

**Galveston County United Board of Health
March 29, 2017**

Board Members

Present: Eric Froeschner
John Hackbarth, DDS
Jason Lawrence, PE
Tim Rainey
Mark Sonnier
Mary Jo Godinich, MD
Steven Pratt

Staff: Kathy Barroso
Dr. Keiser
Ronnie Schultz
Randy Valcin
Sandra Cuellar
Scott Packard
Richard Mosquera
Mary Orange
Amber Adams
Nathan Jung
Mark Hummel
Katie Horton
Mary McClure
Paul Salvo
Mario Acosta
Amanda Taber

Excused Absence(s): Dr. Raimer, Curtis Klages, DVM, DACLAM, Patrick McGinnis, MD, and Tripp Montalbo

Unexcused Absence(s): None

Guests: Alan Sandersen with Sanderson & Scheffer

Items # 1-6 Consent Agenda

A motion was made by Mr. Rainey to approve the consent agenda; items one through six. Dr. Hackbarth seconded the motion and the Board unanimously approved the consent agenda.

Item #7 EXECUTIVE SESSION

Convene into Executive Session Pursuant to Texas Government Code, Section 551.074 (Personnel Matters). The United Board of Health will enter into executive session as permitted under the Open Meetings Act, Chapter 551 of the Texas Government Code, pursuant to Section 551.074 of the Texas Government Code, Personnel Matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; respectively, to discuss a formal complaint.

Item #8 Reconvene into Regular Open Meeting

The Board reconvened into regular open meeting at 6:24.

Item #9 Executive Report

Kathy Barroso, Chief Executive Officer, presented the March 2017 Executive Report to the Board.

Item #10 Consider for Approval Single Agency Financial Audit Report 2016

Alan Sandersen with Sanderson & Scheffer presented the draft Single Agency Financial Audit Report for 2016 to the Board. A motion was made by Mr. Rainey to accept the Single Agency Financial Audit Report for 2016 and the motion was seconded by Dr. Godinich. The Board unanimously approved the report.

Item #11 Consider for Approval Employee Ethics, Standards of Conduct, and Conflict of Interest Policy

Sandra Cuellar, Human Resources Manager, presented the Board with information on the pathway for employee complaints/issue resolution. Dr. Hackbarth made a motion to approve the policy as presented and Dr. Godinich seconded the motion. The Board unanimously approved the policy.

Item #12 Consider for Approval Employee Leave Policy

Sandra Cuellar, Human Resources Manager, presented the Board with preliminary employee leave information received from two other agencies for comparison to regular full time GCHD employees. Mr. Sonnier made a motion to delay approval of this policy so that more information can be gathered and presented to the Board. Mr. Rainey seconded the motion and the Board unanimously approved.

Item #13 Consider for Approval February 2017 Financial Report

Kathy Barroso, Chief Executive Officer, presented the February 2017 financial report to the Board. A motion to approve the February 2017 financial report as presented was made by Dr. Hackbarth and seconded by Mr. Lawrence. The Board unanimously approved the financial report.

Item #14 Additional Information to Address Questions Related to FY17 GAAA Budget Amendment and Subsequent Impact to FY18 Budget

Nathan Jung, EMS Administrator, presented the Board with additional information to address questions related to FY17 GAAA budget amendment and the subsequent impact to the FY18 budget. A motion to approve and move forward in taking the budget amendment to the City of Galveston and Commissioners Court was made by Mr. Rainey and seconded by Dr. Hackbarth. The Board unanimously approved the motion.

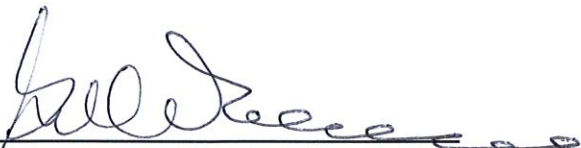
Item #15 Consider for Approval the Shared Services Agreement


Richard Mosquera, Director of Compliance & Contracts presented the Board with the draft shared services agreement between Galveston County Health District and Coastal Health & Wellness. Mr. Sonnier made a motion to accept the agreement as presented and Dr. Godinich seconded the motion.

Item #16 Presentation on Zika Communication Plan

Mr. Rainey made a motion to defer this item until next month. The motion was seconded by Dr. Godinich and the Board unanimously approved.

The meeting adjourned at 7:54 p.m.


Chair/Vice-Chairperson


Secretary/Treasurer

31 May 2017
Date

Date

**United Board of Health
Executive Committee Meeting
(Conference Call)
May 3, 2017 at 9:00**

Board Members

Present: Dr. Raimer
Eric Froeschner
Mark Sonnier

Staff: Kathy Barroso
Scott Packard
Richard Mosquera
Randy Valcin
Andrea Cortinas
Nathan Jung
Amanda Wolff

An executive committee meeting was held on May 3, 2017 at 9:00 via conference call.

The committee approved item #1-5.

Item #1ACTION Consider for Approval Financial Report March 2017

Dr. Raimer asked the Committee to consider for approval the March 2017 financial report. A motion was made by Mr. Sonnier and seconded by Mr. Froeschner and unanimously approved by the Committee.

Item #2ACTION Consider for Approval Letter to Terminate External Audit Agreement with Sandersen & Scheffer, PLLC

Richard Mosquera, Director of Compliance & Contracts asked the Committee to approve the letter to terminate the external audit agreement with Sanderson & Scheffer, PLLC. A motion was made to approve the letter to terminate by Mr. Froeschner and seconded by Mr. Sonnier. The Committee unanimously approved.

Item #3ACTION Consider for Approval Quarterly Compliance Report

Richard Mosquera, Director of Compliance & Contracts presented the compliance report to the Committee. Mr. Sonnier suggested that a built in lojack type system be looked into for all tough books. It was also suggested that a checklist be created for medics to complete prior to driving a GAAA vehicle. A motion to accept the quarterly compliance report as presented was made by Mr. Froeschner and seconded by Mr. Sonnier. The Committee unanimously approved.

Item #4ACTION Consider for Approval Zoll Maintenance Contract


Nathan Jung, EMS Administrator asked the Committee to consider for approval the Zoll maintenance contract. Mr. Sonnier made a motion to approve the contract and Mr. Froeschner seconded the motion. The Committee unanimously approved.


Item #5ACTION Consider for Approval Award of Bid for Zika Billboard Campaign

Scott Packard, Director of Communications asked the Committee to award the bid for the Zika billboard campaign. A motion to approve the bid made by SignAd Outdoor and OutFront Media for Galveston billboards was made by Mr. Sonnier and seconded by Mr. Froeschner. The Committee unanimously approved.

Adjournment

Executive Committee adjourned the call at 9:36 a.m.


Chairperson


Secretary/Treasurer