



BELL COUNTY PUBLIC HEALTH DISTRICT

4236 Lowes Drive • Temple, TX 76502

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Amy J Yeager, MPH
BCPHD District Director

Lara Via, MD
Health Authority

BOARD of HEALTH

MEETING AGENDA

April 15, 2024, at 6:00 p.m.

BCPH Main Office, 4236 Lowes Drive, Temple, Texas 76502

Items marked with an asterisk (*) indicate voting items.

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance to the flags of the United States of America and the State of Texas
- IV. Public Comment
- V. Review and action regarding Minutes from the March 11, 2024, Board of Health meeting *
- VI. Board Actions – items with an (*) indicate vote of the Board of Health (BOH)
 - a. Presentation of OSSF fee changes and effective date including an update on subdivisions.
 - b. Presentation and consideration of the Health District donating the 2 inoperable vehicles to municipal paid fire departments.
 - c. Presentation, discussion, consideration, and possible action authorizing the creation of a new Leave and Attendance Policy to be effective May 1, 2024, which will replace all language relating to leave and attendance in the current Employee Handbook. *
 - d. Presentation, discussion, consideration, and possible action authorizing District Director Amy Yeager to enter into a Contract with Precise Cleaning for the janitorial services at the Killeen WIC office located at 216 E. Ave D, Killeen, Texas, Bell County. *
 - e. Presentation, discussion, consideration, and possible action adopting the Texas State Library and Archives Commission *Local Schedule GR, Retention Schedule for Records Common to All Local Governments* and *Local Schedule HR, Retention Schedule for Records of Public Health Agencies* as the official document retention schedules of the Bell County Public Health District and appointing the Administration Director as the records retention officer. *
- VII. District Director Report
 - a. Total Solar Eclipse – April 8th
 - i. Hot Wash and After Action Report (AAR)
 - b. Fire Marshal Update – Meeting was held on March 19th with County Attorney, District Attorney's Office, Fire Marshal, Bell County Emergency Manager, Judge Blackburn, Dr. Via, and Amy Yeager.

The situation was discussed and next steps were decided with people volunteering to work on the necessary pieces.

- c. Accounting Specialist hired – Michele Crabill
- d. Touch-A-Truck held in Killeen on March 30th was another huge success. At least double the number of attendees from last year. Encouragement to continue the event. The 2025 Touch-A-Truck will be held in Temple as we are rotating this countywide event.
- e. Medical/Infectious Disease Update – (Epidemiology report provided in advance) – Dr. Via

VIII. Finance Division Update

- a. Account balances as of 4/11/2024
 - i. PNC payroll account - \$18,621.45
 - ii. PNC general account – \$450,892.91
 - iii. Texpool account - \$4,163,722.86
- b. Audits
 - i. Single Audits for FY22 and FY23 – still pending
 - ii. HHSC Women’s Health Program audit update
 - iii. HHS WIC audit update
 - iv. Everybody Texas Audit – program and fiscal desk audit was rescheduled at the request of the state. The new date is May 15th.
- c. FY2025 Health District Member Contributions

IX. Division/Program Reports – provided in advance

- a. Any questions for Division Directors

X. New Business

- a. Board Member status updates
 - i. Current status of Cities and Towns in Bell County, Texas regarding BOH for members and/or alternates including updates on reappointments and expired terms

XI. Closed Session

- a. Deliberations regarding a Personnel Matter under Tex. Gov. Code Sec. 551.074 and Consultation with Attorneys under Tex. Gov. Code Sec. 551.071
 - a.
 - i. Deliberate and discuss the grievance filed by the former Director of Clinical Services & Systems.

XII. Reconvene into Regular Session and consider action, if any, on items discussed in Closed Session. *

XIII. Next Meeting: Monday, May 13, 2024 at 6:00 p.m.
4236 Lowes Drive, Temple, Texas

XIV. Adjournment

This meeting is being conducted in accordance with the Texas Opening Meeting Law.

{V.T.C.A., Government code, 551.001 et seq.}

The Board of Health is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073); discussing personnel matters (Section 551.074); or discussing security personnel or devices (Section 551.076). If the Board of Health determines to go into executive session on any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or executive session.

This meeting is being conducted in accordance with the Americans with Disabilities Act {42 USC 12101 (1991)}.

The facility is wheelchair accessible and handicap parking is available.

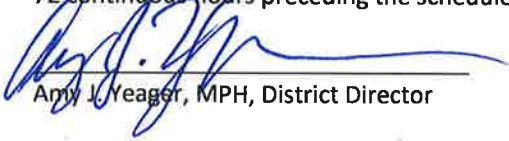
Requests for sign interpretive services are available upon request received at least 48 hours prior to the meeting.

To plan for those services, please call (254) 773-4457, District Director's office or

(TDD) 1-800-RELAY TX (1-800-734-2989).

Certification

I certify that the above notice of a regular Board of Health meeting was posted in the main entrance of the Health District office at 4236 Lowes Drive, Temple, Texas before 6:00 p.m. April 12, 2024 and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

A handwritten signature in blue ink, appearing to read 'Amy J. Yeager', is written over a horizontal line.

Amy J. Yeager, MPH, District Director