

**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 3:41 p.m., September 11, 2025 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 3:41 p.m.

**2. Roll Call**

**Board Members present**

Judge Mark Keough, Montgomery County Judge, Chairman  
Steven Parker, City of Panorama Village  
Dr. Richard Calvin, City of Conroe

**Board Members not present**

Mrs. Kelly Inman, MCHD

**Non-Voting members present:**

Randy Johnson, Montgomery County Public Health District, Executive Director

**Non-Voting members present:**

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

**3. Invocation**

Led by Mr. Randy Johnson

**4. Pledge of Allegiance**

Led by Mr. Randy Johnson

**5. Public Comments**

No one from the public made a comment.

**6. Special Recognition**

Randy Johnson, Montgomery County Public Health District, Executive Director recognized the following Public Health board members for their service on the Public Health District board.

Dr. Richard Calvin, Mr. Steven Parker and Judge Mark Keough.

**7. Approval of Minutes from June 12, 2025 Public Health District Regular Board meeting.**

Dr. Calvin made a motion to approve Minutes from June 12, 2025 Public Health District Regular Board meeting. Mr. Parker offered a second and motion passed unanimously.

**8. Report on activities related to Epidemiology and Emergency Preparedness. (Meghna Bhatt, Epidemiology Division Manager– MCPHD)**

Mrs. Meghna Bhatt, Epidemiology Division Manager presented a report to the board on activities related to Epidemiology and Emergency Preparedness.

**9. Report on activities related to the Public Health Clinic. (Melissa Miller, COO - MCHD)**

Mr. Randy Johnson, Montgomery County Public Health District, Executive Director presented a report to the board on activities related to the Public Health Clinic.

**10. 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. Calvin made a motion to approve the financial report presented to the board. Mr. Parker offered a second and motion passed unanimously.

**11. Consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2025. (Brett Allen, CFO - MCPHD)**

Judge Keough a motion to consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2025. Dr. Calvin offered a second and motion passed unanimously.

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

Judge Keough made a motion to consider and act on ratification of payment of invoices related to expenditures. Mr. Parker offered a second and motion passed unanimously.

**13. Consider and act on closing of Public Health District Woodforest Operating Bank Account. (Brett Allen, CFO – MCHD)**

Judge Keough made a motion to defer agenda item 13 until the September 25, 2025 Public Health Board meeting. Dr. Calvin offered a second. After board discussion motion passed unanimously.

**14. Update on the merging of MCPHD with MCHD. (Randy Johnson, Executive Director MCPHD)**

Mr. Randy Johnson, Montgomery County Public Health District, Executive Director presented the update on the merging of MCPHD with MCHD.

**15. Consider and act on the September 30, 2025 dissolution of the Montgomery County Public Health District as per The Amended and Restated Montgomery County Public Health District Cooperative Agreement. (Randy Johnson, Executive Director MCPHD)**

Judge Keough made a motion to defer agenda item 15 until the September 25, 2025 Public Health Board meeting. Dr. Calvin offered a second. After board discussion motion passed unanimously.

**16. Consider and act on tentative Public Health District board meeting scheduled for September 25, 2025 as needed. (Melissa Miller – COO – MCHD)**

Judge Keough made a motion to approve tentative Public Health District board meeting scheduled for September 25, 2025 as needed. Dr. Calvin offered a second and motion passed unanimously.

**17. Adjourn**

Meeting adjourned at 4:39 p.m.