

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS
MONTGOMERY COUNTY PUBLIC HEALTH DISTRICT**

The regular meeting of the Board of Directors of Montgomery County Public Health District was duly convened at 3:35 p.m., June 8, 2023 in the Administrative offices of the Montgomery County Hospital District, 1400 South Loop 336 West, Conroe, Montgomery County, Texas.

1. Call to Order

Meeting called to order at 3:35 p.m.

2. Roll Call

Board Members present

Mr. Steven U. Parker, City of Panorama Village
Judge Mark Keough, Montgomery County Judge, Chairman
Mrs. Sandy Wagner, MCHD
Dr. Curtis Null, Conroe Independent School District, Vice Chairman
Dr. Richard Calvin, City of Conroe

Non-Voting members present:

Randy Johnson, Montgomery County Public Health District, Executive Director

Non-Voting members not present:

Dr. Charles Sims, MD, Local Health Director for Public Health District

3. Invocation

Mr. Leonard Schneider

4. Pledge of Allegiance

Mr. Leonard Schneider

5. Public Comments

No one made a comment from the public.

6. Approval of Minutes from March 9, 2023 Public Health District Regular Board meeting.

Dr. Null made a motion to approve the Public Health District minutes from March 9, 2023. Dr. Calvin offered a second and motion passed unanimously.

“Judge Keough requested agenda item no. 13 be moved up prior to agenda item 7”

Judge Keough at 3:50 p.m. requested that agenda items 7, 8, 9 and 20 be moved into executive session. Judge Keough advised the Board of Directors of the Montgomery County Public Health District reserves the right to adjourn into closed executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Sections 551.071 (Consultation with District's Attorney); 551.072 (Deliberations about Real property); 551.073 (Deliberations about gifts and Donations); 551.074 (Personnel Matters); 551.076 (Deliberations about Security Devices); and 551.086 (Economic Development).

7. Update, discuss and take action on the management transition. (Jason Millsaps, Transition Manager)

Agenda item 7 was adjourned into Executive Session pursuant to section 551.071 of the Texas Government Code.

8. Update and discuss action on external auditor, Patillo, Brown and Hill for audit services. (Jason Millsaps Agenda item 7 was discussed in, Transition Manager)

Agenda item 8 was adjourned into Executive Session pursuant to section 551.071 of the Texas Government Code.

9. Update of MCHD Management Transition and Lease Agreement. (Randy Johnson, CEO – MCHD)

Agenda item 9 was adjourned into Executive Session pursuant to section 551.071 of the Texas Government Code.

"Judge Keough advised for the record that Dr. Null left the board meeting at 4:34 p.m."

10. Report on activities related to Public Health, Epidemiology and Emergency Preparedness. (Alicia Williams, Public Health Director – MCPHD)

Mrs. Alicia Williams, Public Health Director and Mrs. Meghna Bhatt, COVID Response Manager presented the Public Health report to the board.

11. Consider and act on 3% COLA one-time lump sum payment. (Randy Johnson, CEO – MCHD)

Judge Keough made a motion to provide a 3% lump sum retro to the date MCHD employees received their COLA and then add 3% to MCPHD employees' salaries going forward from today. Dr. Calvin offered a second. After board discussion motion passed unanimously.

Judge Keough made a separate motion that any Public Health employees that are currently capped that anything in excess of their cap will be paid out in a lump sum. Dr. Calvin offered a second and motion passed unanimously.

12. Review and approve financial report regarding District's operations. (Brett Allen, CFO – MCHD)

Mr. Brett Allen, CFO presented the financials to the board.

Mrs. Wagner made a motion to accept the financial report regarding District's operations. Dr. Calvin offered a second and motion passed unanimously.

13. Present, the Weaver and Tidwell, L.L.P. Audit and Single Audit of Montgomery County Public Health District Fiscal Year Ended September 30, 2022. (Brett Allen, CFO – MCHD)

Mr. Greg Peterman, Partner with Weaver and Tidwell, L.L.P. presented the Audit and Single Audit of Montgomery County Public Health District to the board.

Dr. Calvin made a motion to accept the audit and single audit of Montgomery County Public Health District Fiscal Year Ended September 30, 2022. Mrs. Wagner offered a second and motion passed unanimously.

14. Consider and ratify property and casualty insurance coverage. (Brett Allen, CFO - MCHD)

Judge Keough made a motion to consider and ratify property and casualty insurance coverage. Mrs. Wagner offered a second and motion passed unanimously.

15. Consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2023. (Brett Allen, CFO - MCHD)

Judge Keough made a motion to consider and act upon recommendation for amendment(s) to the budget fiscal year ending September 30, 2023. Dr. Calvin offered a second and motion passed unanimously.

16. Consider and act on ratification of payment of invoices related to expenditures. (Brett Allen, CFO – MCHD)

Mrs. Wagner made a motion consider and ratify payment of invoice related to expenditures. Dr. Calvin offered a second and motion passed unanimously.

“Judge Keough requested the board go back to agenda item 11”

17. Consider and act on discussion of items to be placed on agenda of the next meeting of the Montgomery County Public Health District Board of Directors.

- Next Public Health board is scheduled for September 7, 2023.

18. Consider and act on holding a special board meeting as needed for the purpose of attending to any business items that may need attention prior to September 30, 2023.

Judge Keough tabled agenda item 18.

19. Consider and act on adding position of TB Technician for the Public Health Clinic. (Alicia Williams, Public Health Director)

Mrs. Wagner made a motion to consider and act on adding position of TB Technician for the Public Health Clinic. Dr. Calvin offered a second and motion passed unanimously.

20. Convene into executive session as authorized by Texas Government Code, Chapter 551, Section 551.071 to receive legal advice on the proposed transition of the provision of services on behalf of the Public Health District under the current interlocal agreement with the Montgomery County Hospital District and options of the Public Health District, the current

deadline of withdrawal by the Montgomery County Hospital District under the current interlocal agreement and lease agreement , and ongoing audit by Patillo, Brown and Hill.

Agenda item 20 discussed in executive session.

21. Reconvene from executive session and take action on item number 19 discussed in executive session, if needed.

The board reconvened from executive session at 4:33 p.m..

Dr. Null moved to instruct the Transition Manager to direct our auditors to expedite their audit and additionally authorized the Transition Manager to approach the MCHD board to extend the current agreement until March 30, 2024 as the board continues seeking permanent resolution. Dr. Calvin offered a second. Motion passed with a vote of four for (Dr. Null, Judge Keough, Mr. Parker and Dr. Calvin) to one opposed (Mrs. Wagner).

22. Adjourn

Meeting adjourned at 5:08 p.m.


Sandy Wagner