

**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 3:30 p.m., March 9, 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 3:30 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. Larry Foerster

4. Pledge of Allegiance

Mr. Larry Foerster

5. Public Comments

No one made a comment from the public.

6. Special Recognition

No Special Recognition.

7. Discuss and take action on the proposed management of the Montgomery County Public Health District. (Pct. 3 Commissioner James Noack, County Representative)

Judge Keough deferred agenda item 7 and advised that Commissioner Noack requested agenda item be removed until such time as audit has been completed.

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

Mr. Jason Millsaps, Transition Manager advised there is no update on the management transition at this time.

9. Consider, discuss and take appropriate action regarding an Interlocal agreement between Montgomery County and Montgomery County Public Health District allowing for the timely billing and payment of all grant approved salary, fringe benefits and expenses related to the MRC-Coordinator through December 31, 2023. Authorize Randy Johnson, Executive Director to execute the ILA on behalf of MCPHD. (Jason Millsaps, MCPHD Transition Manager)

Mr. Jason Millsaps gave an update to the board on purpose of the Interlocal agreement.

Dr. Calvin made a motion to consider, discuss and take appropriate action regarding an Interlocal agreement between Montgomery County and Montgomery County Public Health District allowing for the timely billing and payment of all grant approved salary, fringe benefits and expenses related to the MRC-Coordinator through December 31, 2023. Authorize Randy Johnson, Executive Director to execute the ILA on behalf of MCPHD. Dr. Null offered a second. After board discussion motion passed unanimously.

10. Consider and act on Amendment Number V to the Interlocal Agreement between Montgomery County Hospital District and the Montgomery County Public Health District for Provision of Public Health Services. (Melissa Miller, COO – MCHD)

Mrs. Melissa Miller, COO presented an update on the lined version Amendment V to the Interlocal agreement to the board.

Dr. Calvin made a motion to consider and act on Amendment Number V to the Interlocal Agreement between Montgomery County Hospital District and the Montgomery County Public Health District for Provision of Public Health Services. Mrs. Wagner offered a second. After board discussion motion passed unanimously.

11. Acknowledgement of our appointed Schools, Large Cities and MCHD board member representatives to the Public Health District board.

Mr. Randy Johnson acknowledged appointed board positions:

Dr. Curtis Null, Schools, Conroe I.S.D.
Dr. Richard Calvin, Large Cities, City of Conroe
Mrs. Sandy Wagner, Montgomery County Hospital District

12. Consider and act on election of annual chair positions.

Judge Keough requested that positions remain the same for Judge Keough as Chairman, Dr. Curtis Null as Vice Chairman and to nominate Mrs. Sandy Wagner as the Secretary/Treasurer. No second required on annual chair positions and motion passed unanimously.

13. Approval of Minutes from November 3, 2022, January 12, 2023 and February 16, 2023 Public Health District Regular Board meeting.

Dr. Null made a motion to approve the Public Health District minutes from November 3, 2022, January 12, 2023 and February 16, 2023. Dr. Calvin offered a second and motion passed unanimously.

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

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

Dr. Null made a motion to accept the Public Health report. Dr. Calvin offered a second. After board discussion motion passed unanimously.

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

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

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

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

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

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

Mr. Brett Allen requested the board defer the approval of invoices to the next board meeting

Judge Keough requested a corrected report of invoices to be sent out to all board members.

18. Update and discuss action on external auditor, Patillo, Brown and Hill for audit services. (Jason Millsaps, Transition Manager)

Mr. Jason Millsaps, Transition Manager gave an update to the board on the status of the external auditor Patillo, Brown and Hill audit services.

19. Convene into executive session as authorized by Texas Government Code, Chapter 551, Section 551.071 to receive legal advice on the audit by Patillo, Brown and Hill.

Judge Keough convened the board into executive session at 4:13 p.m. as authorized by the Texas Government Code, Chapter 551, Section 551.071 to receive legal advice on the audit by Patillo, Brown and Hill.

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

The board reconvene from executive session at 4:52 p.m. and advised that no action would be taken at this time.

21. Consider and act on Montgomery County Public Health District future board meeting schedule.

Mr. Randy Johnson requested that due to audit and the pause in the transition that the Public Health District go back to the quarterly schedule of board meetings. If a meeting was needed for the board to meet that it would be scheduled.

Dr. Null made a motion to accept future Public Health board meetings to be on quarterly schedule. Mrs. Wagner offered a second and motion passed unanimously

22. Consider and act 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 District board meeting is June 8, 2023.
- Public Health Transition updates.
- External Auditor update.
- Budget Amendment.
- Public Health Invoices.

23. Adjourn

Meeting adjourned at 4:55 p.m.


Sandy Wagner