

**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 3:36 p.m., March 7, 2019 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 3:36 p.m.

**2. Roll Call**

**Board Members Present**

Dr. Curtis Null, Conroe Independent School District  
Sandy Wagner, Montgomery County Hospital District, Secretary/Treasurer  
Mayor Lynn Scott, City of Panorama Village

**Board Members Not Present**

Mark Keough, Montgomery County Judge  
Duke Coon, City of Conroe, Vice Chairman

**Non-Voting Members present:**

Randy Johnson, Montgomery County Public Health District, Executive Director

**Non-Voting Members not present:**

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

**3. Invocation**

Led by Mr. Randy Johnson

**4. Pledge of Allegiance**

Led by Mrs. Sandy Wagner

**5. Public Comments**

There were no comments from the public.

**6. Special Recognition**

Public Health – Dr. Syed Ibrahim

Alicia Williams also advised the board that Devin Lippe has completed her certifications in Infection Control.

**7. Acknowledgement of our appointed County Government board member to the Public Health District board.**

Mr. Randy Johnson offered an acknowledgement to the appointment of Judge Mark Keough as the County Government board member to the Public Health District board.

**8. Consider and act on appointment of annual chair positions.**

Mayor Scott made a motion to nominate Mark Keough for Chairman of the Public Health District board. Dr. Null offered a second and motion passed unanimously.

Mayor Scott made a motion to nominate Duck Coon for Vice -Chairman of the Public Health District board. Mrs. Wagner offered a second and motion passed unanimously.

Mayor Scott made a motion to nominate Sandy Wagner for Treasurer/Secretary of the Public Health District board. Dr. Null offered a second and motion passed unanimously.

**9. Approval of Minutes from November 8, 2018 Public Health District Regular Board meeting and December 12, 2018 Public Health District Special Board meeting.**

Mrs. Wagner made a motion to approve the minutes from the November 8, 2018 Public Health District Regular Board meeting. Dr. Null offered a second and motion passed unanimously.

Mrs. Wagner made a motion to approve the minutes from the December 12, 2018 Public Health District Special Board meeting. Dr. Null offered a second and motion passed unanimously.

**10. Consider and act on the Tri-County Behavioral Healthcare matching grant funds for the East County Crisis Expansion Program. (Melissa Miller, COO – MCHD) (attached)**

Mr. Brett Allen gave a presentation to the board.

Dr. Null made a motion to consider and act on the Tri-County Behavioral Healthcare matching grant funds for the East County Crisis Expansion Program. Mayor Scott offered a second. After board discussion motion passed unanimously.

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

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

**12. Report on activities related to Medicaid 1115 Waiver Project. (Andrew Karrer, Community Paramedicine) (attached)**

Mr. Andrew Karrer, Community Paramedicine Coordinator presented a report to the board.

**13. Receive and approve financial report regarding District's operations. (Brett Allen, CFO - MCPHD)**

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

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

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

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

**15. Consider and act on Salvage and Surplus. (Brett Allen, CFO – MCPHD)**

Dr. Null made a motion to consider and act on salvage and surplus. Mayor Scott offered a second and motion passed unanimously.

**16. 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 13, 2019.
- Update on providing Hands on CPR and Stop the Bleed in school districts.

**17. Adjourn**

Meeting adjourned at 4:09 p.m.

Agenda item no. 10

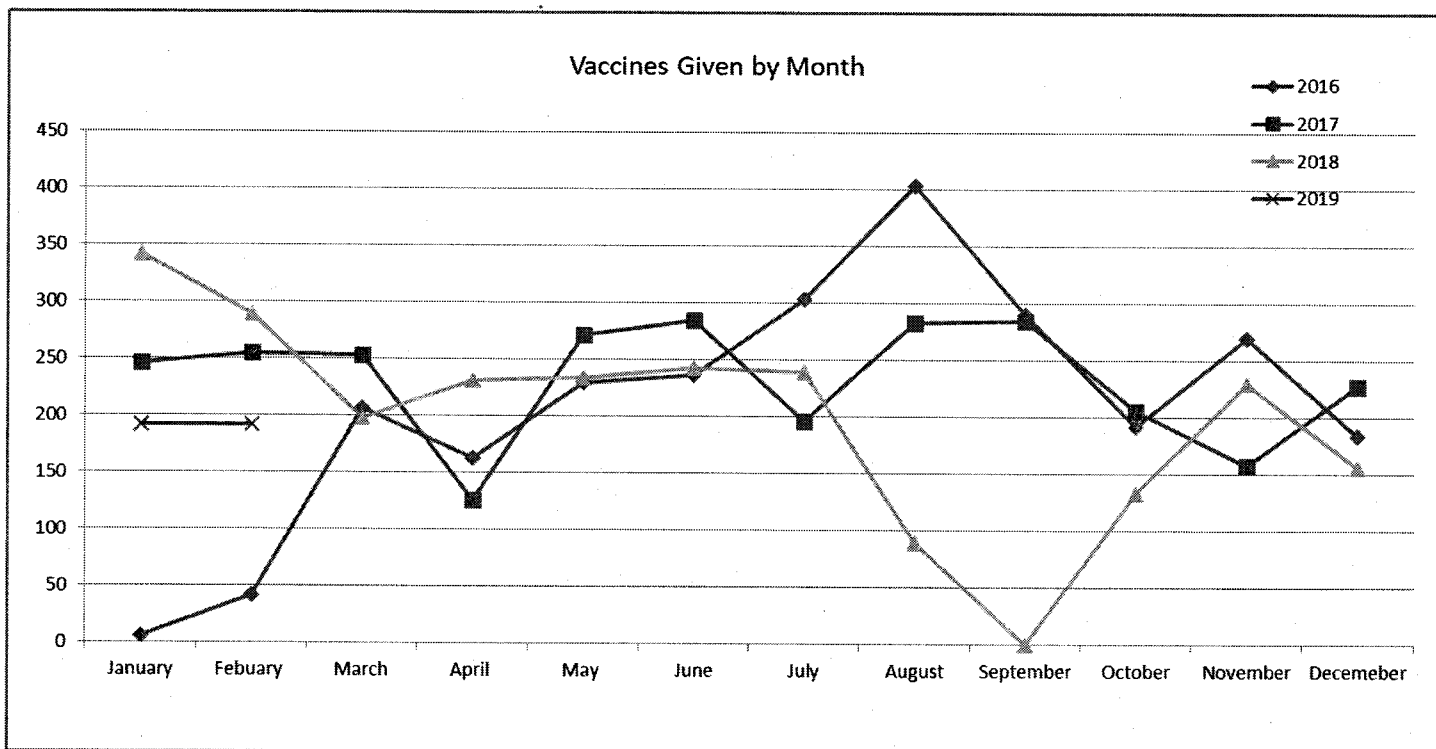
East County Program Design	MCHD FY 2019
LPC Supervisors (2 FTE)	\$109,175
LVN's (2 FTE) including OT and Shift Differential	\$88,581
QMHP's (2 FTE) including OT and Shift Differential	\$93,270
<b>Subtotal Wages</b>	<b>\$291,026</b>
Fringe Rate	\$69,846
<b>Total Wages &amp; Fringe Benefits</b>	<b>\$360,872</b>
<b>Contract Staff</b>	
Peace Officers 12/7 (Rate \$35 per hour)	\$140,253
Peace Officers Coordinator	\$8,000
<b>Other Expenses</b>	
Food	\$5,000
Program Supplies	\$4,200
Labs	\$8,000
Medication	\$13,000
Rent (\$5,104 per month)	\$62,352
Utilities (Water, Sewer, Electric, Phones)	\$12,000
Copier	\$6,000
Janitorial Services	\$41,250
Insurance	\$1,206
<b>Subtotal</b>	<b>\$662,133</b>
Admin @ 10%	\$0
<b>Total Annual Cost</b>	<b>\$662,133</b>
<b>Anticipated Match Request for FY 2019</b>	<b>\$331,067</b>

# Agenda Item # 11

To: MCPHD Board of Directors  
From: Alicia Williams  
Date: March 7, 2019  
Re: Public Health Clinic, Epidemiology, Emergency Preparedness, and MRC

## Immunizations:

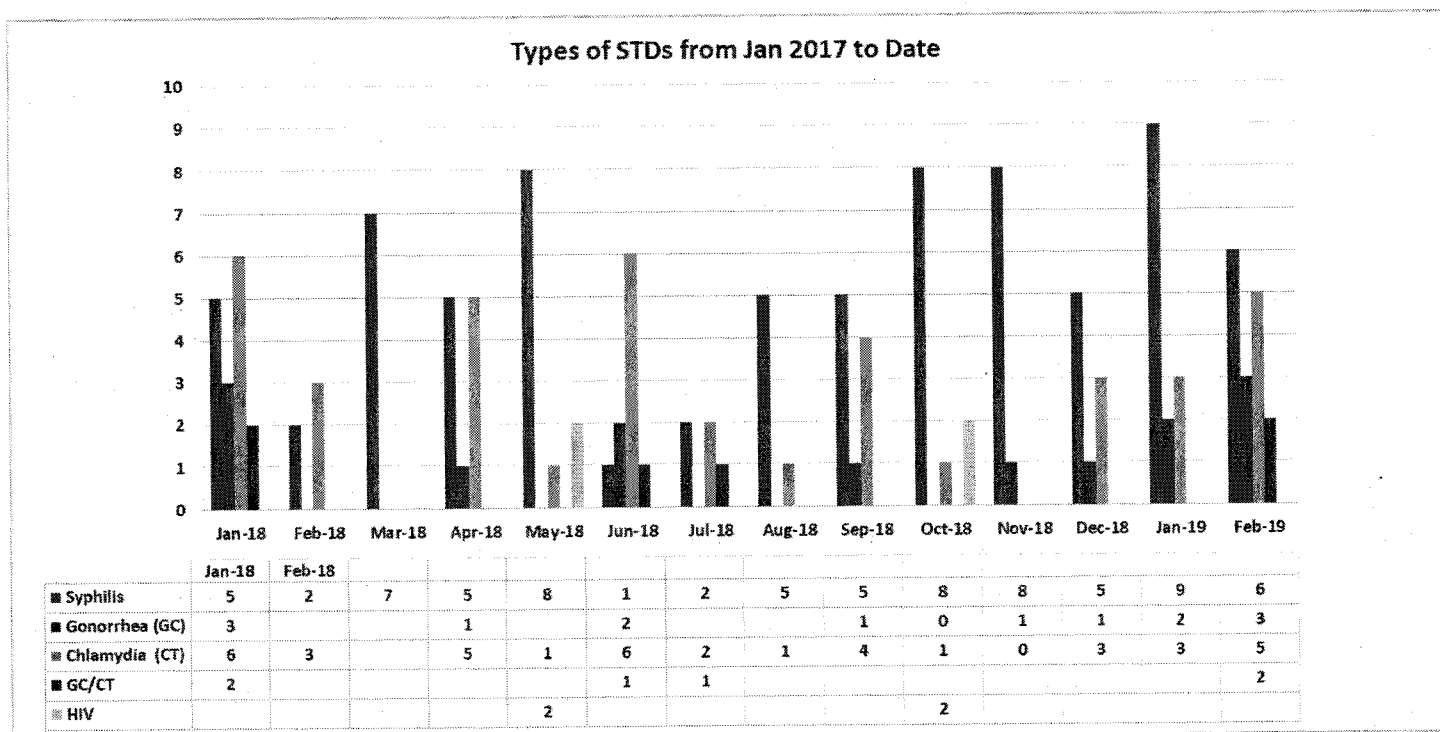
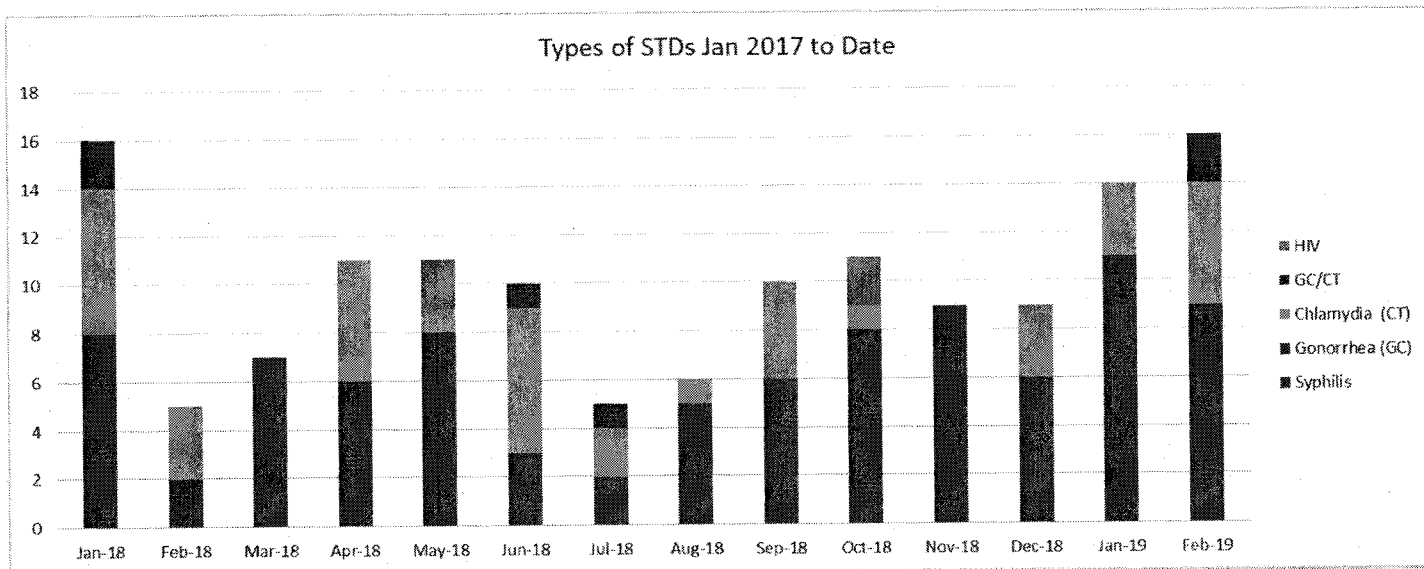
Thank you to Under Over Mission for allowing MCPHD to provide free flu immunizations.



\*\*\*Clinic nurse position filled early October. VFC/ ASN site visit scheduled for Nov 2019.

## Sexually Transmitted Infection/Disease Program:

MCPHD provides screenings for Chlamydia, Gonorrhea, Syphilis, and HIV. Treatment follows our signed standing delegation orders based on CDC treatment guidelines. The following chart has the number of appointments kept by month and patients treated in each category. Syphilis has been high not just in the county, but in the state, followed by Chlamydia. Recently, we are seeing an increase in Gonorrhea and Chlamydia.



## TB Program:

World TB Day, falling on **March 24th** each year, is designed to build public awareness that tuberculosis today remains an epidemic in much of the world, causing the deaths of nearly one-and-a-half million people each year, mostly in developing countries. MCPHD will be participating in a region wide outreach, education, and screening in honor of World TB day. The screening will target a high risk population in a geographic area in the county.

It's time we strengthen TB education and awareness among health care providers. Up to 13 million people in the United States have latent TB infection, and without treatment, they are at risk for developing TB disease in the future. We must continue to find and treat cases of active TB disease and also test and treat latent TB infection to prevent progression to disease

For 2018, we treated 34 people for latent TB infection in Montgomery County. Treatment of latent TB infection is essential to controlling and eliminating TB in the United States. Our public health system and private providers play a crucial role in this effort. The MCPHD TB Nurse Case Manager, has received regular requests to speak to different facilities about TB screening and management of the disease. During this quarter, she went to The Specialty Hospital of The Woodlands and to the Montgomery County Mental Health facility on Hillbig Road.

During the last 3 months, MCPHD received 47 referrals related to TB testing and treatment.

The TB program is currently working with 3 patients with active TB that require active treatment for TB for 9-12 months. They will have a directly observed therapy (DOT) worker go to their homes for the duration of their treatment 5 days a week to watch them take their medication. They come in to the public health department at least once a month for evaluation including labs and x-ray. Our RN Case Manager orders all their medications from the state and prepares it for the DOT workers. These medicines can be very toxic and requires close monitoring. Most all of our active TB cases also have other complex issues including cancer, autoimmune disease, uninsured, no transportation and lack of social support network.

Currently, there are 9 patients undergoing treatment for Latent tuberculosis infection (LTBI). LTBI is a state of persistent immune response to stimulation by Mycobacterium tuberculosis antigens without evidence of clinically manifested active TB. These patients have been infected with the Tuberculosis germ but do not have active TB. They generally require 3-4 months of medications; some which are required to be given by DOT. They also require monthly assessments. It is much more cost effective to treat people who have been exposed vs. treating active TB. The completion of the LTBI medication regime is an outcome measure for the 1115 Waiver project.

Electronic Disease Notifications are referrals from immigration. MCPHD has received and processed 6 EDN cases. MCPHD is notified, by immigration, that someone from another country has arrived in our county, and there are concerns about TB symptoms or TB exposure. It is our responsibility to locate and assess these immigrants. Some are cleared and released. Others are treated. When the process is completed, we fill out a form that goes back to immigration and the state public health department describing what was done and status of immigrant.

One referral is in progress and pending classification. Currently there are 18 patients being followed under TB case management.

## **Epidemiology Program**

### **November 2018**

- During the month of November, the epidemiology team was notified by the regional health department of a measles exposure on an airliner. The epidemiology team investigated the exposure and monitored the individual for signs and symptoms of disease for the remainder of the exposed individual's incubation period.
- Epidemiology staff hosted a quarterly Infection Control Practitioners Meeting at the Montgomery County Mental Health Treatment facility in Conroe. This meeting was attended by ICPs of county hospitals and healthcare facilities, and provided an overview of West Nile and Flu Season and reporting, with guest speakers to present on the topics of infection control in a forensic hospital and Syndromic Surveillance efforts by DSHS.
- Epidemiology staff participated in a conference call to review and revise SETRAC's RETA plan, which details how the region would respond to and transport patients under investigation (PUIs) for Ebola virus. This call brought together public health emergency preparedness coordinators and other staff throughout our health service region.

### **December 2018**

- Epidemiology staff responded to a reported cluster of suspected Norovirus cases in a long term care facility. Staff provided guidance to prevent further spread of the illness and to prevent an outbreak from occurring. A site visit was conducted to verify actions were taken and to see if additional guidance and action were needed.
- Epidemiology staff conducted a salmonella investigation and through the course of the investigation identified the patient was sold an illegal turtle. Epidemiology staff participated on a conference call with the FDA and CDC to share case information so regulatory actions could take place.
- Epidemiology staff conduct a site visit to the Montgomery County Processing Center (MPC) following a reported mumps case in a detainee. MPC's health services are staffed by United States Public Health Service members working with Immigration and Customs Enforcement, and are responsible for infection control and quality assurance. Our staff shares information regarding disease reporting and DSHS/CDC protocols.
- Public Health welcomes two interns to join our team for the next few months. Ashley Ibarra is a Bachelor of Public Health student at Sam Houston State University with plans to graduate in May 2019. Felix Numado is a Master of Public Health student at Grand Canyon University with plans to graduate in April 2019. They will be assisting in ongoing public health/emergency preparedness activities, and will work towards generating their own internship projects.

### **January 2019**

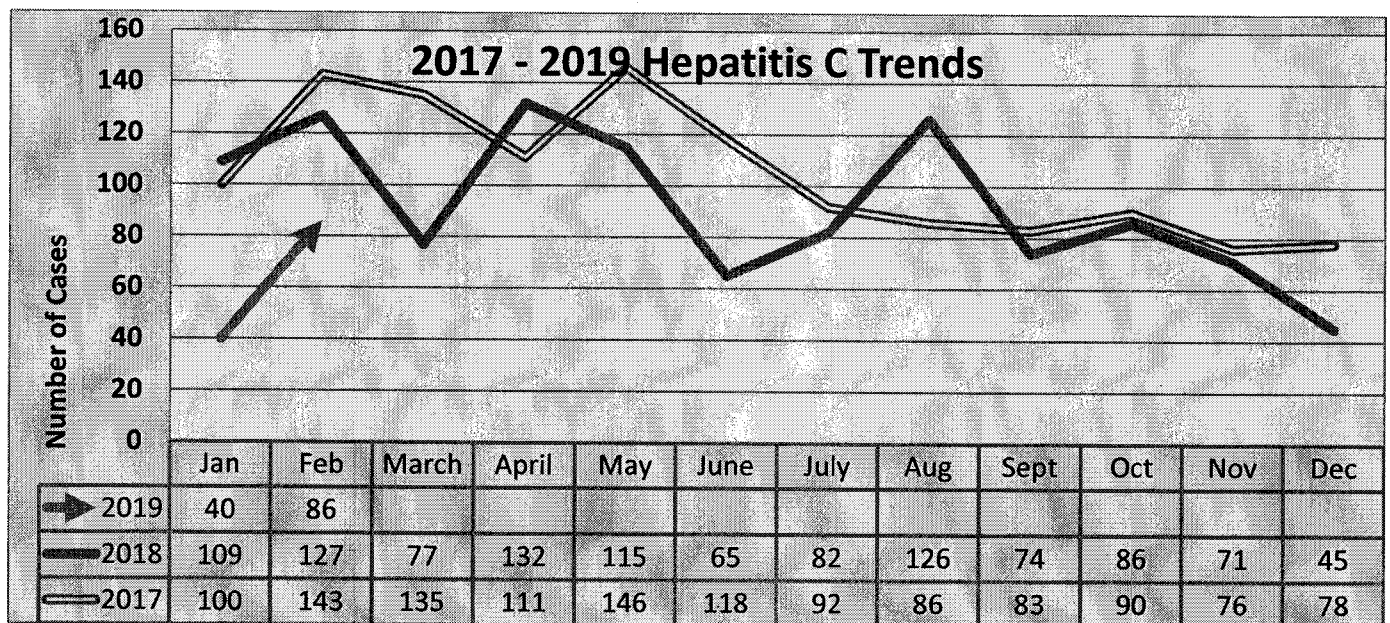
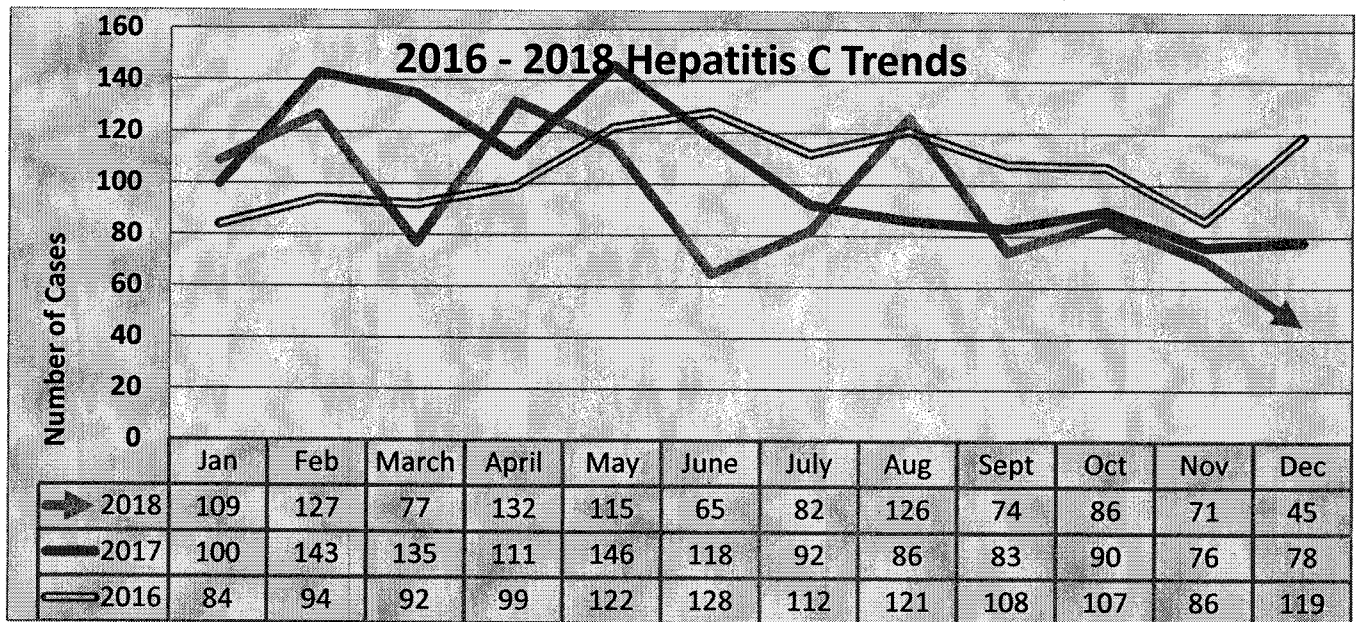
- Epidemiology staff received a report of a measles case which launched a labor intensive investigation. The epidemiology staff were able to coordinate with other health providers to identify the exposed individuals and provide recommendations for measles post-exposure. County healthcare providers and hospitals were notified by a health advisory to be aware of measles when making their differential diagnosis.

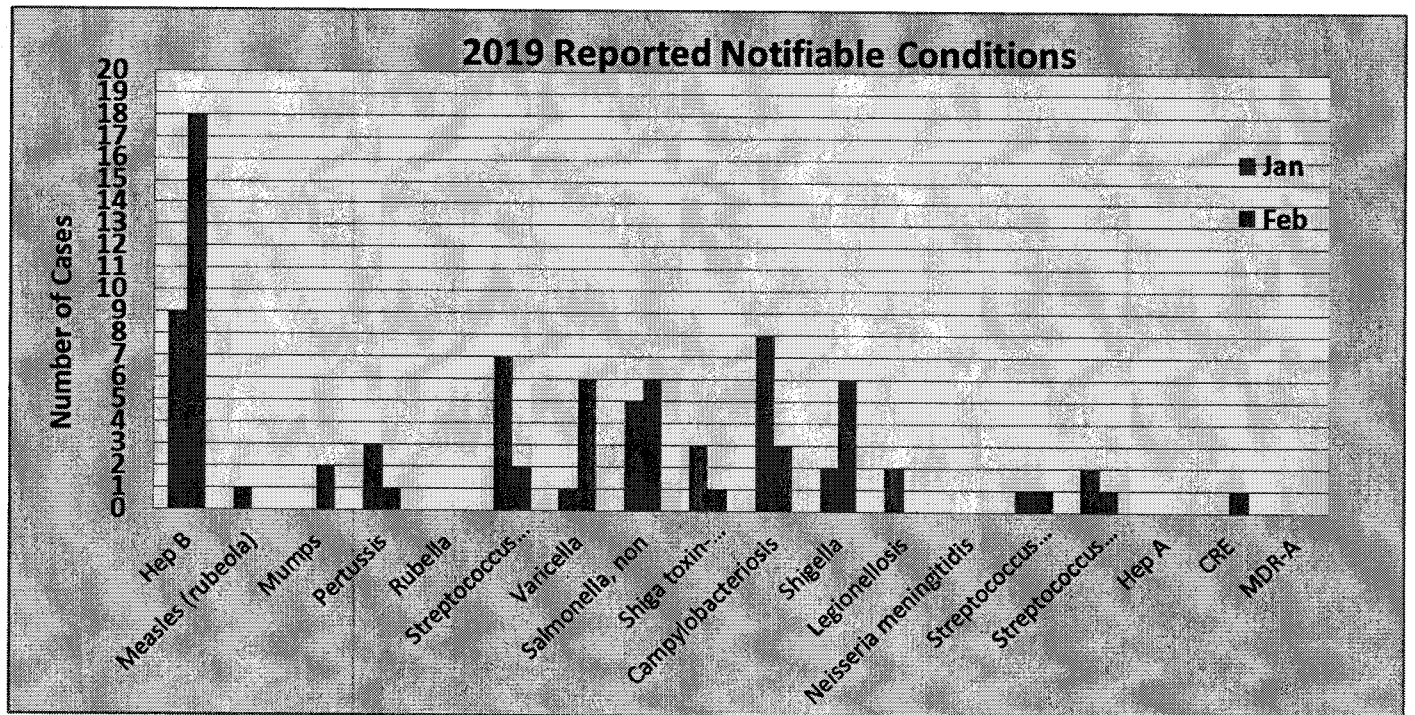
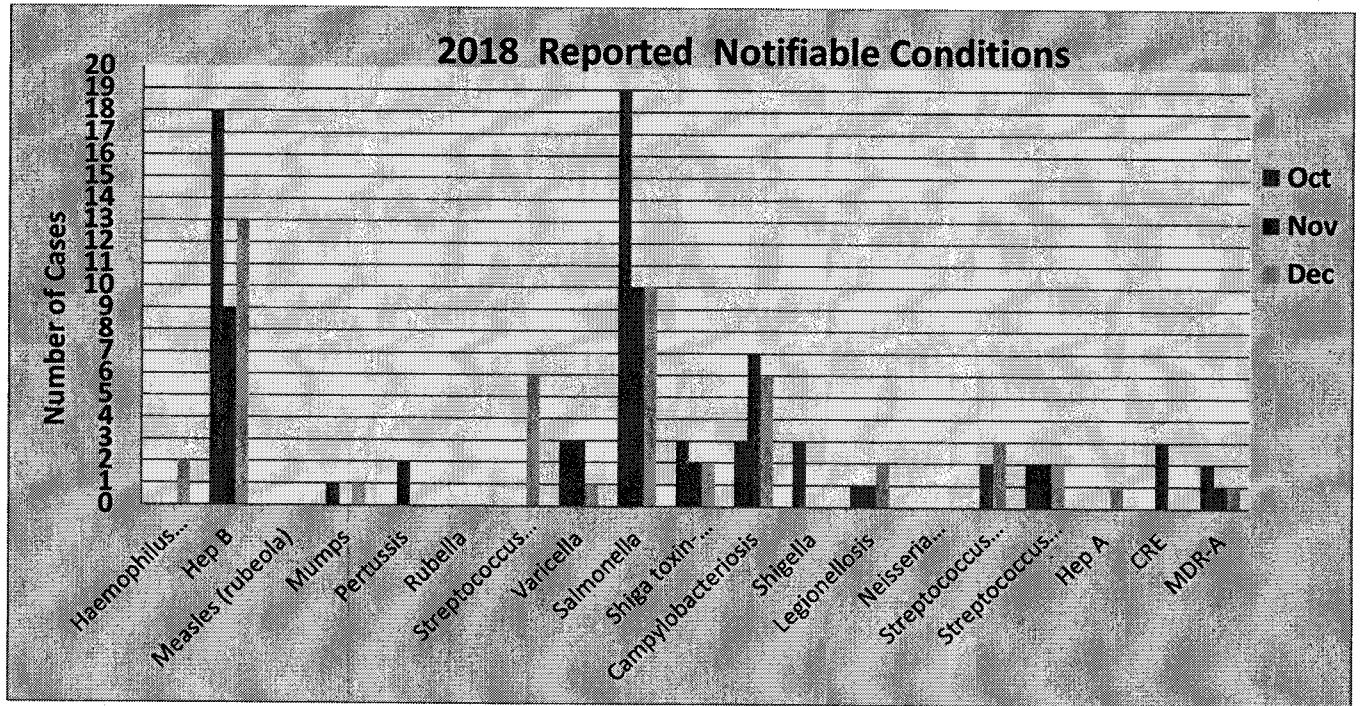


- Epidemiology staff organized the quarterly Infection Control Practitioners meeting at Texas Children's Hospital in The Woodlands. Attendees were able to learn about the process of high level disinfection of endoscopes and were able to tour TCH's decontamination room. The attendees received updates covering the current influenza season, Ebola outbreak in the Democratic Republic of the Congo, and acute flaccid myelitis cases.
- Epidemiology staff meets with MCHD PIO, Misty Willingham, for media training. This training provides a general overview of rules and considerations in the event we are asked by MCHD to speak to the media.
- Due to high turnover in the MPC detention facility, epidemiology staff arranges another meeting with incoming MPC infection control and quality assurance to relay disease reporting information and DSHS/CDC protocols. Additionally, epidemiology staff provide MPC and Joe Corley nursing staff with mumps testing kits in the event they have additional suspected cases in order to expedite lab confirmation and investigation process.
- Public Health staff review the PHEP Budget Period 1 Midyear Report in preparation to send it to DSHS. In addition to supporting the overall goals and objectives of PHEP, epidemiology staff is directly responsible for activities falling under Capability 13, Public Health Surveillance and Epidemiology Investigations.

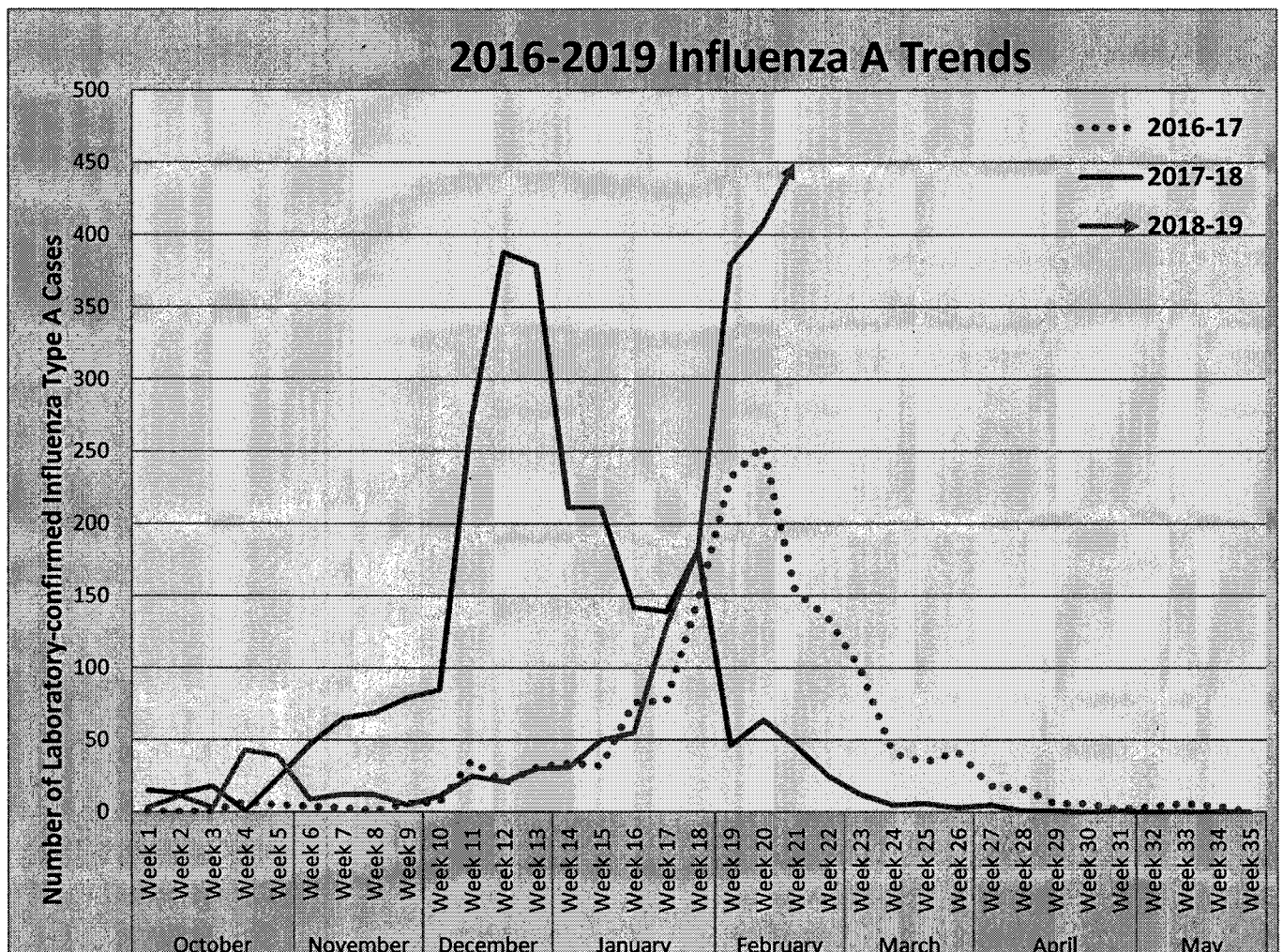
## **February 2019**

- Increased awareness for measles leads to several reports of suspected measles in Montgomery County residents. Epidemiology staff work to arrange specimen collection and submission for confirmatory testing, collect medical records, and provide recommendations for suspected patient isolation. To date, no additional cases have been confirmed in Montgomery County residents.
- Epidemiology and public health preparedness staff participate in several conference calls throughout the month with DSHS Austin, DSHS Houston, and neighboring counties, to sort through details of their suspected cases and assess for epi-linkages. Future conference calls are scheduled. As of February 14th, eight cases of measles have been confirmed in Texas.
- Epidemiology staff participates in a Point of Dispensing (POD) Drill at Montgomery High School coordinated by public health emergency preparedness staff. Epidemiology staff served as evaluators for the exercise to assess strengths and weaknesses of the volunteer participants.
- Epidemiology Specialist Devin Lippe, MS passed the Certification in Infection Control exam. This difficult exam designed by the Certification Board of Infection Control and Epidemiology consists of 150 questions measuring the knowledge, skills and abilities of professionals working in infection prevention and control.



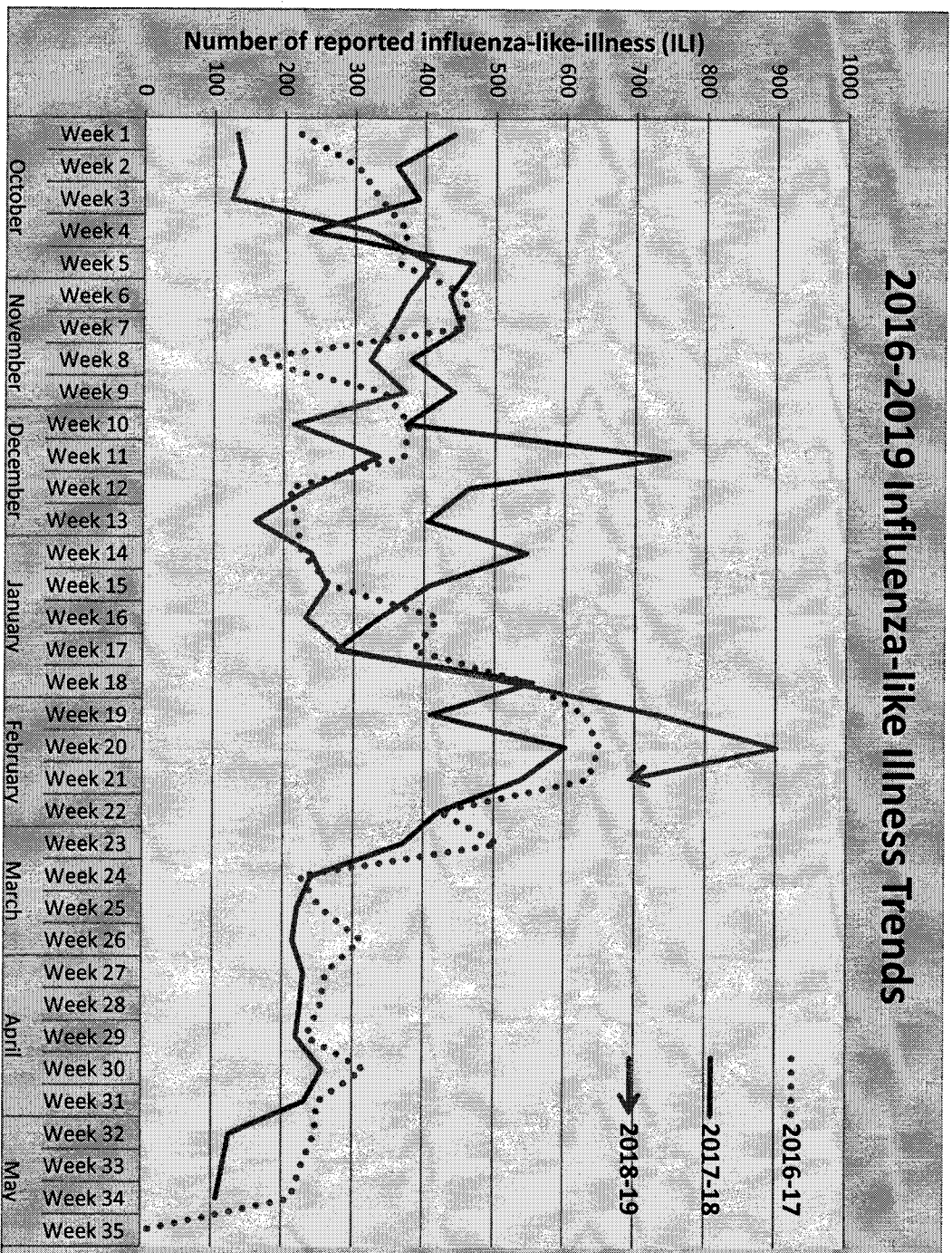


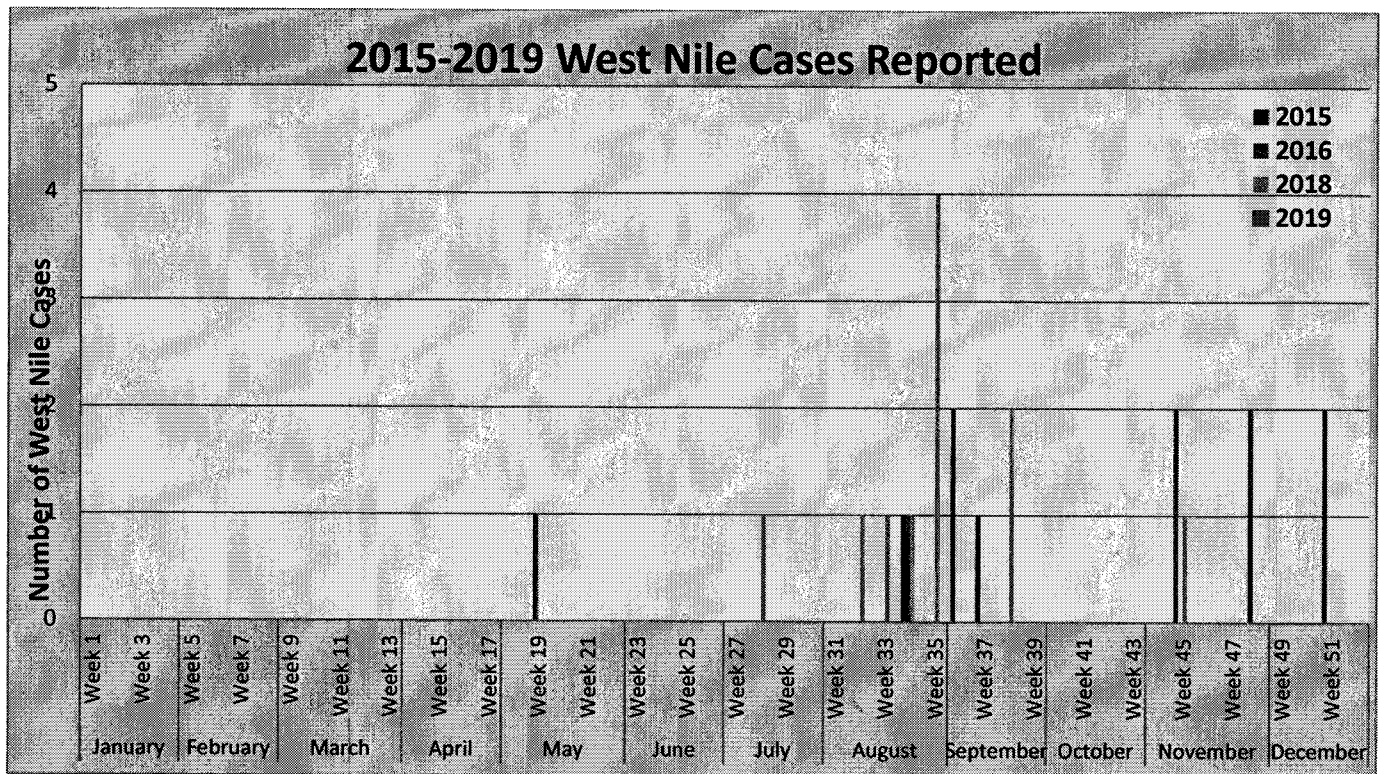




\*\*\*Influenza season begins on October 1st and ends on May 31st.

# 2016-2019 Influenza-like Illness Trends





\*\*\* For 2018, case count is 10. In 2017, we had 2 confirmed cases.

## Emergency Preparedness Program:

- **Attended multiple Monthly Public Health Emergency Preparedness Collaborative (PHEP-C) monthly meeting**
  - Full Scale Exercise Concepts & Objectives brief report
  - Hurricane Harvey Registry
  - National Health Security Preparedness Index
  - Critical Incident Stress Management for First
  - Public Health Mutual Aid request Workshop
- **Attended multiple Monthly Strategic National Stockpile (SNS) Group meetings.**
  - Discuss new MCM POD
  - SNS Transportation documents
  - Changes in SNS LHD 2018-2019 Requirements
  - Full Scale Exercise planning Fall 2019
  - Providing Prophylaxis to large populations in a short time
- **DSHS Grant Requirement Reports**
  - BP1 Mid-year Report
- **POD Exercise and Training**
  - Montgomery ISD Administrator training
  - Montgomery High School walk-through
  - POD leadership Training

- Staff Evaluation Training
- Radio Training
- POD Exercise Dispensing
- **Participated in a Regional Training**
  - Planning Process with overview of regional Plans, initiatives, and planning Strategies
  - "Anthrax versus Pandemic Influenza
  - Houston UASI Animal Sheltering Operations Peer Planning Workshop
  - Initiatives to enhance regional partnerships in Preparedness for emergency response and recovery

## **Medical Reserve Corps Program:**

### **MRC Events from November 2018 – February 2019**

- November 3 – Conroe Preparedness Fair
- November 28 – MRC Quarterly Meeting
- December – Holiday Food Drive
- December 14 – Food Bank Service Day
- January 23 – Quarterly Blood Drive
- February 12 – MRC Quarterly Meeting
- February 18 – Kids CPR Basics
- February 20 – Human Trafficking Seminar

### **MRC Trainings & Exercises from November 2018 – February 2019**

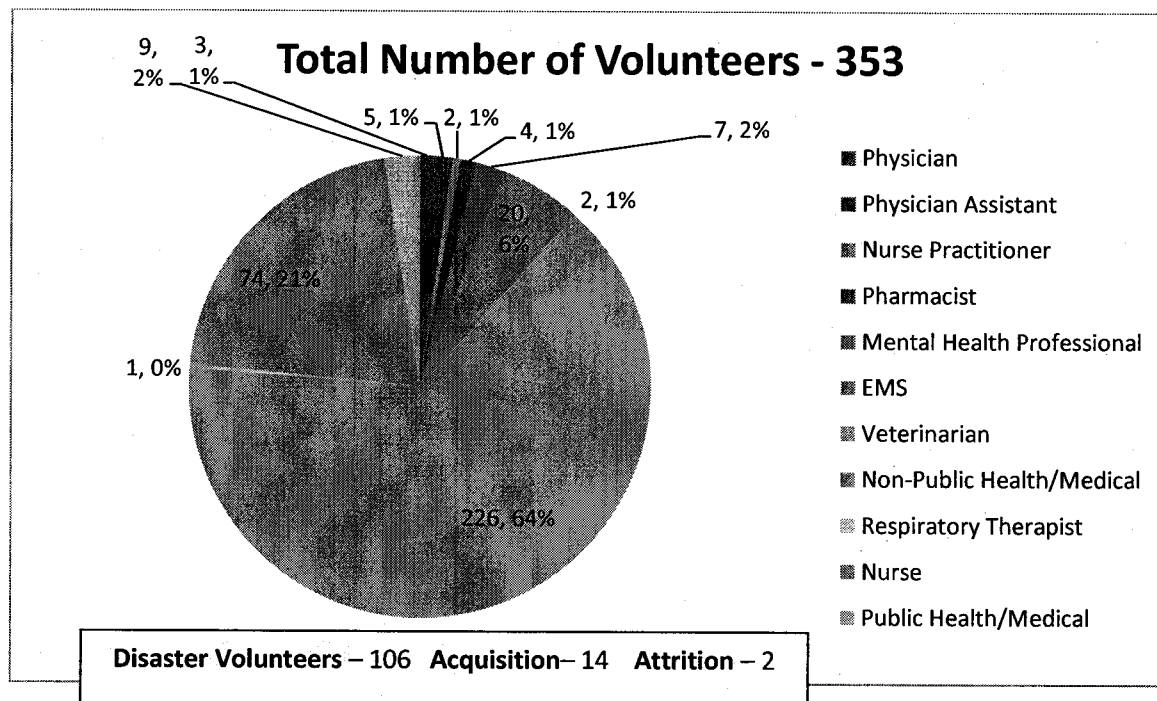
- January 28 – POD Leadership Training
- January 30 – MRC Leadership Training
- February 9 – POD Exercise
- February 19 – MRC New Member Orientation for Lone Star HOSA
- February 23 – MRC New Member Orientation
- February 25 – MRC CPR
- February 26 – Until Help Arrives

### **Community Outreach and Volunteer Recruitment Events November 2018 – February 2019**

- December 13 – Meeting with RSVP Representative Becky Brown
- January 16 – Ironman Conference Call
- January 26 – Conroe ISD Employee Health Fair
- February 5 – MC-CARES General Meeting
- February 6-7 – Lone Star Volunteer Fair
- February 13 – OEM Meeting
- February 28 – SHSU Volunteer Fair

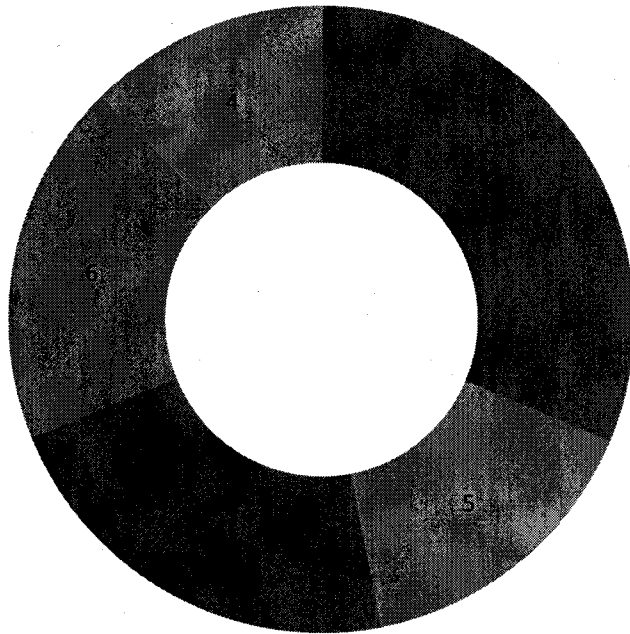
## Coordinator Development from November 2018 – February 2019

- November 5 -7 – ICS 300 Training
- November 9 – 14 – APHA San Diego Conference
- January 17 – Regional MRC Conference Call
- February 27 – Social Media Surveillance During Emergencies Training



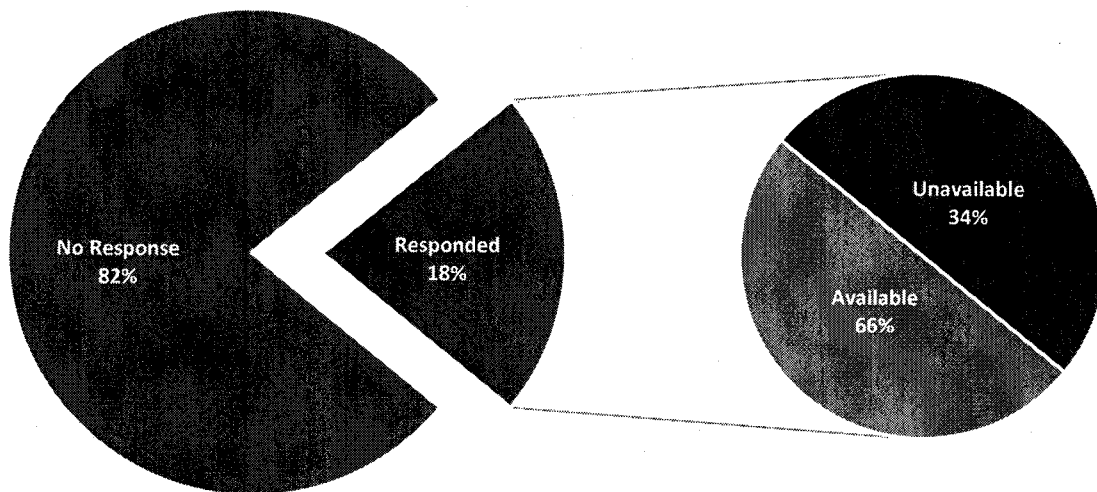
Total number of MRC Activities This Quarter	12	Total Number of Volunteer Hours Contributed This Quarter	415
Total Number of MRC Participants This Quarter	134	Total Economic Value of Volunteer Contributions This Quarter	\$9,930.95





- Served a Vulnerable Population
- Strengthened Public Health
- Supported Non-Emergency Community Events
- Developed/Strengthened MRC Unit
- Improved Community Preparedness/Resilience
- Trained/Exercised to Improve Unit of Community Response Capacity/Capability

### Quarterly Communication Response Drill Total Volunteers Contacted - 245



# Agenda Item #12

To: MCPHD Board of Directors  
From: Andrew Karrer  
Date: Thursday March 7, 2019  
Re: Medicaid 1115 Waiver Report

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## **1115 Waiver:**

- The public health district received incentive payments totaling \$986,111 the end of January. These monies reflected the approval from Health and Human Services of baseline figures for our three clinical outcome measures that were completed during calendar year 2017.
- The next reporting cycle will occur during April and will focus on reporting outcome measure completion figures for calendar year 2018. If all of these outcome measures are achieved, and at this point we believe they will be, the district should expect to receive \$1,049,731 the end of July.
- Health and Human Services has also recently updated changes to the DSRIP funding pools for the third and fourth program years of the waiver renewal period. We understand that funding to the public health district will be reduced by 5.9% during the third year and by 19.8% for the fourth year, fiscal years 2020 and 2021 respectively.

## **Community Paramedicine:**

- The CP team has begun collaboration with CHI St. Luke's The Woodlands on a 30-day readmissions reduction project. The hospital has established a transitional care clinic with a Family Nurse Practitioner that assists patients making the transition from hospital to home. MCHD is helping fill the gap in making home visits with these patients and assisting with the multitude of barriers to healthcare they experience.
- CP has integrated certain aspects of program delivery in order to work more closely with the HCAP department. CP now receives weekly referrals from HCAP pertaining to high medical necessity clients that have been denied benefits. Staff in HCAP first ask the potential clients if they are open to the CP team contacting them and providing direction and initial care coordination. The primary activities CP provides assistance with is in accumulating required documents, finding options to help pay for official documents, and offering solutions in obtaining a primary care physician and needed medications.

## Public Health District Surplus/Salvage

MONTH 2019

Qty	Lot Number	Expiration	Product Description	Donation	Reason
1250			Kleen Spec Pediatric Specula	Yes	Clinical supplies which wont be used in public health clinic
2500			Kleen Spec Adult Specula	Yes	Clinical supplies which wont be used in public health clinic
25			Kleen Spec GYN speculum medium	Yes	Clinical supplies which wont be used in public health clinic
2			Paper surgical tape	Yes	Clinical supplies which wont be used in public health clinic
100	23235		5"x 7" Obstetrical Towelette	Yes	Clinical supplies which wont be used in public health clinic
2			Universal arm sling	Yes	Clinical supplies which wont be used in public health clinic
200			thermomenter probe Covers	Yes	Clinical supplies which wont be used in public health clinic
400	14E07S	Apr-19	Novo fine 32 G needles	Yes	Clinical supplies which wont be used in public health clinic
6	08436SC080		Elastic bandages with clip	Yes	Clinical supplies which wont be used in public health clinic
400	091212AG		Cotton tip applicators 6in	Yes	Clinical supplies which wont be used in public health clinic
27			Fenestrated Drape	Yes	Clinical supplies which wont be used in public health clinic
12			Ear wax remover loop	Yes	Clinical supplies which wont be used in public health clinic
2			Surgical lube 4 oz tube	Yes	Clinical supplies which wont be used in public health clinic
25			Kleen Spec Vaginal Specula Shealth	Yes	Clinical supplies which wont be used in public health clinic