reflect the actual amount of sick leave as of Sep. 29. WCCHD will send cash value to Court to cover sick leave.

Motion to authorize WCCHD to provide the cash value of all accrued sick leave to Williamson County for all transferred OSSF employees.

Moved: Mary Faith Sterk
Seconded: Pam Sanford
Vote: Approved unanimously

WCCHD Legal Counsel drafted an Interlocal Agreement (ILA), which specified all legal and fiscal details related to the transfer of funds from WCCHD to Williamson County.

Motion to authorize WCCHD Executive Director to sign agreement

Moved: Marlene McMichael
Seconded: Joanne Land
Vote: Approved unanimously

- 13) Discussion and possible action on choices of DSRIP measures for any future application to Texas Health and Human Services Commission for DY 7 and DY 8.

Mr. Teel requests that this agenda item be tabled, or discussion only. He reported that the item was included as a placeholder in the event an application was due in September.

Motion to table agenda item 13

Moved: Mary Faith Sterk
Seconded: Joanne Land
Vote: Approved unanimously

Chair Ehab Kavar adjourned the Board Meeting for a break at 7:21 pm

- 14) Executive Session

Board Chair Ehab Kavar convened Executive Session at 7:48 pm to receive staff nominations for the Scott D. Evans Excellence in Public Health Award

- 15) Discussion and possible action regarding selection of awardee for the Scott D. Evans Excellence in Public Health award

Motion to select Candidate Three

Moved: Mary Faith Sterk
Seconded: Marlene McMichael
Vote: 3-3

Motion to selection Candidate Two

Moved: Selicia Sanchez-Adame
Seconded: Joanne Land
Vote: Approved unanimously

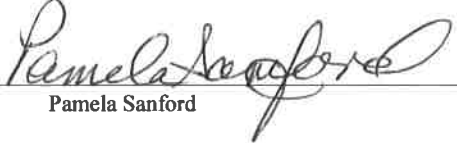
16) New Business

Pam Sanford reported that she has notified the City of Taylor that she will not seek reappointment as a Board of Health member in 2018.

17) Next regular meeting set for Thursday, November 2, 2017 (6:30 p.m. at the Round Rock Wellness Center).

18) Chair Kavar adjourned the meeting at 7:52 p.m.

Recorded by: 
Deb Strahler

Reviewed by: 
Pamela Sanford