



**Williamson County and Cities Health District
Board of Health Meeting
Wednesday, January 12, 2022, 1:30 p.m.
City of Round Rock
231 E. Main Street, HR Training Room
Round Rock, TX 78664**

Corrected 06/11/22

The meeting was called to order at 1:31 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), Jeffery Jenkins (Taylor), Chris Copple (Cedar Park), Bob Farley (Hutto), Dr. Caroline Hilbert (WCCHD).

Absent: David Morgan (Georgetown), Robert Powers (Leander/Liberty Hill)
- 3) Acknowledge staff and visitors; hear any comments.
Staff members and visitors present: Richard Hamala of Tiemann, Shahady & Hamala, Cindy Botts, Ivah Sorber, Matt Wojnowski of the City of Hutto

REGULAR AGENDA

- 4) Approval of minutes, Regular Meeting 12/08/21

Ms. Hadley commented that the minutes have been extremely detailed and while she appreciated it, they don't have to be. Mr. Copple added that the City of Cedar Park typically take "action minutes". Ms. Hadley stated that if Ms. Botts wished to move to action minutes in the future, she would be in support of bringing this item to the Board for approval. Mr. Tydings agreed.

1:33 p.m. – Robert Powers arrived for the meeting

Mr. Copple added that the level of detail is appreciated, particularly as the meeting is also being recorded. Ms. Botts clarified that while the meeting is being recorded, and the recording will be kept as part of the file, the recordings are not posted to the Health District's website, only the minutes. The recordings are used, primarily, for the purposes of creating detailed minutes. Mr. Copple asked if there have been public records requests for the recordings. Ms. Botts stated that such requests are very infrequent. Ms. Pierce asked if the Health District were to implement AgendaQuick if this agenda management system would assist in the creation of minutes. Ms. Botts responded that it probably would not, as she preferred to take detailed minutes. Ms. Hadley added that the level of detail in minutes is an individual preference. Ms. Botts explained that detailed minutes were her preference, to create a more robust historical record. Dr. Hilbert added that detailed minutes have been helpful for her, and she thought it also would be of benefit to the Board. Ms. Pierce, Mr. Copple and Mr. Tydings all agreed. Ms. Pierce stated that detailed minutes were a lot of work, and the effort was greatly appreciated. Ms. Botts stated that if the Board moved towards a preference to shorten the minutes, she certainly could. Ms. Hadley stated that it was not necessary.

Motion to approve the minutes from Regular Meeting 12/08/21.

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

- 5) Review of 2021 Board of Health Summary of Actions Taken

Ms. Botts stated that the Summary of Actions Taken is an annual item that is brought before the Board. This summary has been done for the past four or five years, for the purposes of recording Board actions, as part of PHAB accreditation documentation. Ms. Botts continued that she thought it might be especially helpful this year, in recording what actions the prior Board took, through July, and what actions the current Board has taken for the second half of 2021. Ms. Hadley stated that the summary document was interesting. Ms. Pierce added that the creation of the summary document was also a lot of work and thanked Ms. Botts for her efforts.

Motion to approve the 2021 Board of Health Summary of Actions Taken

Moved: Ed Tydings
Seconded: Bob Farley
Vote: Approved unanimously

1:37 p.m. – Executive Session called

1:48 p.m. – David Morgan arrived for the meeting and went directly into Executive Session

2:31 p.m. – Reconvened to Regular Session

REGULAR AGENDA

- 7) Discuss, consider, and take appropriate action on pending or contemplated litigation, settlement matters and other legal matters, including the following:
- a. Litigation or claims or potential litigation or claims against WCCHD or by WCCHD
 - b. Status Update-Pending Cases or Claims
 - c. Employee/personnel related matters
 - d. Other confidential attorney-client matters, including contract and certain matters related to WCCHD defense issues in which the duty of the attorney to the governmental body within the attorney/client relationship clearly conflicts with Chapter 551 of the Texas Government Code.
 - e. EEOC Charge of Discrimination 451-2021-02587: Derrick Neal v. Williamson County and Cities Health District and investigation of claims and conduct of former Executive Director Derrick Neal.

No Action out of Executive Session

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

Ms. Hadley informed the Board that Maxwell Locke and Ritter is the general accounting firm that does the annual single audit for the Health District and she felt they do an excellent job, but their firm does not conduct forensic audits. They advised Ms. Hadley that any results from a forensic audit should be shared with them. Ms. Hadley then reached out to the City of Round Rock's Chief Financial Officer (CFO) for additional auditing firm options, that might conduct forensic audits. The City of Round Rock currently uses Whitley Penn, who have a "Risk Advisory Services" division that conducts forensic audits. Ms. Hadley reminded the Board that there are many firms that do this type of work and asked for discussion on how they would like to proceed. She also offered to reach out to Whitley Penn, with her CFO in the room, if the Board was comfortable with that, to ensure that she was asking the correct questions and using the correct lingo for this informational request. Mr. Morgan, Mr. Jenkins, Mr. Farley and Mr. Tydings all nodded their agreement at including the City of Round Rock's CFO in the initial informational call with Whitley Penn. Ms. Pierce asked if there were any other names that might be considered for an initial informational discussion. Mr. Morgan stated that the City of Georgetown uses Weaver Tidwell, and he would be willing to reach out to them for additional information. He also suggested that a subcommittee of the Board be formed to determine a scope of work for the forensic audit, which would come back to the Board for approval of a proposal. Mr. Powers stated that it would be his preference to have discussion at the subcommittee, but that the initial discussion regarding scope be had with the full Board. He informed the Board that the term "forensic audit" is commonly used and other than that there is a legal conclusion of what is being audited, he isn't sure of what exactly it would entail. He brought up a concern that were an auditor chosen, and they go down the wrong path, in terms of scope of work, as a representative of the City, he would need to justify that wrong direction to his city. Therefore, he felt it was important to have that initial discussion at the full Board, before moving to the subcommittee.

Weaver and Tidwell, LLP

Mr. Hamala stated that on the DeSoto Independent School District website there is a published forensic audit by ~~Tiemann, Shahady & Hamala~~, if the Board would like to see what a report looks like. Ms. Pierce asked Mr. Hamala to confirm that Tiemann, Shahady & Hamala do forensic audits, and he replied that they do. Ms. Hadley asked for contact information for the individual within Tiemann, Shahady & Hamala who would conduct the audit. Mr. Hamala stated he would provide the information after the meeting. Ms. Pierce asked the Board to consider who might wish to participate in the Forensic Audit Subcommittee. Mr. Copple suggested Mr. Powers, Ms. Hadley, and Mr. Morgan. The Board concurred with Mr. Copple's suggestion. Ms. Hadley stated that the subcommittee could begin by talking to a couple of firms to determine options. Mr. Powers stated that he would feel more comfortable if the District's attorneys provided guidance on what could be shared with auditing firms prior to the subcommittee having discussions with them. Ms. Pierce asked Mr. Hamala if he could assist with this guidance or if guidance needed to come from the attorneys associated with the current litigation. Mr. Hamala stated that his firm could advise on this, in coordination with the Health District's current auditing firm. Mr. Hamala went on to say that, as was the case with another client, if the preferred result would be a report first presented as part of Executive Session, one of his firm's attorneys could be hired as a consultant to assess claims, on behalf of the governmental entity. In the case of the Independent School District, the report was originally presented as part of Executive Session and was ultimately published to the public on the website. Mr. Powers stated that this would meet his concern.

Mr. Morgan asked the Board if they wished to have discussion, as a Board, now, to determine Scope of Work. Ms. Pierce agreed that initial discussion would be helpful to the subcommittee and asked for discussion. Ms. Hadley brought up the execution of questionable contracts, what financial policies and practices the Health District operates under and who governs those policies and practices, as municipalities fall under the Government Finance Officers Association (GFOA). What are the financial reporting responsibilities of the Health District and to whom, other than the Board? Mr. Hamala stated it may just be to the Member Cities. Ms. Pierce asked what the best practice might be – perhaps following suit to the County and the Cities' requirements. Ms. Hadley stated that for contracts, cities are governed by the State of Texas. If a contract is X amount of money, an RFP is not required, etc. Mr. Morgan stated that it was his preference that for contract and professional services agreements, the audit would cover an evaluation of the scope and if the scope was followed, if it was procured

properly and what the payment structure was. He stated that he felt establishing a timeframe is also important, as he didn't feel going backwards too far would be helpful. Ms. Hadley suggested two years, as a timeframe, or the tenure of the former Executive Director. Mr. Morgan agreed that the term should be the tenure of the former Executive Director. Mr. Morgan also added that he thought all procurement associated with the Executive Director, including direct purchases should be reviewed as part of the audit. This would include personnel policies, travel guidelines, training policies, etc. that would impact any procurement. Ms. Pierce asked if this would also include the prior Executive Director's expense account. Mr. Morgan stated it would. Mr. Farley added that separate from this scope, the Board might also wish to retain the option to expand the scope, if in doing the analysis, the auditing firm finds separate, unusual activity, and would suggest looking further into the new area. Ms. Hadley and Ms. Pierce agreed. Mr. Tydings agreed that keeping to a two-year timeframe also falls in line with the EEOC complaint. Mr. Morgan asked Dr. Hilbert if she had any areas of concern, related to the Executive Director position, span of control or decision-making that should be reviewed as part of this audit. Dr. Hilbert stated that she would think on this question and get back to the subcommittee later. Mr. Morgan offer to coordinate scheduling the informational meetings with the firms and the subcommittee.

Motion to appoint David Morgan, Laurie Hadley and Robert Powers to the Finance and Audit Subcommittee.

Moved: Chris Copple
Seconded: Jeffery Jenkins
Vote: Approved unanimously

Ms. Hadley requested that Items 10 and 11 be discussed prior to Item 9 on the agenda.

10) Discuss, consider, and take appropriate action on WCCHD Attendance and Leave Policy

Ms. Hadley stated that her wish to move these items further up the agenda stemmed from her concern, as stated at meetings late in 2021, that the existing policies might be too generous and while the Health District typically follows the County, in terms of other personnel policies, the existing Attendance and Leave policy is a departure. Ms. Pierce stated that recently, Dr. Hilbert and Ms. Sorber met with the County's HR Director, Rebecca Clemmons, to talk through the Health District's updated Attendance and Leave Policy. Dr. Hilbert explained that the County HR staff had no concerns with the changes being brought before the Board. She stated that she thought it was important for the Board to keep in mind that the Health District's biggest competitor is DSHS and the carryover limits, as they relate to employment years, listed in the updated policy, are taken directly from DSHS. Dr. Hilbert stated that even in her short tenure with the Health District, employee have come over from DSHS and have considered us, specifically because they can carry over some of their years. She explained that after internal discussion, WCCHD Leadership is comfortable capping the annual leave limit at 20 years of employment and that language was clarified to ensure that payout compensation would not exceed the carryover limit and that annual leave would only be paid out if the employee separated in good standing. She stated that additionally, the need for a physician's note was added, should an employee be out of the office on Sick Leave for 3 consecutive days or more. She added that this was mainly an option to assist those managers that needed the support with their staff. Others did not. Ms. Hadley asked if the 16 hours of floating holiday was in addition to vacation and holiday pay. Dr. Hilbert stated that it was. Mr. Tydings and Ms. Pierce explained that the floating holiday pay was in line with what the County also provides to its employees. Mr. Morgan asked how many holidays the District and County provided. Ms. Hadley stated the City of Round Rock has 12, Ms. Pierce replied that the County has 12, as well. Mr. Jenkins also stated that the City of Taylor observes 12 holiday days in a year. Ms. Hadley expressed a concern that when long time employees separate, the required payout can be a significant impact on finances, particularly as WCCHD is mainly grant-funded. Mr. Tydings added that several years ago, to address this, the County changed the payout allowance. Dr. Hilbert confirmed that the WCCHD payout policy is modeled after the County's and when an employee separates, they do not get paid out sick time, holiday pay, or floating holiday pay. They only get what is currently in their bank for vacation, which is capped at 388 hours. Dr. Hilbert also confirmed that the payout hours have been updated to scale back from DSHS's model. Ms. Hadley noted that the policy states that annual leave will be paid out to a separating employee if the employee leaves in good standing but asked for clarification within the policy as to what the term "good standing" meant. There was general discussion by the Board not to determine the definition of "good standing" during the Board meeting, but to include a definition, once the policy was approved, after the meeting.

Motion to approve the revised WCCHD Attendance and Leave Policy, as proposed.

Moved: David Morgan
Seconded: Ed Tydings
Vote: Approved unanimously

Mr. Wojnowski asked when the policy would take effect and Mr. Morgan stated that it would take effect today. Mr. Hamala clarified that it would be effective today unless the Board decided otherwise. The Board agreed. Dr. Hilbert stated that future polices could include an "effective date" if that was the Board's preference.

2:57 p.m – Ms. Hadley left the meeting

11) Discuss, consider, and take appropriate action on WCCHD Flexible Work Environment Policy

Dr. Hilbert began by stating that staff approached this policy with the Board's concerns in mind and began with the Executive Leadership Team looking at what fit with the mission of the District, what the Health District's competitors and peers are using, then it was brought to

the Division Directors to ensure that it captured the operations of the District. Dr. Hilbert also informed the Board that while WCCHD was the exception among its peers as to how often staff were utilizing flexible work, among the District's competitors, the Health District was not. She explained that at DSHS, while some Divisions were going into the office daily, most Divisions were only going into the office one time per week. Similarly, the Region was also telecommuting most days. She stated that it was important for the Board to keep that in mind, as several employees have left over the past few months for fully remote positions. Given all of that, the major changes in the Flexible Work Environment Policy include clarifying that Division Directors need to be available Monday through Friday and which classifications of staff are eligible for telecommuting, most of which are eligible for two days per week, except for the non-exempt direct service employees. She clarified that for direct service, exempt employees, there are still administrative duties that can be done virtually, including charting and environmental health paperwork processing. Dr. Hilbert also clarified that the policy has been updated to two days per week of telecommuting as the prior policy stated one day per week, but that practice had not been followed in the past several years. She also explained that there are existing positions that may not need to be in the office at all, particularly as office space is tight. These positions could become fully remote if it is in their job descriptions. These job descriptions would be reviewed through the Executive Leadership Team for approval and be in line with their job duties. Lastly, Dr. Hilbert posed to the Board, for general discussion, a situation outside of the standard Policy, in which during an emergency, whether staff needed to all be in the office, or all telecommuting, where Executive Leadership Team has the authority to make that decision, on behalf of the District, for a set amount of time- currently listed at two weeks, though she would prefer three weeks. Should more be needed, then Executive Leadership could bring this to the Board for an extended approval. Mr. Tydings stated that with the current Board being City Officials, if there is a response that will impact the Health District, it will also impact the other City and County agencies, so he didn't have a concern with Ms. Hilbert's request for a three-week timeframe. Mr. Foley agreed, as did Mr. Morgan. Ms. Pierce stated that three weeks would also allow for an item to be placed on the following Board agenda, should the timeframe need to be extended, for Board approval.

Mr. Morgan stated that he was less concerned about the emergency timeframe, and more concerned with long-term implications of teleworking. With the City of Georgetown, he has seen a shifting in telework, based on preference and availability of the workforce, balanced with insuring accountability of staff and that service levels are being met. He expressed that he thought the draft policy was missing standards for what "teleworking" entails, including working from a pre-approved location. Mr. Morgan stated that the City of Georgetown is trying to focus on providing more flexible scheduling for their employees, but that they are not willing to close their offices. Similarly, his concern for the Health District is ensuring that flex schedules allow for different departments to operate as they feel best, but also do not also shift established service levels parameters. Dr. Hilbert agreed and stated that the flexible piece of how many hours per day staff work continues to be offered, but the structure of the policy provides enough support to Division Directors to ensure that service levels continue to be met, such as with a staggered schedule of 4/10s. Mr. Tydings and Mr. Jenkins asked for clarification that the intention of the policy was not to alter working hours, but for flexibility for staff to continue to meet those hours. Dr. Hilbert stated that it was, as the focus of the Health District is to serve the public and be available when the public is available. Mr. Jenkins stated that he agreed with Mr. Morgan's concerns about including standards for "telework", whether that is in the policy, or in a separate "Administrative Guide" type of document. Dr. Hilbert stated that the District has incorporated these standards in additional guideline documents, but that the policy is intended to be more "high-level". Mr. Morgan offered to send Dr. Hilbert the current City of Georgetown policy, which provides guidance for the standards, should the Health District wish to incorporate some of the language. The policy also includes specifics for temporary teleworking, as well as teleworking during an emergency event. Mr. Tydings asked if Dr. Hilbert intended to create a separate guidance document or if the language should be in the policy, itself. Dr. Hilbert stated that the Health District typically starts with the policy, which are high-level, under which are SOGs, which are the guidelines, and then under that are SOPs, which are very detailed and state the exact process that is required. The draft policy, as presented to the Board, is setting the stage for what is expected, in more general terms. Mr. Jenkins commented that these types of policies are almost expected nowadays and if you don't have them in place, you will start to lose people. Ms. Pierce commented that in a meeting she attended yesterday with the County Auditor's Office, the location of teleworking was noted as potentially having unintended consequences, including taxation, especially for those teleworking out of state.

Ms. Pierce stated that what she was hearing from the Board was that there was no action to be taken on this policy, yet, and that it would come back to the Board for further discussion. Mr. Morgan agreed and stated that he would like to see some of the general statements included in the City of Georgetown policy to also be included in the WCCHD policy, though, if Staff would prefer, others can be included as part of the more granular guidelines instead. Dr. Hilbert agreed and stated that she had reviewed the County's policy and with there being so many different departments, the policy, itself, is much more flexible – leaving a lot up to the Directors. Dr. Hilbert stated that much of WCCHD operations are managed in a similar way by Division Directors, depending on what works for their individual teams. In looking at revising the WCCHD policy, is a more flexible focus, like the County's policy, what the Board would like to see, or would a stricter approach be their preference? Ms. Pierce asked Mr. Foley for his thoughts. Mr. Foley stated that as there are so many differences between Divisions, leave as much discretion in the policy as Leadership feels comfortable with. Staff knows the work and the details of the standard operating procedures better than the Board. Mr. Powers stated that he felt the guidelines were important, as "fences are important" and there can be differences in how different Division managers apply flexibility, which can create issues with Leadership. Mr. Jenkins added that in his opinion, there are always Departments that adhere, and those that "push it", and that you don't affect everyone that is adhering, just because one isn't. Instead, you address it with the one Division. Mr. Powers added that from the City of Leander's experience, the City of Leander's IT department has been heavily involved in creating secure working environments, which is a new experience for them. Ms. Pierce stated that WCCHD gets their IT services from the County and the County is very involved in the telework process for employees. Mr. Copple added that the City of Cedar Park is also reviewing their policies as employees are comparing Cedar Park's policy of telecommuting up to two days per month, to other local jurisdiction policies. The policy that they do have include the guidelines, trainings and approval pages as separate documents, attached to the policy. Ms. Sorber added that even with the current policy, participating staff often have guideline-related questions, such as "How far away from the office can I 'work'?" She stated that there can be sections added to the current guidelines that address the Board's concerns, including location and presentation. The Health District has both SOGs and more detailed SOPs. Mr. Morgan asked if the Health District required employees to sign their approval. Ms. Sorber stated that there was an agreement that both the Director and the Staff member signed. She added that the initial policy and attached SOGs and SOPs

were created in 2019, so it is appropriate to review all the documents and ensure that new items are incorporated. Mr. Jenkins asked Dr. Hilbert if she knew how many general workforce jobs were remote. Dr. Hilbert explained that on yesterday's call with the County's HR team, one of the staff members mentioned that remote/telecommuting jobs went from 1 in 70 to 1 in 7. Mr. Morgan added that he had recently heard that approximately 40% of employees wished to telework, but only 12% of employers offered that option. Mr. Morgan stated that in his organization, internal customer service dropped for those teleworking creating two "classes" of employees, which ultimately led to the City decreasing the availability of teleworking. He added that Dr. Hilbert was correct, though, in assuming that the world was moving towards more employees teleworking and if agencies wished to recruit and retain employees, telework will need to be an option, despite challenges. Ms. Pierce asked Dr. Hilbert if she had any further questions from the Board. Dr. Hilbert replied that she did not, and staff would incorporate the changes requested and bring back the policy for additional review next meeting.

Motion to table item 11: Discuss, consider, and take appropriate action on WCCHD Flexible Work Environment Policy.

Moved: Ed Tydings
Seconded: Bob Foley
Vote: Approved unanimously

9) Ratification of Professional Services Agreement – Community Health Assessment

Dr. Hilbert began by stating that the Community Health Assessment (CHA) is one of the better know WCCHD Core Documents. The CHA is published in the first quarter of every third year, and 2022 is the next year to publish. The Quality and Strategic Management (QSM) Division is the team that spearheads this project and puts together agreements with many local community partners regarding the publishing and use of the CHA. Several employees, including the Director, in that Division, moved onto other positions outside of WCCHD, leaving only one individual currently in the Division. Executive Leadership will be reviewing the organization structure of the Division, but in the meantime, the Health District needs to honor the existing CHA partnerships. To that end, as current employees do not have the bandwidth or institutional knowledge, nor is there time to procure a third party to pick up where former staff left the project, the former Division Director is willing to enter into an agreement with the Health District as a consultant to complete this project by the required timeframe of March 2022. The agreement would cost the Health District \$2,500 and would come from the existing QSM budget. Dr. Hilbert stated that given the tight timeframe, she did speak with Ms. Pierce and asked Mr. Hamala to draft the agreement. The agreement was signed and staff was now bringing this agreement to the Board for ratification. Ms. Pierce explained that much of the work has already been completed, the agreement would be mainly to compile the information. Dr. Hilbert explained that the timeline outlined in the agreement is being adhered to. Mr. Jenkins asked where the prior Division Director went, once leaving the Health District's employment. Dr. Hilbert explained that she took a fully remote position with DSHS.

Motion to adopt the Professional Services Agreement, as presented.

Moved: Bob Foley
Seconded: Jeffery Jenkins
Vote: Approved unanimously

12) Executive Director's Report

Dr. Hilbert spoke through the written Executive Director's report, as presented in the agenda packet, including a COVID update, the status of the DSRIP extension, upon the Health District's budget, and direct and indirect services operational goals for the coming month. Ms. Pierce asked which Division was most impacted by the potential revenue loss of DSRIP, should the one-year extension not be approved. Dr. Hilbert stated that Clinical Services is most impacted, and that the extension is a "backdoor" way to ensure that funding is still given to agencies that provide a medical "safety net", given the current political climate. Mr. Jenkins stated that it's been his experience that perhaps because of COVID but receiving a response from federal agencies has been slower than it used to be. The City of Taylor needed to request a simple extension of a park grant, and the federal process took six months. Dr. Hilbert stated that the State has provided no timeline for additional information but will continue to keep the Board updated. She also informed the Board that the approximate \$212,000 revenue loss, should the extension not be approved, would affect the FY 2022 budget, but the greater impact would be on FY 2023. Ms. Pierce asked if staff had any concerns with the topics being discussed at the Board Meetings- if any items were causing turmoil. Dr. Hilbert stated that keeping teleworking is the most noted concern among staff. Mr. Jenkins asked if the Health District is testing its own, or other agency employees for COVID. Dr. Hilbert stated that the Health District is not testing, and is sending the public, as well as WCCHD employees, to Curative for testing. Unfortunately, testing sites are booked several days in advance currently. The Board concurred that several sites have very long waiting lines around the County. Dr. Hilbert explained that this is also reflected in the daily COVID cases. If testing is maxed out, so is lab processing, so are the number of cases that can be entered into the system at any one day. Thus, the Dashboard numbers seem stagnant, but staff is aware that the incidence is still climbing. Mr. Tydings asked if the Health District works with schools on messaging, as his children's school provide general letters to parents stating that their child may have been exposed, but the letters don't help. Dr. Hilbert stated that sometimes schools will come to the Health District to ensure data is correct, but messaging is left up to the schools. Mr. Tydings expressed a concern that the letters are causing the test sites to also fill up, with parental concerns that their child may have been exposed, when it might not be likely. Ms. Botts stated that she believed that the messaging from the schools is part of the required notification process from TEA. Mr. Morgan stated that to have in person meetings, the City of Georgetown is encouraging its City Council to come in a few days early to test. Mr. Tydings stated that as a member of the County's EMS team, he tests daily. Ms. Pierce asked Dr. Hilbert if a Health Department highlight would be an item on the February Board agenda. Dr. Hilbert stated that the plan was to have Environmental


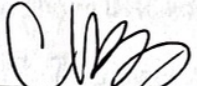
Health highlighted, as the Board will be discussing Fees, including Environmental Health Fees at that meeting.

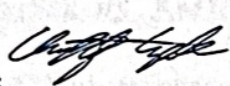
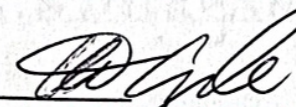
13) Adjourn

Motion to adjourn.

Moved: Robert Powers
Seconded: David Morgan
Vote: Approved unanimously

Board Chair Pierce adjourned the meeting at 3:42 p.m.

Recorded by:   6/11/22
Cindy Botts, Executive Assistant Approved, as Corrected

Reviewed by:  
Christopher Copple, Secretary Approved, as Corrected