



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

AGENDA

Wednesday August 10, 2022– 12:30 PM

CONSENT AGENDA: ALL ITEMS MARKED WITH A SINGLE ASTERISK (*) 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

Prayer

Item #1Comments from the Public

*Item #2 **ACTION**Agenda

*Item #3 **ACTION**Excused Absence(s)

*Item #4 **ACTION**Consider for Approval Minutes from UBOH Meetings
a) June 23, 2022
b) July 1, 2022

*Item #5.....Informational Reports
c) Morbidity Report
d) CHW May and June 2022 Financial Report

*Item #6 **ACTION**..... Consider for Approval Quarterly Investment Report for the Period Ending June 30, 2022 Submitted by the Chief Financial Officer

Item #7.....Executive Report and COVID-19 Update Submitted by the Chief Executive Officer

Item #8 **ACTION**Consider for Approval May 2022 and June 2022 Financial Report Submitted by the Chief Financial Officer

Item #9 **ACTION** Consider for Approval Proposed Fees Submitted by Chief Financial Officer
a) Community Health Services Fees
b) FY23 GAAA Fees
c) Vital Statistics Fees

Item #10 **ACTION**.....Consider for Approval Annual Policies Review
a) Alternate Work Schedule Policy
b) Communications Policy

- c) Employee Assistance Program Policy
- d) Employee and Pre-Hire Immunizations
- e) Fiscal Management Policy
- f) Sexual Harassment Policy
- g) Vehicular Incidents Policy
- h) Volunteer Policy

Item #11 **ACTION**.....Discussion on Board Approved Policy Process

Item #12 **EXECUTIVE SESSION**Texas Government Code Section 551.074, Personnel Matters, the United Board of Health will enter into an executive session as permitted under the Open Meetings Act, Chapter 551 of the Texas Government Code, pursuant to Section 551.074 of the Government Code, Personnel Matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; specifically the Chief Executive Officer, Chief People Officer, Director of HR, IT Manager and HR Manager

Item #13.....Reconvene into Regularly Scheduled Meeting

Item #14 **ACTION**.....Possible Action from Executive Session

Item #15 **ACTION**.....Comments from Board Members

Adjournment

Next Meeting: September 14, 2022

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.*



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**United Board of Health
August 10th, 2022
Item #1
Comments from the Public**



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health

August 10th, 2022

Item #2

Agenda



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health

August 10th, 2022

Item #3

Excused Absence(s)

1. Dr. Olsen



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health

August 10th, 2022

Item #4

Consider for Approval minutes from UBOH Meetings

June 23rd, 2021

July 1st, 2021



GALVESTON COUNTY HEALTH DISTRICT

Protecting and promoting the optimal health and well-being of Galveston County.

Galveston County Health District's United Board of Health convened for their regular meeting on June 23rd, 2022, by utilizing Zoom, which allowed for Board members and the public alike to partake in and/or view the meeting either online or over the phone.

Board Members

Present:

Annette Jenkins, PharmD
Della Brown, RN
Donna B. Weaver, MD, FAAFP
Gayle Olson Koutrouvelis, MD, MPH, FACOG
Philip Keiser, MD, Ex -Officio
CEO, Local Health Authority

Meeting was called to order at 1:31 pm by Dr. Jenkins.

Items #1 Comments from the Public

There were no comments from the public.

Item #2-6 Consent Agenda

Mrs. Brown made a motion to approve consent agenda items two through six. Dr. Weaver seconded the motion, and the board unanimously approved the consent agenda items two through six.

Item #7 Executive Report and COVID-19 Update Submitted by Chief Executive Officer

Philip Keiser, MD, Chief Executive Officer, and Local Health Authority, presented the April 2022 Executive Report and provided an update on COVID-19.

Item #8 Consider for Approval FY2021 Independent Auditor's Report and Financial Statement and Single Audit Reports Submitted by the Chief Financial Officer

Bankole, Okoye & Associates, P.C. presented the FY2021 Independent Auditor's Report, Financial Statement and Single Audit Reports to the Board. A motion to accept the FY2021 Independent Auditor's Report, Financial Statement and Single Audit Reports was made by Dr. Olsen and seconded by Dr. Weaver. The Board unanimously approved the FY2021 Audit Report, Financial Statement and Single Audit Reports.

Item #9 Consider for Approval April 2022 Financial Report Submitted by the Chief Financial Officer

Trish Bailey, Chief Financial Officer, presented the April 2022 financial report. A motion to approve the April financial report as presented was made by Mrs. Brown. Dr. Weaver seconded the motion, and the board unanimously approved the April 2022 financial report.

Item#10 Consider for Approval FY2023 GCHD General Fund Funding Request to Galveston County Submitted by the Chief Financial Officer

Trish Bailey, Chief Financial Officer presented the FY2023 GCHD General Fund funding request for Galveston County. Mrs. Brown made a motion to approve the funding request as presented and Dr. Olsen seconded the motion. The Board unanimously approved the motion.

Item #11 Consider for Approval FY 2023 GAAA Funding Request to the City of Galveston and Galveston County Submitted by the Chief Financial Officer

Trish Bailey, Chief Financial Officer presented the GAAA funding request for the City of Galveston and Galveston County. Mrs. Brown made a motion to approve the funding request for the City of Galveston and Dr. Weaver seconded the motion. Dr. Weaver made a motion to approve the Galveston County funding request as presented and Mrs. Brown seconded the motion. The Board unanimously approved both funding requests.

Item #12 Consider for Approval IGT Payment not to Exceed \$235,125.00 as Related to the 1115 Waiver Project Submitted by Chief Financial Officer

Trish Bailey, Chief Financial Officer asked the Board to consider approving an IGT Payment not to Exceed \$235,125.00 as related to the 1115 Waiver Project. Mrs. Brown made a motion to approve the IGT Payment in the amount requested. Dr. Jenkins seconded the motion, and the Board unanimously approved the motion.

Item #13 Consider for Approval the FY2023 ARC Fee Schedule as Recommended by the Animal Services Advisory Committee Submitted by the Chief Financial Officer

Trish Bailey, Chief Financial Officer presented the FY2023 ARC fee schedule as recommended by the Animal Services Advisory Committee. Mrs. Brown made a motion to approve the FY2023 fee schedule as presented. Dr. Weaver seconded the motion, and the Board unanimously approved the motion.

Item #14 Consider for Approval Annual Policies Review Submitted by the Chief People Officer

Chantelle Smith, Chief People Officer, presented the policies up for annual review to the Board. After all policies were reviewed, Dr. Weaver made a motion to accept the proposed changes to the policies and Mrs. Brown seconded the motion. The Board unanimously approved the motion.

Item#15 Executive Session

Texas Government Code Section 551.074, Personnel Matters, the United Board of Health will enter into an executive session as permitted under the Open Meetings Act, Chapter 551 of the Texas Government Code, pursuant to Section 551.074 of the Government Code, Personnel Matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; specifically the Chief Executive Officer

Item #16 Reconvene into Regular Scheduled Meeting

The Board reconvened into the regular scheduled meeting at 4:20

Item #17 Possible Action from Executive Session

No action was taken after Executive Session.

Item #18 Comments from Board Members

None

The meeting was adjourned at 4:21 pm.

Chair/Vice-Chairperson

Date



GALVESTON COUNTY HEALTH DISTRICT

Protecting and promoting the optimal health and well-being of Galveston County.

Galveston County Health District's United Board of Health convened for a special meeting on July 1, 2022

Board Members

Present:

Annette Jenkins, PharmD
Della Brown, RN
Donna B. Weaver, MD, FAAFP
Gayle Olson Koutrouvelis, MD, MPH, FACOG (via Zoom)
Philip Keiser, MD, Ex -Officio
CEO, Local Health Authority

Meeting was called to order at 12:33 pm by Dr. Jenkins.

Items #1 Comments from the Public

None

Item #2 EXECUTIVE SESSION

Texas Government Code Section 551.074, Personnel Matters, the United Board of Health will enter into an executive session as permitted under the Open Meetings Act, Chapter 551 of the Texas Government Code, pursuant to Section 551.074 of the Government Code, Personnel Matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; specifically the Chief Executive Officer

Item #3 Reconvene into Regularly Scheduled Meeting

The Board reconvened at 1:35 pm.

Item #4 Possible Action from Executive Session

The Board took no action after Executive Session.

The meeting was adjourned at 1:36 pm.

Chair/Vice-Chairperson

Date



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**United Board of Health
August 10th, 2022
Item #5
Informational Reports**



GALVESTON COUNTY HEALTH DISTRICT

Morbidity Report

	2017	2018	2019	2020	2021	Jan-Jun 2022
Amebiasis	2	0	0	0	0	0
AIDS*	10	3	0	1	*10	*1
Botulism	1	0	0	0	0	0
Campylobacteriosis	41	48	27	14	32	10
Candida Auris	-	-	-	0	9	20
Chagas	0	0	0	0	2	0
<i>Chlamydia trachomatis</i>	1648	1584	1422	881	1,160	647
<i>Chikungunya</i>	1	0	0	0	0	0
COVID 19	-	-	-	20,180	40,521	27,753
Creutzfeldt-Jakob Disease	1	0	0	1	0	1
Cryptosporidiosis	2	9	9	0	6	2
Cyclosporiasis	3	3	5	6	9	1
Cysticercosis	0	0	0	1	0	0
Dengue	1	0	0	0	0	0
Elevated Blood Lead	32	19	22	15	23	11
<i>E.coli</i> , enterohemorrhagic	12	13	8	4	3	10
Gonorrhea	448	509	449	351	438	232
Haemophilus Influenzae	5	8	3	3	2	4
Hepatitis, type A	3	1	3	1	1	2
Hepatitis, type B (acute)	4	1	1	5	0	1
Hepatitis, type C (acute)	3	4	6	0	3	5
Hepatitis, type E (acute)	0	1	0	0	1	0
HIV infection*	45	28	23	17	*19	*3
Influenza associated Pedi death	0	0	1	0	0	0
Influenza isolate	3970	4125	5312	4281	155	474
Legionellosis	4	6	9	6	5	2
Leishmaniasis	0	0	0	0	0	0
Listeriosis	1	0	1	1	2	1
Lyme Disease	0	0	1	1	1	0
Malaria	0	0	0	0	0	0
Measles	0	0	1	0	0	0
Meningococcal infection	2	0	0	0	0	0
Multi-Drug Resistance Organism	67	61	47	48	23	6
Mumps	1	0	1	0	0	0
Opioid associated death*	29	33	23	43	*48	*22
Pertussis	5	15	11	0	2	0
Q Fever	1	0	0	0	0	0
Salmonellosis	56	57	82	39	49	35
Shigellosis	10	25	75	35	22	11
Spotted Fever Rickettsioses	2	2	0	0	1	1
Strep. Infection, invasive pneumo.	16	31	31	13	20	5
Suicide*	58	53	39	21	*31	*12
Syphilis	45	61	35	24	41	26
Tuberculosis	7	14	12	4	9	10
Tularemia	0	0	0	0	1	0
Typhoid Fever	0	0	0	1	0	0
Typhus Fever	17	40	22	45	51	14
Varicella (Chickenpox)	22	18	17	7	0	4
<i>Vibrio</i> infection	6	4	5	1	6	2
West Nile Virus Infection	0	1	0	0	5	0
Yersiniosis	1	0	0	2	2	1
Zika	0	0	0	0	0	0
Foodborne illness complaints	49	57	49	32	35	27
Rabies in animals	5	1	2	1	5	1

***Please note: Numbers are preliminary reports; therefore, these numbers are subject to change.**

Public Health Services · Coastal Health & Wellness · Emergency Medical Services · Animal Resource Center

The Galveston County Health District (GCHD) is the local public health agency for Galveston County, Texas.

GCHD provides services and programs that protect the everyday health and well-being of Galveston County.

P.O. Box 939 La Marque, Texas 77568 • (409) 938-7221

COASTAL HEALTH & WELLNESS

Governing Board



FINANCIAL SUMMARY

For the Period Ending

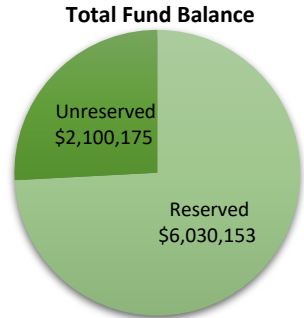
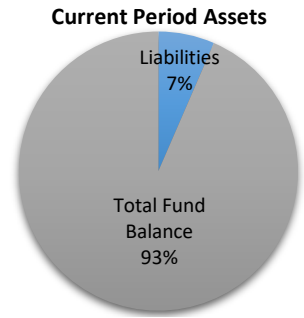
May 31, 2022

June 30, 2022

GCHD Board Room | 9850-A Emmett F. Lowry Expy. | Texas City, TX 77591

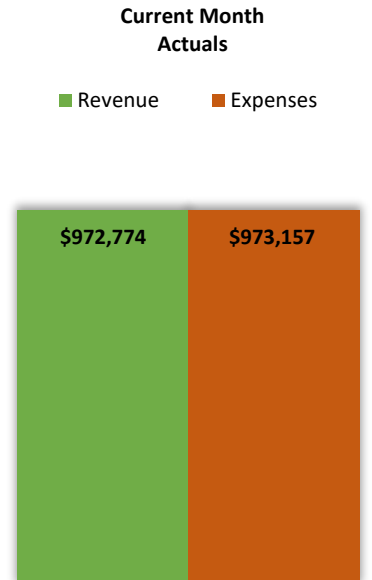
CHW - BALANCE SHEET as of May 31, 2022

	Current Month May-22	Prior Month Apr-22	Increase (Decrease)
ASSETS			
Cash & Cash Equivalents	\$7,293,240	\$7,209,294	\$83,946
Accounts Receivable	2,454,781	2,395,246	59,536
Allowance For Bad Debt	(1,253,433)	(1,207,869)	(45,564)
Pre-Paid Expenses	311,350	330,916	(19,566)
Due To / From	(109,807)	(38,901)	(70,906)
Total Assets	\$8,696,132	\$8,688,687	\$7,445
LIABILITIES			
Accounts Payable	\$85,606	\$116,167	(\$30,561)
Accrued Salaries	455,556	402,310	53,246
Deferred Revenues	24,642	39,499	(14,857)
Total Liabilities	\$565,804	\$557,976	\$7,828
FUND BALANCE			
Fund Balance	\$8,131,580	\$8,131,580	
Current Change	(1,252)	(869)	(383)
Total Fund Balance	\$8,130,328	\$8,130,711	(\$383)
TOTAL LIABILITIES & FUND BALANCE	\$8,696,132	\$8,688,687	\$7,445



CHW - REVENUE & EXPENSES as of May 31, 2022

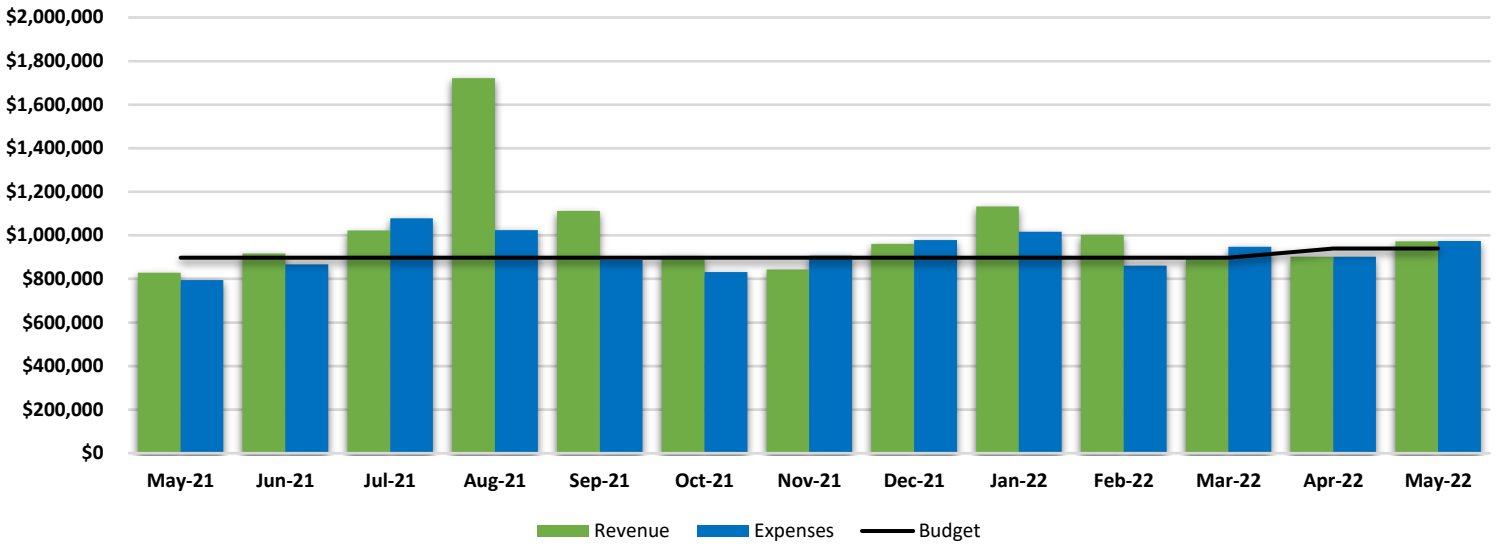
	Actual May-22	Budgeted May-22	MTD Budget Variance	YTD Budget Variance
REVENUE				
County Revenue	\$311,222	\$311,222	\$0	\$0
DSRIP Revenue	0	62,500	(62,500)	(125,000)
HHS Grant Revenue	374,933	269,783	105,150	202,242
Patient Revenue	284,486	290,952	(6,466)	(78,746)
Other Revenue	2,132	4,976	(2,844)	(2,931)
Total Revenue	\$972,774	\$939,433	\$33,341	(\$4,435)
EXPENSES				
Personnel	\$616,746	\$618,574	\$1,827	\$42,425
Contractual	82,039	77,767	(4,272)	4,420
IGT Reimbursement	0	20,569	20,569	41,138
Supplies	105,088	84,323	(20,764)	(13,717)
Travel	411	3,278	2,867	1,638
Bad Debt Expense	45,564	33,454	(12,110)	(15,342)
Other	123,309	101,469	(21,840)	(57,379)
Total Expenses	\$973,157	\$939,433	(\$33,723)	\$3,183
CHANGE IN NET ASSETS	(\$383)	\$0	(\$383)	(\$1,252)



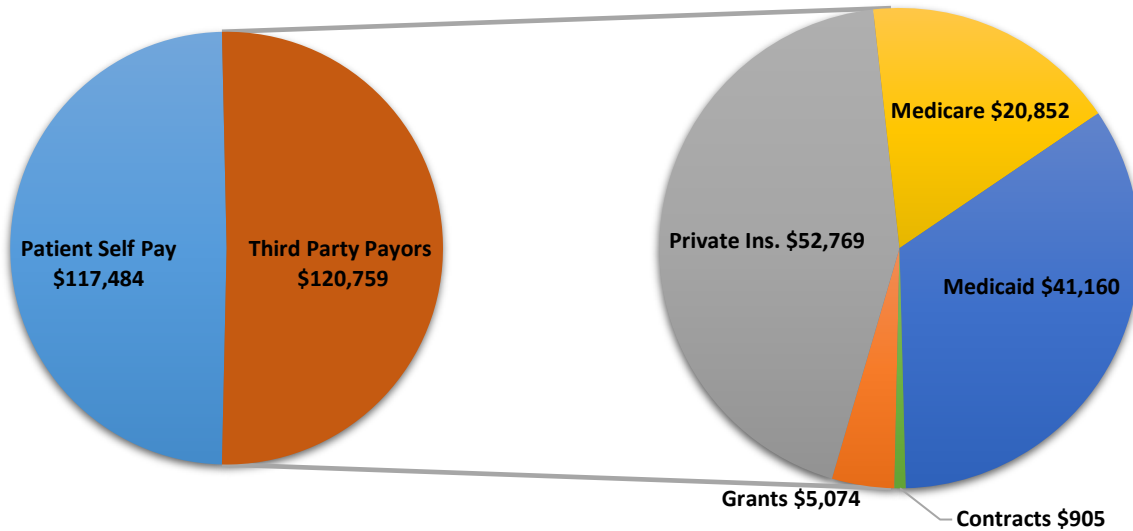
HIGHLIGHTS

- Revenue: MTD revenue above 4% due to HRSA Grant Revenue (Covid ARP). YTD revenue slightly below expectations due to lower than expected Pharmacy Revenue (340B) and timing of DSRIP revenue.
- Expenses: MTD expenses overbudget by 4% due to Contractual expenses for Ann O'Connell for March and April 2022, Operating
- Supplies reimbursed by Hypertension Grant, Office Supplies reimbursed by the ARP Grant, increase in Bad Debt due to higher revenues, and IT expenses.
- Total Fund Balance is \$8,130,328 as of 05/31/2022.

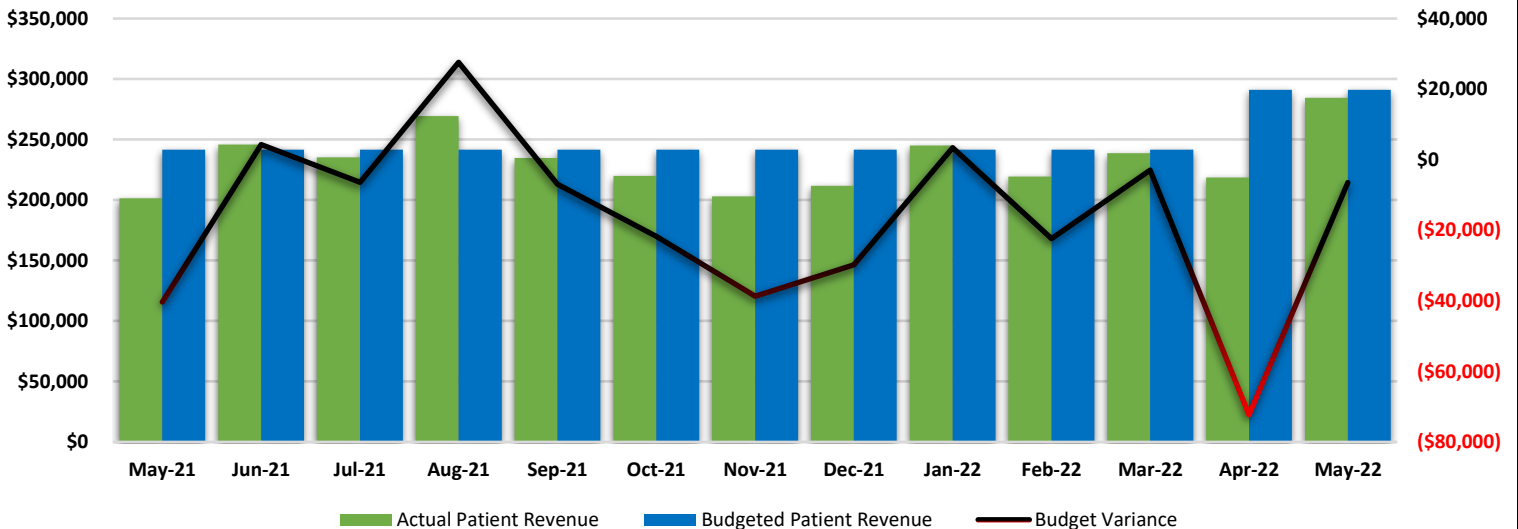
Actual Revenue & Expenses in Comparison to Budget

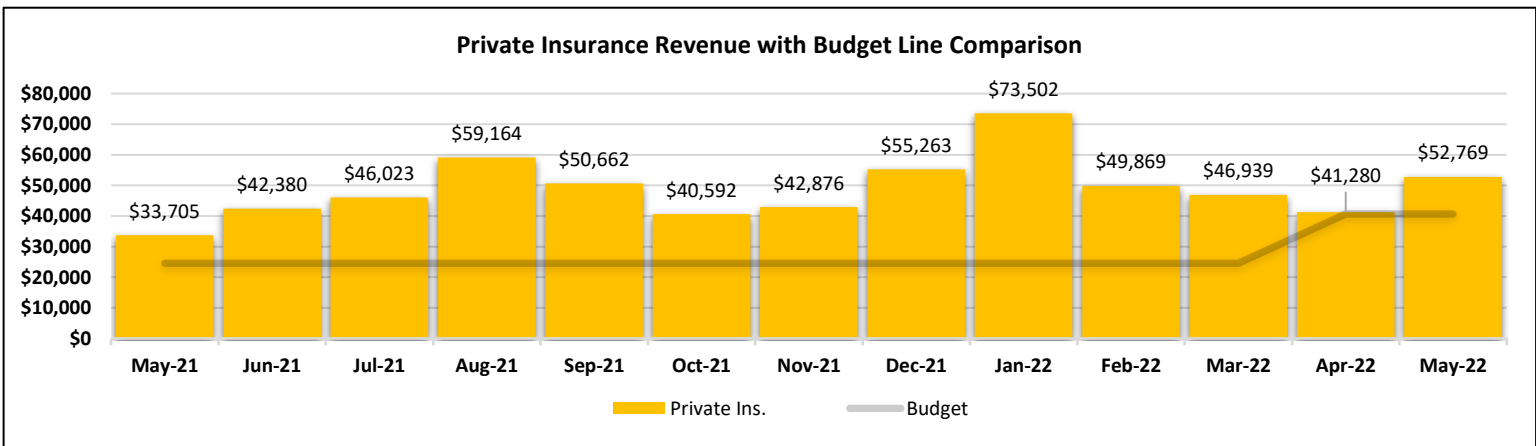
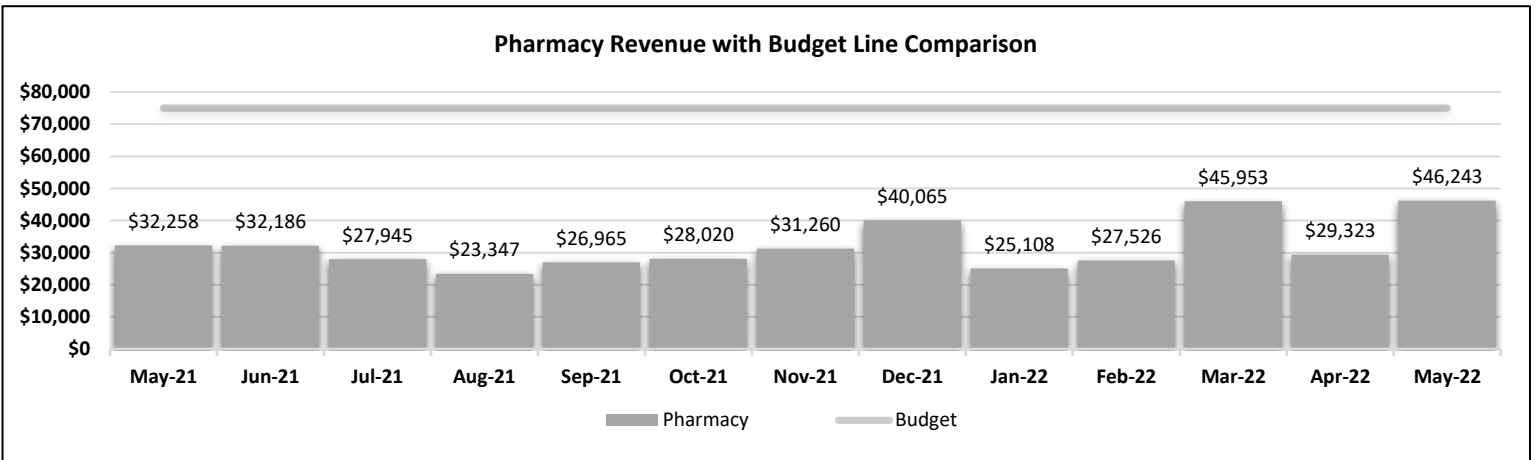
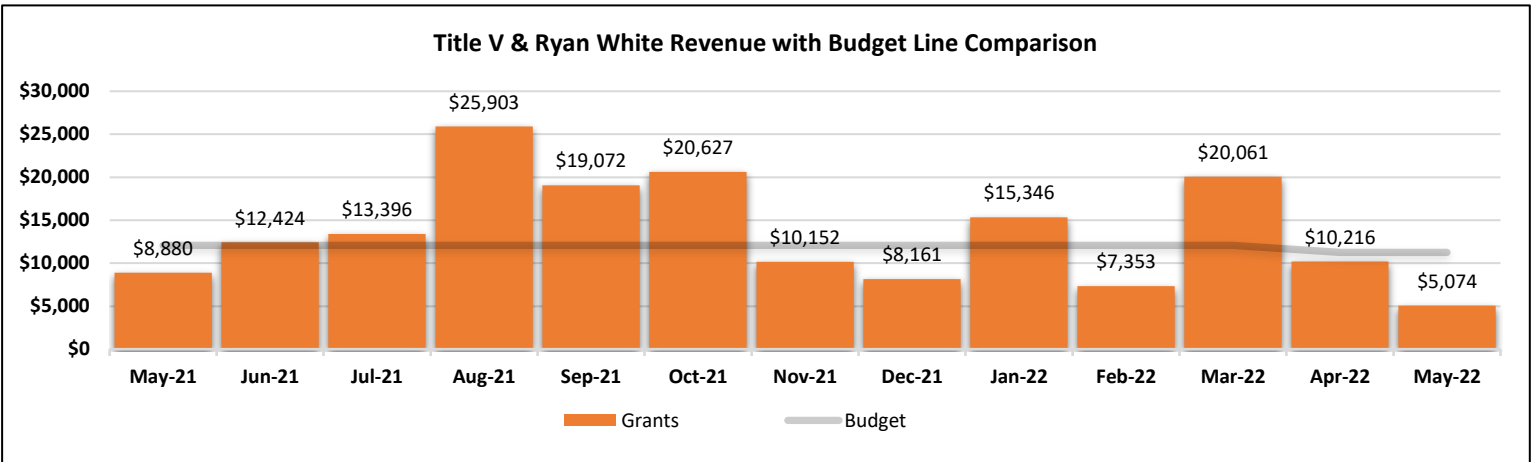
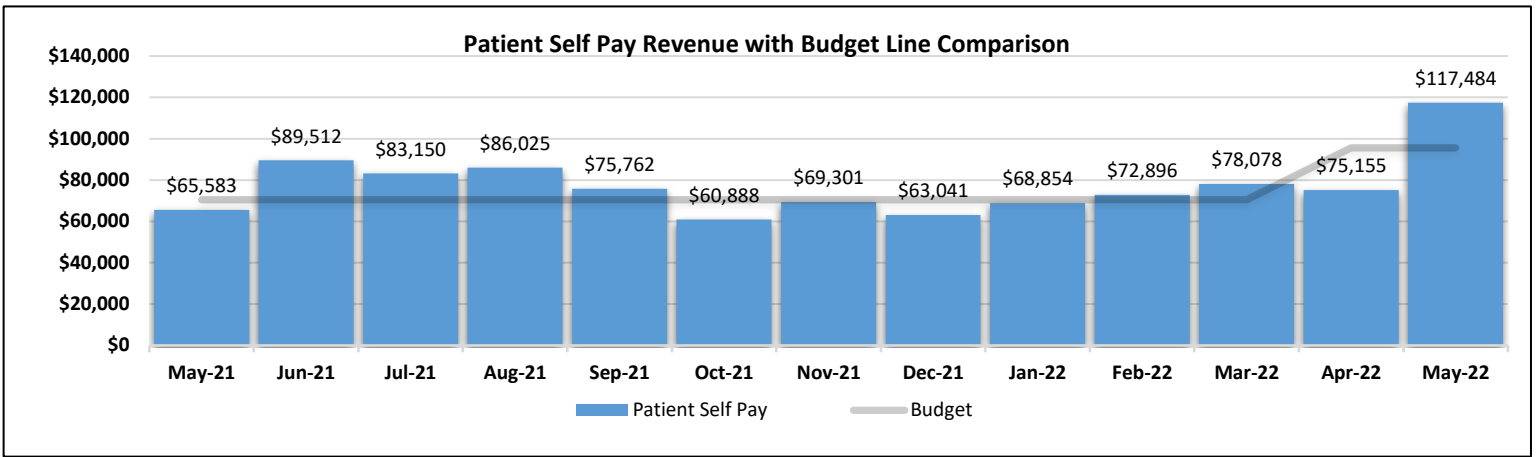


Current Period Patient Revenue with Third Party Payor Contributions Identified

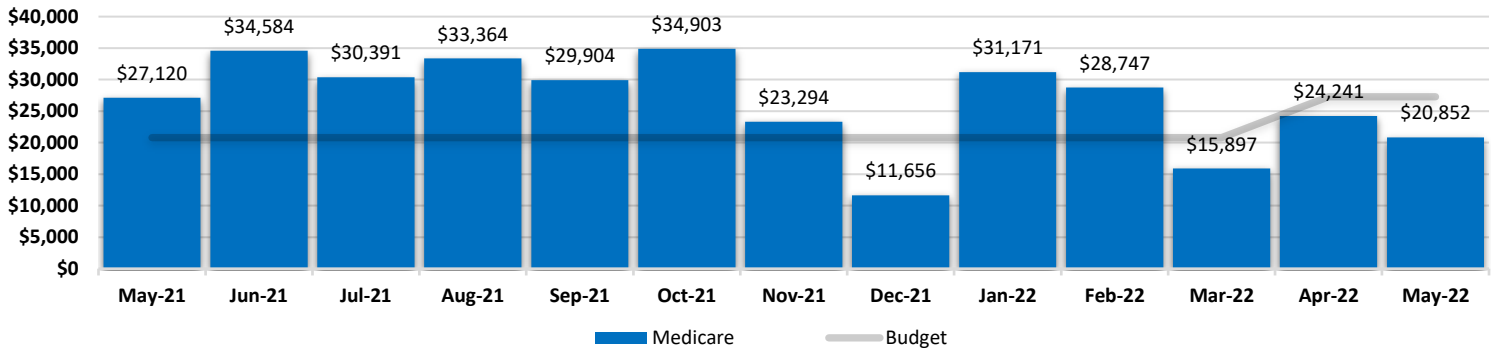


Actual Patient Revenue Rec'd vs Budget with Variance

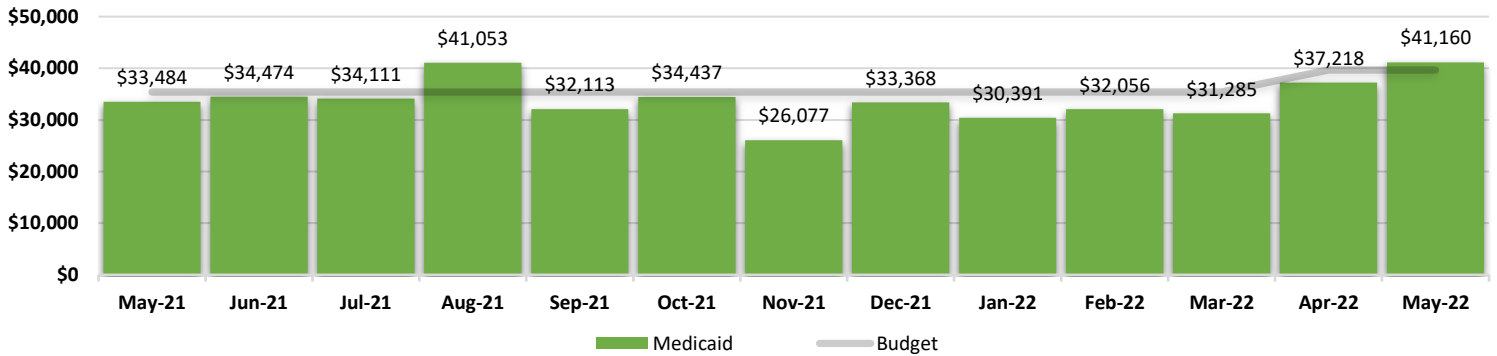




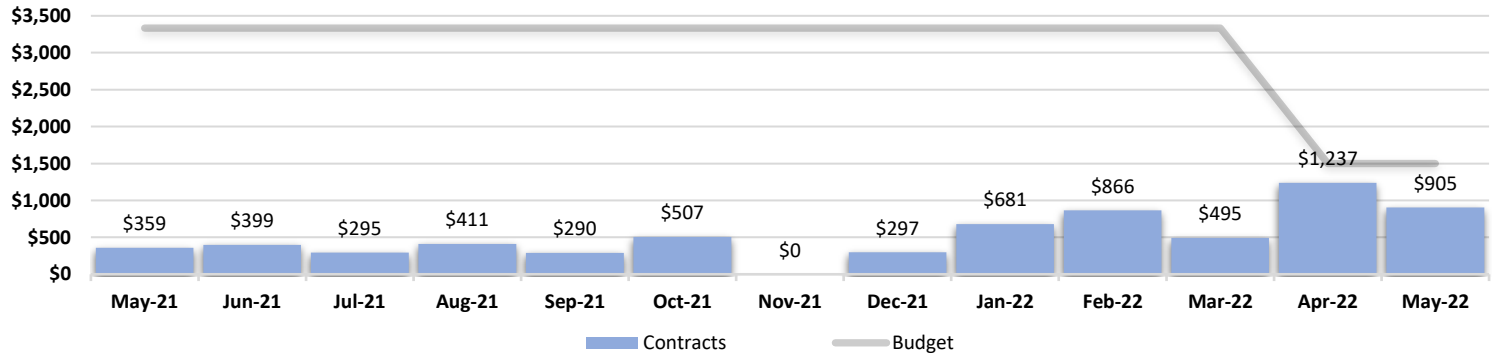
Medicare Revenue with Budget Line Comparison



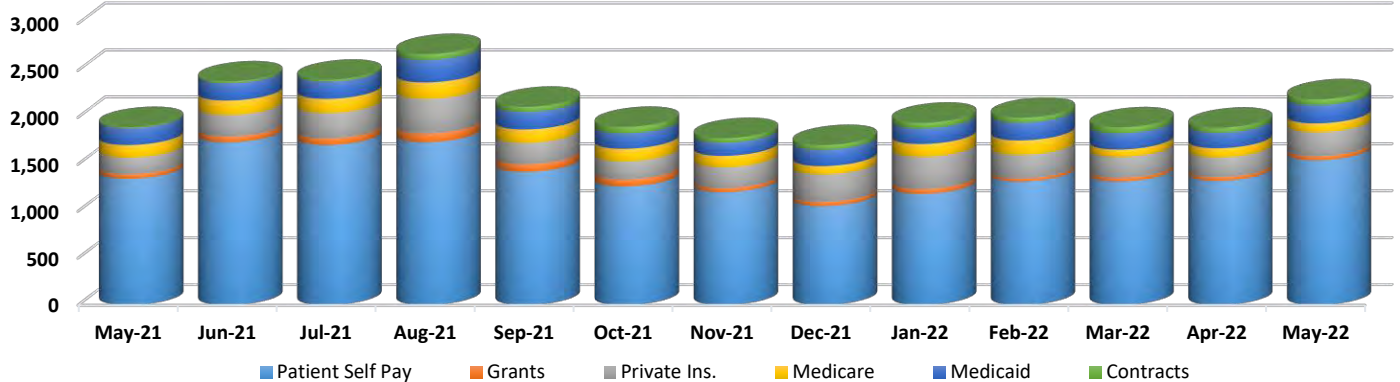
Medicaid Revenue with Budget Line Comparison



Contract Revenue with Budget Line Comparison



Total Number of Patient Visits



COASTAL HEALTH & WELLNESS

Governing Board



FINANCIAL SUMMARY

For the Period Ending

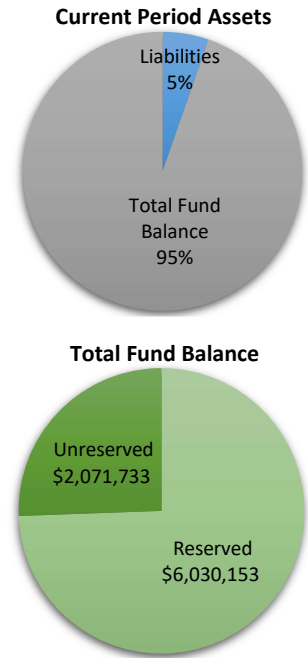
June 30, 2022

June 30, 2022

GCHD Board Room | 9850-A Emmett F. Lowry Expy. | Texas City, TX 77591

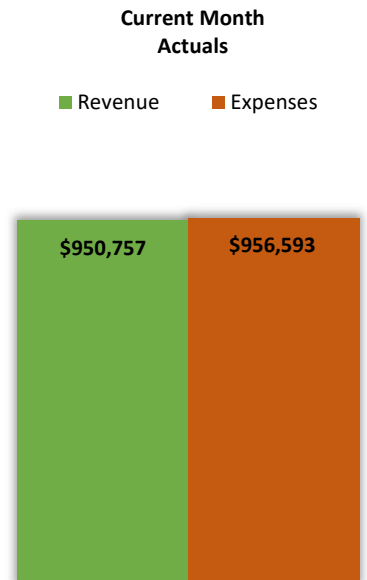
CHW - BALANCE SHEET as of June 30, 2022

	Current Month Jun-22	Prior Month May-22	Increase (Decrease)
ASSETS			
Cash & Cash Equivalents	\$6,922,739	\$7,293,240	(\$370,502)
Accounts Receivable	2,547,999	2,454,781	93,218
Allowance For Bad Debt	(1,295,755)	(1,253,433)	(42,322)
Pre-Paid Expenses	217,644	311,350	(93,707)
Due To / From	167,859	(109,807)	277,666
Total Assets	\$8,560,486	\$8,696,132	(\$135,646)
LIABILITIES			
Accounts Payable	\$190,842	\$85,606	\$105,236
Accrued Salaries	243,116	455,556	(212,440)
Deferred Revenues	24,642	24,642	0
Total Liabilities	\$458,600	\$565,804	(\$107,204)
FUND BALANCE			
Fund Balance	\$8,108,974	\$8,131,580	
Current Change	(7,088)	(1,252)	(5,836)
Total Fund Balance	\$8,101,886	\$8,130,328	(\$5,836)
TOTAL LIABILITIES & FUND BALANCE	\$8,560,486	\$8,696,133	(\$113,041)



CHW - REVENUE & EXPENSES as of June 30, 2022

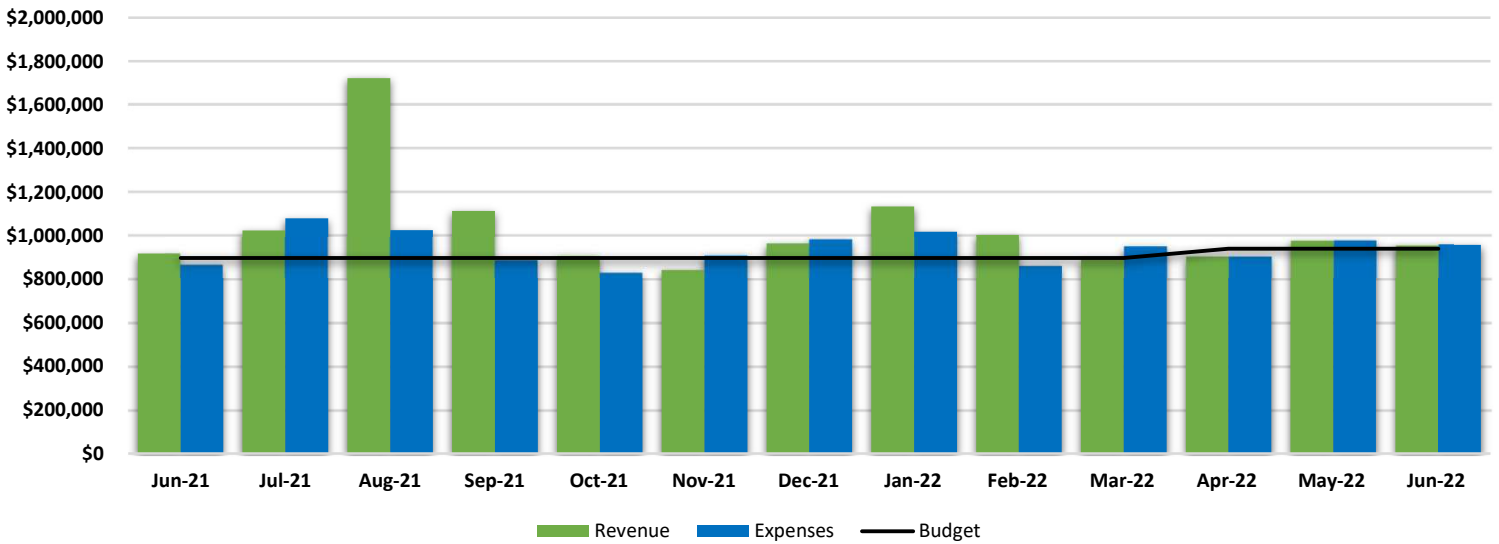
	Actual Jun-22	Budgeted Jun-22	MTD Budget Variance	YTD Budget Variance
REVENUE				
County Revenue	\$311,222	\$311,222	\$0	\$0
DSRIP Revenue	0	62,500	(62,500)	(187,500)
HHS Grant Revenue	357,690	269,783	87,907	290,149
Patient Revenue	274,646	290,952	(16,306)	(95,052)
Other Revenue	7,199	4,976	2,223	(708)
Total Revenue	\$950,757	\$939,433	\$11,324	\$6,889
EXPENSES				
Personnel	\$631,022	\$618,574	(\$12,449)	\$29,976
Contractual	93,115	77,767	(15,348)	(10,928)
IGT Reimbursement	0	20,569	20,569	61,706
Supplies	82,733	84,323	1,590	(12,127)
Travel	529	3,278	2,749	4,387
Bad Debt Expense	42,322	33,454	(8,868)	(24,210)
Other	121,871	101,469	(20,402)	(77,782)
Total Expenses	\$956,593	\$939,433	(\$17,160)	(\$13,977)
CHANGE IN NET ASSETS	(\$5,836)	\$0	(\$5,836)	(\$7,088)



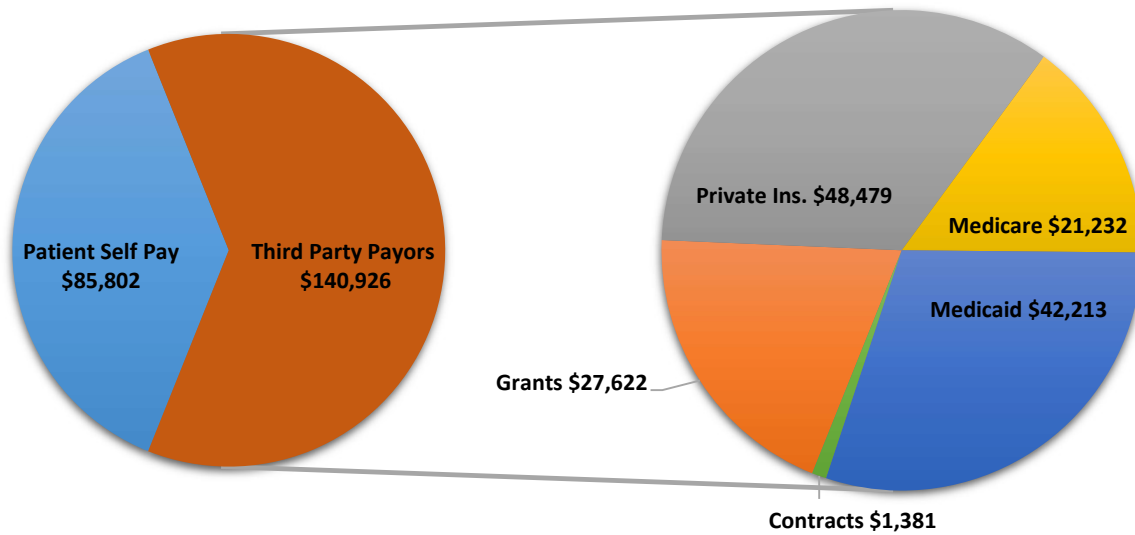
HIGHLIGHTS

- Revenue: MTD revenue higher than budget due to increase in HHS grant revenue, which offsets DSRIP revenue and losses in Patient Revenues. YTD revenue is slightly higher due to increased HHS Grant Revenue, which offsets DSRIP Revenue and below budget Patient Revenue.
- Expenses: MTD expenses overbudget due to increase in Personnel expenses, Contractual expenses, Bad Debt and Other (Professional and IT expenses). These are offset by IGT Reimbursement, Supplies and Travel. YTD expenses are over budget for Contractual, Supplies, Bad Debt and Other (IT and Professional Services).
- Total Fund Balance is \$8,101,886 as of 06/30/2022.

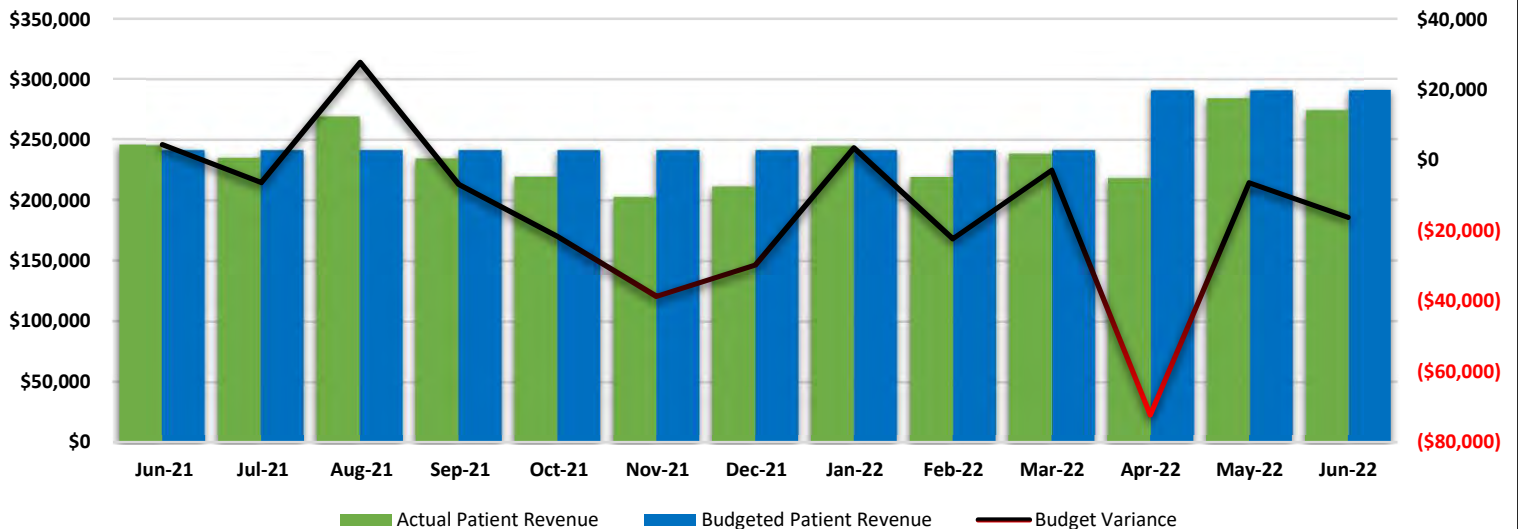
Actual Revenue & Expenses in Comparison to Budget

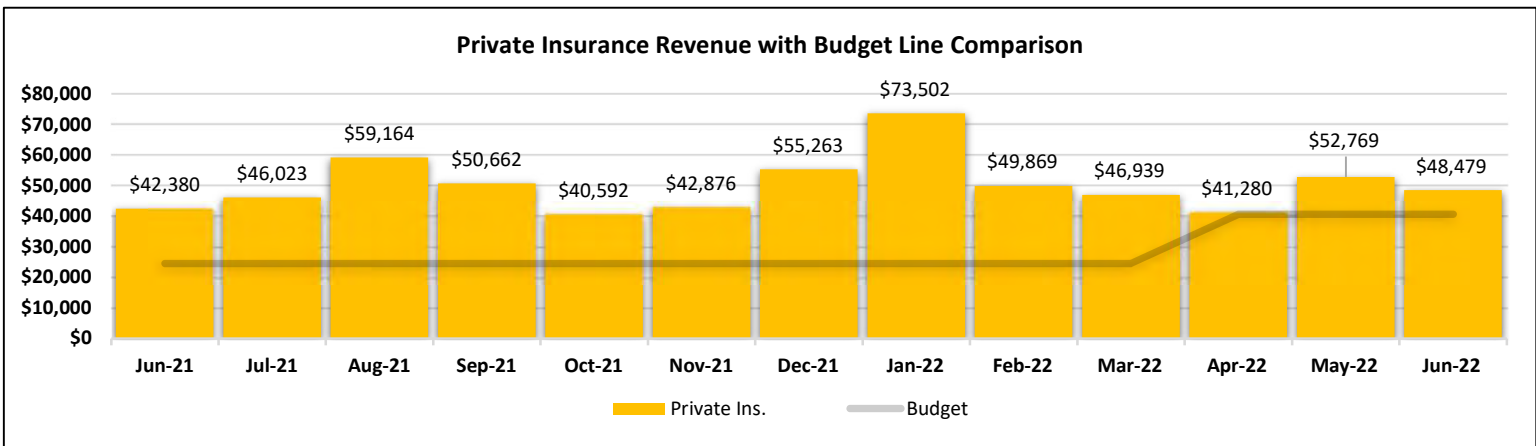
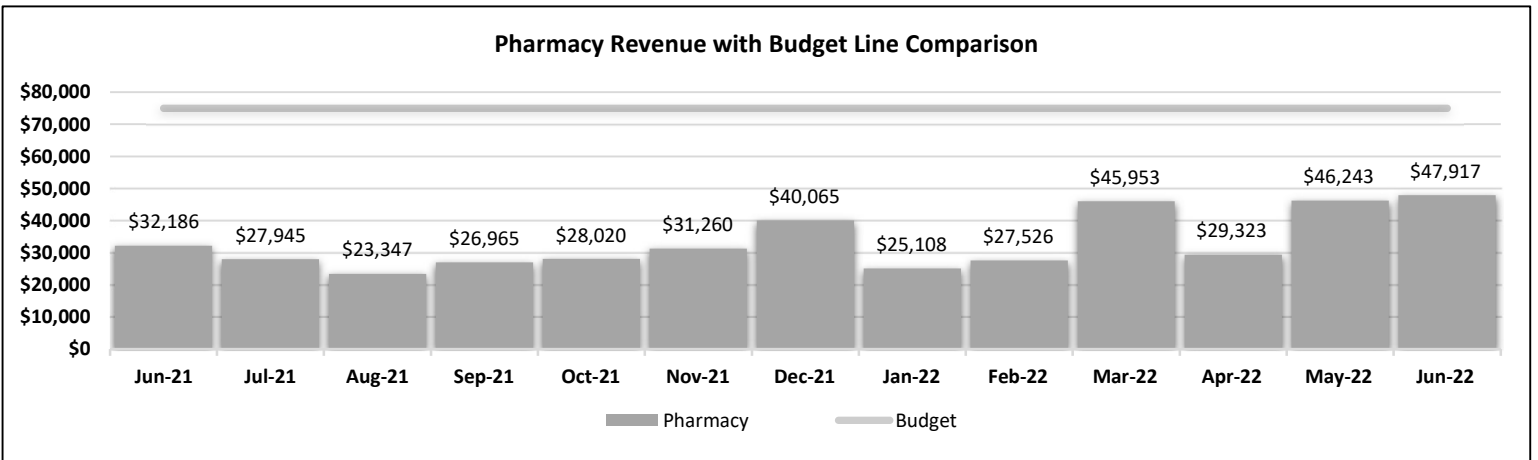
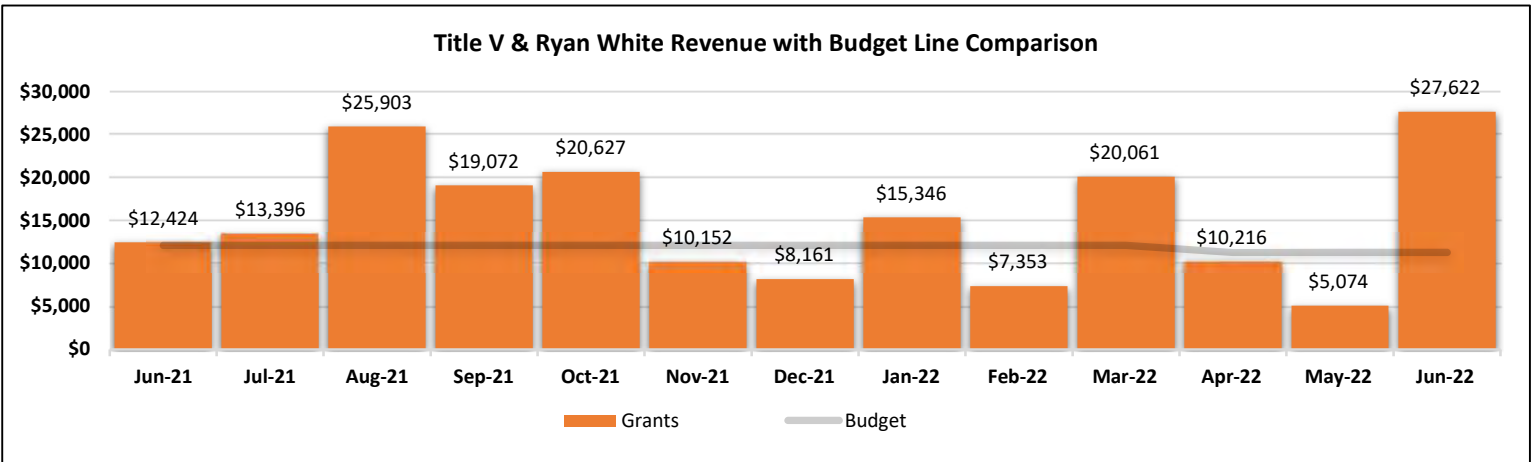
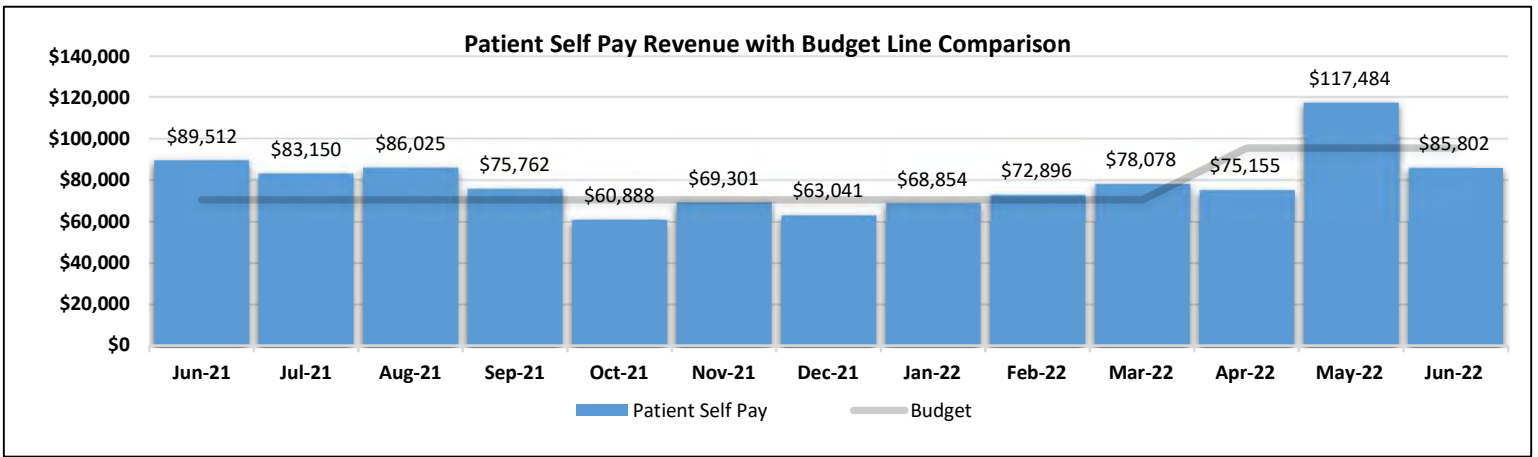


Current Period Patient Revenue with Third Party Payor Contributions Identified

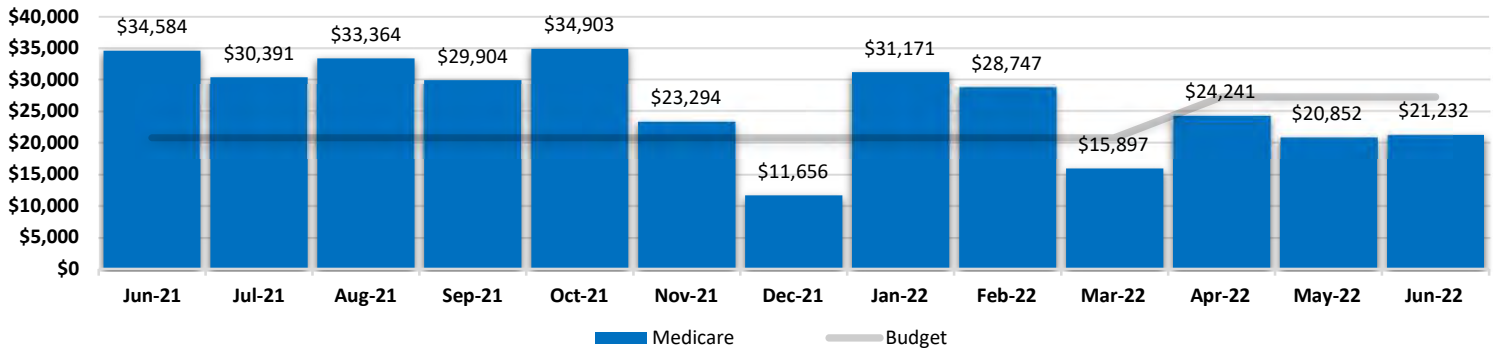


Actual Patient Revenue Rec'd vs Budget with Variance

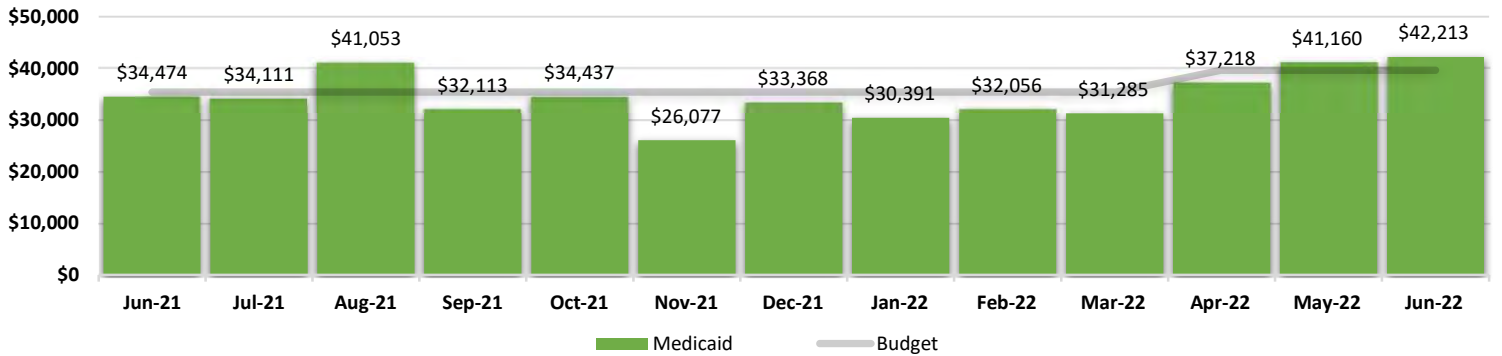




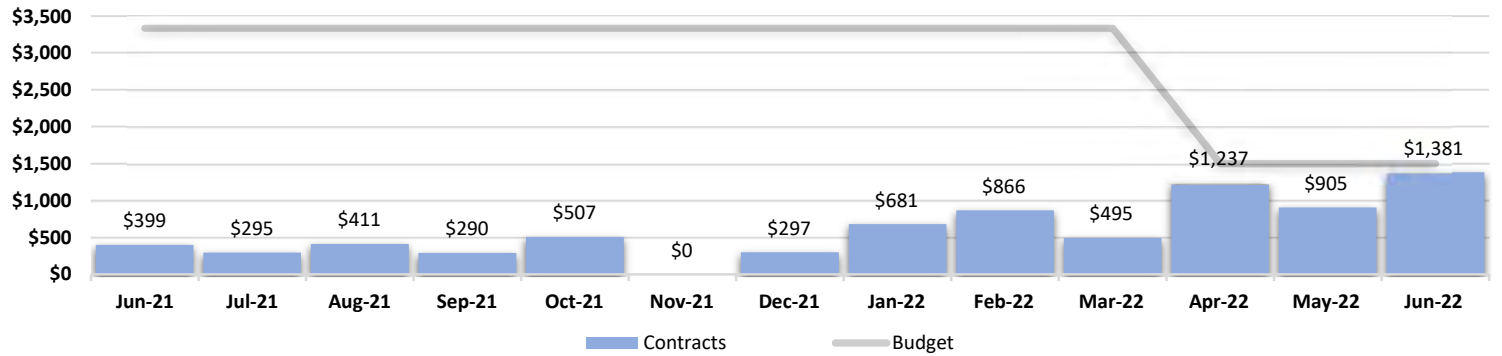
Medicare Revenue with Budget Line Comparison



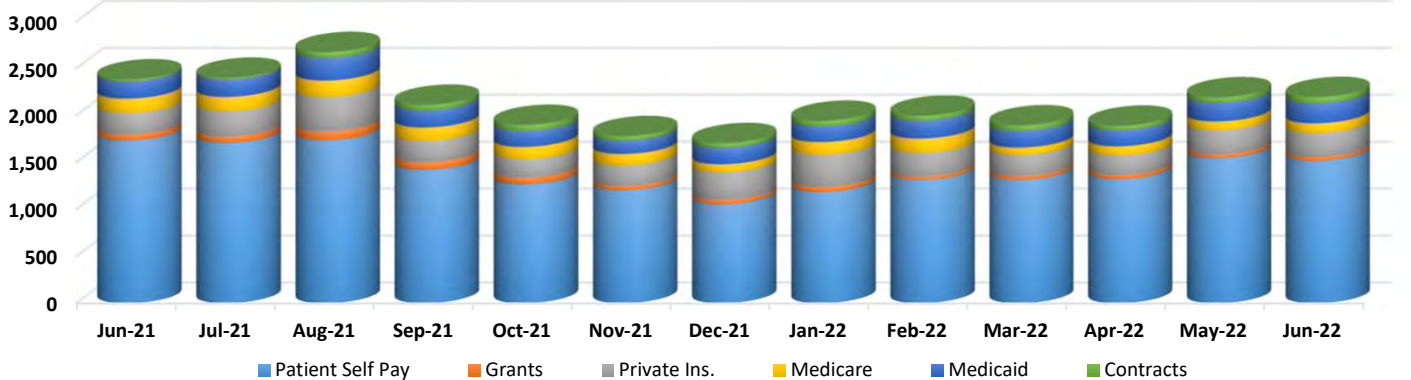
Medicaid Revenue with Budget Line Comparison



Contract Revenue with Budget Line Comparison



Total Number of Patient Visits





GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health

August 10th, 2022

Item #6

Consider for Approval Quarterly Investment Report

**Galveston County Health District
Investment Report
For the period ending June 30, 2022**

General Fund	Money Market Account		
	Apr	May	Jun
Beginning Balance	3,625,757	3,161,851	2,321,771
Deposits	98,000	-	1,200,000
Withdrawals	(563,000)	(841,000)	(480,000)
Interest Earned	1,095	919	971
Ending Balance	\$ 3,161,851	\$ 2,321,771	\$ 3,042,742
Current Yields	0.40%	0.40%	0.41%
Previous Quarter Yield (01/2022 to 03/2022)	0.40%	0.40%	0.40%

Tex Pool Investments		
Apr	May	Jun
17,306	17,311	17,320
-	-	-
-	-	-
4.37	9.14	14.25
\$ 17,311	\$ 17,320	\$ 17,334
0.304%	0.623%	1.001%
0.038%	0.063%	0.154%

Galveston Area Ambulance Authority	Money Market Account		
	Apr	May	Jun
Beginning Balance	4,783,874	4,690,401	4,831,942
Deposits	75,000	315,000	-
Withdrawals	(170,000)	(175,000)	(250,000)
Interest Earned	1,527	1,541	1,578
Ending Balance	\$ 4,690,401	\$ 4,831,942	\$ 4,583,520
Current Yields	0.40%	0.40%	0.41%
Previous Quarter Yield (01/2022 to 03/2022)	0.40%	0.40%	0.40%

Tex Pool Investments		
Apr	May	Jun
21,616	21,621	21,632
-	-	-
-	-	-
5.40	11.45	17.81
\$ 21,621	\$ 21,632	\$ 21,650
0.304%	0.623%	1.001%
0.038%	0.063%	0.154%

FY22 Summary	General Fund		
	Interest Earned	Avg Balance	Yield
October 1, 2021 to December 31, 2021	3,018	3,009,938	0.06%
January 1, 2022 to March 31, 2022	2,896	2,941,288	0.06%
April 1, 2022 to June 30, 2022	3,013	2,997,043	0.13%
July 1, 2022 to September 30, 2022	-	-	-
YTD Totals	\$ 8,927	\$ 2,982,756	0.25%

GAAA		
Interest Earned	Avg Balance	Yield
4,727	4,706,725	0.05%
4,497	4,570,624	0.06%
4,681	4,656,180	0.13%
-	-	-
\$ 13,905	\$ 4,644,510	0.24%

General Fund	Q1	Q2	Q3	Q4	YTD Comparison
	Oct 1-Dec 31	Jan 1-Mar 31	Apr 1-Jun 30	Jul 1-Sep 30	Total as of 6/30
Interest Yield Year to Year Comparison	0.43%	0.47%	0.47%	0.46%	1.38%
FY2019	0.40%	0.36%	0.21%	0.20%	0.97%
FY2020	0.19%	0.14%	0.05%	0.05%	0.38%
FY2021	0.06%	0.06%	0.13%		0.25%
FY2022 (Current year)					

Galveston Area Ambulance Authority	Q1	Q2	Q3	Q4	YTD Comparison
	Oct 1-Dec 31	Jan 1-Mar 31	Apr 1-Jun 30	Jul 1-Sep 30	Total as of 6/30
Interest Yield Year to Year Comparison	0.43%	0.47%	0.47%	0.46%	1.38%
FY2019	0.40%	0.36%	0.21%	0.20%	0.97%
FY2020	0.19%	0.14%	0.05%	0.05%	0.38%
FY2021	0.05%	0.06%	0.13%		0.24%
FY2022 (Current year)					



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health
August 10th, 2022
Item #7
Executive Report and COVID-19

<https://content.govdelivery.com/accounts/TXGCHD/bulletins/3275fd9>

PUBLIC HEALTH PROGRAMS

ANIMAL SERVICES

	May 2021	May 2022	2022 YTD
Dog and cat intake	330	296	1,022
Adoptions	84	39	212
Returns to owner	41	40	194
Transfers to rescue	50	28	244
Owner surrenders	33	4	40
Quarantined animals	10	13	67
Field calls	143	101	420
ARC clinic revenue	\$3,615.06	\$2,764.53	\$12,426.57
Euthanasia	65	78	247
Private cremations	0	2	19

	June 2021	June 2022	2022 YTD
Dog and cat intake	318	280	1,302
Adoptions	126	51	262
Returns to owner	40	41	235
Transfers to rescue	47	61	305
Owner surrenders	39	6	46
Quarantined animals	15	14	81
Field calls	156	139	559
ARC clinic revenue	\$3,576.41	\$3,863.71	\$16,290.28
Euthanasia	69	88	337
Private cremations	0	5	24

BIRTH AND DEATH RECORDS (VITALS)

	May 2021	May 2022	2022 YTD
Registered records	Birth: 317	Birth: 407	Birth: 1,913
	Death: 245	Death: 256	Death: 1,364
Issued records	Birth: 1,385	Birth: 1,279	Birth: 6,336
	Death: 344	Death: 310	Death: 1,436
Revised records			
Amendments birth/ death	22	33	155
Paternities/ adoptions	13	18	108
Voter death notifications	222	246	1,315
Birth/ death match	322	299	1,489
Transit permits/ removal or cremation	62	68	271
Environmental & consumer health			
Renewal health permits	0	0	41
Customers serviced	2,151	2,026	9,754

	June 2021	June 2022	2022 YTD
Registered records	Birth: 435	Birth: 359	Birth: 2,272
	Death: 279	Death: 229	Death: 1,593
Issued records	Birth: 1,441	Birth: 1,316	Birth: 7,652
	Death: 376	Death: 360	Death: 1,796
Revised records			
Amendments birth/ death	41	32	187
Paternities/ adoptions	22	16	124
Voter death notifications	287	286	1,966
Birth/ death match	150	155	881
Transit permits/ removal or cremation	59	40	406
Environmental & consumer health			
Renewal health permits	0	0	90
Customers serviced	2,245	2,026	11,780

COMMUNITY HEALTH SERVICES

Public Health Nursing	May 2021	May 2022	2022 YTD
COVID-19 vaccine clinics	30	2	62
COVID-19 vaccines administered	1,635	194	1,526
Homebound visits	85	109	397
COVID-19 testing clinics	0	0	28
COVID-19 tests administered	0	5	832
EBLL visits	1	1	4
Diabetes referrals/ consultations	0	10	55
Diabetes classes	0	2	3
Health fairs and outreaches	0	10	34
Blood pressures taken	0	111	304
Blood sugars taken	0	95	259
Immunizations Department coverage (days)	0	18	84

Public Health Nursing	June 2021	June 2022	2022 YTD
COVID-19 vaccine clinics	40	4	64
COVID-19 vaccines administered	500	67	1,399
Homebound visits	39	59	347
COVID-19 testing clinics	0	0	28

COVID-19 tests administered	0	37	864
EBLL visits	1	1	4
Diabetes referrals/ consultations	0	34	79
Diabetes classes	0	1	2
Health fairs and outreaches	1	12	36
Blood pressures taken	40	81	274
Blood sugars taken	37	75	239
Immunizations Department coverage (days)	0	25	91

Healthy Concepts STI Clinic	May 2021	May 2022	2022 YTD
Total patients seen in clinic	37	46	252
Total treated for Chlamydia	11	18	106
Total treated for Gonorrhea	7	13	52
Total treated for Syphilis	19	76	85

Healthy Concepts STI Clinic	June 2021	June 2022	2022 YTD
Total patients seen in clinic	56	44	250
Total treated for Chlamydia	14	11	99
Total treated for Gonorrhea	5	13	52
Total treated for Syphilis	16	20	89

Immunizations	May 2021	May 2022	2022 YTD
Total perinatal Hep B cases managed	2	9	11
Total participating providers in TVFC	32	32	32
Total vaccines administered	203	244	1,819
Total patients immunized	120	182	1,028
Total TB skin tests administered	34	51	219

Total COVID-19 vaccines administered	0	419	1,990
Total new adults added to ImmTrac2	-	174	432
Total new adult vaccines added to ImmTrac2	-	877	1,764
Total community outreaches attended	-	3	5

Immunizations	June 2021	June 2022	2022 YTD
Total perinatal Hep B cases managed	2	10	12
Total participating providers in TVFC	32	30	30
Total vaccines administered	214	296	2,102
Total patients immunized	169	185	1,200
Total TB skin tests administered	50	40	259
Total COVID-19 vaccines administered	0	285	1,990
Total new adults added to ImmTrac2	-	201	761
Total new adult vaccines added to ImmTrac2	-	1,578	3,617
Total community outreaches attended	0	3	8

TB Program	May 2021	May 2022	2022 YTD
TB patients receiving treatment	4	12	15
TB suspect cases	1	0	1
Directly Observed Therapy (DOT)/ Directly Observed Preventive Therapy (DOPT) delivered to patient	233	403	1,838
TB clinic visits	4	14	45
Field visits to deliver TB medications	8	40	175
TB outreach events	0	4	7

TB Program	June 2021	June 2022	2022 YTD
TB patients receiving treatment	5	12	16

TB suspect cases	1	0	1
Directly Observed Therapy (DOT)/ Directly Observed Preventive Therapy (DOPT) delivered to patient	199	360	2,198
TB clinic visits	17	37	82
Field visits to deliver TB medications	51	49	224
TB outreach events	0	7	14

HEAL

- Healthy Eating, Active Living (HEAL) activities have resumed amid the COVID-19 pandemic. Ongoing updates are being made to the HEAL website with information and encouragement. In addition, a Fit Minds campaign was introduced to address mental wellness issues, along with other components of HEAL, for Mental Health Awareness Month in May. On March 1, the health district was awarded the Collaborative Innovations in Community Health sub-grant from It’s Time Texas and Blue Cross Blue Shield of Texas. This funding will allow for further HEAL community outreach and return of the HEAL Fun Run.

Community Health Worker

- The community health worker assisted in the coordination and walkthrough process for the Cinco de Mayo Outreach and in the planning of the health district’s offsite Community Resource Fair. They also assisted in the planning and coordination of six outreach events that included health screenings and vaccination clinics. They created more than 300 bags to distribute at various outreach events to educate the community on health district and Coastal Health & Wellness services, as well as hurricane preparedness.

WOMEN, INFANTS AND CHILDREN (WIC)

	May 2021	May 2022	2022 YTD
Total participants served	4,124	4,176	33,231

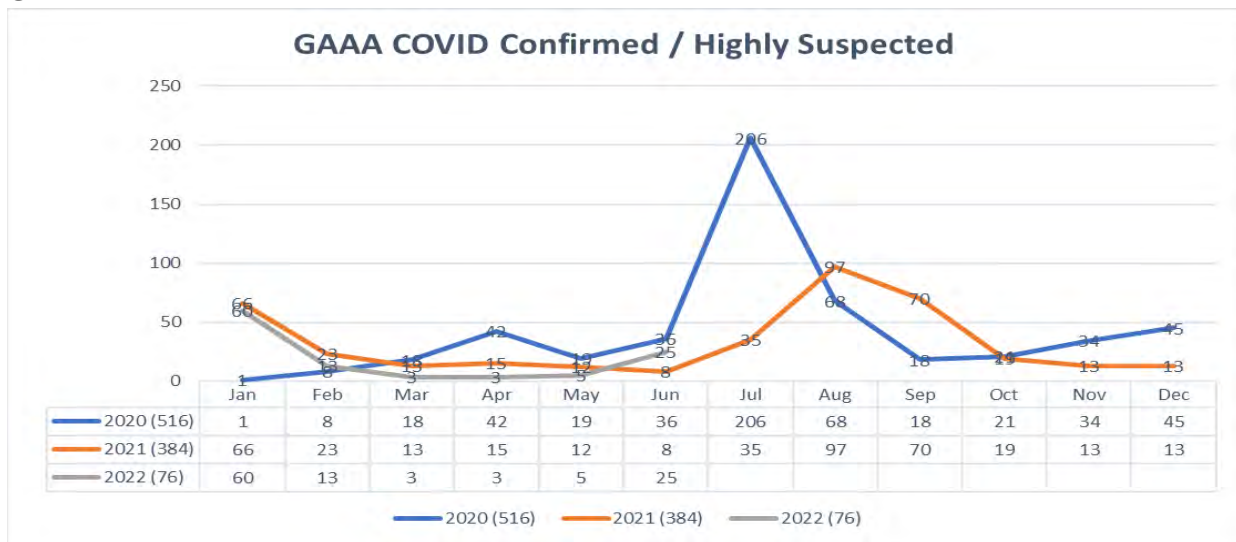
	June 2021	June 2022	2022 YTD
Total participants served	4,075	4,145	37,376

- In June 2022, WIC kicked off its annual partnership with Galveston’s Own Farmers Market. Every mother and child on WIC receive a \$30 voucher to purchase fresh fruits and vegetables. WIC participants will receive vouchers until Oct. 31 to shop at the market.
- WIC agencies across Texas continue to assist WIC families with finding alternative infant formulas due to a recent voluntary recall of Similac products, (including Total Comfort, Spit Up and Sensitive) Alimentum and Elecare. In June 2022, formulas were imported to help families select a wider variety of formulas. Several formulas were shipped directly to hospitals, pharmacies and WIC only stores. WIC agencies continue to work closely with the state agency to ensure that all clients are notified of the recall and assist in getting formula replaced. Agencies have been approved to re-issue RTU formula without state approval, except Alimentum and

Elcare back into the WIC site and several other options to replace formula for the WIC families impacted.

- Congress extended the WIC Benefit Bump to Invest in Healthy Start for Kids. The House passed the continued resolution including a continued extension to WIC’s Cash Value Benefit increase through September 2022. This extension will further align WIC benefit levels with expert recommendations from the National Academies of Sciences, Engineering, and Medicine. The new benefit level is now \$24/month for children, \$43/month for pregnant and postpartum participants, \$47/month for breastfeeding participants and \$70.50/month for participants that are fully breastfeeding multiples.

GAAA



GAAA CALL VOLUME BY CITY

Call Volume by City	2020												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Galveston	1159	1136	1088	897	1135	1265	1388	1245	1089	1176	986	1000	13564
Hitchcock	95	99	88	87	100	112	101	85	96	114	95	94	1166
Bacliff/San Leon	140	147	150	144	178	168	185	206	176	191	185	188	2058
Kemah/CLS	38	53	56	60	41	57	60	68	69	78	71	52	703
													TOTAL 17491

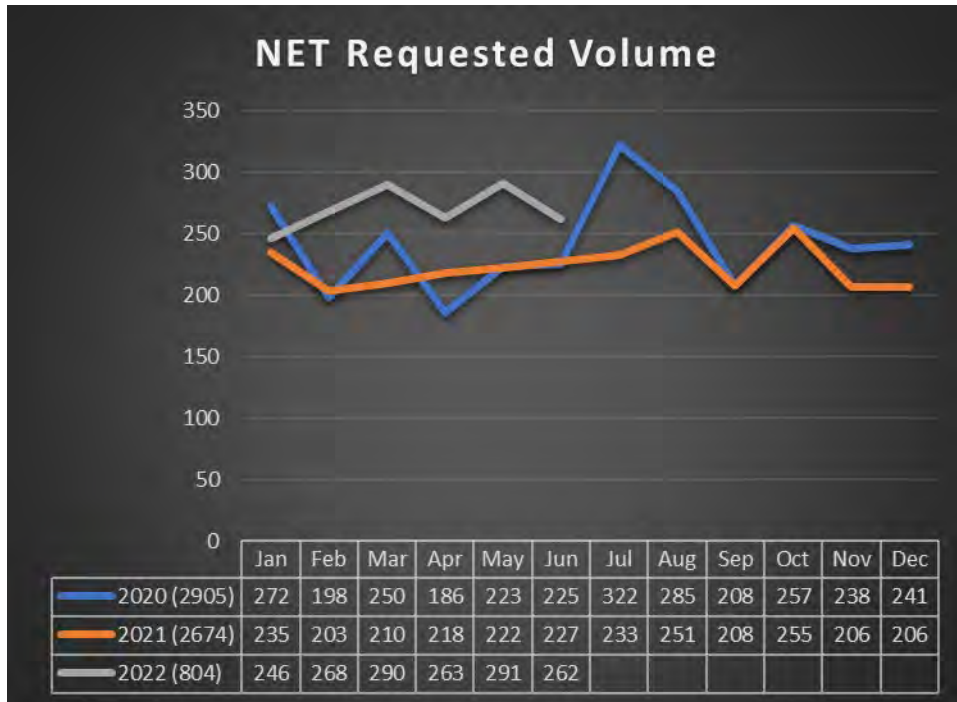
Call Volume by City	2021												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Galveston	1013	1081	1082	1212	1275	1390	1198	1366	1262	1155	1015	813	13862
Hitchcock	108	105	118	114	138	131	147	143	147	122	107	114	1494
Bacliff/San Leon	196	195	185	188	231	157	201	221	196	197	150	179	2296
Kemah/CLS	63	57	93	62	78	86	86	55	75	70	46	59	830
													Total 18482

Call Volume by City	2021												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Galveston	1031	1024	1214	903	1356	1334							6862
Hitchcock	104	85	100	118	110	121							638
Bacliff/San Leon	194	159	192	185	153	195							1078
Kemah/CLS	72	45	68	67	80	78							410
													Total 8988

GAAA Pediatric RESP Tracking tool*													
	2020												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
A: 0-27d	0	0	1	0	4	2	2	0	1	1	1	1	13
B: 28d- 1 yr	1	1	2	3	1	1	0	0	0	2	0	1	12
C: 1yr-2yr	0	1	1	0	0	0	0	0	0	0	0	1	3
D: 3yr-6yr	2	3	0	0	0	1	2	1	1	0	2	1	13
E: 7yrs-12yrs	3	1	2	2	1	1	2	5	0	3	1	1	22
F: 13yrs-19yrs	2	4	1	0	1	1	5	0	0	1	2	1	18
	TOTAL												51
	2021												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
A: 0-27d	1	2	2	0	0	1	1	2	2	2	2	1	16
B: 28d- 1 yr	1	1	1	4	4	7	4	1	1	1	2	2	29
C: 1yr-2yr	0	0	1	0	0	3	4	2	0	0	1	0	11
D: 3yr-6yr	0	0	0	3	1	6	5	0	3	0	1	1	20
E: 7yrs-12yrs	2	1	0	3	1	0	2	1	4	3	2	2	21
F: 13yrs-19yrs	2	0	2	2	3	2	3	3	1	3	0	2	23
	TOTAL												120
	2021												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
A: 0-27d	1	1	1	0	0	1							4
B: 28d- 1 yr	1	1	0	0	3	4							9
C: 1yr-2yr	0	1	1	2	0	1							5
D: 3yr-6yr	0	0	1	3	3	1							8
E: 7yrs-12yrs	3	4	0	3	1	2							13
F: 13yrs-19yrs	0	1	0	2	1	4							8
	TOTAL												47

* Includes EMS Provider impressions of : Acute Bronchitis, Acute Respiratory Distress (Dyspnea), Common cold, COVID-19 Confirmed by testing, COVID-19- Exposure to confirmed patient, COVID-19 suspected- no known exposure, influenza, pneumonia, respiratory arrest, respiratory distress, respiratory failure, Respiratory Syncytial (RSV), Severe Acute Respiratory Syndrome (SARS), shortness of breath

GAAA MUTUAL AID													
	2020												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Dickinson	1	7	4	5	6	4	7	3	2	4	6	11	60
Santa Fe	2	2	2	1	2	1	4	1	1	1	3	4	24
Texas City	0	3	0	0	1	1	3	0	0	0	0	1	9
LaMarque	8	5	6	6	8	8	5	6	6	8	9	4	79
	TOTAL												120
	2021												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Dickinson	9	13	13	13	14	3	24	23	23	24	14	15	188
Santa Fe	6	4	1	4	3	4	10	11	13	9	2	2	69
Texas City	2	5	1	0	2	1	3	6	6	1	3	2	32
LaMarque	3	12	4	0	4	7	2	3	7	2	1	2	47
	TOTAL												336
	2022												TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Dickinson	19	10	10	12	23	22							96
Santa Fe	5	3	3	3	2	2							18
Texas City	7	11	4	2	13	12							49
LaMarque	14	9	4	3	5	2							37
	TOTAL												200



2020		2021		2022 to 7/1/22	
Total completed	2609	Total completed	2243	Total completed	1623
Total Rolled	296	Total Rolled	431	Total Rolled	176
Total	2905	Total	2674	Total	1799
% rolled	11.35%	% rolled	19.22%	% rolled	10.84%

- On May 6, GAAA attended a meeting with the Galveston County Office of Emergency Management.
- On May 7 and 8, GAAA provided standby service for a cheer event at Moody Gardens.
- On May 18, GAAA participated in career day at Dickinson ISD.
- On May 20-22, GAAA provided standby service at Jeep Weekend.
- On May 21, GAAA provided first aid services at Island Fest.
- On May 25, GAAA attended a hurricane meeting with city and emergency management representatives, hosted by the Galveston County Office of Emergency Management.
- On June 9, GAAA collaborated with PAM rehab on an outreach program to help low-income citizens get rehab for better quality of life.
- On June 14, GAAA attended the Regional Advisory Council-R council meeting.
- On June 15, GAAA attended the City of Galveston mayor’s hurricane meeting and provided updates and education.
- On June 22, GAAA attended ICS EOC interface to help coordinate with the state during a disaster.

- On June 26, GAAA staff, along with UTMB Health, participated in a video on their process of decontamination.
- On June 28-30, GAAA provided standby service for The Golden Knights.

ENVIRONMENTAL and CONSUMER HEALTH SERVICES

	May 2021	May 2022	2022 YTD
Food establishment inspections	349	302	1,853
Food service plan review sessions	9	3	96
Food establishment complaints	11	9	58
Temporary food service permits	211	176	732
Septic system inspections	20	31	135
Septic system complaints	3	3	32
Swimming pool inspections	5	10	134
Swimming pool complaints	2	3	57
Public health nuisance complaints	3	5	6
Air complaints	3	1	15
Air compliance investigations	2	2	32
Air samples collected	98	98	478
Surface water samples collected	200	184	983
Wastewater treatment plant inspections	2	0	11
Water pollution complaints	8	8	22
Grease trap inspections	37	36	184
Beach water samples collected	252	260	830
Open records requests completed – pollution	4	6	26
Open records requests completed – consumer	53	70	234

	June 2021	June 2022	2022 YTD
Food establishment inspections	237	254	2,107
Food service plan review sessions	18	1	97

Food establishment complaints	26	13	71
Temporary food service permits	87	98	830
Septic system inspections	32	38	173
Septic system complaints	4	4	36
Swimming pool inspections	41	1	135
Swimming pool complaints	0	3	60
Public health nuisance complaints	4	3	9
Air complaints	4	4	19
Air compliance investigations	9	7	39
Air samples collected	95	95	573
Surface water samples collected	200	184	1,167
Wastewater treatment plant inspections	2	9	20
Water pollution complaints	8	6	28
Grease trap inspections	37	36	220
Beach water samples collected	252	239	1,069
Open records requests completed – pollution	4	6	32
Open records requests completed – consumer	62	62	296

- On May 12, Water Pollution Control Service Manager Katie Wilson attended the Galveston County Local Emergency Planning Committee (GCLEPC). Dan Reilly presented on hurricane season and National Weather Service support during HazMat incidents by showing attendees various forecasting maps that can be utilized. The treasurer reported that it would be one, two or more months before they could create a separate bank account and that they were considering opening a PO Box. The GCLEPC domain name is still available, and they were in the works for securing it to create a website. An email for GCLEPC was recently created. Member dues were discussed to fund various activities, equipment and handouts/giveaways. A vice chairperson was nominated and approved. They are in the industry and helped round out a board that mainly consists of emergency management personnel. GCLEPC is required by federal law to draft plans and to participate in drills for chemical emergency response.
- The Galveston County Commissioners' Court issued a burn ban in the unincorporated county due to the extreme drought that the county and Texas is currently facing. All intentional burning is prohibited until further notice. The office of environmental health has suspended registering any open burns in the unincorporated county. Cities within the county have also issued burn bans.

- On June 15, the Texas General Land Office (GLO) performed a field audit on the Texas Beach Watch Program. The field audit is the first of two audits that will be performed. The GLO will conduct the second part of the audit at our offices in August.
- On June 27, Water Pollution Control Service Manager Katie Wilson signed a letter of support for the Galveston Bay Coalition of Watersheds for Brazoria and Galveston counties. If the Texas A&M AgriLife Extension Service receives this grant, the health district will continue to partner with stakeholders and technical advisors in four watersheds (Bastrop, Dickinson, Highland and Jarbo Bayou) to educate the community and improve watershed quality. The previous grant ended in early 2022, with efforts focused on fats, oils, grease and disposable wipes along with illegal dumping and channel dredging.
- At the end of June, the City of Houston requested our assistance in operating their Biowatch program. All of our Biowatch operators stepped up and helped in whatever ways needed to ensure that both programs managed network operations, as required. The City of Houston has been short staffed and was unable to maintain their network. Our program will receive compensation for the additional expenses incurred.
- In June, the Air Pollution Program received its FY23 Whole Air Monitoring (Biowatch) Contract Amendment from the Texas Commission on Environmental Quality (TCEQ) which included an increase in funding as requested.
- The Air Pollution Program also received its FY23 State Compliance Contract for review. Air Pollution Control Service Manager Jenn Thickett began discussions with TCEQ on increasing the amount of funding as the level of funding has been stagnant since at least 2013. The request was routed to the budget team and if any increase occurs, it will be through an amendment to the FY23 Contract.

EPIDEMIOLOGY/ PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP)

	May 2021	May 2022	2022 YTD
COVID-19 variant cases	184	208	1,660
COVID-19 breakthrough cases	65	325	2,047
COVID-19 breakthrough deaths	3	0	29
COVID-19 hospitalized breakthrough cases	3	6	39
COVID-19 reinfection cases	20	257	2,704
COVID-19 cases	1,056	1,895	23,834
COVID-19 hospitalizations	83	39	545
COVID-19 deaths	19	1	86
Total diseases excluding HIV/STD	35	36	111
PHEP drills/ exercises	2	4	17
PHEP trainings	5	9	27
MRC trainings	0	1	8
New MRC members recruited	7	3	23

	June 2021	June 2022	2022 YTD
COVID-19 variant cases	55	449	2,108
COVID-19 breakthrough cases	49	494	2,542
COVID-19 breakthrough deaths	1	3	32
COVID-19 hospitalized breakthrough cases	3	21	60
COVID-19 reinfection cases	13	742	3,429
COVID-19 cases	591	3,917	27,750
COVID-19 hospitalizations	51	112	709
COVID-19 deaths	1	3	32
Total diseases excluding HIV/STD	29	29	140
PHEP drills/ exercises	1	1	18
PHEP trainings	6	7	34
MRC trainings	0	4	15
New MRC members recruited	5	4	27

HIV/STD SERVICES

	May 2021	May 2022	2022 YTD
Total tested for HIV	143	106	687
Total tested for Syphilis	143	106	687
Total tested for Chlamydia	49	44	272
Total tested for Gonorrhea	49	44	272
Condoms distributed	1,550	7,380	17,680
Outreach activities	7	9	41
Health fairs	0	0	5

	June 2021	June 2022	2022 YTD
Total tested for HIV	154	129	816
Total tested for Syphilis	154	129	816
Total tested for Chlamydia	46	80	352
Total tested for Gonorrhea	46	80	352
Condoms distributed	2,005	9,800	27,480
Outreach activities	7	7	48

Health fairs	0	1	6
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INFORMATION TECHNOLOGY (IT)

In Progress

- NextGen Cloud migration went live June 27.
- IT is working to replace Paging Gateways used in messaging with Informacast. IT plans to install the hardware in July.
- IT is bringing back the Barracuda Message Archiver back online.
- Accounting payroll replacement – Sage (accounting vendor) and UKG (payroll vendor) both have a tentative go live date of Sept. 1.
- CHW contact center script update – IT has identified an alternate vendor to complete the work.
- Migration of XVWeb (CHW Dental) – IT is working with PlanetDDS to migrate to the new program and a kick-off meeting is planned for July.

COMMUNICATIONS

	May 2021	May 2022	2022 YTD
Website users	32,373	17,618	85,993
Pageviews	112,622	65,119	402,576
Average time spent	1:20 minutes	1:41 minutes	1:40 minutes
Top pages visited	COVID-19 Dashboard: 18,632	Home: 11,457	COVID-19 Dashboard: 84,667
	Home: 15,862	COVID-19 Dashboard: 10,300	Home: 72,304
	ARC: 6,080	ARC: 3,600	ARC: 18,313
	COVID-19 Vaccines: 5,428	Career Opportunities: 2,744	Career Opportunities: 15,639
	Coastal Health & Wellness: 3,221	Birth and Death Records: 1,922	News: 12,409

	June 2021	June 2022	2022 YTD
Website users	28,970	20,941	104,659
Pageviews	107,941	73,188	475,764
Average time spent	1:31 minutes	1:39 minutes	1:39 minutes
Top pages visited	COVID-19 Dashboard: 16,660	Home: 12,925	COVID-19 Dashboard: 94,959
	Home: 16,025	COVID-19 Dashboard: 10,292	Home: 85,229
	ARC: 5,579	ARC: 5,005	ARC: 23,318
	Beach Water Advisories: 5,154	Beach Water Advisories: 2,759	Career Opportunities: 17,937
	Career Opportunities: 3,737	Career Opportunities: 2,298	News: 13,218

- The health district continues to publish its COVID-19 dashboard at noon Monday-Friday.
- COVID-19 related communication focuses on vaccine availability and education and when to test, as well as the county’s ranking on the COVID-19 Community Level tracker. Messages are shared on the health district’s website, through social media and with community stakeholders.
- Non-COVID-19 case update related social media posts include – May and June
 - Mental Health Awareness Month
 - National Nurses Week
 - Hurricane Preparedness Week
 - National Women’s Health Week
 - Men’s Health Week
 - National Cancer Survivors Day
 - Family Health & Fitness Day
 - National HIV Testing Day
 - GCHD/CHW community outreach events
 - GCHD COVID-19 vaccine outreach events
 - Second COVID-19 booster dose recommendation
 - Fully vaccinated vs. being up to date on vaccines
 - COVID-19 vaccine education
 - Diabetes education
 - Healthy Concepts Clinic services
 - Healthy Concepts Clinic outreach events
 - WIC services
 - WIC formula shortage resources
 - WIC and Galveston’s Own Farmers Market partnership
 - Report at-home COVID-19 test results to the health district
 - High blood pressure education
 - Gulf Coast Regional Blood Center employee blood drive
 - Back to School Block Party – accepting donations
 - Heat exhaustion, heat stroke education
 - Don’t give mosquitoes a biting chance
 - ARC’s low-cost vaccine clinic
 - We’re Hiring
 - Holiday – Memorial Day closure
 - Holiday – Juneteenth closure
 - Holiday – July 4 closure

HUMAN RESOURCES

	May 2022	2022 YTD
Employees hired	5	51
Employees terminated	10	54

Fund	Active EE count May 2022	Active EE count May 2021
General fund	139	122
GAAA	89	88
ARC	14	19

CHW	89	86
Total employee count	331	315
Fund	Hired EE count May 2022	Hired EE count May 2021
General fund	2	2
GAAA	0	0
ARC	0	0
CHW	3	1
Total employee count	5	3
Fund	Termed EE count May 2022	Termed EE count May 2021
General fund	2	0
GAAA	5	2
ARC	1	0
CHW	2	3
Total employee count	10	5

Open positions	May 2022
Grant funded (COVID response)	12
General fund	3
GAAA	24
ARC	8
CHW	13
Total open positions	60

	June 2022	2022 YTD
Employees hired	7	58
Employees terminated	3	57

Fund	Active EE count June 2022	Active EE count June 2021
General fund	139	123
GAAA	89	86
ARC	14	16
CHW	93	83
Total employee count	335	308
Fund	Hired EE count June 2022	Hired EE count June 2021
General fund	1	2
GAAA	2	0
ARC	0	0
CHW	4	0
Total employee count	7	2

Fund	Termed EE count June 2022	Termed EE count June 2021
General fund	1	1
GAAA	2	2
ARC	0	3
CHW	0	3
Total employee count	3	9

Open positions	June 2022
Grant funded (COVID response)	13
General fund	3
GAAA	24
ARC	8
CHW	12
Total open positions	60



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health

August 10th, 2022

Item #8

Consider for Approval May 2022 and June 2022 Financial Report

GALVESTON COUNTY HEALTH DISTRICT

United Board of Health



For the Period Ending May 31, 2022

August 10, 2022

GCHD Board Room | 9850-A Emmett F. Lowry Expy. | Texas City, TX 77591

-Last Approved
 UBOH 08/10/2022
 -Effective 05/28/2004

Deleted: 11/2021

Employee and Pre-hire Immunizations and Screenings

Audience

This policy applies to all Galveston County Health District, Galveston Area Ambulance Authority, Coastal Health & Wellness (collectively “the District”) employees, pre-hires, volunteers, and students.

Policy

As a condition of employment, each pre-hire and current employee must provide proof of meeting the recommended minimal immunizations requirements listed below. Any vaccine that is given in a series, the pre-hire must show proof of getting the initial dosage prior to being employed but can get the final dosages provided by GCHD as an employee. Volunteers and students are required to receive the same vaccinations as employees and at their own expense. (Reference: Volunteer policy)

Employees who experience a job-related exposure are required to follow post-exposure recommendations (including follow-up blood tests) as instructed by the Chief Executive Officer or designee. Failure to follow post-exposure recommendations may result in corrective disciplinary action up to and including dismissal.

Deleted: Chief Nursing Officer

Required Immunizations

Category	Employee Group	Vaccine Requirements	Vaccine Responsibility
1	All employees	MMR, Tdap, Varicella	Proof must be shown prior to hire date. However, if needed, a Pre-hire will have up to and not greater than 60 days to show proof of immunity (titer/vaccine).
2	Health Care Employees performing tasks involving exposure to blood or blood-contaminated body fluids. For example, nurses, medical aides, providers, lab technicians, dentists, dental assistants, EMS employees, WIC staff, <u>DIS and Prevention,</u>	All Category 1 requirements and Hepatitis B	Hepatitis B vaccine is required for state licensing. Pre-hire must show proof of beginning series, GCHD will provide remaining dosages after hire date.
3	Employees performing tasks involving exposure to animals that may have rabies.	All Category 1 requirements and Rabies	Pre-hires and Employees will be provided the vaccine by GCHD after hire date.

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Tuberculosis (TB) Screening

All new employees will be required to provide a current (less than 12 months from date of

hire) TST or IGRA prior to their start date. In the event a new hire employee is a prior positive reactor, a chest X-ray (less than 12 months from date of hire) will suffice for clearance. Any employee exposed to TB will undergo post-exposure repeat screening.

Positive reactors will be evaluated by the TB Program Manager. Any employee found to have active pulmonary tuberculosis will be excluded from the workplace while contagious.

Responsibilities

Each employee is responsible for:

- o providing the Immunization Program Manager, a copy of their immunization record (if available) or proof of immunity, prior to their start date; and
- o keeping immunizations up to date in accordance with this policy.

All supervisors are responsible for:

- o working with the Immunization Program Manager to identify the category of immunization requirements for each position;
- o ensuring employees follow this policy;
- o reporting non-compliance to the Chief Executive Officer or designee; and
- o taking appropriate corrective action against any employee who fails to follow this policy.

Deleted: Chief Nursing Officer

The Human Resources Director, or designee, is responsible for:

- o incorporating vaccine requirements into individual job descriptions, and
- o notifying pre-hires of requirements based on national guidelines adopted by the Health District.

The Immunization Program Manager, or designee, is responsible for:

- o working with the supervisor to identify the category of immunization requirements for each position;
- o screening pre-hires for compliance with vaccine requirements;
- o establishing a system for tracking employee immunization records and assuring ongoing compliance;
- o notifying the employee and supervisor of requirements, need for vaccination, and follow-up dates; and
- o following protocols established by the Local Health Authority.

TB Program Manager

- o Evaluates all positive Reactions of Pre-hires and employees

Violation

Violation of this policy may result in appropriate corrective disciplinary action, up to and including suspension or dismissal.

Forms

Employee Immunization Category

Fiscal Management Policy

-Last Approved
UBOH- 0840/2022
-Effective 10/29/2004

Deleted: 11/2021

Audience

This policy applies to Galveston County Health District, Galveston Area Ambulance Authority, Coastal Health & Wellness (collectively “the District”).

Purpose

The purpose of the District Fiscal Management Policy is to provide guidance on the accounting and administration of District local, federal and state funding and to establish accountability and provide adequate controls to effectively monitor revenue and expenditures as designated in the annual budget. This policy is intended to guide the District staff, as well as the United Board of Health and Coastal Health & Wellness Governing Board, in their responsibilities regarding fiscal management.

Internal Control Procedures

Each Board is responsible for the efficient, effective and financially sound operation of the organization that it oversees, and designates responsibility to designated District personnel to manage funds according to approved budgets, and to maintain the overall adequacy and effectiveness of the internal control system. An internal control system should provide reasonable assurance that an organization will accomplish effectiveness and efficiency of operations, provide reliability of financial reporting, and ensure compliance with applicable laws and regulations. Controls must ensure that assets are not exposed to unauthorized access and use. The designated District personnel have the responsibility to establish and maintain an adequate system of internal control and to furnish the Board(s), governmental agencies, District creditors, and other agencies reliable financial information on a timely basis.

To provide additional oversight, each Board will designate a group of Board members to function as a Finance Committee. The Finance Committee(s) will review monthly financial issues and/or reports of the organization for presentation to the entire Board(s). In addition, the Board(s) have the authority to approve and will incorporate into its own minutes such matters as (i) change of the organization’s name, (ii) adoption of the annual operating budget, (iii) selection or termination of the Chief Executive Officer and Chief Financial Officer, (iv) incurring debt, (v) investment policies (vi) designation of depository and investment banks purchase or sale of property, (viii) leasing of real property, (viii) institution, termination or settlement of any litigation, (x) opening up or closing checking or savings accounts, (xi) selection of the District’s public accountants, (xiii) signature authorities, and other such duties as detailed in the Board(s) by-laws. Annually, the Board(s), by its action, may designate such duties to District employees, as it deems appropriate.

Financial Management Procedures

It is the responsibility of the designated District personnel to assess financial operations and present the Board(s) with the information necessary to effect short-term management and long-term planning. Monthly financial statements should be available to the Finance Committee(s), for ultimate approval by the Board(s), no later than forty-five days after the end of the month to which they relate. Monthly financial statements should include the balance sheet and summary of operations, and should compare actual results to budgeted results with variances explained by executive officers. The District's accounting system will be organized and operated on a fund basis. As such, the District will maintain a General Fund and such Special Funds as needed. The General Fund, along with the Galveston Area Ambulance Authority will operate on a fiscal year ending September 30th. Coastal Health & Wellness will operate on a fiscal year ending March 31st. A qualified independent public accountant, selected by the Board(s), will conduct an annual audit in compliance with the Single Audit Act and GASB 34 requirements. In addition, the District will have prepared, and kept up to date an annual operating budget of revenue and expenses by fund which has been approved by the appropriate Board(s), and will adhere to guidelines established by the Chief Financial Officer to assure compliance with other requirements such as, insurance and bonding, sub-recipient monitoring, and financial reporting.

Accounting for Assets, Liabilities & Fund Balance

The District holds numerous assets including cash, receivables, inventories, property and equipment. It is the responsibility of the designated District personnel along with the Board(s) and Finance Committee(s), to ensure that policies and procedures are in effect that provide for the appropriate handling and use of these assets, and that obligations are paid and accounted for in a timely manner.

The Board(s), along with District staff, should ensure the following:

1. That there is sufficient cash to meet financial obligations, both in the short-term and long-term.
2. The District has established and follows appropriate credit and collection policies to ensure that payments are pursued and collected.
3. Inventories, property, and equipment are sufficiently controlled to ensure that the assets are appropriately used to the benefit of the District.
4. Obligations to vendors are paid appropriately and timely, and that District staff attempt to secure goods and services of appropriate quality and cost.
5. Vendors are selected based on consistency with regulatory requirements.
6. Contracts with third-party payers reflect the nature and cost of the services provided.

In order to comply with GASB 34 requirements, fixed assets will be accounted for in a self-balancing group of accounts separate and distinct from the regular General Ledger

accounts called the *General Fixed Asset Account Group*, and Long-term Liabilities will be recorded in the *General Long Term Debt Account Group*.

Revenue Procedures

District staff along with the Board(s) and Finance Committee (s) assume responsibility for ensuring that District services are billed according to the Board approved fee schedules, and that billings support requirements of third-party payers, when applicable. Procedures should also be in place to assure compliance with reimbursement requirements of grantor organizations as specified. Unbudgeted or excess revenue will be presented to the appropriate Finance Committee(s) and Board(s) for review and recommendation related to the use of these funds.

Cost Accounting & Estimating Procedures

The District will adhere to standards established in Statements of Federal Financial Accounting Standards (SFFAS) No. 4 which include: (1) accumulating and reporting costs of activities on a regular basis for management information purposes, (2) establishing responsibility segments to match costs with outputs, (3) determining the full cost of government goods and services, (4) recognizing the costs of goods and services provided by one federal entity to another, and (5) using appropriate costing methodologies to accumulate and assign costs to outputs. Practices used by District in accumulating and reporting actual costs will be consistent with its practices used in estimating costs for all programs. The District accounting system will accumulate and report related costs, distinguishing between District paid, donated services, space or equipment, and any program income authorized to be treated as match.

Property Management Procedures

The Board(s) have designated the responsibility to designated District personnel to ensure that an appropriate system is in place that adequately records, safeguards, and maintains property according to local, federal, and state standards. The District will maintain detailed records of all property and equipment, which include the description, location, serial number, vendor, acquisition cost, depreciation, and disposition as designated in the *District Fixed Asset Guidelines*. As requested, the District will provide such reports to the granting agency to which the District is accountable and will abide by disposition instructions of the funding agency when the useful life of the asset has been met. A fixed asset inventory will be conducted annually and reconciled to equipment records. All financial and programmatic records, supporting documents, statistical records and other required or pertinent records of the District will be retained as indicated in the *Records Management Guidelines*.

Compensation Procedures

The District follows compensation guidelines established by the FLSA (Fair Labor Standards Act). The Board(s), along with designated District personnel are responsible for (1) providing reasonable assurance that employees are paid at comparable rates for similar types of services in the local geographical area, and (2) that employee benefit programs are those of importance to employees, comparable to other competitors, and within the financial capabilities of the District. Normal work hours and payday schedules will be established by the Board(s). Currently, the District maintains a number of wage/salary structures utilizing a grade/step structure in each. The wage/salary structure used for a particular employee depends on their primary funding source. Employees are compensated

on a bi-weekly basis with the pay period beginning on Thursday and ending on Wednesday. For all paid positions, District will maintain an up-to-date and complete job description. Reimbursement for salary and wages will be based on documented timesheets submitted by the employee and approved by a responsible supervisory official. All employees are required to use the District's authorized time sheet for reporting work week hours.

Travel

Employees traveling on District business will be compensated based on criteria established in the *District Travel Procedures*.

Purchasing Procedures

It is the policy of the District to adhere to the guidelines established in OMB Circular A-110 and the *District Purchasing Policy* when procuring items or services for District business. These guidelines establish procedures that include, but are not limited to the following requirements (1) procure only those items, which are required to perform the mission and/or fill a bona fide need of the District, and (2) procurement will be made with complete impartiality based strictly on the merits of supplier proposals and applicable related considerations such as delivery, quantity, etc. In addition, the Board(s) and designated District personnel are responsible for adhering to the following standards of conduct as follows: (1) No employee, officer, member of the United Board of Health, the Coastal Health & Wellness Governing Board or agent of the District will participate in the selection or award or administration of a contract if a conflict of interest, real or apparent, would be involved, and (2) Members of the Board of Health or Coastal Health & Wellness Governing Board, officers, employees, or agents of the District will neither solicit nor accept gratuities, favors or anything of monetary value from contractors or potential contractors or parties to sub-agreements.

Investment Procedures

It is the policy of the District to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds. Investment of Health District funds will follow procedures outlined in *District Investment Guidelines*.

Sexual Harassment Policy

-Last Approved
UBOH 08/10/2022
-Effective 07/02/2004

Deleted: 1

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Audience

This policy applies to all Galveston County Health District, Galveston Area Ambulance Authority and Coastal Health & Wellness (collectively “the District”) employees, volunteers, students, and contractors (business associates).

Policy

The District is committed to maintaining a workplace free of sexual harassment. Sexual harassment is a violation of Title VII of the Civil Rights Act of 1964 (as amended) and, as an employer, the District can be held responsible for sexual harassment committed by its employees and agents.

Sexual harassment is any unwelcome sexual advance, request for sexual favor and/or other verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of employment (quid pro quo);
- Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individual; or
- Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Behaviors such as (but not limited to) verbal or physical advances, requests for sexual favors, making sexually explicit derogatory or suggestive remarks, making inappropriate statements or gestures based on gender, or displaying of sexually oriented books, magazines, photos, cartoons, or objects that are offensive or objectionable are common to claims of sexual harassment.

The legal definition of sexual harassment, as defined by the courts, includes different types of sexual conduct, such as:

- **Quid pro quo** - the Latin phrase meaning "something for something." This type of harassment occurs when, for example, a supervisor makes unwelcome sexual advances at a subordinate employee and submission to the advances is an expressed or implied condition of employment for receiving job benefits; or, refusal to submit to the demands results in a loss of a job benefit or in termination of employment.
- **Hostile environment** - relentless and continuing unwelcome sexual conduct that interferes with an employee's work performance or that creates an intimidating, hostile, abusive or offensive work environment.
- **Harassment by non-employees** - the agency may be liable for the sexual harassment of employees by customers, or other third parties, if the District was made aware of the improper behavior but failed to attempt to mitigate the issue.

Sexual harassment may occur in a variety of situations and circumstances. Although it is not possible to catalog every situation or conduct that constitutes sexual harassment, the following circumstances may all be applicable.

- The victim, as well as the harasser, may be a male or female.
- The victim does not have to be of the opposite gender.
- The harasser can be the victim's supervisor, a supervisor from another area, a co-worker, customer, vendor, volunteer, or contractor.
- The victim does not have to be the person who is harassed, but can be anyone adversely affected by the offensive conduct.
- The harasser's conduct is unwelcome.

Employees who experience sexual harassment should make it known to the harasser that their actions are not welcomed. The employee should indicate that they do not want the behavior to continue and that their actions make them uncomfortable. Any employee who feels that he/she is a victim of sexual harassment must immediately report the matter to their supervisor, manager, director, Human Resources Director or the Compliance Department.

Confidentiality

Information related to the complaint and issues discussed with the Human Resources Director and/or Compliance Officer will be treated as confidential. However, the ability to maintain such confidentiality may be limited by law or by the best interests of the District, the employee or other employees.

False Reporting

Any employee who makes an intentionally false accusation of sexual harassment is subject to corrective disciplinary action up to and including termination.

Investigation of Complaints

The Compliance Department and/or Human Resources Director will promptly initiate an investigation into any allegation of sexual harassment. The Compliance Department and/or Human Resources Director will make every reasonable effort to determine the facts pertinent to the complaint.

The investigation may include, but is not limited to, interviews with witnesses and discussions with involved parties. During the course of the investigation, the alleged harasser may be placed on paid administrative leave to allow for the investigator to work unimpeded. All investigations of sexual harassment complaints shall be conducted as discreetly as possible. Upon conclusion of the investigation, the Compliance Department, and the Human Resources Director will convene to discuss the investigation's results and the appropriate disciplinary action, if any, to be imposed.

If findings support the charge of sexual harassment against the accused employee, that employee shall be subject to disciplinary action up to and including termination.

Accusation of Sexual Harassment

Retaliation against or disciplining any person for reporting an allegation of sexual harassment is strictly prohibited. Any employee who makes an intentionally false accusation of sexual harassment shall be subject to disciplinary action, which may include, but is not limited to, suspension, probation, or dismissal.

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Training

All employees must receive training on the District's policy and procedures related to sexual harassment. Training will be provided for new employees during orientation and for existing employees on an annual basis. Human Resources will ensure the District's compliance with this requirement.

Law

It is the intent of this policy to be in compliance with Title VII of the Civil Rights Act of 1964 (as amended).

Vehicular Accidents/Incidents Policy

Reviewed ~~08/10/2022~~
Effective 06/30/2006

Deleted: 02/22/2022

Audience

This policy applies to all Galveston County Health District, Galveston Area Ambulance Authority, and Coastal Health & Wellness (collectively "District") employees who operate vehicles owned or leased by the District.

Policy

The District is committed to maintaining a safe and productive work environment for all employees, and for ensuring that safe and efficient services are rendered to citizens of Galveston County.

Post-Accident/Incident Drug and Alcohol Testing

Any employee involved in a vehicular accident or incident, regardless of fault, is required to immediately report the accident/incident to his/her supervisor. The supervisor is responsible for removing the employee who was operating the vehicle from active duty and immediately coordinating a drug and alcohol test to be performed on the employee.

If the accident/incident occurs during regular business hours, the supervisor is responsible for picking the employee up on location of the incident and transporting the employee to a District approved drug and alcohol testing center. If the accident/incident occurs after regular business hours, the supervisor is responsible for contacting a drug testing company and requesting that a representative from the company arrive on location and perform a field drug and sobriety test on the employee. The supervisor is required to stay with the employee until the testing is complete and results are provided. In the event the accident occurs out of town and the supervisor is unable to be with the employee, the supervisor is expected to stay in constant communication with the employee until testing is complete and results have been provided.

The supervisor is responsible for contacting the applicable department's manager or director to discuss the circumstances of the accident or incident, and may recommend that the employee be placed on paid administrative leave pending the outcome of the drug and alcohol test.

No later than the following business day after the event's occurrence, the supervisor is responsible for notifying Human Resources and the Risk and Safety Department of the event by completing and submitting an *Employee Incident or Injury Report* form to these parties. Human Resources will consult with the supervisor and departmental director regarding next steps.

Deleted: Coordinator

Failure of an employee to complete the ordered drug and alcohol test will result in immediate termination. Any employee who tests positive for any amount of illegal drugs or prescription drugs without a valid prescription and/or alcohol will be terminated (Reference: Drug-Free Workplace Policy).

Mandatory Defensive Driving

Any employee involved in an accident/incident for which they were deemed at fault or who receives a citation while operating a vehicle in the course of District business will be required to complete an approved defensive driving and/or emergency vehicle operation course. The course will be taken at the employee's expense and completed on the employee's own time, and a certificate of completion must be presented to the employee's supervisor and Human Resources within sixty (60) calendar days from the date on which the course was assigned. The employee is responsible for submitting documentation to

Human Resources within the designated timeframe. Failure to complete a mandated defensive driving and/or emergency vehicle operation course within the required time period may result in suspension or termination.

Preventable Accidents/Incidents

All vehicular accidents and incidents will be reviewed by the employee's supervisor or designee to assess whether the accident or incident was preventable, and to discuss the implementation of policies or procedures to prevent similar recurrences.

It shall be at the discretion of the employee's supervisor to work with the Human Resources Director to determine the disciplinary measure, if any, an employee engaged in a preventable incident shall be subjected to.

Violation

Any violation of this policy may result in appropriate corrective disciplinary action, up to and including termination.

Forms

Employee Incident or Injury Report.

-Last Approved
UBOH 08/10/2023
-Effective 12/05/2003

Deleted: 1

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Volunteer Policy

Audience

This policy applies to all Galveston County Health District, Galveston Area Ambulance Authority and Coastal Health & Wellness (collectively “District”) employees, volunteers, and contractors (business associates).

Policy

The Galveston County Health District is committed to providing the best programs and services to its clients and to the community. Volunteers help to improve community awareness of public health issues and services. Using volunteers helps educate and train potential future employees and is a cost-effective means of addressing workforce shortages.

Generally, volunteers 18 years of age and above are accepted at the Health District; however, with the approval of the Chief Executive Officer or designee, program-specific volunteer programs may be approved for an age exception as long as operational, legal, and risk reduction concerns are properly assessed.

Types of Volunteers

A volunteer is considered an individual who, beyond the confines of paid employment or contract responsibilities, contributes time and service to assist in the accomplishment of a mission. Volunteers include:

- General public
- Those associated with community-based organizations including faith-based institutions
- Health Professionals
- Students – generally under the supervision of the affiliated school’s faculty representative.
- Licensed Professionals
 - those that do not go through the Health District’s LIP credentialing process (RNs, LVNs, EMTs, Non-certified X-Ray Technicians, Registered Dental Assistants, Dental Hygienists, etc.)
 - those that go through the Health District’s LIP credentialing process (MDs, Mid Levels, Dentists, etc.)
- Those legally required to perform community service
- Public Health Emergency Preparedness volunteers

In accordance with the *Fair Labor Standards Act*, employees of the Health District may “volunteer” time to the District as long as they perform activities or volunteer services for “civic, charitable, or humanitarian reasons.” If an employee volunteers time performing duties distinctly different than their ordinary duties, they may be compensated as the Health District identifies per each unique event or volunteer opportunity which may include time reimbursed through compensatory or flex time

Orientation / Training

Volunteers will be trained on appropriate and required topics related to their area(s) of service.

Human Resources will notify the volunteer of the specific date and time of the orientation and coordinate with a program area point of contact for assignment times and dates. Volunteers will be oriented/trained by the supervisor on matters specific to the area where they will work.

Immunization Requirements

Volunteers are required to receive the same vaccinations as employees and at their own expense. Exceptions will be made on a case-by-case basis by the Chief Executive Officer depending on areas worked, type of vaccine/communicable disease, types of exposure risk(s), mode of transmission, period of volunteerism, types of volunteer duties, local epidemiological information, etc.

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Insurance

All volunteers at the Health District are expected to stay within their discipline, scope of services and activities, approved privileges and established clinical practice guidelines. All students from professional schools are expected to have a memorandum of understanding in place prior to volunteering.

Volunteers are not covered under the Health District’s workers’ compensation insurance policy. Those Public Health Emergency Preparedness volunteers assisting in an emergency do however receive liability protection through various state and federal laws.

Extenuating circumstances require volunteer activities and coverage to receive advanced review and approval from the Human Resources Director prior to volunteering.

Students who provide healthcare services in the Coastal Health & Wellness Clinic or within the Immunization Services area will be assigned a preceptor or a faculty oversight.

- “preceptor” is the GCHD staff person assigned to supervise the volunteer
- “faculty” is the person associated with student’s teaching institution.

Violation

Any violation of this policy may result in appropriate corrective disciplinary action, up to and including dismissal.

Forms

- Volunteer Registration
- Volunteer Timesheet
- Confidentiality Agreement
- Volunteer Program Orientation Acknowledgement

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GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health

August 10th, 2022

Item #11

Discussion on Board Approved Policy Process



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**United Board of Health
August 10th, 2022
Item #12
EXECUTIVE SESSION**



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health

August 10th, 2022

Item #13

Reconvene into Regularly Scheduled Meeting



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health
August 10th, 2022
Item #14
Possible Action from Executive Session



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

United Board of Health
August 10th, 2022
Item #15
Comments from Board Members