

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

The regular meeting of the Board of Directors of Montgomery County Public Health District was duly convened at 3:35 p.m., September 14, 2023 in the Administrative offices of the Montgomery County Hospital District, 1400 South Loop 336 West, Conroe, Montgomery County, Texas.

1. Call to Order

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

2. Roll Call

Board Members present

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

Non-Voting members present:

Randy Johnson, Montgomery County Public Health District, Executive Director

Non-Voting members not present:

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

3. Invocation

Mr. Leonard Schneider

4. Pledge of Allegiance

Mr. Leonard Schneider

5. Public Comments

No one made a comment from the public.

6. Approval of Minutes from June 8, 2023 Public Health District Regular Board meeting.

Dr. Calvin made a motion to approve the Public Health District minutes from June 8, 2023. Dr. Null offered a second and motion passed unanimously.

7. Consider, discuss and take appropriate action regarding an update from external auditor. (Jason Millsaps, Transition Manager)

Mr. Jason Millsaps introduced Patillo, Brown & Hill L.L.P. to the board.

Mr. Chris Garner, CPA Partner in Charge Engagement and Ms. Heather Lucero, Supervisor in Charge of the day-to day operation with Patillo, Brown & Hill, L.L.P. gave a presentation to the board.

Judge Keough made a motion to approve the audit procedures as presented to the board. Dr. Calvin offered a second. After board discussion motion passed unanimously.

Revisiting agenda item 7 later in the meeting, Mr. Jason Millsaps advised the board that the maximum hours from the presentation could possibly total upwards of \$70,000.00.

Dr. Calvin made a motion to approve the engagement letter amount for up to \$70,000.00. Dr. Null offered a second for discussion. After board discussion the board advised no action was needed as the amount would remain the \$50,000.00 already approved from a prior board meeting and that Jason Millsaps would keep the board up to date and aware of the schedule and costs.

8. Presentation of Agreements between MCHD and the Public Health District. (Randy Johnson, CEO – MCHD)

Mr. Randy Johnson, CEO gave a presentation to the board on Agreement between MCHD and the Public Health District.

9. Consider and act on approval of Montgomery County Public Health District Renewed Lease Agreement. (Randy Johnson, CEO – MCHD)

Dr. Calvin made a motion to consider and act on approval of Montgomery County Public Health District Renewed Lease Agreement. Dr. Null offered a second and motion passed unanimously.

10. Convene into executive session pursuant to the Texas Open Meetings Act to deliberate in closed session on the following matters authorized under the Texas Open Meetings Act:

- a. To confer with District legal counsel concerning confidential legal matters involving the amended and restated Montgomery County Public Health District Cooperative Agreement and the Interlocal Cooperative Agreement between Montgomery County, Texas and the Montgomery County Hospital District for provision of essential Public Health Services. (Randy Johnson, CEO – MCHD)**

Judge Keough advised that an executive session was not needed.

11. Reconvene from executive session and take action on item number 10 as discussed in executive session, if needed.

Not Applicable.

12. Consider and act on elimination of the position of Transition Manager and duties effective September 30, 2023 upon mutual acceptance of the Interlocal Cooperative agreement between Montgomery County, Texas and Montgomery County Hospital District for Provision of Essential Health Services. (Randy Johnson, CEO – MCHD)

Dr. Calvin made a motion to eliminate the position of Transition Manager and duties effective September 30, 2023. Dr. Null offered a second and motion passed unanimously.

Judge Keough amended the original motion that Jason Millsaps will continue to be the point person for the audit until completed. Dr. Null offered a second and motion passed unanimously.

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

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

Dr. Null made a motion to approve the financial report presented to the board. Mr. Parker offered a second and motion passed unanimously.

14. Discussion and ratification of the Public Health District budget for fiscal year ending September 30, 2024. (Brett Allen, CFO – MCHD)

Mr. Brett Allen, CFO presented the FY 2024 Public Health District Budget to the board.

Dr. Calvin made a motion to approve the ratification of the Public health District budget for fiscal year ending September 30, 2024. Dr. Null offered a second and motion passed unanimously.

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

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

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

Dr. Null made a motion to consider and act on ratification of payment of invoices related to expenditures. Dr. Calvin offered a second and motion passed unanimously.

“Mr. Leonard Schneider, Legal Counsel requested the board revisit agenda item 7”

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

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

18. Adjourn

Meeting adjourned at 4:34 p.m.

Sandy Wagner