



**Williamson County and Cities Health District
Board of Health Meeting
Thursday, February 17, 2022, 4:30 p.m.
City of Round Rock
231 E. Main Street, HR Training Room
Round Rock, TX 78664**

The meeting was called to order at 4:30 p.m. by Board of Health Chair Kathy Pierce.

- 1) Pledge of Allegiance
Ms. Pierce led the Pledge of Allegiance

- 1) Roll call was taken.
Present: Chair Kathy Pierce (Williamson County), Ed Tydings (Williamson County), Laurie Hadley (Round Rock), David Morgan (Georgetown), Robert Powers (Leander/Liberty Hill), Bob Farley (Hutto), Dr. Caroline Hilbert (WCCHD).

Absent: Jeffery Jenkins (Taylor), Chris Copple (Cedar Park)

- 3) Acknowledge staff and visitors; hear any comments.
Staff members and visitors present: Carl Shahady of Tiemann, Shahady & Hamala, Cindy Botts, Dr. Amanda Norwood, Matt Wojnowski of the City of Hutto

REGULAR AGENDA

Ms. Pierce informed the Board that she would like to move item 8 to the beginning of the meeting, to allow for Dr. Norwood to present and leave the meeting, to attend to family obligations.

- 8) Discuss, consider, and take appropriate action regarding Lease Agreements for Certain Real Property with Williamson County for Class D Pharmacy Licensing Purposes

Dr. Norwood began by reminding the Board that the applications for the Class D Pharmacy License, for the Georgetown, Cedar Park and Taylor Clinics have been rejected by the Texas State Pharmacy Board, and though she did request a legal review of the License Agreement with Williamson County that were submitted as part of the applications, as being sufficient, she was informed by Pharmacy Board Staff that the review would likely still be denied. Ms. Hadley asked what the rejection was based upon. Dr. Norwood stated that we submitted a License Agreement with Williamson County as proof that the Health District is operating out of those sites. The License Agreement, as opposed to a Lease Agreement, has given the Texas State Pharmacy Board pause, as they don't think that the Health District has autonomy over the sites, and they don't want other tenants to move into a shared space that might not be suited to having an operating pharmacy at the same site. As such, the Pharmacy Board has asked that the Health District resubmit the applications with a Lease Agreement, as proof that autonomy over the site exists. Dr. Norwood added that the County's Attorney, Hal Hawes has drafted a Lease Agreement for the three Health District sites, and the Board attorney's Richard Hamala, has review it and now they are coming to the Board for approval. Once the Board approves them, they can be placed on the Commissioners Court agenda for approval. Once both parties have approved, the applications can be resubmitted to the Texas State Pharmacy Board. Ms. Hadley asked if the Round Rock site had been approved under a prior application. Dr. Norwood explained that yes, Round Rock had been approved under a prior application before the criteria changed and necessitated this new process. While the other three sites are being approved, Round Rock will remain operational under the prior approval, but will eventually be transitioned to approval under the new criteria from the Pharmacy Board.

Motion to approve item 8.

Moved: Ed Tydings
Seconded: Laurie Hadley
Vote: Approved unanimously

4:37 p.m. – Jeffery Jenkins arrived

Mr. Morgan handed out informational packets for the Board to review, as part of item 9.

4:38 p.m. – Executive Session called

4:55 p.m. – Christopher Copple arrived for the meeting and went directly into Executive Session

6:28 p.m. – Reconvened to Regular Session

REGULAR AGENDA

- 9) Discuss, consider, and take appropriate action to authorize a forensic audit on behalf of WCCHD

No Action out of Executive Session

- 10) Discuss, consider, and take appropriate action regarding the employment of an Executive Director for WCCHD

Motion to hire Dr. Caroline Hilbert for the position of Executive Director of the Health District, at an annual salary of \$165,000, contingent upon passing a background check.

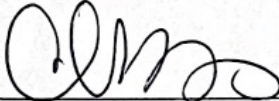
Moved: David Morgan
Seconded: Laurie Hadley
Vote: Approved unanimously


- 12) Adjourn

Motion to adjourn.

Moved: David Morgan
Seconded: Bob Farley
Vote: Approved unanimously

Board Chair Pierce adjourned the meeting at 6:22 p.m.

Recorded by: 
Cindy Botts, Executive Assistant

Reviewed by: 
Christopher Copple, Secretary