Galveston County United Board of Health
August 28, 2019

Board Members
Present: Ben Raimer, MD
         Eric Froeschner
         Mary Jo Godinich, MD
         Holly Lilley
         Della Brown, RN
         Dr. Annette Jenkins
         Barry Terrell
         Dewey Bruntr III, PE
         Patrick McGinnis, MD
         Curtis Klages, DVM

Staff
Present: Kathy Barroso
         Randy Valcin
         Ashley Tompkins
         Richard Mosquera
         Cheryl Golla
         Chris Davis
         Amber Adams
         Paula Compton
         Kenna Pruitt

Staff
Present: Amy Weber
         Andrea Cortinas
         Marty Entringer
         Ruth Kai
         Richard Pierce
         Dr. Ripsin
         Bradley Starkey
         Amanda Wolff

Excused Absence(s): John Hackbarth, DDS and Tripp Montalbo

Unexcused Absence(s): Dr. Chad Clause

Items # 1-6 Consent Agenda
A motion was made by Dr. McGinnis to approve the consent agenda items one through six but removing item four for discussion. Dr. Jenkins seconded the motion and the Board unanimously approved the consent agenda items one through six with the exception of number four. The Anti-Fraud Policy and Employee Corrective Action Policy were discussed by the Board. Mr. Froeschner made a motion to approve the policies with the recommended change of adding back the word “federal” under Whistleblower Remedies in the Anti-Fraud Policy. Dr. McGinnis seconded the motion and the board unanimously approved the policies.

Item # 7 Executive Report
Kathy Barroso, Chief Executive Officer, presented the August 2019 Executive Report to the Board.

Item #8 Overview of Public Health Accreditation Board Standards and Approval of Proposed Next Steps
Ruth Kai, MPH, PHEP SNS Coordinator/Accreditation Coordinator – Public Health Emergency Preparedness, presented an overview of Public Health Accreditation Board Standards to the Board. Ms. Kai discussed the process as well as the fee involved with becoming an accredited Public Health organization. A motion was made by Dr. McGinnis to move forward with the process of becoming Public Health Accredited. Mr. Froeschner seconded the motion and the Board unanimously approved.

Item #9 Presentation by Management Advisory Group (MAG) on Classification and Compensation Study
Russell Campbell, Senior Vice President with Management Advisory Group presented an overview of the results of the study and what was found as it relates to where the District stands in relation to pay in the local labor market. Mr. Froeschner requested Mr. Campbell send the Board members his recommendations or examples of sample evaluations to help the Board with the evaluation process.
Item #10 Consider for Approval July 2019 Financial Report
Andrea Cortinas, Chief Financial Officer, presented the July 2019 financial report to the Board. A motion to approve the monthly financial report as presented was made by Mr. Froeschner and seconded by Ms. Brown. The Board unanimously approved the July 2019 financial report.

Item #11 Consider for Approval the FY20 Fee Schedules for the Following Programs: Vital Statistics and Environmental Fees
Andrea Cortinas, Chief Financial Officer, advised the Board there were no changes in the Vital Statistics fees. Ms. Cortinas reported to the Board that due to a new house bill passed, GCHD can now charge fees to cover incurred costs related to food service establishment inspections. The fee schedule presented shows the proposed changes. A motion to approve the fees as presented was made by Dr. McGinnis and seconded by Dr. Klages. The Board unanimously approved both fee schedules.

Item #12 Introduction of Proposed Change to Animal Services Policy as Recommended by the Animal Services Advisory Committee (Step 1 of 3)
Amber Adams, Director of Animal Services, advised the Board that the Animal Services Policy had one recommended change. A motion to approve changing the 15th day to the 30th day on page 16 of the policy was made by Dr. McGinnis and seconded by Mr. Froeschner. The Board unanimously approved the motion.

Item #13 Tabled from Last Meeting: Consider for Approval the County Hiring an Outside Company to Evaluate all the Executive Positions in The District (Submitted by John Hackbarth, DDS)
Dr. Raimer advised the Board that he spoke with Dr. Hackbarth and since he was not able to be at the meeting, he would like this item brought back at least one month prior to the next CEO evaluation. He asked the Board to remove this item as an action item and make it a time certain action which would be one month before evaluation of CEO. Dr. Godinich made a motion that this item be discussed now and Dr. McGinnis seconded. The Board unanimously approved the motion and the item was discussed. Mr. Froeschner advised the Board that a tool needs to be found to help with the next CEO evaluation. He suggested a Committee be formed to figure out what tool will be used. Ms. Brown made a motion that a Committee be formed 90 days prior so the tool can be obtained and reviewed prior to the next evaluation. Dr. Godinich seconded the motion and the Board unanimously approved the motion. After Board discussion, Dr. Godinich asked Ms. Brown to amend her motion to state, “within the next 90 days a committee will be formed to find a tool to evaluate the CEO and bring back to the Board for review.” Ms. Brown agreed to amend the motion and the Board unanimously approved the motion. Dr. Raimer asked the Board for volunteers for the committee. Dr. Hackbarth was put on the committee by Ms. Brown. Dr. Raimer requested Dr. Jenkins be the committee chair which she accepted. Dr. Raimer then asked Ms. Brown to be on the committee as well as Dr. Godinich and Mr. Brunt. A motion to appoint these members to the committee was made by Dr. McGinnis and seconded by Dr. Klages. The Board unanimously approved the motion after the discussion was completed.

Item #14 Consider for Approval Enacting a Board Procedure to Conform with House Bill 2840
Richard Mosquera, Chief Compliance Officer, explained House Bill 2840 which is effective September 1, 2019 to the Board. The bill amends the Texas Open Meetings Act to provide that “a governmental body shall allow each member of the public who desires to address the body regarding an item on an agenda for an open meeting of the body to address the body regarding the item at the meeting before or during the body’s consideration of the item. Dr. McGinnis made a motion that a standard agenda item be added after the consent agenda allowing the public to address the Board on agenda items for a maximum of three minutes per person. Dr. Godinich seconded the motion. Dr. Klages requested adding a statement to the sign in sheet regarding allowing three minutes per person to address the Board. Dr. Raimer suggested that all agendas moving forward have a statement that says, “All meetings will be conducted under the provisions of the Texas Open Meetings Act and that guests that wish to address the Board will be provided time to speak for three minutes.” The Board unanimously approved the motion after the discussion was completed.
Item #15 Comments from Board Members
There were no comments made by Board Members.

Chair/Vice-Chairperson  
9-25-19  
Date

Secretary/Treasurer  
9-25-19  
Date