



**Williamson County and Cities Health District
Board of Health Special Called Meeting
Wednesday, June 20, 2018 12:30 p.m.
Round Rock Public Health Center
Scott D. Evans Conference Room
355 Texas Avenue, Round Rock, TX 78664**

The meeting was called to order at 12:32 p.m. by Board of Health Chair Marlene McMichael

- 1) Invocation was given by Board Chair and Pledge of Allegiance was recited
- 2) Roll call was taken
Present: Ed Strout, Mary Faith Sterk, Luis Egelsee, Marlene McMichael, Ehab Kawar, Joanne Land, Selicia Sanchez-Adame, John Teel
Absent: Carole Bachmayer
- 3) Acknowledge staff and visitors; hear any comments.
Staff members present: Attorney Richard Hamala, Virginia Headley, Deb Strahler, Ivah Sorber, Tiffany Riggins, Dr. Lori Palazzo, Karina Martinez, Victoria Lippman, Margaret Richardson, Ivah Sorber, Christa Cook, Rebecca Tapia, Diedre Ehule, Tiffany Riggins, Elise Huebner
Visitors present: Commissioner Terri Cook, Claire Osborne, Deborah Teel, Stephen Jon Moss

Public comments: Stephen Jon Moss, representing John Teel, commented a "point of error" that the full board was not present to conduct an evaluation of the Executive Director. Board Attorney Richard Hamala advised that the Board had a quorum and was given the go ahead to proceed.

SPECIAL CALLED AGENDA

- 4) Executive session to consider and discuss the executive director's performance, evaluation, and employment.

Executive Session was called at 12:36 p.m. for the Board to consult with Attorney Richard Hamala

Regular Session reconvened at 1:06 p.m.

- 5) Discussion and possible action regarding the executive director's performance, evaluation, and employment.

Mr. Teel requested to proceed in open session.

Ms. McMichael reviewed the process that the Board used to prepare for the Executive Directors' evaluation. The Board's biggest concern is employee turnover rate of nearly 30% in 12 months, and a main reason why they all agreed to administer a staff survey. Mr. Teel commented that he agreed that turnover is a problem and the Executive Leadership Team is looking at ways to increase retaining staff. He then referred to a Williamson County 2017 report of turnover rates and commented that those rates are similar. He stated Administration is going to create an action plan in July to study and reduce turnover. Chair McMichael asked Mr. Teel if he had any explanation for the high turnover, or any other comments.

Ms. McMichael then stated that on the surface, the District looks wonderful, but the results of the survey revealed to them a that the staff is concerned with turnover, morale, and management practices. The Board discussed if they thought the problems reported on the surveys were "fixable." She also reported of the 80 surveys completed, 49 commented that leadership and management was the greatest problem at WCCHD. The Board was also concerned that the survey echoed the same problems that were cited and consequently resulted in a 2016 performance improvement plan for Mr. Teel.

Mr. Teel showed slides of an employee survey example from a Dallas newspaper. He also reported that he formed an internal group of "high performing" staff called the "Diamond Group" to brainstorm ideas and to help the Executive Leadership Team address internal issues such as morale and turnover.

Executive session called at 1:40 p.m. for the Board to consult with Attorney Richard Hamala

Regular Session reconvened at 2:13 p.m.

Motion to terminate Mr. Teel's employment immediately with an offer of a separation agreement for the payment of three months of base salary as a severance payment in exchange for a release of claims and an agreement not to sue the District, and Mr. Teel is offered the opportunity to resign effective immediately in lieu of termination.

Moved: Luis Egelsee

Seconded: Joanne Land

Vote: Approved Unanimously

Motion for Dr. Headley to be appointed as interim Executive Director effective immediately and begin search process of replacement Executive Director while working with the Board.

Moved: Selicia Sanchez-Adame

Seconded: Dr. Luis Egelsee

Vote: Approved Unanimously

Motion to authorize Board Chair McMichael to negotiate a separation agreement with Mr. Teel.

Moved: Mary Faith Sterk

Seconded: Ed Strout

Vote: Approved Unanimously

6) Adjourn meeting

Motion to adjourn meeting

Moved: Dr. Luis Egelsee

Seconded: Selicia Sanchez-Adame

Vote: Approved Unanimously


Chair McMichael adjourned the meeting at 2:15 p.m.

Recorded by:



Deb Strahler

Reviewed by:



Mary Faith Sterk, Board Secretary