

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

Notice is hereby given to all interested members of the public that the Board of Directors of Montgomery County Public Health District will hold a regular meeting as follows:

Date: Thursday, May 17, 2018

Time: 3:30 P.M. - AMENDED

Place: MONTGOMERY COUNTY HOSPITAL DISTRICT
ADMINISTRATIVE BUILDING
1400 SOUTH LOOP 336 WEST
CONROE, MONTGOMERY COUNTY, TEXAS 77304

Open to Public: The meeting will be open to the public at all times during which such subjects are discussed, considered, or formally acted upon as required by Texas Open Meetings Act, Chapter 551 of the Government Code.

This Notice in detail was posted at least 72 hours prior to the beginning of said meeting with the County Clerk's Office and is on the Bulletin Board of the Courthouse and in the District's Administrative Office.

Subject: The agenda for such meeting shall include the consideration of, and if deemed advisable, the taking of action upon:

1. Call to Order
2. Roll Call
3. Invocation
4. Pledge of Allegiance
5. Public Comments
6. Special Recognition for Dr. Don Stockton, Conroe Independent School District, Vice-Chairman.
7. Acknowledgement of our reappointed board members to the Public Health District board.
8. Consider and act on appointment of annual chair positions.
9. Approval of Minutes from the March 8, 2018 Public Health District Regular Board meeting.

BOARD OF DIRECTORS BRIEFING TO INCLUDE:

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

11. Report on activities related to Public Health, Epidemiology and Emergency Preparedness. (Alicia Williams, Manager Public Health - MCPHD)
12. Report on activities related to Medicaid 1115 Waiver Project. (Andrew Karrer, Community Paramedicine)

FINANCIAL MATTERS

13. Receive and approve financial report regarding District's operations. (Brett Allen, CFO - MCPHD)
14. Consider and act on ratification of payment of invoices related to expenditures. (Brett Allen, CFO – MCPHD)

ADMINISTRATIVE MATTERS

15. Overview of Montgomery County Public Health District structure and responsibilities. (Melissa, Miller, COO – MCPHD)
16. 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.
17. Adjourn

Agenda Item # 6

To: MCPHD Board of Directors

From: Randy Johnson, CEO

Date: May 17, 2018

Re: Special Recognition



Public Health
Prevent. Promote. Protect.

Montgomery County, Texas

Special Recognition for Dr. Don Stockton, Conroe Independent School District, Vice-Chairman.

Agenda Item # 7

To: MCPHD Board of Directors

From: Randy Johnson, CEO

Date: May 17, 2018

Re: Reappointed Board Members



Public Health
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Montgomery County, Texas

Acknowledgement of our reappointed board members to the Public Health District board.

- City Councils – Duke Coon, City of Conroe
- Montgomery County Hospital District – Sandy Wagner, MCHD
- Public Schools – Conroe ISD Superintendent – Dr. Don Stockton/Dr. Curtis Null

Agenda Item # 8

To: MCPHD Board of Directors

From: Randy Johnson, CEO

Date: May 17, 2018

Re: Annual Chair Positions



Public Health
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Montgomery County, Texas

Consider and act on appointment of annual chair positions.

- Chairman
- Vice-Chairman
- Secretary/Treasurer

**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 3:33 p.m., March 8, 2018 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 3:33 p.m.

2. Roll Call

Board Members Present

Dr. Don Stockton, Conroe Independent School District, Vice Chairman
Sandy Wagner, Montgomery County Hospital District, Secretary/Treasurer
Mayor Lynn Scott, City of Panorama Village

Board Members Not Present

Craig Doyal, Montgomery County Judge, Chairman
Duke Coon, 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, Medical Director for Public Health District

3. Invocation

Led by Mr. Randy Johnson

4. Pledge of Allegiance

Led by Dr. Stockton

5. Public Comments

There were no comments from the public.

6. Acknowledgement of our reappointed board members to the Public Health District board.

Mrs. Wagner made a motion to defer for a future meeting. Mayor Scott offered a second and motion passed unanimously.

7. Consider and act on appointment of annual chair positions.

Mrs. Wagner made a motion to defer for a future meeting. Mayor Scott offered a second and motion passed unanimously.

8. Approval of Minutes from November 9, 2017 Public Health District Regular Board meeting and November 29, 2017 Public Health District Special Board meeting.

Mrs. Wagner made a motion to approve the minutes from the November 9, 2017 Public Health District Regular Board meeting and November 29, 2017. Mayor Scott offered a second and motion passed unanimously.

9. Update on the renewal of the 1115 Waiver. (Brett Allen, CFO - MCPHD) (attached)

Mr. Brett Allen, CFO made a presentation to the board.

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

Mr. Evan Roberson, Executive Director with Tri-County Behavioral Healthcare gave a presentation and update to the board.

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

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

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

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 MCHD)

Mr. Brett Allen, CFO presented the financial report regarding District's operations to the board.

Mrs. Wagner made a motion to approve the financial for District Operation's. 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)

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

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

- Recognize our reappointed board members
- Recognize board members leaving

- Appoint new annual board chair positions.
- Next board meeting will be moved to May 17, 2018.

16. Adjourn

Meeting adjourned at 4:16 p.m.

Agenda Item # 10

To: MCPHD Board of Directors

From: Melissa Miller, COO

Date: May 17, 2018

Re: Update on East County Crisis Expansion program



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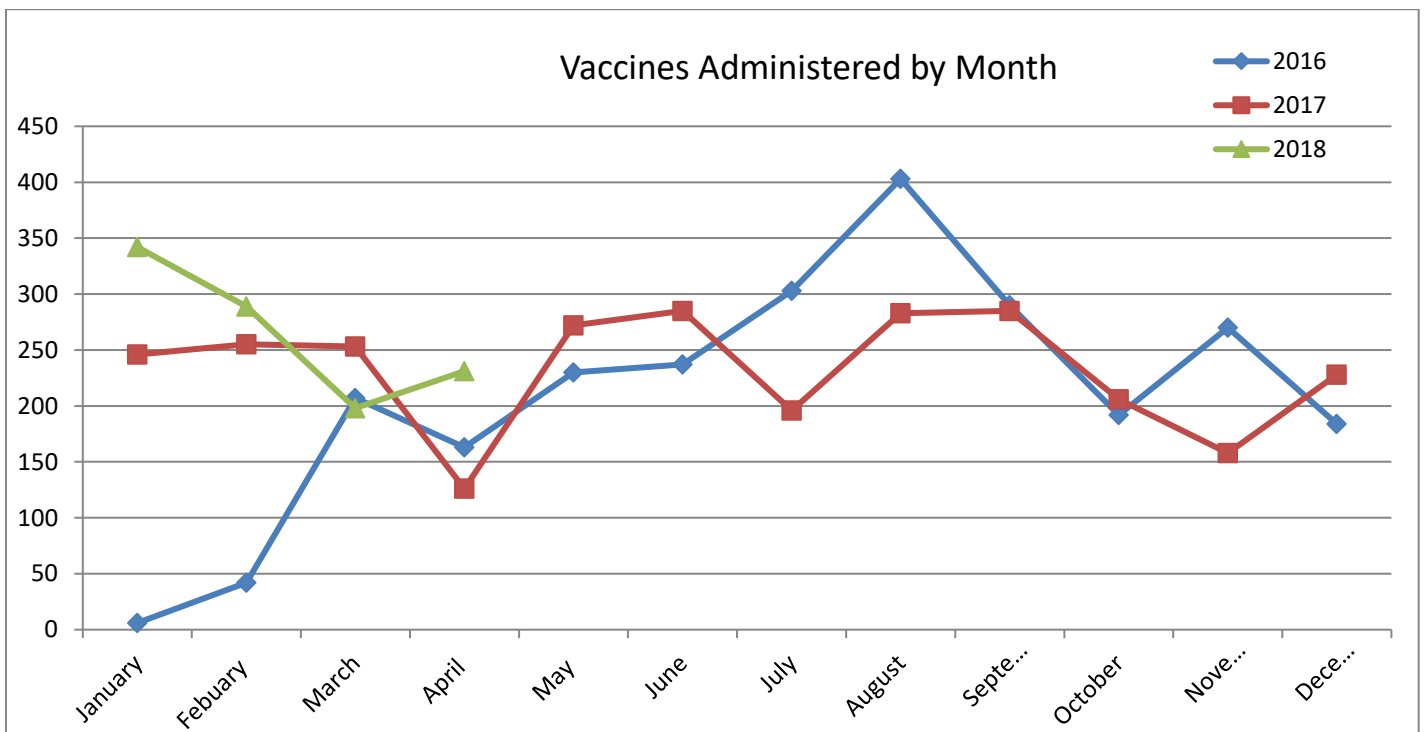
Montgomery County, Texas

Evan Roberson, Executive Director will give an update on the Tri-County Behavioral Healthcare matching grant funds for the East County Crisis Expansion Program. (Melissa Miller, COO – MCHD)

Agenda Item # 11

To: MCPHD Board of Directors
From: Alicia Williams
Date: May 17, 2018
Re: Public Health Clinic, Epidemiology, Emergency Preparedness, and MRC

Immunizations:



In August 2016, the spike is due to a back to school campaign. MCPHD is not a provider for CHIPs.

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.

| Month 2017 | Appts Kept | Treatment provided | Syphilis | Gonorrhea (GC) | Chlamydia (CT) | GC/CT | HIV | Notes: |
|---------------|---------------|-----------------------|-----------|-------------------|-------------------|----------|----------|--|
| Jan | 20 | 3 | 1 | | 1 | 1 | | |
| Feb | 29 | 9 | 3 | | 3 | 3 | | |
| Mar | 44 | 16 | 5 | 1 | 7 | 3 | | One patient treated for Syphilis and CT |
| Apr | 24 | 5 | 1 | | 4 | | | |
| May | 33 | 10 | 5 | 1 | 4 | | | |
| Jun | 42 | 11 | 6 | | 5 | 1 | 1 | |
| July | 39 | 14 | 12 | | 2 | | | |
| Aug | 19 | 4 | 2 | 1 | | | | |
| Sep | 28 | 9 | 5 | | 2 | 1 | 1 | One patient treated for syphilis and HIV |
| Oct | 40 | 13 | 7 | 1 | 4 | | 1 | One patient treated for syphilis and HIV |
| Nov | 31 | 7 | 4 | 2 | 1 | | | |
| Dec | 18 | 6 | 1 | | 4 | | 1 | One CT and HIV |
| Totals | 367 | 107 | 52 | 6 | 37 | 9 | 4 | |

| Month 2018 | Appts Kept | Treatment provided | Syphilis | Gonorrhea (GC) | Chlamydia (CT) | GC/CT | HIV | Notes: |
|---------------|---------------|-----------------------|-----------|-------------------|-------------------|----------|----------|------------------------------|
| Jan | 34 | 14 | 5 | 3 | 6 | 2 | 0 | 2 people have both CT and GC |
| Feb | 42 | 5 | 2 | 0 | 3 | | 0 | |
| Mar | 32 | 7 | 7 | 0 | 0 | 0 | 0 | |
| Apr | 50 | 11 | 5 | 1 | 5 | 0 | 0 | |
| May | | | | | | | | |
| Jun | | | | | | | | |
| July | | | | | | | | |
| Aug | | | | | | | | |
| Sep | | | | | | | | |
| Oct | | | | | | | | |
| Nov | | | | | | | | |
| Dec | | | | | | | | |
| Totals | 158 | 37 | 19 | 4 | 14 | 2 | 0 | |

TB Program:

Lone Star Family Medical Clinics, in Conroe and Spring, are partnering with MCPHD in a team approach for treatment for latent TB. The partnership will allow coordination of care so that Lone Star Family Medical can manage the medical care and MCPHD will manage the TB treatment.

The TB program is currently working with 9 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.

One of our current active patients, we originally transferred from a local hospital, to San Antonio TB hospital, due to severe life threatening TB. The patient was treated there for 5 months and then returned to Montgomery County. This patient still requires intense follow up with frequent labs and monitoring. He remains stable at present.

Currently, there are 12 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. We have 2 EDN cases in process at this time. We are 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. Some 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.

Outreach and education activities included presentations at Infection Control meetings, case managers at hospitals, congregate settings such as jails, mental health facilities, group homes, etc. Recently, we have reached out to first responders such as EMS and the fire department to address exposure concerns and information about screening and treatment. Monthly, Dr. Marlo Brawner spends an afternoon at our health department reviewing cases with our TB Case Manager and writing any needed orders. Charles Sims MD (Medical Director and Local Health Authority) is also readily available for consults /questions.

11 referrals are in progress and pending classification. Currently there are 34 patients being followed under TB case management.

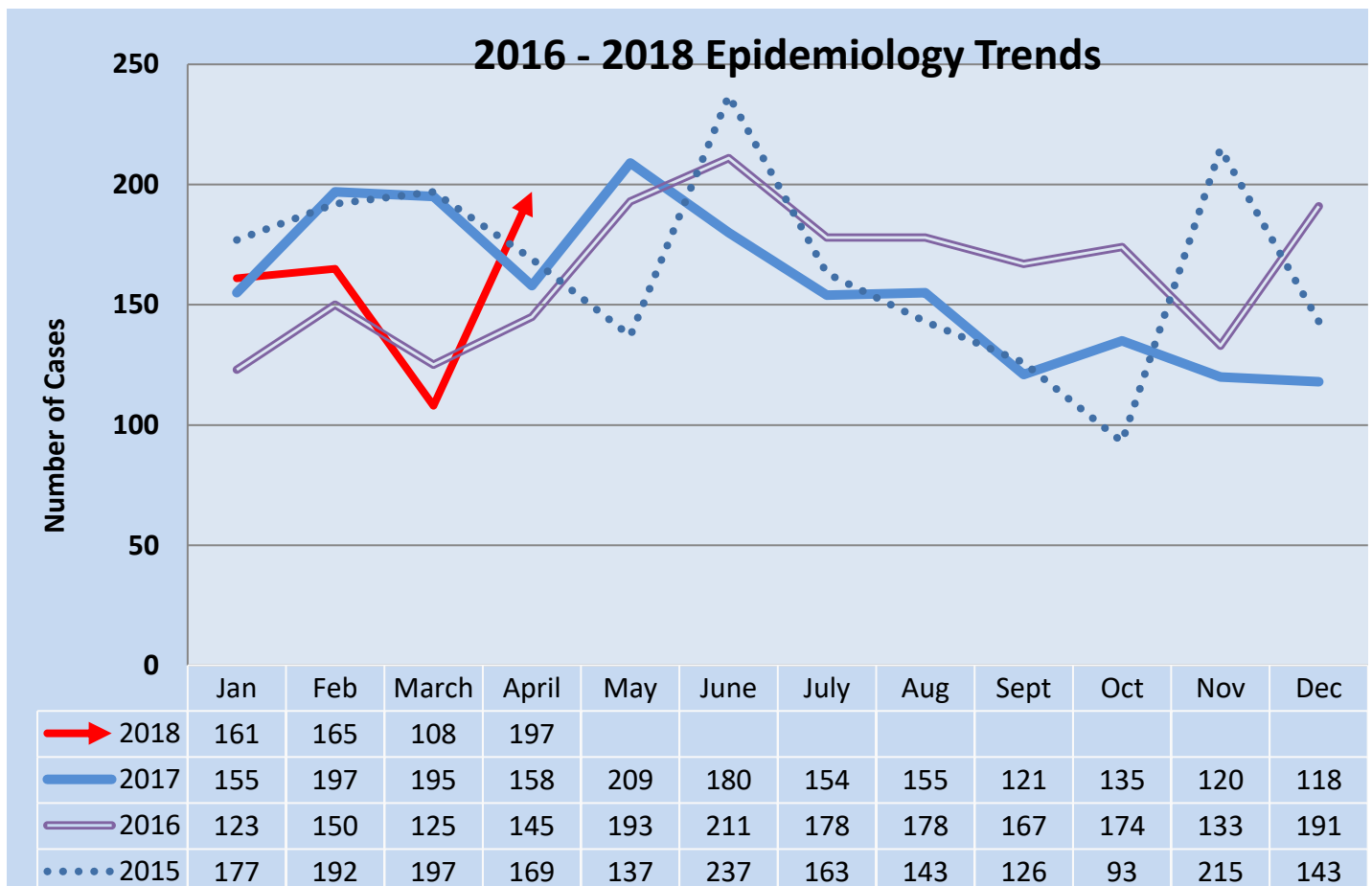
Epidemiology Program

- **March 2018**

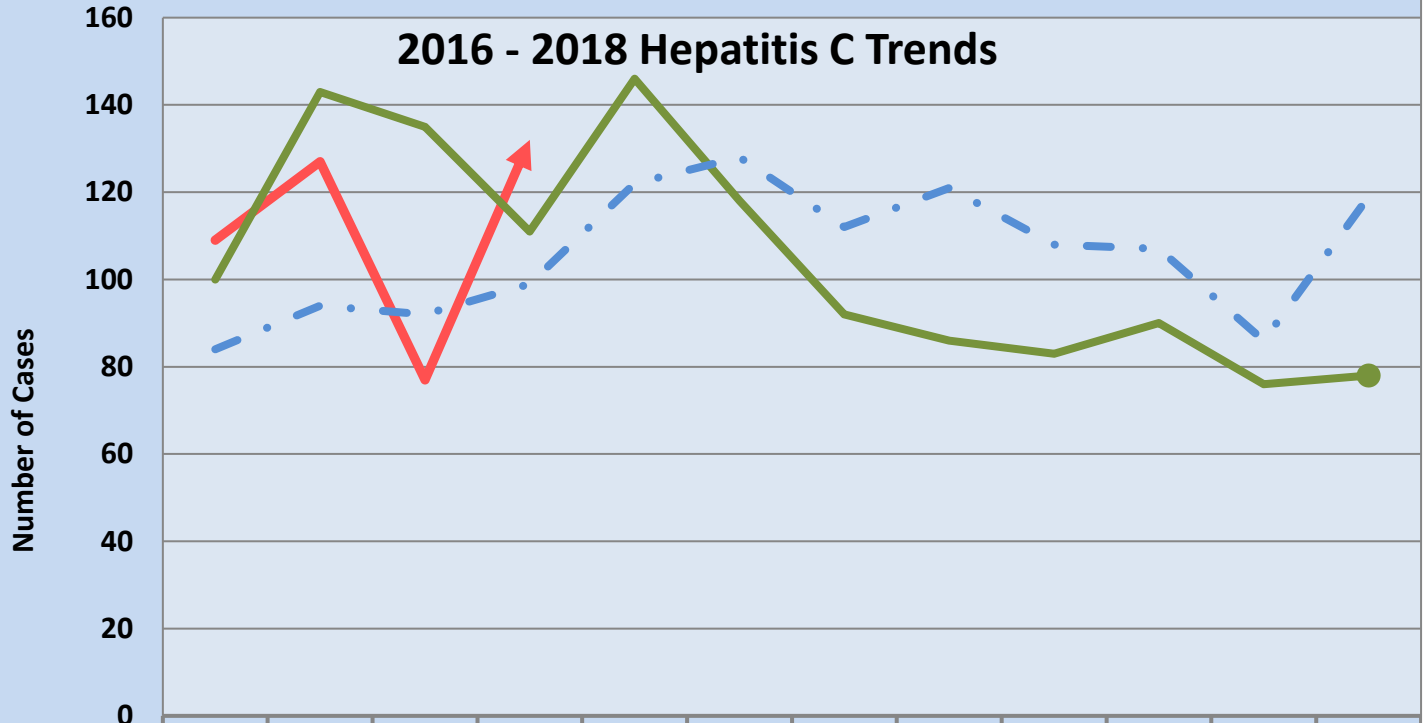
- The epidemiology staff attended a quarterly Epi/BT meeting in Fort Bend County. The meeting discussed upcoming changes to the Regional Epidemiology Coordination Plan, a case study of imported congenital rubella syndrome, syndromic surveillance activities, and Hepatitis C surveillance.
- Epidemiology staff attended the Emergency Preparedness Boot Camp. This boot camp was an opportunity to discuss services the Public Health Department offers to the public. Epidemiology efforts during Hurricane Harvey were also discussed during this boot camp.

- **April 2018**

- Epidemiology staff incorporated a new outreach activity by meeting with the New Caney ISD lead nurse and the Conroe ISD lead nurse. These meetings were great opportunities to provide schools with educational materials regarding zoonotic diseases. We were able to provide them with free CDC and State resources such as: mosquito prevention coloring books, rabies pamphlets and handouts, poison prevention guides, and disease reporting information and forms.
- Epidemiology staff attended the two day quarterly PHEP HPP Joint meeting in Austin. Items discussed at the meeting included: Hurricane Harvey Response, Vector Control During Hurricane Harvey, and various discussions regarding grant requirements.
- The epidemiology staff participated in an Ebola Exercise. This exercise gave us the opportunity to work with our counterparts to simulate the response if an Ebola incident were occurring in our county.

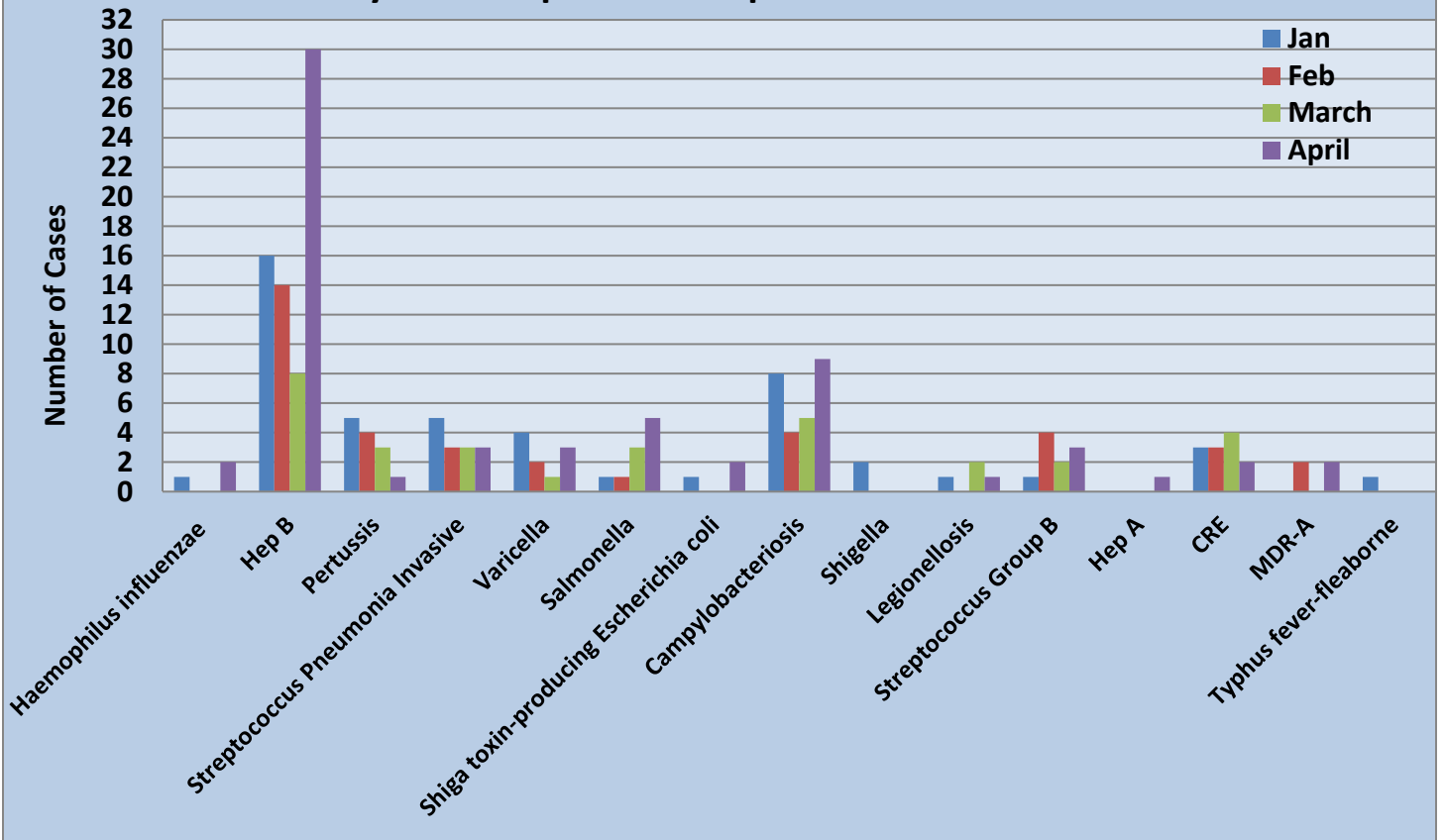


2016 - 2018 Hepatitis C Trends



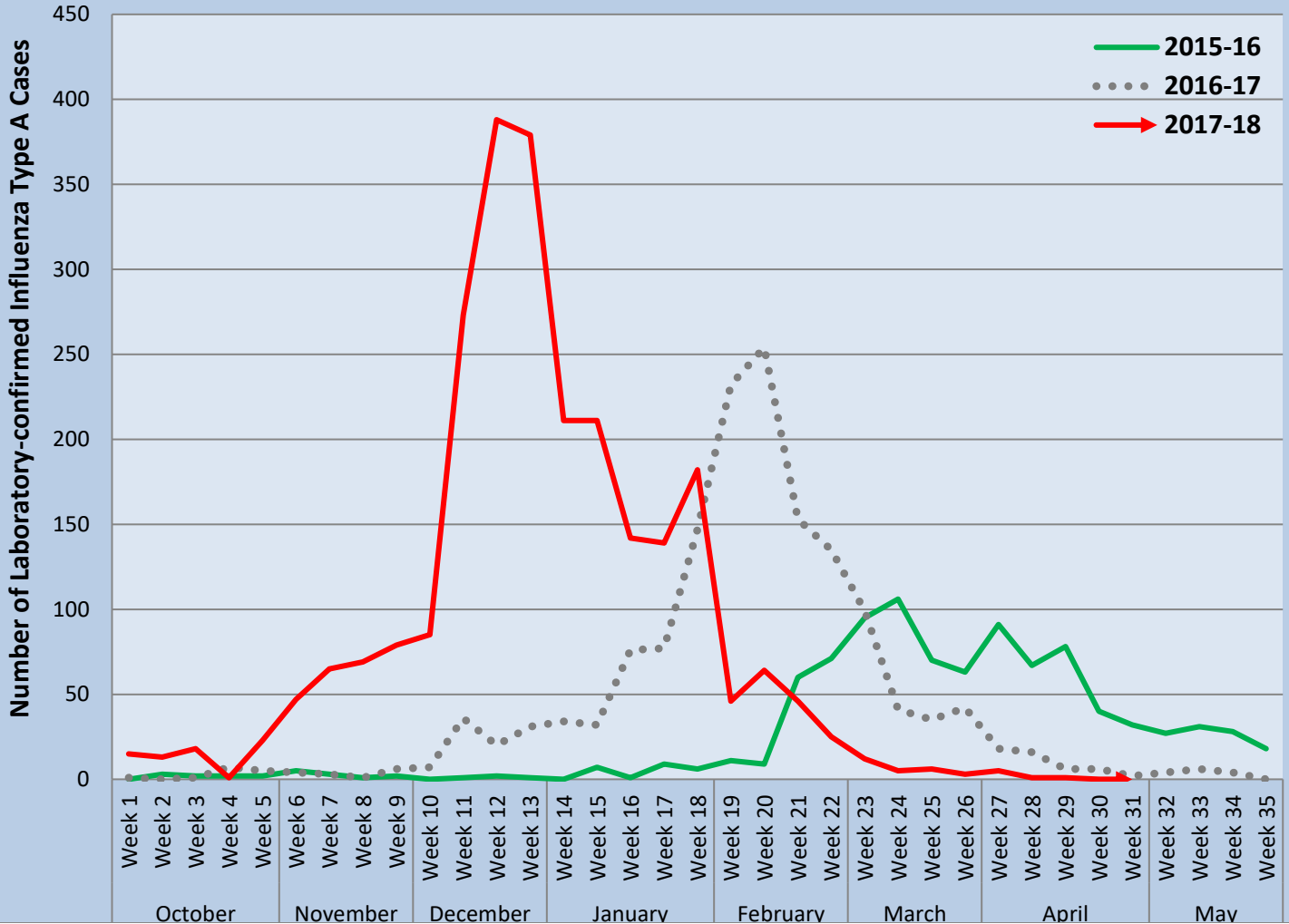
| | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec |
|--------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|
| → 2018 | 109 | 127 | 77 | 132 | | | | | | | | |
| ● 2017 | 100 | 143 | 135 | 111 | 146 | 118 | 92 | 86 | 83 | 90 | 76 | 78 |
| • 2016 | 84 | 94 | 92 | 99 | 122 | 128 | 112 | 121 | 108 | 107 | 86 | 119 |

January 2018 - April 2018 Reported Notifiable Conditions

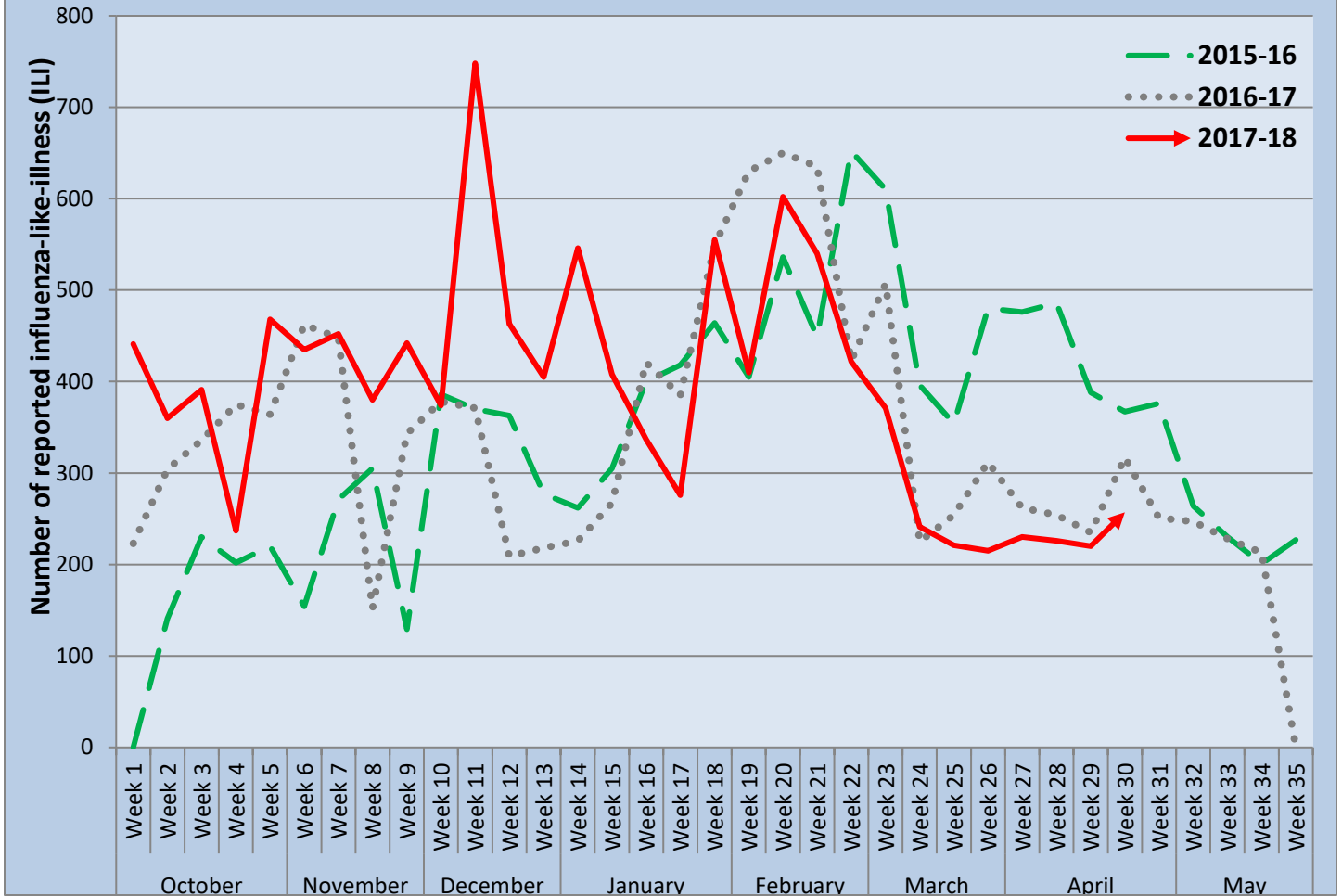


There have been glitches with NBS recently, where we will get a backlog of cases from previous months. During the month of March, we had a lower number of cases which may be due in part to this ELR error. DSHS said it has been corrected for the time being.

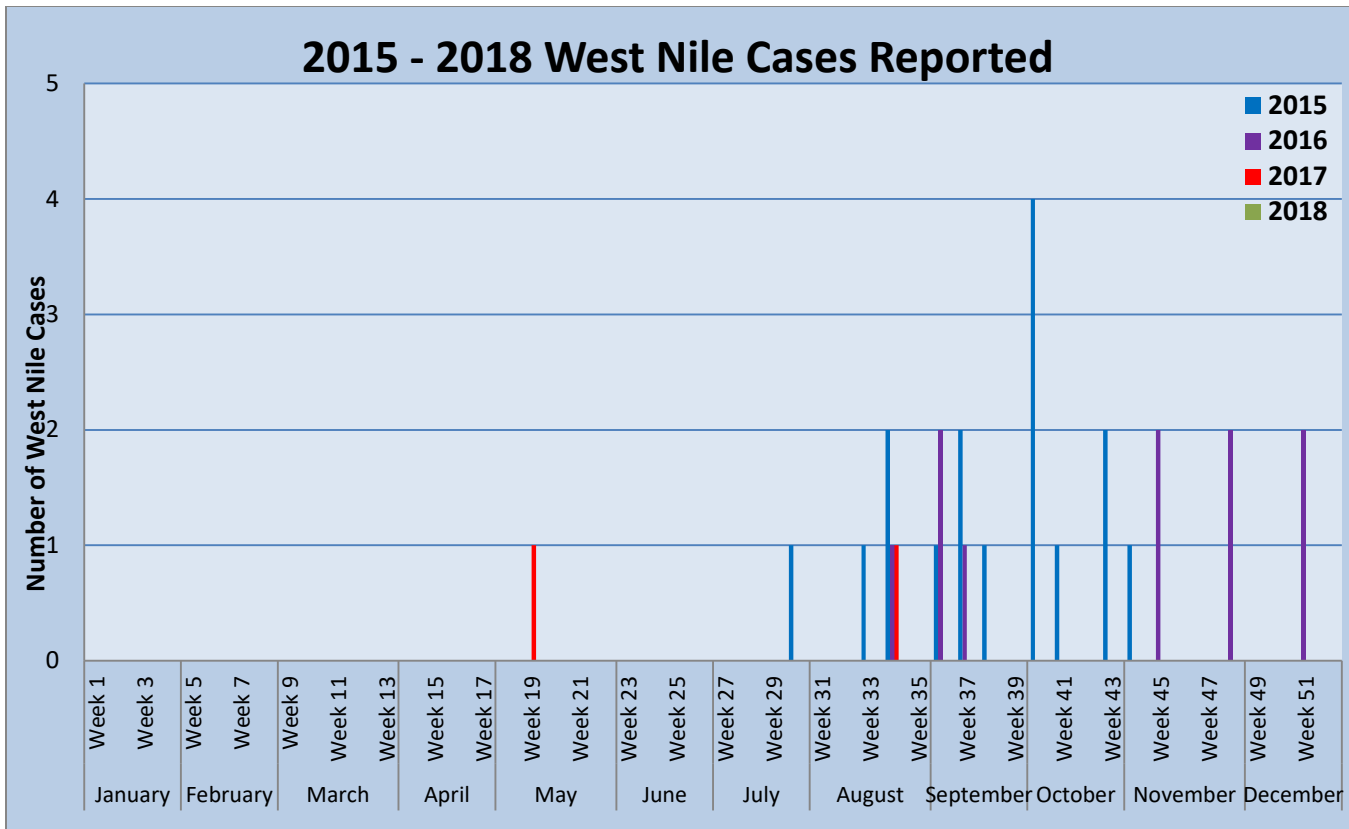
2015 - 2018 Influenza A Trends



2015 - 2018 Influenza-like Illness Trends



For the 2017-18 season, we had a spike of cases in December. In 2016-17 season, the spike was later in mid February.



No West Nile cases reported yet in 2018

Medical Reserve Corps Program:

- **Membership**
 - Total number of activated volunteers in TDVR as of 4/27/18: 239
 - Approximately 6 new volunteers have been recruited.
- **Events**
 - MRC Meet and Greet – This event introduced the new MRC Coordinator to the MRC volunteers. There was an open forum discussion that allowed for the coordinator to gain insight on what the volunteers liked about the program and opportunities for growth. Out of this meeting 5 new events have been planned for the volunteers including trainings, seminars, and community events.
 - MRC Volunteer Workday – This event welcomed two volunteers into the public health office to help organize materials for the upcoming preparedness fairs.

Emergency Preparedness Program:

- Preparedness Coordinator participated or attended:
 - Attended multiple Public Health Emergency Preparedness Collaborative (PHEP-C) monthly meeting
 - Developing public health regional communication plan discussion
 - Discuss role of public health in Gen-pop Shelters
 - Attended multiple Strategic National Stockpile monthly meetings
 - Planning full-scale exercise
 - RPHSAG
 - Regional SS
 - Routing and Distribution
 - POD sites
 - FEMA Virtual Tabletop Medical Countermeasures Exercise
 - National participation exercise
 - Medical Countermeasures
 - Regional Exercise Planning Meeting
 - Regional Training and Exercise Plans
 - Previous Exercises and improvement Plans
 - Potential Scenarios
 - Exercise Objectives
 - Corridor Tabletops
 - Exercise Dates
 - Review/Updated Regional Public Health Coordination Framework
 - Catastrophic incident planning tool designed to establish a regional coordination mechanism for use during a public health or medical emergency response.
 - Public Health Emergency Response Point of Dispensing meeting with School Districts
 - Conroe ISD
 - Montgomery ISD
 - Splendora ISD
 - Emergency Preparedness Boot Camp
 - To establish national emergency preparedness requirements to ensure adequate planning for both natural and man-made disasters, and coordination with federal, state, tribal, regional and local emergency preparedness systems.
 - Tranquil Terminus (Ebola) Exercise
 - National Full-Scale exercise
 - Test the safe medical transport of highly infectious patients
 - Texas Gulf Coast Regional Voluntary Organizations Active in Disaster (VOAD) Hurricane Preparedness Tabletop Exercise
 - Pre-Hurricane Preparedness
 - Post-Hurricane (Immediate Response)
 - Recovery
 - Peer Planning Workshop
 - Suitable Shelter Facilities
 - Shelter and Mass Care

- Coordinate:
 - Pre-Planning
 - Shelter Management
 - Shelter Operations
 - Shelter Logistics
 - Demobilization
- Operation Coastal: Galveston County Public Health District
 - Operation:
 - Verify patient information using the patient database and update any information that is incorrect
 - Ensure completion of forms, most important signature and date on consent form.
 - Place forms in designated area for phlebotomist to get
 - Direct & seat all persons to designated waiting area until number/name is called
 - Refer to FAQ when answering patient questions
- Preparedness Summit 2018
 - Hurricane Harvey Syndromic Surveillance
 - Receiving 60-day Anthrax Medical Countermeasures
 - Texas Preparedness Evaluation Process
 - Beyond Points of Dispensing
 - Preparing and Responding to extreme Heat Events
 - Coordinating a Prolonged Epidemiological and Medical Countermeasure
 - Hurricane Harvey Response, Recovery and more
 - Innovations in Points of Dispensing
 - Hurricane Harvey Tdap Responder Point of Dispensing
 - Developing Collaborative State, Local and Private Partnerships to increase the Efficiencies on Public Health Emergency Preparedness

Agenda Item #12

To: MCPHD Board of Directors
From: Andrew Karrer
Date: Thursday May 17, 2018
Re: Medicaid 1115 Waiver Report

1115 Waiver:

- April marked a semi-annual reporting period for 1115 waiver projects. Only those performing providers with carry-forward metrics from previous delivery years were required to report activities to HHSC.
- The public health district submitted a mandatory 'updated provider plan' to the regional anchor at Texas A&M in early March. This document detailed the selected outcome measures that our agency will report on as a local health department for the next two years. Submission of this report allows the health district to receive an incentive payment in July of \$508,960.00.
- **It is still unclear if the public health district will be able to report baseline figures for outcome measures in October. This would allow for the receiving of incentive payments in January 2019. The protocols for this upcoming reporting period have not been released.**

Community Paramedicine:

- The program continues to work with the high utilizers of 911 emergency medical services within Montgomery County. A community paramedic's daily activities involve enrolling new clients, performing home visits, making phone calls for client follow-up, conducting care coordination activities with multiple providers involved with a client's healthcare, and providing educational activities to clients to help improve their healthcare related decisions.
- Collaboration with local resources and agencies has made a significant impact on the projects ability to deliver services to our clients. Since program implementation in 2013 there have been many, many relationships established with local entities that have greatly enhanced program delivery.
- Opioid outreach activities have begun; however due to staffing matters, delivery is still in the early stages.

Current Community Paramedicine year to date figures:

- Patient enrollment: 95
- Clinical encounters provided: 1974
- Non-clinical encounters provided: 651
- Average Daily Patient Census: 54

Montgomery County Public Health District
Financial Dashboard for March 2018
 (dollars expressed in 000's)

| | Mar 2018 | Mar 2017 | Var | Var % |
|----------------------|----------|----------|-----|-------|
| Cash and Investments | 1,683 | 1,150 | 533 | 46.4% |

| Legend | |
|--------|----------------------|
| Green | Favorable Variance |
| Red | Unfavorable Variance |

| Income Statement | March 2018 | | | | Year to Date | | | |
|--------------------------|------------|-------|------|--------|--------------|-------|-------|---------|
| | Act | Bud | Var | Var % | Act | Bud | Var | Var % |
| Revenue | | | | | | | | |
| Grant Revenue | 52 | 54 | (2) | -3.6% | 284 | 321 | (37) | -11.4% |
| 1115 Waiver Revenue | 0 | 0 | 0 | 0.0% | 1,360 | 1,360 | 0 | 0.0% |
| Other Revenue | 12 | 11 | 1 | 9.1% | 73 | 68 | 5 | 6.6% |
| Total Revenue | 64 | 65 | (1) | -1.5% | 1,717 | 1,749 | (32) | -1.8% |
| Expenses | | | | | | | | |
| Payroll | 65 | 82 | (17) | -20.9% | 371 | 421 | (50) | -12.0% |
| Operating | 113 | 128 | (15) | -11.8% | 704 | 807 | (103) | -12.8% |
| Total Operating Expenses | 178 | 210 | (32) | -15.4% | 1,075 | 1,228 | (153) | -12.5% |
| Capital | 0 | 0 | 0 | 0.0% | 0 | 24 | (24) | -100.0% |
| Total Expenditures | 178 | 210 | (32) | -15.4% | 1,075 | 1,252 | (177) | -14.2% |
| Net Surplus / (Deficit) | (114) | (146) | 31 | 21.5% | 643 | 497 | 145 | 29.3% |

Cash and Investments as of March 31, 2018 are \$533k more than one year ago.

Revenue: Because the grants are based on reimbursement, grant revenue is less than expected year-to-date due to expenses being less than budgeted. The vacant Medical Reserve Corps (MRC) Coordinator position is the primary reason for this.

Payroll: Year-to-date, payroll is below budget mainly as the result of the vacant MRC position from October 15, 2017 until March 19, 2018.

Operating Expense: Generally, Operating Expenses are under budget year-to-date primarily due to timing and the open Medical Reserve Corp position. In addition, expenses related to the Community Paramedicine program have been less than expected thus far.

Capital: The year-to-date variance of \$24k is due to timing. The purchase of a mini-van was budgeted to occur in March, but it didn't occur until April.

Montgomery County Public Health District
Balance Sheet
As of March 31, 2018

| | | <u>Fund 22 3/31/2018</u> |
|--------------------------------------|---------------------------------------|-------------------------------------|
| ASSETS | | |
| Cash and Equivalents | | |
| 22-000-10400 | Petty Cash-PHP-BS | \$200.00 |
| 22-000-11510 | MCPHD Operating Account - WF-BS | <u>\$1,683,066.54</u> |
| Total Cash and Equivalents | | <u>\$1,683,266.54</u> |
| Receivables | | |
| 22-000-14400 | A/R-Grant Revenue-BS | \$94,557.87 |
| 22-000-14550 | Receivable from Primary Government-BS | <u>(\$173,175.59)</u> |
| Total Receivables | | <u>(\$78,617.72)</u> |
| Other Assets | | |
| 22-000-14900 | Prepaid Expenses-BS | <u>\$2,036.18</u> |
| Total Other Assets | | <u>\$2,036.18</u> |
| TOTAL ASSETS | | <u><u>\$1,606,685.00</u></u> |
| LIABILITIES | | |
| Current Liabilities | | |
| 22-000-20500 | Accounts Payable-BS | \$414.59 |
| 22-000-21400 | Accrued Payroll-BS | <u>\$22,921.60</u> |
| Total Current Liabilities | | <u>\$23,336.19</u> |
| Deferred Liabilities | | |
| 22-000-23200 | Deferred Revenue MCPHD-BS | <u>\$6,733.93</u> |
| Total Deferred Liabilities | | <u>\$6,733.93</u> |
| TOTAL LIABILITIES | | <u>\$30,070.12</u> |
| CAPITAL | | |
| 22-000-30225 | Assigned - Open Purchase Orders-BS | \$23,965.00 |
| 22-000-30700 | Reserved - Prepaids-BS | \$2,036.18 |
| 22-000-30802 | Reserved - NACCHO 2014-BS | \$6,733.93 |
| 22-000-39050 | Unassigned Fund Balance-MCPHD-BS | <u>\$1,543,879.77</u> |
| TOTAL CAPITAL | | <u>\$1,576,614.88</u> |
| TOTAL LIABILITIES AND CAPITAL | | <u><u>\$1,606,685.00</u></u> |

**Montgomery County Public Health District
Preliminary Income Statement - Actual vs. Budget
For the Period Ended March 31, 2018**

| | | Current Month Actual | Current Month Budget | Current Month Variance | YTD Actual | YTD Budget | YTD Variance | Total Annual Budget | % YTD Annual Budget | Annual Budget Remaining |
|-------------------------------|--|-------------------------------------|-------------------------------------|---------------------------------------|-----------------------|-----------------------|-------------------------|------------------------------------|------------------------------------|--|
| Revenue | | | | | | | | | | |
| Tax Revenue | | | | | | | | | | |
| EMS Net Revenue | | | | | | | | | | |
| Other Revenue | | | | | | | | | | |
| 41500 | Miscellaneous Income | 7,518.00 | 7,500.00 | 18.00 | 45,126.00 | 45,000.00 | 126.00 | 90,000.00 | 50.14% | 44,874.00 |
| 41550 | Proceeds from Grant Funding | 51,700.86 | 53,646.00 | (1,945.14) | 284,294.70 | 320,726.00 | (36,431.30) | 545,415.20 | 52.12% | 261,120.50 |
| 43750 | 1115 Waiver - Paramedicine | 0.00 | 0.00 | 0.00 | 1,360,229.59 | 1,360,230.00 | (0.41) | 1,899,980.00 | 71.59% | 539,750.41 |
| 43930 | Immunization Fees | 2,463.51 | 1,335.00 | 1,128.51 | 13,539.62 | 8,010.00 | 5,529.62 | 16,000.00 | 84.62% | 2,460.38 |
| 44100 | Employee Medical Premiums | 2,169.88 | 2,679.00 | (509.12) | 14,296.70 | 15,450.00 | (1,153.30) | 27,585.00 | 51.83% | 13,288.30 |
| Total Other Revenue | | 63,852.25 | 65,160.00 | (1,307.75) | 1,717,486.61 | 1,749,416.00 | (31,929.39) | 2,578,980.20 | 66.60% | 861,493.59 |
| Total Revenue | | 63,852.25 | 65,160.00 | (1,307.75) | 1,717,486.61 | 1,749,416.00 | (31,929.39) | 2,578,980.20 | 66.60% | 861,493.59 |
| Expenses | | | | | | | | | | |
| Payroll Expenses | | | | | | | | | | |
| 51100 | Regular Pay | 40,134.63 | 63,755.49 | (23,620.86) | 246,180.30 | 309,106.49 | (62,926.19) | 638,223.49 | 38.57% | 392,043.19 |
| 51200 | Overtime Pay | 0.00 | 0.00 | 0.00 | 605.22 | 0.00 | 605.22 | 0.00 | 0.00% | (605.22) |
| 51300 | Paid Time Off | 7,414.49 | 0.00 | 7,414.49 | 31,083.89 | 0.00 | 31,083.89 | 0.00 | 0.00% | (31,083.89) |
| 51500 | Payroll Taxes | 3,474.45 | 3,956.00 | (481.55) | 20,180.29 | 22,720.00 | (2,539.71) | 42,250.00 | 47.76% | 22,069.71 |
| 51650 | TCDRS Plan | 3,545.89 | 3,516.00 | 29.89 | 18,868.77 | 20,187.00 | (1,318.23) | 37,546.00 | 50.26% | 18,677.23 |
| 51700 | Health & Dental | 1,410.56 | 1,334.00 | 76.56 | 7,440.01 | 10,872.00 | (3,431.99) | 17,271.00 | 43.08% | 9,830.99 |
| 51710 | Health Insurance Claims | 5,833.11 | 8,189.00 | (2,355.89) | 35,563.36 | 49,134.00 | (13,570.64) | 91,545.00 | 38.85% | 55,981.64 |
| 51720 | Health Insurance Admin Fees | 3,220.71 | 1,480.00 | 1,740.71 | 10,639.23 | 8,880.00 | 1,759.23 | 16,545.00 | 64.30% | 5,905.77 |
| Total Payroll Expenses | | 65,033.84 | 82,230.49 | (17,196.65) | 370,561.07 | 420,899.49 | (50,338.42) | 843,380.49 | 43.94% | 472,819.42 |
| Operating Expenses | | | | | | | | | | |
| 52300 | Bank Charges | 58.37 | 0.00 | 58.37 | 309.67 | 55.00 | 254.67 | 55.00 | 563.04% | (254.67) |
| 52350 | Credit Card Processing Fee | 0.00 | 55.00 | (55.00) | 0.00 | 275.00 | (275.00) | 605.00 | 0.00% | 605.00 |
| 52500 | Bio-Waste Removal | 0.00 | 404.00 | (404.00) | 0.00 | 2,426.00 | (2,426.00) | 3,638.00 | 0.00% | 3,638.00 |
| 52975 | Community Preparedness Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | (5,000.00) | 5,000.00 | 0.00% | 5,000.00 |
| 53050 | Computer Software | 400.00 | 400.00 | 0.00 | 2,800.00 | 2,400.00 | 400.00 | 4,800.00 | 58.33% | 2,000.00 |
| 53150 | Conferences - Fees, Travel, & Meals | 0.00 | 500.00 | (500.00) | 4,647.96 | 10,874.00 | (6,226.04) | 20,140.12 | 23.08% | 15,492.16 |
| 53330 | Contractual Obligations- Other | 2,000.00 | 1,833.00 | 167.00 | 12,250.00 | 10,998.00 | 1,252.00 | 16,496.01 | 74.26% | 4,246.01 |
| 53900 | Disposable Medical Supplies | 223.57 | 186.00 | 37.57 | 1,090.11 | 1,119.00 | (28.89) | 2,235.00 | 48.77% | 1,144.89 |
| 54100 | Dues/Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 | 2,220.26 | (2,220.26) | 2,220.26 | 0.00% | 2,220.26 |
| 54200 | Durable Medical Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 | (150.00) | 150.00 | 0.00% | 150.00 |
| 54450 | Employee Recognition | 0.00 | 0.00 | 0.00 | 350.00 | 0.00 | 350.00 | 0.00 | 0.00% | (350.00) |
| 54900 | Insurance | 0.00 | 0.00 | 0.00 | 1,501.00 | 3,000.00 | (1,499.00) | 10,500.00 | 14.30% | 8,999.00 |
| 55500 | Legal Fees | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | (500.00) | 1,500.00 | 0.00% | 1,500.00 |
| 55700 | Management Fees | 8,333.33 | 11,462.00 | (3,128.67) | 49,999.98 | 68,772.00 | (18,772.02) | 128,237.49 | 38.99% | 78,237.51 |
| 55900 | Meals - Business and Travel | 0.00 | 0.00 | 0.00 | 0.00 | 350.00 | (350.00) | 350.00 | 0.00% | 350.00 |
| 56200 | Mileage Reimbursements | 172.44 | 266.10 | (93.66) | 1,710.43 | 2,155.30 | (444.87) | 3,735.90 | 45.78% | 2,025.47 |
| 56300 | Office Supplies | 2,166.16 | 554.35 | 1,611.81 | 4,003.41 | 5,686.05 | (1,682.64) | 8,456.48 | 47.34% | 4,453.07 |
| 56525 | Other Services - Community Paramedicine-1115 | 91,600.00 | 100,000.00 | (8,400.00) | 575,600.00 | 600,000.00 | (24,400.00) | 1,200,000.00 | 47.97% | 624,400.00 |
| 57000 | Printing Services | 50.00 | 350.00 | (300.00) | 1,215.00 | 12,884.26 | (11,669.26) | 19,247.01 | 6.31% | 18,032.01 |
| 57100 | Professional Fees | 0.00 | 0.00 | 0.00 | 88.19 | 450.00 | (361.81) | 650.00 | 13.57% | 561.81 |
| 57500 | Rent | 7,481.25 | 10,204.00 | (2,722.75) | 44,887.50 | 61,228.39 | (16,340.89) | 112,568.89 | 39.88% | 67,681.39 |
| 57750 | Small Equipment & Furniture | 0.00 | 0.00 | 0.00 | 556.00 | 0.00 | 556.00 | 0.00 | 0.00% | (556.00) |
| 58200 | Telephones-Cellular | 505.49 | 640.00 | (134.51) | 2,406.01 | 5,190.00 | (2,783.99) | 7,955.00 | 30.25% | 5,548.99 |
| 58310 | Telephones-Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 146.67 | 0.00% | 146.67 |

**Montgomery County Public Health District
Preliminary Income Statement - Actual vs. Budget
For the Period Ended March 31, 2018**

| | | Current Month Actual | Current Month Budget | Current Month Variance | YTD Actual | YTD Budget | YTD Variance | Total Annual Budget | % YTD Annual Budget | Annual Budget Remaining |
|---|---------------------------------|-------------------------------------|-------------------------------------|---------------------------------------|-----------------------|-----------------------|-------------------------|------------------------------------|------------------------------------|--|
| 58500 | Training/Related Expenses-CE | 0.00 | 575.00 | (575.00) | 0.00 | 7,200.00 | (7,200.00) | 9,768.75 | 0.00% | 9,768.75 |
| 58700 | Uniforms | 0.00 | 250.00 | (250.00) | 0.00 | 1,124.00 | (1,124.00) | 2,624.00 | 0.00% | 2,624.00 |
| 51800 | Unemployment Ins. | 0.00 | 201.00 | (201.00) | 0.00 | 1,203.00 | (1,203.00) | 2,163.00 | 0.00% | 2,163.00 |
| 59350 | Worker's Compensation Insurance | 126.82 | 354.00 | (227.18) | 737.07 | 2,029.00 | (1,291.93) | 4,061.00 | 18.15% | 3,323.93 |
| Total Operating Expenses | | 113,117.43 | 128,234.45 | (15,117.02) | 704,152.33 | 807,289.26 | (103,136.93) | 1,567,303.58 | 44.93% | 863,151.25 |
| Indigent Care Expenses | | | | | | | | | | |
| Total Operating and Payroll Expenses | | 178,151.27 | 210,464.94 | (32,313.67) | 1,074,713.40 | 1,228,188.75 | (153,475.35) | 2,410,684.07 | 44.58% | 1,335,970.67 |
| Capital Expenditures | | | | | | | | | | |
| 52755 | Capital Purchases - Vehicles | 0.00 | 0.00 | 0.00 | 0.00 | 23,965.00 | (23,965.00) | 23,965.00 | 0.00% | 23,965.00 |
| Total Capital Expenditures | | 0.00 | 0.00 | 0.00 | 0.00 | 23,965.00 | (23,965.00) | 23,965.00 | 0.00% | 23,965.00 |
| Total Expenditures | | 178,151.27 | 210,464.94 | (32,313.67) | 1,074,713.40 | 1,252,153.75 | (177,440.35) | 2,434,649.07 | 44.14% | 1,359,935.67 |
| Revenue over Expenses | | (114,299.02) | (145,304.94) | 31,005.92 | 642,773.21 | 497,262.25 | 145,510.96 | 144,331.13 | 445.35% | (498,442.08) |

**Montgomery County Public Health District
Grant Funding as of March 31, 2018**

| Grant Name | Dept | Grant Period | Grant Budget | Inception to Date Expenditures | Remaining Grant Budget |
|--|-------------|-------------------------|----------------------|---|-----------------------------------|
| Infectious Disease Surveillance and Epidemiology Activities (DSHS IDCU/SUR 2017) | 117 | 09/01/2017 - 08/31/2019 | \$ 165,000.00 | \$ 50,700.75 | \$ 114,299.25 |
| Public Health Emergency Preparedness (DSHS CPS/Hazards 2017) | 118 | 07/01/2017 - 06/30/2018 | \$ 299,256.00 | \$ 185,067.75 | \$ 114,188.25 |
| Cities Readiness Initiative (DSHS CPS/CRI 2017) | 209 | 07/01/2017 - 06/30/2018 | \$ 117,527.00 | \$ 74,688.56 | \$ 42,838.44 |
| Urban Area Security Initiative Program (MRC UASI 2015) | 309 | 09/01/2016 - 12/31/2017 | \$ 99,580.00 | \$ 45,462.63 | \$ 54,117.37 |
| Urban Area Security Initiative Program (MRC UASI 2015) | 310 | 09/01/2016 - 09/30/2017 | \$ 5,241.05 | \$ 134.31 | \$ 5,106.74 |
| Urban Area Security Initiative Program (MRC UASI 2017) | 311 | 01/01/2018 - 12/31/2018 | \$ 99,580.00 | \$ 4,098.78 | \$ 95,481.22 |
| Urban Area Security Initiative Program (MRC UASI M&A 2017) | 312 | 10/01/2017 - 12/31/2018 | \$ 5,241.05 | \$ 274.82 | \$ 4,966.23 |
| RLSS/Local Public Health (DSHS - LPHS 2017) | 413 | 09/01/2017 - 08/31/2019 | \$ 134,938.00 | \$ 51,553.50 | \$ 83,384.50 |
| TOTAL | | | \$ 926,363.10 | \$ 411,981.10 | \$ 514,382.00 |

AGENDA ITEM # 14

Consider and act on payment of Grant invoices (Sandy Wagner, Treasurer-Public Health Board)

TOTAL FOR
PUBLIC HEALTH INVOICES
\$304,137.46

Montgomery County Hospital District
Invoice Expense Allocation Report
Board Meeting 05/17/2018- Public Health Paid Invoices

| Vendor Name | Invoice Date | Invoice No. | Payment No. | Payment Date | Account Description | Account No. | Account Description | Amount |
|----------------------------|--------------|----------------------|-------------|--------------|---|--------------|--|------------|
| AMAZON.COM LLC | 1/10/2018 | 436994533973 (22) 1 | 95933 | 43131 | OFFICE SUPPLIES | 22-401-56300 | Office Supplies-PHC G | \$136.03 |
| | 2/10/2018 | 663337896376 02/10 | 96254 | 43152 | DISPOSABLES | 22-401-53900 | Disposable Medical Supplies-PI | \$29.99 |
| | 2/10/2018 | 849497633749 02/10 | 96255 | 43152 | OFFICE SUPPLIES | 22-401-56300 | Office Supplies-PHC G | \$156.91 |
| | 3/10/2018 | 465989583476 03/10 | 96663 | 43180 | OFFICE SUPPLIES | 22-401-56300 | Office Supplies-PHC G | \$17.55 |
| | 3/10/2018 | 563777357393 03/10 | 96664 | 43180 | OFFICE SUPPLIES | 22-401-56300 | Office Supplies-PHC G | \$95.16 |
| | 3/10/2018 | 739394574833 03/10 | 96665 | 43180 | DISPOSABLES | 22-401-53900 | Disposable Medical Supplies-PI | \$5.59 |
| | 3/10/2018 | 449668865533 03/10 | 96666 | 43180 | OFFICE SUPPLIES | 22-401-56300 | Office Supplies-PHC G | \$212.37 |
| | | | | | | | Totals for AMAZON.COM LLC: | \$653.60 |
| BCBS OF TEXAS (POB 731428) | 2/1/2018 | 123611 (FUND 22) 01 | 3776 | 43132 | DENTAL PREMIUMS 01/01/18-02/01/18 | 22-117-51700 | Health & Dental-IDCU/ | \$36.28 |
| | | | | | | 22-118-51700 | Health & Dental-CPS/H | \$236.27 |
| | | | | | | 22-209-51700 | Health & Dental-CPS/C | \$142.55 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$36.28 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$36.28 |
| | 2/1/2018 | 123611 (FUND 22) 02 | 3777 | 43132 | DENTAL PREMIUMS 02/01/18-03/01/18 | 22-117-51700 | Health & Dental-IDCU/ | \$36.28 |
| | | | | | | 22-118-51700 | Health & Dental-CPS/H | \$236.27 |
| | | | | | | 22-209-51700 | Health & Dental-CPS/C | \$142.55 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$36.28 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$36.28 |
| | 3/1/2018 | 123611 03/1(FUND 22) | 3843 | 43160 | DENTAL PREMIUMS 03/01/18-03/31/18 | 22-900-51700 | Health & Dental-MCPHD | \$72.56 |
| | | | | | | 22-117-51700 | Health & Dental-IDCU/ | \$36.28 |
| | | | | | | 22-118-51700 | Health & Dental-CPS/H | \$236.27 |
| | | | | | | 22-209-51700 | Health & Dental-CPS/C | \$142.55 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$36.28 |
| | | | | | | | Totals for BCBS OF TEXAS (POB 731428): | \$1,571.82 |
| DEARBORN NATIONAL LIFE | 2/1/2018 | F021753 01/01/18 22 | 3848 | 43132 | LIFE/DISABILITY/VISION PREMIUMS 01/01/18-01/31/18 | 22-117-51700 | Health & Dental-IDCU/ | \$44.21 |
| | | | | | | 22-118-51700 | Health & Dental-CPS/H | \$166.53 |
| | | | | | | 22-209-51700 | Health & Dental-CPS/C | \$58.45 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$111.39 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$59.76 |
| | 2/1/2018 | F021753 02/01/18 22 | 3850 | 43132 | LIFE/DISABILITY/VISION PREMIUMS 02/01/18-02/28/18 | 22-900-51700 | Health & Dental-MCPHD | \$92.60 |
| | | | | | | 22-117-51700 | Health & Dental-IDCU/ | \$44.21 |
| | | | | | | 22-118-51700 | Health & Dental-CPS/H | \$166.53 |
| | | | | | | 22-209-51700 | Health & Dental-CPS/C | \$58.45 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$111.39 |
| | 3/1/2018 | F021753 03/01/18 22 | 3852 | 43160 | LIFE/DISABILITY/VISION PREMIUMS 03/01/18-03/31/18 | 22-413-51700 | Health & Dental-RLSS/ | \$59.76 |
| | | | | | | 22-900-51700 | Health & Dental-MCPHD | \$92.60 |
| | | | | | | 22-117-51700 | Health & Dental-IDCU/ | \$44.21 |
| | | | | | | 22-118-51700 | Health & Dental-CPS/H | \$166.53 |
| | | | | | | 22-209-51700 | Health & Dental-CPS/C | \$58.45 |
| | | | | | | | Totals for DEARBORN NATIONAL LIFE: | \$1,111.39 |

Montgomery County Hospital District
Invoice Expense Allocation Report
Board Meeting 05/17/2018- Public Health Paid Invoices

| Vendor Name | Invoice Date | Invoice No. | Payment No. | Payment Date | Account Description | Account No. | Account Description | Amount |
|-----------------------------|--------------|--------------------|-------------|--------------|--|--|---------------------------------|------------|
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$59.76 |
| | | | | | | 22-900-51700 | Health & Dental-MCPHD | \$92.60 |
| | | | | | | Totals for DEARBORN NATIONAL LIFE INS CO: | | \$1,598.82 |
| DEPARTMENT OF STATE HEALTH | 2/2/2018 | CEN.CM2393_012018 | 96489 | 43166 | DECEMBER 2017 LAB FEES | 22-404-57100 | Professional Fees-PHC M | \$88.19 |
| | | | | | | Totals for DEPARTMENT OF STATE HEALTH SERVICES (POB 149347): | | \$88.19 |
| EXPEDIA | 3/7/2018 | 3629 03/07/18 6169 | 3882 | 43179 | FLIGHT FOR M.MASSEY/PREPAREDNESS 04/16-04/18 '18 | 22-000-14900 | Prepaid Expenses-BS | \$136.59 |
| | 3/7/2018 | 3629 03/07/18 6177 | 3883 | 43179 | FLIGHT/R.LEAL/PREPAREDNESS 04/16-04/16 '18 | 22-000-14900 | Prepaid Expenses-BS | \$136.59 |
| | | | | | | Totals for EXPEDIA: | | \$273.18 |
| IMPACT PRINTING | 1/24/2018 | 45187 | 96088 | 43138 | BUSINESS CARDS/MARISA MASSEY | 22-118-57000 | Printing Services-CPS/H | \$50.00 |
| | 2/1/2018 | 45228 | 96311 | 43152 | PH APPOINTMENT CARDS/DOUBLE SIDED | 22-401-57000 | Printing Services-PHC G | \$70.00 |
| | 3/23/2018 | 45429 | 97065 | 43201 | BUSINESS CARDS/EMILY GORDAN | 22-311-57000 | Printing Services-MRC U | \$50.00 |
| | | | | | | Totals for IMPACT PRINTING: | | \$170.00 |
| LEAL, RENE | 1/12/2018 | LEA011218 | 95796 | 43118 | MILEAGE REIMBURSEMENT 01/09/18 | 22-209-56200 | Mileage Reimbursements-CPS/ | \$76.41 |
| | 1/1/2018 | LEA010118 | 95796 | 43118 | MILEAGE REIMBURSEMENT 10/10/17-10/13/17 | 22-209-56200 | Mileage Reimbursements-CPS/ | \$85.97 |
| | 1/1/2018 | LEA010118 \$89.93 | 95796 | 43118 | MILEAGE REIMBURSEMENT 12/12/17 | 22-209-56200 | Mileage Reimbursements-CPS/ | \$89.93 |
| | 2/23/2018 | LEA022318 | 96422 | 43159 | MILEAGE REIMBURSEMENT 02/06/18-02/20/18 | 22-209-56200 | Mileage Reimbursements-CPS/ | \$81.64 |
| | 3/15/2018 | LEA031518 | 96731 | 43180 | MILEAGE REIMBURSEMENT 03/02/18-03/13/18 | 22-209-56200 | Mileage Reimbursements-CPS/ | \$41.09 |
| | 3/23/2018 | LEA032318 | 96891 | 43187 | PER DIEM/PREPAREDNESS/04/16/18-04/20/18 | 22-000-14900 | Prepaid Expenses-BS | \$276.50 |
| | | | | | | Totals for LEAL, RENE: | | \$651.54 |
| MASSEY, MARISA DEEANN | 1/31/2018 | MAS013118 | 96097 | 43138 | MILEAGE REIMBURSEMENT 01/23/18 | 22-118-56200 | Mileage Reimbursements-CPS/ | \$39.68 |
| | 3/23/2018 | MAS032318 | 96893 | 43187 | PER DIEM/PREPAREDNESS/04/16/18-04/20/18 | 22-000-14900 | Prepaid Expenses-BS | \$276.50 |
| | 3/27/2018 | MAS032718 | 96893 | 43187 | EPI/BT MEETING MILEAGE & TOLLS 03/23/18 | 22-118-56200 | Mileage Reimbursements-CPS/ | \$84.86 |
| | | | | | | Totals for MASSEY, MARISA DEEANN: | | \$401.04 |
| MCKESSON GENERAL MEDICAL | 1/5/2018 | 18160322 | 95877 | 43124 | MEDICAL SUPPLIES | 22-401-53900 | Disposable Medical Supplies-PI | \$84.00 |
| | 1/23/2018 | 19381862 | 96101 | 43138 | MEDICAL SUPPLIES | 22-401-53900 | Disposable Medical Supplies-PI | \$131.40 |
| | 1/23/2018 | 19355514 | 96102 | 43138 | MEDICAL SUPPLIES | 22-401-53900 | Disposable Medical Supplies-PI | \$23.10 |
| | 2/5/2018 | 20298100 | 96429 | 43159 | MEDICAL SUPPLIES | 22-401-53900 | Disposable Medical Supplies-PI | \$36.19 |
| | 3/22/2018 | 23632215 | 96997 | 43194 | MEDICAL SUPPLIES | 22-401-53900 | Disposable Medical Supplies-PI | \$217.98 |
| | | | | | | Totals for MCKESSON GENERAL MEDICAL CORP.: | | \$492.67 |
| MOORE MEDICAL CORP. | 1/5/2018 | 83453210 | 95808 | 43118 | MEDICAL SUPPLIES | 22-401-53900 | Disposable Medical Supplies-PI | \$138.46 |
| | | | | | | Totals for MOORE MEDICAL CORP.: | | \$138.46 |
| NACCHO / PHP SUMMIT | 3/7/2018 | 3629 03/07/18 0093 | 3904 | 43179 | M.MASSEY REGISTRATION FEE/PREPAREDNESS 04/16-04/18 '18 | 22-209-53150 | Conferences - Fees, Travel, & M | \$605.00 |
| | 3/7/2018 | 3629 03/07/18 0010 | 3905 | 43179 | REGISTRATION FEE/R.LEAL 04/16 - 04/20 '18/PREPAREDNESS | 22-000-14900 | Prepaid Expenses-BS | \$605.00 |
| | | | | | | Totals for NACCHO / PHP SUMMIT: | | \$1,210.00 |
| OPTIQUEST INTERNET SERVICES | 1/1/2018 | 70117 | 95727 | 43110 | NEXTGEN HOSTING | 22-401-53050 | Computer Software-PHC G | \$400.00 |

Montgomery County Hospital District
Invoice Expense Allocation Report
Board Meeting 05/17/2018- Public Health Paid Invoices

| Vendor Name | Invoice Date | Invoice No. | Payment No. | Payment Date | Account Description | Account No. | Account Description | Amount |
|-------------------------------|--------------|----------------------|-------------|--------------|---|--------------|--|-------------------|
| | 1/1/2018 | 46800 | 95891 | 43124 | NEXTGEN HOSTING | 22-401-53050 | Computer Software-PHC G | \$400.00 |
| | 2/1/2018 | 70267 | 96219 | 43146 | NEXTGEN HOSTING | 22-401-53050 | Computer Software-PHC G | \$400.00 |
| | 3/1/2018 | 70419 | 96517 | 43166 | NEXTGEN HOSTING | 22-401-53050 | Computer Software-PHC G | \$400.00 |
| | | | | | | | Totals for OPTIQUEST INTERNET SERVICES, INC.: | \$1,600.00 |
| OPTUM HEALTH BANK | 1/5/2018 | OPT010518-22 | 3695 | 43105 | EMPLOYER HSA ET FUNDING 2018 - FUND 22 | 22-117-51700 | Health & Dental-IDCU/ | \$750.00 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$1,500.00 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$750.00 |
| | 2/2/2018 | OPT020218-22 | 3767 | 43133 | EMPLOYER HSA ET FUNDING FEB 2018 | 22-117-51700 | Health & Dental-IDCU/ | \$62.50 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$125.00 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$62.50 |
| | 2/28/2018 | OPT022818-22 | 3841 | 43159 | EMPLOYER HSA ET FUNDING FEB 2018-FUND 22 | 22-117-51700 | Health & Dental-IDCU/ | \$62.50 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$125.00 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$62.50 |
| | 3/29/2018 | OPT032918-22 | 3945 | 43188 | EMPLOYER HSA ET FUNDING MAR 2018-FUND 22 | 22-117-51700 | Health & Dental-IDCU/ | \$62.50 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$125.00 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$62.50 |
| | | | | | | | Totals for OPTUM HEALTH BANK: | \$3,750.00 |
| OWENS & MINOR | 2/7/2018 | 2034866199 | 96444 | 43159 | MEDICAL SUPPLIES | 22-401-53900 | Disposable Medical Supplies-PI | \$57.79 |
| | | | | | | | Totals for OWENS & MINOR: | \$57.79 |
| SAM'S CLUB DIRECT | 2/20/2018 | ST 02/20/18 \$468.00 | 96528 | 43166 | TV/LARGE WALL MONITOR - PUBLIC HEALTH CONFERENCE ROOM | 22-118-56300 | Office Supplies-CPS/H | \$468.00 |
| | | | | | | | Totals for SAM'S CLUB DIRECT: | \$468.00 |
| SETON IDENTIFICATION PRODUCTS | 3/14/2018 | 9336625238 | 96759 | 43180 | TRAFFIC CONES-PUBLIC HEALTH | 22-209-56300 | Office Supplies-CPS/C | \$1,728.45 |
| | | | | | | | Totals for SETON IDENTIFICATION PRODUCTS: | \$1,728.45 |
| SIMS, CHARLES R M.D. | 1/1/2018 | JAN 051116-021 | 95819 | 43118 | MONTHLY RETAINER FOR JANUARY 2018 | 22-118-53330 | Contractual Obligations- Other- | \$1,833.00 |
| | | | | | | 22-401-53330 | Contractual Obligations- Other- | \$167.00 |
| | 2/1/2018 | FEB 051116-022 | 96229 | 43146 | MONTHLY RETAINER FOR FEBRUARY 2018 | 22-118-53330 | Contractual Obligations- Other- | \$1,833.00 |
| | | | | | | 22-401-53330 | Contractual Obligations- Other- | \$167.00 |
| | 3/1/2018 | MAR 051116-023 | 96760 | 43180 | MONTHLY RETAINER FOR MARCH 2018 | 22-118-53330 | Contractual Obligations- Other- | \$1,833.00 |
| | | | | | | 22-401-53330 | Contractual Obligations- Other- | \$167.00 |
| | | | | | | | Totals for SIMS, CHARLES R M.D.: | \$6,000.00 |
| STANDARD INSURANCE COMPANY | 3/1/2018 | 160-160682/22 12/17 | 96550 | 43167 | DENTAL PREMIUMS (FUND 22) 12/01/17 - 12/31/17 | 22-117-51700 | Health & Dental-IDCU/ | \$29.19 |
| | | | | | | 22-118-51700 | Health & Dental-CPS/H | \$190.11 |
| | | | | | | 22-209-51700 | Health & Dental-CPS/C | \$114.69 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$29.19 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$29.19 |
| | | | | | | 22-900-51700 | Health & Dental-MCPHD | \$29.19 |
| | 3/1/2018 | 160-160682-22 DEC17B | 97030 | 43195 | VISION PREMIUMS (FUND 22) 12/01/17- 12/31/17 | 22-117-51700 | Health & Dental-IDCU/ | \$6.79 |

Montgomery County Hospital District
Invoice Expense Allocation Report
Board Meeting 05/17/2018- Public Health Paid Invoices

| Vendor Name | Invoice Date | Invoice No. | Payment No. | Payment Date | Account Description | Account No. | Account Description | Amount |
|-------------------------------|--------------|----------------------|-------------|--------------|---|---|-------------------------------|--------------|
| | | | | | | 22-118-51700 | Health & Dental-CPS/H | \$28.99 |
| | | | | | | 22-209-51700 | Health & Dental-CPS/C | \$16.92 |
| | | | | | | 22-401-51700 | Health & Dental-PHC G | \$23.71 |
| | | | | | | 22-413-51700 | Health & Dental-RLSS/ | \$6.79 |
| | | | | | | 22-900-51700 | Health & Dental-MCPHD | \$16.92 |
| | | | | | | Totals for STANDARD INSURANCE COMPANY: | | \$521.68 |
| STAPLES ADVANTAGE | 1/1/2018 | 3363866717 | 95823 | 43118 | OFFICE SUPPLIES | 22-401-56300 | Office Supplies-PHC G | \$54.87 |
| | 1/1/2018 | 3363866701A | 95824 | 43118 | OFFICE SUPPLIES | 22-118-56300 | Office Supplies-CPS/H | \$28.68 |
| | 1/1/2018 | 3363866701B | 95822 | 43118 | OFFICE SUPPLIES | 22-401-56300 | Office Supplies-PHC G | \$17.84 |
| | 2/3/2018 | 3367742411 | 96343 | 43152 | OFFICE SUPPLIES | 22-118-56300 | Office Supplies-CPS/H | \$136.78 |
| | | | | | | 22-401-56300 | Office Supplies-PHC G | \$40.73 |
| | 2/3/2018 | 3367742423 | 96344 | 43152 | OFFICE SUPPLIES | 22-209-56300 | Office Supplies-CPS/C | \$216.36 |
| | 2/3/2018 | 3367742420 | 96345 | 43152 | OFFICE SUPPLIES | 22-209-56300 | Office Supplies-CPS/C | \$21.90 |
| | 2/3/2018 | 3367742428 | 96346 | 43152 | OFFICE SUPPLIES | 22-401-56300 | Office Supplies-PHC G | \$81.44 |
| | 3/3/2018 | 3370796825 | 96763 | 43180 | OFFICE SUPPLIES | 22-118-56300 | Office Supplies-CPS/H | \$112.63 |
| | | | | | | Totals for STAPLES ADVANTAGE: | | \$711.23 |
| VERIZON WIRELESS (POB 660108) | 2/5/2018 | 1754 22-117 02/05 | 3820 | 43151 | ACCT# 920161350-00001 | 22-117-58200 | Telephones-Cellular-IDCU/ | \$147.78 |
| | 2/5/2018 | 1754 22-118 02/05/18 | 3821 | 43151 | ACCT# 920161350-00001 | 22-118-58200 | Telephones-Cellular-CPS/H | \$173.50 |
| | 2/5/2018 | 1754 22-209 02/05/18 | 3822 | 43151 | ACCT# 920161350-00001 | 22-209-58200 | Telephones-Cellular-CPS/C | \$235.15 |
| | 2/5/2018 | 1754 22-900 02/05/18 | 3823 | 43151 | ACCT# 920161350-00001 | 22-900-58200 | Telephones-Cellular-MCPHD | \$92.45 |
| | 3/7/2018 | 1754 9799576582 3/5 | 3928 | 43179 | ACCT# 920161350-00001 (FUND 22) | 22-117-58200 | Telephones-Cellular-IDCU/ | \$73.94 |
| | | | | | | 22-118-58200 | Telephones-Cellular-CPS/H | \$136.89 |
| | | | | | | 22-209-58200 | Telephones-Cellular-CPS/C | \$73.94 |
| | | | | | | 22-900-58200 | Telephones-Cellular-MCPHD | \$73.94 |
| | | | | | | Totals for VERIZON WIRELESS (POB 660108): | | \$1,007.59 |
| WILLIAMS, ALICIA | 1/31/2018 | WILL013118 | 96136 | 43138 | MILAGE REIMBURSEMENT CISM/MISD/WISD/OME 01/18-01/26 | 22-118-56200 | Mileage Reimbursements-CPS/I | \$46.11 |
| | | | | | | Totals for WILLIAMS, ALICIA: | | \$46.11 |
| WOMBLES, DEVIN | 1/30/2018 | WOM013018 | 96027 | 43131 | MILEAGE REIMBURSEMENT 01/05-01/26/18 | 22-117-56200 | Mileage Reimbursements-IDCU | \$41.64 |
| | 2/21/2018 | WOM022118 | 96457 | 43159 | MILEAGE REIMBURSEMENT 02/16/18 | 22-117-56200 | Mileage Reimbursements-IDCU | \$9.16 |
| | 3/29/2018 | WOM032918 | 97024 | 43194 | MILEAGE REIMBURSEMENT 02/21/18-03/29/18 | 22-117-56200 | Mileage Reimbursements-IDCU | \$46.49 |
| | | | | | | Totals for WOMBLES, DEVIN: | | \$97.29 |
| MCHD Comm Paramedicine | 1/31/2018 | 18819-1 | Wire | 1/31/2018 | MCHD Comm Paramedicine Services | 22-501-56525 | Receiving from Component Unit | \$77,800.00 |
| | | | | | | Totals for MCHD Comm Paramedicine: | | \$77,800.00 |
| MCHD Comm Paramedicine | 2/28/2018 | 18959-1 | Wire | 2/28/2018 | MCHD Comm Paramedicine Services | 22-501-56525 | Receiving from Component Unit | \$111,500.00 |
| | | | | | | Totals for MCHD Comm Paramedicine: | | \$111,500.00 |
| MCHD Comm Paramedicine | 3/31/2018 | 19113-1 | Wire | 3/31/2018 | MCHD Comm Paramedicine Services | 22-501-56525 | Receiving from Component Unit | \$91,600.00 |
| | | | | | | Totals for MCHD Comm Paramedicine: | | \$91,600.00 |

Account Summary

| <u>Account Number</u> | <u>Description</u> | <u>Net Amount</u> |
|-----------------------|--|----------------------------|
| 22-501-56525 | Other Services-Community Paramedicine-1115 | \$280,900.00 |
| 22-000-14900 | Prepaid Expenses-BS | \$1,431.18 |
| 22-117-51700 | Health & Dental-IDCU/ | \$1,214.95 |
| 22-117-56200 | Mileage Reimbursements-IDCU/ | \$97.29 |
| 22-117-58200 | Telephones-Cellular-IDCU/ | \$221.72 |
| 22-118-51700 | Health & Dental-CPS/H | \$1,427.50 |
| 22-118-53330 | Contractual Obligations- Other-CPS/H | \$5,499.00 |
| 22-118-56200 | Mileage Reimbursements-CPS/H | \$170.65 |
| 22-118-56300 | Office Supplies-CPS/H | \$746.09 |
| 22-118-57000 | Printing Services-CPS/H | \$50.00 |
| 22-118-58200 | Telephones-Cellular-CPS/H | \$310.39 |
| 22-209-51700 | Health & Dental-CPS/C | \$734.61 |
| 22-209-53150 | Conferences - Fees, Travel, & Meals-CPS/C | \$605.00 |
| 22-209-56200 | Mileage Reimbursements-CPS/C | \$375.04 |
| 22-209-56300 | Office Supplies-CPS/C | \$1,966.71 |
| 22-209-58200 | Telephones-Cellular-CPS/C | \$309.09 |
| 22-311-57000 | Printing Services-MRC U | \$50.00 |
| 22-401-51700 | Health & Dental-PHC G | \$2,370.91 |
| 22-401-53050 | Computer Software-PHC G | \$1,600.00 |
| 22-401-53330 | Contractual Obligations- Other-PHC G | \$501.00 |
| 22-401-53900 | Disposable Medical Supplies-PHC G | \$724.50 |
| 22-401-56300 | Office Supplies-PHC G | \$812.90 |
| 22-401-57000 | Printing Services-PHC G | \$70.00 |
| 22-404-57100 | Professional Fees-PHC M | \$88.19 |
| 22-413-51700 | Health & Dental-RLSS/ | \$1,261.60 |
| 22-900-51700 | Health & Dental-MCPHD | \$432.75 |
| 22-900-58200 | Telephones-Cellular-MCPHD | \$166.39 |
| GRAND TOTAL: | | <u>\$304,137.46</u> |

Agenda Item # 15

To: MCPHD Board of Directors

From: Melissa Miller, COO

Date: May 17, 2018

Re: MCPHD Structure and Responsibilities



Public Health
Prevent. Promote. Protect.

Montgomery County, Texas

Overview of Montgomery County Public Health District structure and responsibilities. (Melissa, Miller, COO – MCPHD)

To: Public Health District Board of Directors
From: Alicia Williams
Date: May 10, 2018
Re: Public Health Department Funding Report

| Grant/Funding Source | Time Period Available | Award Amount | Items Funded |
|---|------------------------------|-----------------------------|---|
| Montgomery County | 10/1/2017-9/30/2018 | \$90,000 | Clinic personnel, lease and management fees, supplies |
| Montgomery County Hospital District/ Medicaid 1115 Waiver Funding | 8/1/2017-1/15/2019 | \$1,868,960 (Projected) | Community Paramedicine Visits, Community Education, 1115 Waiver Coordinator and TB Nurse |
| Clinic Revenue (Immunizations and STD service fees) | 10/1/2017-9/30/2018 | \$30,000 (Projected) | Partial clinic personnel, clinic supplies, credit card processing fees, lab fees, charts, NextGen EMR |
| DSHS – Local Public Health Systems GRANT | 9/1/2017-8/31/2019 | \$134,938 (2 yr. Projected) | Immunization/STD Nurse and clinic supplies |
| DSHS – Public Health Emergency Preparedness Hazards GRANT | 7/1/2017-6/30/2018 | \$299,256 (Projected) | Hazards personnel, surveillance, LHA contract, epidemiological investigations, training, travel, exercises, match lease and management fees |
| DSHS – Cities Readiness Initiative (CRI) GRANT | 7/1/2017-6/30/2018 | \$117,527 (Projected) | CRI personnel, training, travel, planning, exercises, match, lease and management fees |
| UASI – Medical Reserve Corps (MRC) GRANT | 1/1/2018-12/31/2018 | \$99,580 (Projected) | MRC personnel, training, travel, planning, volunteer recruitment and training |
| UASI-Management and Administration GRANT | 1/1/2018-12/31/2018 | \$5,241 (Projected) | Grant Management and Administration, partial accountant |
| Infectious Disease Surveillance Unit GRANT | 09/01/2017 to 8/31/2019 | \$165,000 (2 yr. Projected) | Epidemiology personnel, outbreak response, surveillance, supplies, travel |

Note: Grant funds are reimbursement based and actual funds reimbursed depends on actual expenditures. Clinic Revenue is budgeted annually based on prior fiscal year trends. The clinic must waive fees if a patient is unable to pay.

Montgomery County Public Health District
2017-2019 Grants and County Funding

CPS/HAZARDS (PHEP) 7/01/2017 - 06/30/2018

Funds: \$299,256 Restricted

Expenses

- Salary and Fringe for 2.5 FTEs
- 10% match required
- Lease and Management fees (less match)
- Health Authority Contract
- General Office and preparedness activity supplies

Activities Allowed

- Public Health Surveillance and epidemiological Investigations
- Infectious Disease Preparedness and outbreak response
- Maintain and update Annex H of County Emergency Plans
- Community Preparedness Initiatives
- Public Health Emergency Operations Coordination planning and exercising
- Public Health Information and Warning activities
- Assist with Medical Counter Measure dispensing activities
- First Responder Safety and Health Initiatives

Cities Readiness Initiative (CRI)- 07/01/2017-06/30/2018

Funds: \$ 117,527 Restricted

Expenses

- Salary and Fringe for 1 FTE
- 10% match required
- Lease and Management fees (less match)
- Point of Dispensing (POD) supplies and materials

Activities Allowed

- Strategic National Stock (SNS) Activities resulting in Medical Counter Measure planning, training and exercises.
- Plan for and carry out 3 annual drills
- Plan for and participate in 1 full scale exercise (1 every 5 years)
- ChemPack Monitoring and coordination
- Point of Dispensing Coordination training and exercising

Montgomery County Public Health District

2017-2019 Grants and County Funding

Local Public Health Systems (LPHS) - 09/01/2017 - 08/31/2019

Funds: \$ 67,469 Restricted

Expenses

- Salary and Fringe 1 FTEs

Activities Allowed

- Immunizations Services- Vaccines provided by Texas Vaccines for Children that allow vaccines for those that are
 - Uninsured
 - Underinsured (meaning insurance does not cover vaccines)
 - Have Medicaid
 - American Indian
- Sexually Transmitted Disease (STD) Testing and Treatment for Chlamydia, Gonorrhea and Syphilis. HIV testing only and referred out for treatment if positive.
- TB Services- Through the assistance of Department of State Health Services (DSHS) TB Program. Test, treat and monitor Active and Latent TB patients

UASI- Medical Reserve Corp – 01/01/2018 – 12/31/18

Funds: \$ 99,580 Restricted

Expenses

- 1 FTE
- Recruitment, training and retention expenses of volunteers
- CPR and first Aid training for volunteers

Activities Allowed

- Focuses on Terrorism -implemented after 9/11
- Recruitment, training and retention of Medical Reserve Corps volunteers
- Volunteers to be participate in community events for retention in the event they will be needed in a Public Health Emergency
- Participate in First Aide, Point of Dispensing training, shelter surveillance and other preparedness activities as requested.

UASI-Management and Administration– 01/01/2018 – 12/31/18

Funds: \$5,241 Restricted

Expense

- Accounting hours

Montgomery County Public Health District
2017-2019 Grants and County Funding

Infectious Disease Preparedness and Response Funding (IDPR) – 09/01/2017 – 08/31/2019

Funds: \$82,500 per year for 2 years Restricted

Expenses

- Salary and Fringe 1 FTE

Activities Allowed

- Infectious Disease Preparedness and outbreak response activities.
- Public Health Surveillance and epidemiological Investigations

County Funding - 10/01/2017-09/30/2018

Funds: \$90,000 Unrestricted

Expenses

- Salary and Fringe 1 FTE
- Disposable medical supplies
- Lease and Management Fees

Activities Allowed

- Used to supplement Public Health Clinic Activities

Agenda Item # 16

To: MCPHD Board of Directors

From: Randy Johnson, CEO

Date: May 17, 2018

Re: Next board meeting



Public Health
Prevent. Promote. Protect.

Montgomery County, Texas

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 board meeting is scheduled for September 13, 2018