

**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 10, 2022 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**

Duke Coon, City of Conroe, Vice Chairman  
Mayor Lynn Scott, City of Panorama Village  
Judge Mark Keough, Montgomery County Judge, Chairman  
Dr. Curtis Null, Conroe Independent School District

**Board Members not present**

Justin Chance, MCHD Board of Directors, Secretary/Treasurer

**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**

Carrie Bigford, Virginia Young, Deborah Farris, Linda Long, Carolyn Nini, Susan Scruggs, Cyndie Phillips, Catherine May, Tina Orebaugh, Dawn Bednars presented public comments to the board.

**6. Special Recognition**

Mr. Duke Coon addressed the board members and staff on his time serving as City of Conroe, Large cities representative on the Public Health District board.

Mr. Randy Johnson presented the outgoing Vice-Chairman, Mr. Duke Coon with a plaque for his outstanding service and contributions while serving on the Public Health District board from September, 2016 to June, 2022.

**7. Consider and act on election of annual chair positions.**

Dr. Null made a motion to nominate Judge Keough as Chairman. Mayor Scott offered second and motion passed unanimously.

Mr. Coon made a motion to nominate Dr. Null as Vice-Chairman. Judge Keough offered a second and motion passed unanimously.

Judge Keough made a motion to nominate Mr. Chance as Secretary/Treasurer. Mayor Scott offered a second and motion passed unanimously.

**8. Acknowledgement of our appointed County and Small Cities board member representatives to the Public Health District board.**

Mr. Randy Johnson, Public Health Executive Director acknowledged the appointment of:

- Judge Mark Keough, County representative
- Mayor Lynn Scott, Small Cities representative

**9. Update on board member term limits from July and October, 2014 MCPHD board meetings.**

Mr. Randy Johnson, Public Health Executive Director advised the board member that in reviewing the board positions, we realized in 2019 we only recognized one board member (Judge Keough) out of two board members who were supposed to be appointed/reappointed. In 2020 we did not recognize the three positions that were up for appointment/reappointment due to misreading the term limits from the Public Health minutes of July 24, 2021. Effective 2021 we recognized School Districts, Montgomery County Hospital District and Large Cities appointment/reappointments. So in 2022 we will recognize Small City and County appointment/reappointments.

Going forward:

Odd years – School District, Montgomery County Hospital District and Large Cities

Even years – County and Small Cities

Mayor Scott made a motion to accept the changes to the board member term limits. Dr. Null offered a second. After board discussion motion passed unanimously.

**10. Approval of Minutes from November 4, 2021 Public Health District Regular Board meeting.**

Mr. Coon made a motion to approve the minutes from the November 4, 2021 Public Health District Regular Board meeting. Dr. Null offered a second and motion passed unanimously.

**11. Report on activities related to Public Health, Epidemiology and Emergency Preparedness. (Alicia Williams, Public Health Director - MCPHD)**

Mrs. Alicia Williams, Public Health Director presented the Public Health report to the board.

**12. Report on activities related to Medicaid 1115 Waiver Project and possible scenarios for the future. (Melissa Miller, COO- MCHD)**

Mrs. Melissa Miller gave an update on activities related to the Medicaid 1115 Waiver Project.

**13. Consider and act on revised Public Health pay scale. (Melissa Miller, COO - MCHD)**

Dr. Null made a motion to consider and act on revised Public Health pay scale. Mayor Scott offered a second. After board discussion motion passed unanimously.

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

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

Mr. Coon made a motion to accept the financial report regarding District's operations. Mayor Scott offered a second and motion passed unanimously.

**15. Presentation regarding Operating Reserves for the District. (Brett Allen, CFO – MCHD)**

Mr. Brett Allen, CFO gave a presentation regarding Operating Reserves for the District.

**16. Consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2022. (Brett Allen, CFO – MCHD) (attached)**

Mr. Coon made a motion to consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2022. Mayor Scott offered a second and motion passed unanimously.

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

Mayor Scott made a motion to approve ratification of payment of invoices related to expenditures. Mr. Coon offered a second and motion passed unanimously.

**18. Consider and act on Salvage and Surplus. (Alicia Williams, Public Health Director – MCPHD)**

Mayor Scott made a motion to consider and act on Salvage and Surplus. Duke Coon offered a second. After board discussion motion passed unanimously.

**19. Discussion of items to be placed on agenda of the next meeting of the Montgomery County Public Health District Board of Directors.**

- Next board meeting is scheduled for June 9, 2022.
- 1115 Waiver Update
- Transition of the Public Health District

**20. Adjourn**

Meeting adjourned at 4:42 p.m.