

STATE OF TEXAS

COUNTIES OF POTTER AND RANDALL

CITY OF AMARILLO

On the 7th day of November, 2017 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:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Kenneth Crossland, DDS Chair, City of Canyon	Y	207	183
J. Taylor Carlisle, MD Potter County	N	102	32
Delores Thompson Potter County	N	31	21
Judi Smith Randall County	Y	79	63
Lanita Tidmore Randall County	N	41	38
Belinda Gonzales Taylor City of Amarillo	Y	44	33
Kevin Hawkins, Vice Chair City of Amarillo	Y	56	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
Shantel Elser Assistant Director, WIC
Joe Mike Briseno Recording Secretary, Public Health, City of Amarillo

Guests Present:

Kevin Starbuck Assistant City Manager, City of Amarillo
John Gattes Environmental Health
Cora Bethel Environmental Health
Jerone Allen WTAMU Student

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

Kevin Starbuck	Assistant City Manager, City of Amarillo
John Gattes	Environmental Health
Cora Bethel	Environmental Health
Jerone Allen	WTAMU Student

Item 3: Topical Disease Update

Dr. Milton, Health Authority, Public Health, City of Amarillo discussed Hansen's disease.

- Hansen's disease training in November
- Public Health will start a new Hansen's grant on January 1, 2018

Item 4: Minutes

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

Item 5: Discussion and consider: Environmental Health Ordinance Updates

Shaun May, Director of Environmental Health updated the board on the Chapter 8-5 Public Health Ordinance. (Attached)

- Chapter 8-5 Public Health ordinance update
- Amending local health ordinance
- Community engagement
- Update Local Health ordinance to match the State's requirements
- Adopt the state code
- Section 8-5-15 permit fees
 - Umbrella permit fees
 - Establishment permit (If applied for within the two day processing time)
 - Re-inspection fee for swimming pools
 - Technology fee
 - Increase fees – Rounding fees up to a whole dollar amount
- Section 8-5-16
 - Clarification for restaurant closures (Critical violations)
- Section 8-5-19 Creation of Variances

- Dog friendly patios
- Section 8-5-20 Creation of a Food Establishment Scoring System
 - Moving away from demerits
 - Posting requirements for the scoring system
 - Numeric and Letter score
 - Critical violations
- Section 8-5-22 Clarification of NSF certified equipment requirement
 - Expansion for mobile food unit program
- Section 8-5-270 Creation of a Charitable Feeding Program
 - Charitable feeding for five or more individuals requires the operation to be under the supervision of a Food Manager or Food Handler
 - Notify the Environmental Health Department within 48hrs of the feeding with name of organizer, date and time of feeding

Belinda Taylor made a motion to support the Public Health Ordinance update as presented on November 7, 2017. Second by Kevin Hawkins. All in favor.

Item 6: Discussion – Cooperative Agreement Update

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

- Cooperative agreement - Last updated 1996
- One fee schedule
- Goal is to update cooperative agreement within one year

Item 7: Administrative Reports given by Departments

Environmental Health

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

- Goal is to inspect food establishments twice a year
- With fee increases the department will look to hire additional staff members

Public Health

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

- Weekly flu report
 - Current and historical trends for flu
- Revamping Communicable disease report
- Grant opportunity for the Community Health Bridge Project – Chronic disease in obesity prevention program
 - Submitted letter of intent on 11/07/2017
 - 5 year grant

WIC

Shantel Elser, Assistant Director of WIC, presented the department's report. (Attached)

- New computer system
- Three month WIC participation report
- Audit in September 2017, with zero findings

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 8: Public Forum

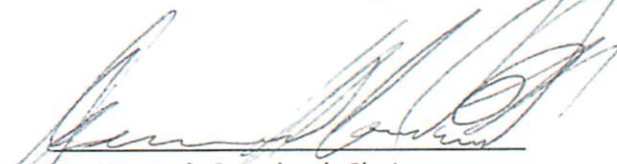
There were no comments from interested citizens on matters directly pertaining to policies, programs or services of the Amarillo Bi-City-County Public Health District Board.

Item 9: Discuss Items for Future Agendas

Members requested reports and statements of direction from all departments.

Item 10: Adjournment

Dr. Crossland set the next meeting for January 09, 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 8:18PM.



Dr. Kenneth Crossland, Chair



Joe Mike Briseno, Recording Secretary