



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

AGENDA

Wednesday, September 27, 2017 – 6:00 PM

CONSENT AGENDA: ALL ITEMS MARKED WITH A SINGLE ASTERICK (*) ARE PART OF THE CONSENT AGENDA AND REQUIRE NO DELIBERATION BY THE UNITED BOARD OF HEALTH. ANY BOARD MEMBER MAY REMOVE AN ITEM FROM THIS AGENDA TO BE CONSIDERED SEPARATELY.

PROCEED TO BOTTOM OF THIS DOCUMENT FOR APPEARANCE & EXECUTIVE SESSION GUIDELINES

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three (3) days prior to any proceeding contact the Executive Office at 9850-A.108 Texas City, Texas 77591 (409) 938-2401.

ANY MEMBERS NEEDING TO BE REACHED DURING THE MEETING MAY BE CONTACTED AT 409-938-2288

REGULARLY SCHEDULED MEETING

Meeting Called to Order

Pledge of Allegiance

*Item #1**ACTION** Agenda

*Item #2**ACTION** Excused Absence(s)

*Item #3**ACTION** Consider for Approval July 26, 2017 Minutes

*Item #4**ACTION** Annual Policy/Plan Review

- a. Mother Friendly Worksite
- b. Fiscal Management Policy
- c. Employee Assistance Program Policy
- d. Employee Corrective Action Policy
- e. Performance Evaluations Policy
- f. Separation of Employment Policy
- g. Sexual Harassment Policy
- h. Vehicular Accidents/Incidents Policy
- i. Volunteer Policy
- j. Records Management Plan
- k. Infection Control Plan

*Item #5 Informational Reports

- a. Morbidity Report
- b. CHW June and July Financial Reports
- c. Letter from Judge Henry Regarding UBOH Appointments and Re-Appointments
- d. Letter to Cities Regarding UBOH Appointments and Re-Appointments
- e. Letter from Local Health Authority to Judge Henry Regarding Hurricane Harvey Debris

- Item #6 **EXECUTIVE SESSION**.....Texas Government Code Section 551.071, Consultation with Attorney: the Galveston County Health District United Board of Health will enter into an executive session as permitted under the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, pursuant to Section 551.071 of the Government Code: to seek the advice of its attorney about pending or contemplated litigation or on a matter in which the duty of the attorney to the Galveston County Health District under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act relating to 17-CV-00109, United States of America, ex rel. Tammy Lynn Babcock and Malek Bohsali v. Coastal Health & Wellness, and Galveston County Health District.
- Item #7.....Reconvene into Regularly Scheduled Meeting
- Item #8 **ACTION**.....Resolution Recognizing the Memory of Dolly Warren, Founder of D'Feet Breast Cancer Organization and the Contributions to Public Health in Galveston County
- Item #9 **ACTION**.....Consider for Approval Philip Miller's Petition for a Land Variance at 106 Lago Circle Dr. North, Santa Fe, TX
- Item #10.....Executive Report
- Item #11 **ACTION**.....CEO Emergency Approvals Due to Hurricane Harvey for Ratification by the United Board of Health:
- a. Approval to Waive Immunization Fees for State-Supplied and Donated Vaccines (9/7/17 to Present)
 - b. Approval to Waive the Birth Certificate Fee for those Impacted by Hurricane Harvey (9/14/17 through either the end or expiration of the Hurricane Harvey Disaster declaration)
 - c. Approval of Extended Animal Holding Period (8/25/17 – 9/21/17)
 - d. Approval to Waive Animal Services Fees (8/25/17 – 9/21/17)
 - e. Approval to Pay Hourly Employees Emergency Leave and Overtime Pay for Hurricane Harvey Response (8/25/17 to 9/4/17)
 - f. Approval to Pay Exempt Employees at Straight Time for Hurricane Harvey Response (8/25/17 to 9/4/17)
 - g. Approval to Allow Employees Impacted by Hurricane Harvey a One-Time Hardship Withdrawal from their 457 Plan (9/20/17 to 11/3/17)
 - h. Approval to Exit Dickinson WIC Lease Due to Damage from Hurricane Harvey



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Item #12**ACTION** Consider for Approval Monthly Financial Reports:
a. July 2017
b. August 2017

Item #13**ACTION** Consider for Approval UBOH Representatives to Serve in the Following Positions:
a. UBOH Secretary / Treasurer
b. UBOH Finance Committee Member

Item #14**ACTION** Request from CHW Governing Board Regarding Proposed Vacation Leave Payout

Item #15 Receipt of Cause No. 2017-48705 Seronda Gillespie v. Galveston County Health District and Torondia Talbert v Ean Holdings, LLC

Item #16**ACTION** Consider for Approval Proposed Annual Fees For:
a. Community Health Services
b. Vital Statistics
c. Environmental Fees
d. GAAA Services

Item #17**ACTION** Consider for Approval General Fund FY18 Budget

Item #18**ACTION** Follow Up Regarding GAAA Safety Criteria Proposal

Item #19**ACTION** Consider for Approval FY18 GAAA Budget

Adjournment

Next Meeting: October 25, 2017

Appearances before United Board of Health

A citizen desiring to make comment to the Board shall submit a written request to the Chief Executive Officer by noon on the Wednesday preceding the Wednesday Board meeting. A statement of the nature of the matter to be considered shall accompany the request. The Chief Executive Officer shall include the requested appearance on the agenda, and the person shall be heard if he or she appears.

Executive Sessions

The United Board of Health may recess into closed meeting (Executive Session) on any item listed on this agenda if the Executive Session is authorized under the Open Meetings Act pursuant to one or more the following exceptions: Tex. Gov't Code §§ 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding a prospective gift or donation), 551.074 (personnel matters), 551.0745 (personnel matters affecting County advisory body), 551.076 (deliberation regarding security devices or security audits), and/or 551.087 (deliberations regarding economic development negotiations). The Presiding Officer of the

United Board of Health shall announce the basis for the Executive Session prior to recessing into Executive Session. However, the United Board of Health may only enter into the Executive Session on any agenda item for which a separate Executive Session has not been separately posted if, prior to conducting the Executive Session, a majority of the Board votes to go into Executive Session. This motion requirement does not apply to any agenda item that has been previously noticed to constitute or include an Executive Session.

The steps for enacting this procedure shall be as follows:

- 1. A Board member recommends that the discussion, so long as it pertains to one of the permissible exceptions noted above, be moved to a closed forum;*
- 2. Additional detail about the subject-matter and why it should be discussed by the Board in private be provided to citizens in attendance, and citizens be offered the opportunity to ask questions about the matter which are to be answered at the discretion of the Board; and*
- 3. An action or vote to commence for moving into Executive Session be passed by a majority Board members.*

The Galveston County Health District Boardroom is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact GCHD's Compliance Officer at 409-938-2213, or via e-mail at least 48 hours prior to the meeting so that appropriate arrangements can be made.