



**Williamson County and Cities Health District  
Board of Health Meeting  
Thursday, January 3, 2019 6:30p.m.  
Round Rock Public Health Center  
Scott D. Evans Conference Room  
355 Texas Ave., Round Rock, TX 78664**

The meeting was called to order at 6:32 p.m. by Board of Health Chair Marlene McMichael

- 1) Invocation and Pledge of Allegiance
- 2) Roll call was taken  
Present: Chair Marlene McMichael, Mary Faith Sterk, Carole Bachmayer, Joanne Land, Ashley Suker  
Absent: Ehab Kwar, Ed Strout, Virginia Headley
- 3) Acknowledge appointment of new Board Director to represent Leander and Liberty Hill – Ashley Suker
- 4) Acknowledge 2018 Scott D. Evans Award recipient – Justine Price
- 5) Acknowledge staff and visitors; hear any comments.  
Staff members and visitors present: WCCHD Attorney Richard Hamala, Jonathan Cochran, Deb Strahler, Justine Price, Michelle Broddrick, Stephanie Nakano, Aryu Yoshina, Mai Lan Bradford

Public comments were made by Mai Lan Bradford commissary kitchen owner in Georgetown. She owns a 3-acre property and was intending to open a food truck park and farmer's market. She wants to know what changes to policies regarding food regulations and farmers markets are happening, what are the rules, and where are they posted. Richard Hamala advised a meeting be scheduled with Dr. Headley and Teresa Galindo.

Chair McMichael requested a staff briefing to include the status of rules and regulations for mobile food permits and farmers markets be on the agenda at the March Board of Health meeting.

#### **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 6-10)

- 6) Approval of minutes, Regular Meeting, 11-01-2018, and Special Called Meetings, 12-12-2018
- 7) Approval of current investment reports (October, November 2018)
- 8) Approval of 2018 Summary of Board Actions
- 9) Approval of Sexual Harassment Policy
- 10) Approval of Confidentiality Policy

#### **Motion to approve consent agenda except item 9**

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

#### **Motion to edit title of Sexual Harassment Policy to hostile work environment to reflect content**

Moved: Joanne Land  
Seconded: Carole Bachmayer  
Vote: Approved unanimously

#### **REGULAR AGENDA**

- 11) Executive Director Update

Michelle Broddrick presented the budget to actual presentation and update on the payroll COLA and merit increases.

Justine Price gave an update on the WIC TXIN system, eClinical Works, Accela and EWS systems.

Justine Price reported that DSRIP is on track and the District should meet goals for five of seven measures which was expected.

Marlene McMichael commented that the board directed the former Executive Director to find replacement money for DSRIP and asked for an update. Justine Price reported that there are three grant opportunities WCCHD will be applying for in early 2019 that would span three to five years of funding. There has been no clear plan for DSRIP and the 1115 Waiver after DY9.

CIHCP update was tabled until March meeting.

**No action requested – information only**

12) Election of Board Officers for 2019

**Motion to keep entire slate of current board officers for 2019**

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

13) Consider and take action to approve and ratify the terms of employment for the incoming Executive Director. Salary and annual leave were negotiated and agreed upon. An evaluation will be conducted at six months.

**Motion to approve and ratify terms of employment for *incoming Executive Director.***

Moved: Mary Faith Sterk  
Seconded: Carole Bachmayer  
Vote: Approved unanimously

14) New Business

No new business was discussed

15) Next regular meeting set for Thursday, March 7, 2019 (6:30 p.m. at the Scott D. Evans Conference Room).

16) Chair McMichael adjourned the meeting at 7:22 p.m.

Recorded by:

  
Deb Strahler

Reviewed by:

  
Mary Faith Sterk, Secretary