



Certificate of Appointment for a Health Authority

The Health Authority has been appointed and approved by the:

(Check the appropriate designation below)

Commissioners Court for Fort Bend County

Governing Body for the Municipality of _____

Director, _____ Health Department

Director, _____ Public Health District

I, Robert Hebert, acting in my capacity as:

(Check the appropriate designation below)

County Judge or Designee

Mayor or Designee

Non-physician and the Local Health Department Director

Non-physician and the Public Health District Director

do hereby certify the physician, Mary desVignes-Kendrick, who is licensed by the Texas Board of Medical Examiners, was duly appointed as the (check as applicable),

Health Authority

Health Authority Designee

for the jurisdiction of Fort Bend County, Texas.

Date term of office begins October 4, 20 17

Date term of office ends October 4, 20 19, unless removed by law.

I certify to the above information on this the 5 day of September, 2017.

Signature of Appointing Official

Robert Hebert, County Judge



THE STATE OF TEXAS

Statement of Elected/Appointed Officer

(Please type or print legibly)

I Mary desVignes-Kendrick do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Affiant's Signature

Mary desVignes-Kendrick

Printed Name

Local Health Authority

Position to Which Elected/Appointed

Fort Bend County

City and/or County

SWORN TO and subscribed before me by affiant on this 5 day of September 2017.

Signature of Person Authorized to Administer Oaths/Affidavits

Robert Hebert

Printed Name

County Judge

Title

(Seal)



OATH OF OFFICE

For Health Authorities in the State of Texas

I, Mary desVignes-Kendrick, MD, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Health Authority of the State of Texas and will to the best of my ability, preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Mary desVignes-Kendrick
Affiant

4520 Reading Road, Suite A, Rosenberg, Texas 77471

Mailing Address ZIP

832-473-2455

(Area Code) Phone Number (day and evening)

md.kendrick@fortbendcountytexas.gov

Email Address

SWORN TO and subscribed before me this 5 day of September, 2017.

Robert Hebert
Signature of Person Administering Oath

Robert Hebert

Printed Name

Fort Bend County Judge

Title

(Seal)



July 10, 2017

Mary desVignes-Kendrick, MD, MPH
Director
Fort Bend Health Department
4520 Reading Road, Suite A
Rosenberg, TX 77471

Dear Dr. desVignes-Kendrick,

Your Local Health Authority's certificate will be expiring on October 4, 2017. The Texas Department of State Health Services (DSHS) provides support for the appointment of Health Authorities in Texas and maintains the database of appointments. Other DSHS responsibilities include coordination of training activities and availability of reference tools to ensure Health Authorities understand the roles and responsibilities of their office to serve their local communities.

Please find enclosed four forms which will need to be completed when the appointment to office is made. Instructions for the proper completion and filing of these documents are included. **Once completed, please send by regular mail the originals of the Certificate of Appointment, Statement of Elected/Appointed Officer, Oath of Office, and Contact Information form, to the address below.**

In accordance with [Texas Health and Safety Code § 121.021](#), a Health Authority is a physician appointed to administer state and local laws relating to public health within the appointing body's jurisdiction. A Health Authority serves for a term of two years and may be appointed to successive terms.

Health authorities can be appointed by the following:

- Commissioners courts
- Governing bodies of municipalities
- Local health department directors who are not physicians
- Public health district directors who are not physicians

Under [Texas Health and Safety Code § 121.024](#), a Health Authority is a state officer when performing duties prescribed by state law. A Health Authority shall perform each duty necessary to implement and enforce a law to protect the public health or prescribed by DSHS. Duties include (1) establishing, maintaining, and enforcing quarantine in the Health Authority's jurisdiction; (2) aiding DSHS in relation to local quarantine, inspection, disease prevention and suppression, birth and death statistics, and general sanitation in the Health Authority's jurisdiction; (3) reporting the presence of contagious, infectious, and dangerous epidemic



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Health and Human
Services

diseases in the Health Authority's jurisdiction as prescribed by DSHS; (4) reporting on any subject on which it is proper for DSHS to direct that a report be made; and (5) aiding DSHS in the enforcement of proper rules, requirements, and ordinances; sanitation laws; quarantine rules; and vital statistics collections.

Following the Commissioner's Court appointment of a Local Health Authority to your county, please forward completed forms to my office at the address below.

Should you have any questions, please contact my office at (713) 767-3019.

Sincerely,

A handwritten signature in black ink, appearing to read "Greta Etnyre". The signature is fluid and cursive, with the first name being more prominent.

Greta Etnyre, MS, RD, REHS/RS
Deputy Regional Director
Texas Department of State Health Services
5425 Polk St. MC 1906
Houston, TX 77023
713-767-3024

Enclosure (4)



APPOINTMENT OF HEALTH AUTHORITY

General Instructions

The Texas Department of State Health Services (DSHS) provides support for the appointment of Health Authorities in Texas and maintains the database of appointments. Other DSHS responsibilities include coordination of training activities and availability of reference tools to ensure Health Authorities understand the roles and responsibilities of their office to serve their local communities.

Definition and Term of Office

In accordance with [Texas Health and Safety Code § 121.021](#), a Health Authority is a physician appointed to administer state and local laws relating to public health within the appointing body's jurisdiction. A Health Authority serves for a term of two years and may be appointed to successive terms.

Health authorities can be appointed by the following:

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Duties

Under [Texas Health and Safety Code § 121.024](#), a Health Authority is a state officer when performing duties prescribed by state law. A Health Authority shall perform each duty necessary to implement and enforce a law to protect the public health or prescribed by DSHS. Duties include (1) establishing, maintaining, and enforcing quarantine in the Health Authority's jurisdiction; (2) aiding DSHS in relation to local quarantine, inspection, disease prevention and suppression, birth and death statistics, and general sanitation in the Health Authority's jurisdiction; (3) reporting the presence of contagious, infectious, and dangerous epidemic diseases in the Health Authority's jurisdiction as prescribed by DSHS; (4) reporting on any subject on which it is proper for DSHS to direct that a report be made; and (5) aiding DSHS in the enforcement of proper rules, requirements, and ordinances; sanitation laws; quarantine rules; and vital statistics collections.

Required Forms

Each newly appointed Health Authority must file copies of three forms with the Regional Medical Director for the respective DSHS Health Service Region immediately after appointment to office:

1. **Statement of Appointed/Elected Officer:** Constitutional oath that the Health Authority did not give or promise any material, financial, or other reward in return for the appointment.
2. **Oath of Office:** Constitutional oath to execute the duties of the office of Health Authority.
3. **Certificate of Appointment.** Statutory certification from the appointing entity.

Questions

If you have questions regarding the Health Authority appointment process or about completing the forms, please contact your [DSHS Health Service Region office](#) or the DSHS Division for Regional & Local Health Services office in Austin at (512) 776-7770. See links below for contact information:

[Texas Department of State Health Services Health Service Region Offices](#). This site includes the information to locate the Regional Medical Director for the appropriate Health Service Region, including addresses, telephone numbers, FAX numbers, and maps of the DSHS Health Service Region Offices.

[Map of DSHS Health Service Regions](#). This page provides a map showing the regional boundaries.