

**STATE OF TEXAS**

**COUNTIES OF POTTER AND RANDALL**

**CITY OF AMARILLO**

On the 26th day of January 2023, the Amarillo Area Public Health Board met for a quarterly board meeting at the City of Amarillo, Department of Public Health conference room located at 850 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	226	201
Kevin Hawkins, Vice Chair City of Amarillo	Y	75	70
Delores Thompson Potter County	Y	50	35
Judi Smith Randall County	N	98	78
Marjorie Schroeder Randall County	Y	1	1
Jennifer Potter City of Amarillo	Y	1	1
Rebecca Scott, MD Potter County	Y	18	15
Amber Bell Tanglewood	Y	1	1

**Administrative Officers Present:**

Casie Stoughton      Director, Public Health, City of Amarillo  
Carol Hill             Assistant Director, Public Health, City of Amarillo  
Dr. Bell                 Health Authority, Public Health, City of Amarillo  
Anthony Spanel       Director, Environmental Health, City of Amarillo  
John Gates             Deputy Director, Environmental Health, City of Amarillo  
Shantel Elser          Assistant Director, WIC, City of Amarillo  
Joe Mike Briseno       Recording Secretary, Public Health, City of Amarillo

**Guests Present**

None

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

Chairman Dr. Crossland opened the meeting at 7:03pm, no quorum established, and conducted the consideration of the following items in the order presented.

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

New board members

- Amber Bell, Lake Tanglewood
- Marjorie Schroeder, Randall County
- Jennifer Potter, City of Amarillo

**Item 3: Minutes**

Approval of the minutes from the Public Health Board meetings held on January 20, 2022, and August 4, 2022.

Dr. Crossland made a motion to approve the minutes of the previous meetings. Delores Thompson moved to approve the minutes of the previous meetings. Seconded by Rebecca Scott. All in favor.

**Item 4: Consideration: Cooperative Agreement Update**

Casie Stoughton, Director of Public Health, presented the Cooperative Agreement Update.

**Updates**

- Appointed Todd Bell, MD, as Health Authority
- Animal Management
  - The provision of Rabies quarantine services to the district.

Dr. Crossland made a motion to approve the presented updates to the cooperative agreement and direction to staff to bring additional updates to a later meeting. Rebecca Scott moved to approve the presented updates to the cooperative agreement and direction to staff to bring additional updates to a later meeting. Seconded by Delores Thompson. All in favor.

**Item 5: Discussion: Topical Update from Health Authority**

Dr. Bell, Health Authority of Public Health presented a topical update to the board.

- COVID – 19 updates
  - COVID – 19 and RSV are on the decline nationally and locally.
- Syphilis updates
  - Reported syphilis cases have increased in 2022.

**Item 6: Administrative Reports given by Departments**

**Animal Management and Welfare**

Victoria Medley, Director of Animal Management and Welfare, presented the AM&W report.

- Description of program for new board members
- Rabies
  - No cases
  - Process of reporting cases to Public Health
- Parvo
- Shot clinics
  - Partnering with empowerment program
  - Pop up clinics for targeted areas
  - TxTech School of Veterinary Medicine assisting with vets
- Donation of food

### Environmental Health

Anthony Spanel, Director of Environmental Health, presented the Environmental Health report.

- Description of program for new board members
- Authority to require a Plat
  - Plat: A map of a subdivision showing the location and boundaries of individual parcels of land subdivided into lots, with streets, alleys, easements, etc., drawn to scale; also includes minor, replat, and amending plat. Shall refer to Final Plats meeting the requirements of this chapter.
  - ETJ: Extra territorial jurisdiction
- Staffing/Re-Organization
  - October 1<sup>st</sup> able to re-organize their department.
  - 3 New Program Managers
- 1 ordinance update
  - Grease Trap disposal
  - Exemptions
- 1 ordinance in the works
  - Include a provision of mandatory food safety training for all food handler employees.
  - At least one certified food manager
    - \$100.00 - \$200.00 for a certificate
    - 8-hour course
    - New rules mandated that businesses have multiple employees to have the higher-level certification.
    - Establishments have been struggling because of the high turnover rate.
    - Plans on taking new exemptions to City Council to exempt low risk facilities from that mandatory requirement.
    - Federal grant to translate new rules in Burmese and Somali languages.
- HB1247 – Supported by Texas Restaurant Association
  - Funding issues
- Department Performance
  - Food Hygiene
  - On-Site Sewage

- Recreational Water

### Public Health

Casie Stoughton, Director of Public Health, presented the Public Health report.

- New COVID – 19 dashboard
  - Amarillo.alerts.com
- Safe kids/Mother and Childrens Program
  - Over 200 car seats and cribs were handed out to the community.
- Staffing/Re-Organization
  - Fully staffed.

### WIC

Shantel Elser, Assistant Director of WIC, presented the WIC report.

- Description of program for new board members
- WIC Participation
  - 5,422 Average Participates for this quarter (Oct. 2022 – Dec. 2022)
- Online Cooking classes through Zoom
- WIC Website for participants and Healthcare providers
- WIC Application for clients
  - Manage appointments.
  - Upload information
  - Scan a food to see if it is WIC approved.

### Item 7: Public Forum

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

### Item 8: Discuss Items for Future Agendas

Members requested reports and new updates from all departments and updates on the Cooperative Agreement. Next regular meeting: Thursday, April 20, 2023, at 7:00PM, Public Health Conference room, 850 Martin Rd.

### Item 9: Adjournment

Dr. Crossland set the next meeting for April 20, 2023, at 7:00PM. The location will be at the Public Health Department, located at 850 Martin Road. With there being no further business to come before the board, Dr. Crossland adjourned the meeting at 8:10pm.



Dr. Kenneth Crossland, Chair



Joe Mike Briseno, Recording Secretary