



BELL COUNTY PUBLIC HEALTH DISTRICT

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MINUTES

Bell County Board of Health

The Bell County Public Health District Board of Health met in regular session Monday March 6, 2023 at 6:00 p.m. The meeting was held at the Lanier Building, 201 N. 8th Street, Temple, TX 76501.

REPRESENTATIVES PRESENT:

Mr. Andre Avots – (City of Temple)
Mr. Michael Blomquist – Chairman (City of Harker Heights)
Dr. Sam Fiala (City of Killeen)
Ms. Kathy Long – Vice Chairman (Bell County)
Mr. Louis Lourcey – (City of Rogers)
Mr. John Midturi – Alternate (City of Temple)
Mr. Russ Nelson (City of Little River-Academy)
Ms. Charla Peters (City of Belton)
Mr. Bobby Whitson (Bell County)

REPRESENTATIVES not present:

Mr. David Broecker (City of Salado)
Mr. Dale Rendon (City of Holland)

EX OFFICIO:

Dr. Janice Smith, Health Authority
Ms. Amy J. Yeager, District Director

HEALTH DEPARTMENT PERSONNEL PRESENT:

Cathy Brem
Consuelo Elliott
Becky Flores
Tammy Hayes
George Highsmith
Amber Oltmann
Kent Stephens
Bonnie Walton

OTHER:

Sarah Glasier – Lloyd Gosselink Law Firm

I. CALL TO ORDER

The regularly scheduled meeting of the Bell County Public Health District Board of Health was called to order at 6:00 pm on March 6, 2023 by Mr. Blomquist, Chairman.

The presence of a quorum was established.

II. ROLL CALL

III. REVIEW AND ACTION REGARDING MINUTES FROM THE January 9, 2023 BOARD OF HEALTH MEETING

The minutes from the January 9, 2023 meeting were reviewed. Mr. Whitson motioned to approve the minutes as written, and that motion was seconded by Mr. Nelson. That motion passed.

IV. BOARD ACTIONS

a. Expenses over \$10,000 that were expended since the last BOH meeting (January 9, 2023) were as follows.

- a. RK Marshall (deposit for Lowe’s Blvd building) \$19,562.84
- b. RK Marshall (1st month’s rent for Lowe’s Blvd building) \$19,562.84
- c. Lighthouse IT (\$10,367 for monthly IT contracted services plus misc IT work changes) \$12,591.33
- d. Lighthouse IT (network exchange on premises to cloud and Microsoft Suite upgrades and other misc IT work changes) \$40,681.10

b. Bids

- i. A one-year contract for cleaning services at all BCPHD locations is currently under review. Monthly cost will be under \$10,000 but the actual contract will be over \$10,000. Mr. Whitson suggested Amy contact Ammy James, Texas Procurement Statue officer at Bell County for more information on general purchasing and procedures.
- ii. A contract for a security company for services at 4236 Lowes Drive building including alarm, access control and cameras is under review. Some bids included multiple locations.

V. FIRE MARSHAL UPDATE

Mr. Mahlsteadt stated that Judge Blackburn has been in court, so no updates were available. Mr. Mahlsteadt briefed on all pending cases. Cedar Valley Road case has been cleaned and closed. Shady Loop trash complaint is completed. Pendleton compound has been purchased and trash is in the process of being removed. The tire dump off of Old Highway 81 has been purchased by a developer and the tires will be removed.

VI. DISTRICT DIRECTOR REPORT

The District Director’s report was provided in advance. The highlights are as follows:

a. Building Issues

- i. 4236 Lowes Drive – All employees will be moved into the Lowes building within two weeks.
- ii. Killeen Foundation – Kent Stephens gave an update on the building located at 309 N. 2nd in Killeen. The south side of this building starting to shift and sink, there are visible cracks are in the exterior brick. The Board of Health suggested setting a limit and getting an evaluation for all repairs. Kent will be meeting with an architect on Wednesday of this week to get the Killeen foundation issue resolved.

b. Temporary Changes to M&N Division - The Health District will be closing the clinic services in the Belton

office temporarily. Staff in Belton have been immunization and Covid staff. Cross training will occur. Two employees will be pulled from Temple clinic to the Belton clinic to focus billing. The Nurse practitioner resigned, so Chelo Elliott will temporarily be the Nurse Practitioner until that position is filled.

- c. BCPHD vehicle use changes - Mileage and travel policies are being updated. The vehicles on hand will be solely as fleet vehicles to comply with the IRS guidelines. Tammy will do a cost analysis on all vehicles. The Health District will evaluate all vehicles on hand to see if they are all necessary to keep. Tammy will do research on billing mileage to grants.
- d. Touch A Truck – The Touch A Truck event will take place March 18, 2023 at 11:00 am. The Health Educators worked hard to get this event set. The focus is Emergency Preparedness and Safety.
- e. Medical Update – Dr. Janice Smith reported second category hospital admissions. Less than 10% would be in the low category. Currently, 2.6% of hospital beds are occupied by Covid patients from a recent outbreak, nursing home patients have been vaccinated and have not been to the hospital for Covid. TB has 6 active cases, while 18 patients are under TB treatment. Flu is significantly down.

VII. FINANCE DIVISION UPDATE

- a. Status of BCPHD Finances - A copy of the Finance report was provided to the Board of Health prior to the meeting. Tammy Hayes gave a report that PNC is at \$237,862.39 and \$16,630 of that was paid in interest last month. Billings to municipalities for FY 2024 member contributions have not been mailed.
- b. Chart of Accounts, Single Audit, Accufund setup, Procurement Manual all on hold.
- c. Bids for services contracts have been received and are under review.

VIII. DIVISION/PROGRAM REPORTS

Reports were provided in advance and an opportunity for questions.

IX. NEW BUSINESS

Status of Cities and Towns in Bell County, Texas regarding BOH active members was reviewed.

X. PUBLIC COMMENT

No public comments

- ## **XI. Executive Session pursuant to Texas Government Code Section 551.071 – consultation concerning attorney client matters**
- a. Legal update regarding Texas Board of Nursing Investigation
 - b. Legal counsel regarding employee grievance
 - c. Legal counsel regarding potential claims in connection with accounting activities

Executive session began at 7:45 p.m.

XII. RECONVENED

The meeting was reconvened at 9:57 p.m.

XIII. NEXT MEETING

The next meeting will be May 8, 2023

Location will be provided on the agenda.

No Dinner will be provided.

BOH Meeting: 6:00 p.m.

XIV. ADJOURNMENT

This meeting was adjourned at 10:01 p.m.