



Hays County Health Department

101 Thermon Drive, San Marcos, Texas 78666

Advisory Board of Health

Charter

1. Composition:
 - a. One member of the Commissioners Court
 - b. One member (councilperson or member of the city manager's office) from each of the following municipalities: Buda, Dripping Springs, Kyle, Neiderwald, San Marcos, Uhland, Wimberley, and Woodcreek
2. Membership
 - a. Chair
 - b. Vice-Chair
3. Appointment
 - a. Members will be appointed by their respective bodies.
4. Term-Length
 - a. Each member shall serve a two (2) year term.
 - b. Initial members will be placed into two cohorts. Cohort A and Cohort B. Cohort B will serve a one-year time. Every member after the first year will then serve a two-year term.
5. Residency Requirement
 - a. The nominated member must have been a resident of Hays County for at least three years.
6. Compensation
 - a. Members will not be compensated for their service on the advisory board.
7. Vacancy
 - a. A vacancy during the unexpired term shall be filled through an appointment by the corresponding member entity.
8. Removal Criteria and Procedure
 - a. A board member shall be allowed no more than three (3) unexcused absences in a 12-month period. Upon reaching this threshold, the board may recommend removal and replacement of the members.
9. Board - Director Relationship:
 - a. Oversight
 - i. The Board shall provide oversight, guidance, and performance evaluation input for the Director. While the Director is an employee of the County and reports directly to the Commissioners' Court, the Board serves in an advisory and supervisory capacity as it relates to programmatic direction, priorities, and performance expectations.
 - b. Hiring
 - i. The Board shall participate in the recruitment, interview, and recommendation process for the Director position. The final appointment shall be made by the Commissioners Court. The Board



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shall also provide formal input into the annual performance evaluation of the Director, including programmatic achievements, leadership, and alignment with strategic goals.

c. Reports

- i. The Director shall provide regular reports to the Board regarding operational status, budget performance, program development, and key issues. The Board may request specific updates or information necessary to fulfill its advisory and oversight responsibilities.

d. Management

- i. The Board shall not engage in daily management or personnel decisions below the Director level. The Director shall collaborate with the Board on strategic planning, goal setting, and policy development to ensure alignment with the mission and direction set forth by the Board and the Commissioners Court.

e. Conflict Resolution

- i. In the event of unresolved conflict between the Board and the Director, the matter may be referred to the Commissioners Court for mediation or resolution.