

**STATE OF TEXAS**

**COUNTIES OF POTTER AND RANDALL**

**CITY OF AMARILLO**

On the 9th day of January, 2018 the Amarillo Bi-City-County Public Health District Board met for a quarterly board meeting in the City of Amarillo, Department of Public Health conference room located at 1000 Martin Rd., Amarillo, Texas, with the following members present:

<b>VOTING MEMBERS</b>	<b>PRESENT</b>	<b>NO. MEETINGS HELD</b>	<b>NO. MEETINGS ATTENDED</b>
Kenneth Crossland, DDS Chair, City of Canyon	Y	208	184
J. Taylor Carlisle, MD Potter County	N	103	32
Delores Thompson Potter County	Y	32	22
Judi Smith Randall County	Y	80	64
Lanita Tidmore Randall County	N	42	38
Belinda Gonzales Taylor City of Amarillo	Y	45	34
Kevin Hawkins, Vice Chair City of Amarillo	N	57	53

**Administrative Officers Present:**

Casie Stoughton      Director, Public Health, City of Amarillo  
Carol Hill            Assistant Director, Public Health, City of Amarillo  
Dr. Milton             Health Authority, Public Health, City of Amarillo  
Shaun May             Director, Environmental Health, City of Amarillo  
Margaret Payton      Director, WIC, City of Amarillo  
Joe Mike Briseno      Recording Secretary, Public Health, City of Amarillo

**Guests Present:**

Anthony Spanel      Environmental Health  
Janet Crossland

**Item 1: Call to Order and Welcome**

Chairman Dr. Crossland opened the meeting at 7:05pm, established a quorum, and conducted the consideration of the following items in the order presented.

**Item 2: Introduction of Guests/New Members**

**Guests**

Anthony Spanel            Environmental Health  
Janet Crossland

**Item 3: Minutes**

Dr. Crossland and members of the board reviewed minutes of the previous meeting and they were approved as presented.

**Item 4: Consider Election of Officers**

Judi Smith made a motion to vote for the current officers by acclamation. All in favor.

**Item 5: Consider Board Re-appointments**

Casie Stoughton, Director of Public Health, presented an update on the Board re-appointments.

- Judy Smith, Randall County is interested in re-appointment
- Lanita Tidmore, Randall County has requested to resign her position on the board
- Brenda Adams for consideration to serve on the board for Randall County
- Delores Thompson, Potter County is interested in re-appointment
- Dr. Taylor Carlisle has requested to resign his position on the board
- Dr. Rebecca Scott for consideration to serve on the board for Potter County

No other names were submitted by the Board. A letter will be written to recommend that the Randall County Commission reappoint Judi Smith and appoint Brenda Adams, to the Bi-City-County Public Health Board for a 3-year term. A second letter will be written to recommend that the Potter County Commission reappoint Deloris Thompson and appoint Dr. Rebecca Scott, to the Bi-City-County Public Health Board for a 3-year term. Motion by Belinda Taylor. Second by Dr. Crossland. All in favor.

**Item 6: Topical Disease Update**

Dr. Milton, Health Authority, Public Health, City of Amarillo discussed influenza activity.

- 27% of the patients admitted at Northwest were flu positive
- Employees asked to wear a mask

- Predominant - Influenza A (H3N2)
- Flu vaccine is still recommended by the CDC
- Flu vaccine is 30% to 40% effective

**Item 7: Consider Public Health Ordinance Updates**

Casie Stoughton, Director of Public Health, presented the Public Health Ordinance updates. (Attached)

- Proposed revisions to Chapter 8 of the Amarillo Municipal Code
  - 8-5-1
  - 8-5-2

A letter will be submitted to City Council for the two revisions to Chapter 8. Motion by Judy Smith. Second by Delores Thompson. All in favor.

**Item 8: Discussion – Cooperative Agreement Update**

Shaun May, Director of Environmental Health discussed the Cooperative agreement update.

- Draft updates
- Suggestions from the board

**Item 9: Administrative Reports given by Departments**

**Animal Management and Welfare**

Richard Havens, Director of Animal Management and Welfare, presented the department's report. (attached)

- Reclaims down 24%
- Overtime budget
- Data is more detailed from previous years
- Ended 2017 with a 24% adjusted euthanasia rate and a 75% adjusted live release rate
- Update contracts with Potter and Randall county in 2018
- Facebook page complete

**Environmental Health**

Shaun May, Director of Environmental Health presented the department's report.

- Anthony Spanel, Health Inspector, Environmental Health, City of Amarillo
  - 7yrs with the City of Amarillo
  - Promoted last year to a supervisor
  - Supervises food operations
  - 1,620 food establishments that are regulated
  - 1,500 temporary food permits every year
  - Working on Accreditation through the FDA
  - Currently have 8 full-time food sanitarians
  - Should have 17 full-time inspectors

- **New software in Environmental Health**
  - Specifically designed for environmental health
  - \$100,000.00 budget for the software

### **Public Health**

**Casie Stoughton, Director of Public Health, presented the Public Health report. (Attached)**

- **New grants**
  - **Hansen's Grant**
    - \$18,500 to take care of patients with Hansen's disease. Healthy Texas Babies
  - **Healthy Texas Babies Grant**
    - 5 year grant (base of \$67,500 annually) with DSHS to coordinate the Healthy Texas Babies Community Coalition initiative and collaborate with community partners and stakeholders to strengthen local capacity and community partnerships to improve birth outcomes and reduce disparities in infant mortality rates towards achievement of Healthy People 2020 goals, in Potter and Randall Counties.
  - **Community and Clinical Health Bridge Grant**
    - 5 year grant (\$250,000 annually) with DSHS to reduce obesity and related chronic health conditions in Potter and Randall Counties.
    - Grant will allow additional staff members
    - Partner with Heal the City

### **WIC**

**Margaret Payton, Director, WIC, City of Amarillo, presented the department's report. (Attached)**

- **Three month WIC participation report (October, November, December)**
- **Lost \$2,500.00 in the month of December**
- **Shortage on clerks**
- **Decline on case load**
  - Decline in birth rate
  - Small increase in wages and bonuses
  - 20% of case load were Refugee clients and it has dropped to 2%
- **Decline with funding**
- **New computer system funding**
- **State funding**

### **Statement of Direction**

- **1-3 Years**
  - Update Cooperative agreement
  - Update Ordinances/Municipal Code
- **3-5 Years**
  - Continue review of Cooperative Agreement
  - Continue review of Ordinances/Municipal Code

**Item 10: Public Forum**


There were no comments from interested citizens on matters directly pertaining to policies, programs or services of the Amarillo Bi-City-County Public Health District Board.

**Item 11: Discuss Items for Future Agendas**

Members requested reports and statements of direction from all departments.

**Item 12: Adjournment**

Dr. Crossland set the next meeting for April 10, 2018 at 7:00PM. The location will be at the Public Health Department, located at 1000 Martin Road. With there being no further business to come before the board, Dr. Crossland adjourned the meeting at 8:48PM.



Dr. Kenneth Crossland, Chair  
4/10/18



Joe Mike Briseno, Recording Secretary