

# **Board of Health Meeting Minutes**

## **January 24, 2012**

The meeting of the Board of Health was called to order by Chairman Bill Hance at 4:00 p.m. in room 212 of the Lentz Public Health Center.

### **Present**

Bill Hance, JD, Chair	Keri Kozlowski, JD, MPH, Metro Legal
Ruth Stewart, MD, Vice-Chair	Stan Romine, MPH
Sam Felker, JD, member	Ann Trent, AIA, NCARB, LEED AP,
Alicia Batson, MD, member	Brent Hager
Bill Paul, MD, MPH, Director of Health	Judy Ladebauche

### **Update on the New Building**

Ann Trent of Gresham, Smith and Partners (GSP) reported that the building project is on hold at the request of HCA in order to develop a master plan for the entire parcel of land.

Previously the Health Department had inquired about plans for the future development of the parcel and the recently appointed real estate manager for HCA also wanted to see options and layouts for the property.

Mr. Felker inquired about the development agreement and whether this delay would affect completion of the project within the specified time frame. Ms. Trent responded that changes could be accommodated in the project as long as they were able to begin site work by the end of August. She stated that clear direction would be needed by the end of March in order to deliver the project on time.

### **Metro Animal Care and Control (MACC) Update**

Dr. Hager introduced Judy Ladebauche, director of MACC, who presented the update on Animal Control (Attachment I) and invited the Board members to visit the facility at 5125 Harding Place at any time. She noted that adoptions have been positively affected by the Pet(s) of the Week features in *The Tennessean* and *The City Paper*, intake numbers are decreasing, and that complaint response times have decreased significantly due to computers and GPS navigation on the officers' trucks.

Dr. Paul stated that the Metro Animal Care and Control Advisory Council meets every other month and includes a variety of stakeholders and elected officials, including Rep. Janis Sontany and two Metro Councilmembers. He invited interested Board members to participate and offered to inform them more fully of the MACC Advisory Council.

Mr. Felker asked if MACC is responsible for administering the chicken ordinance. Dr. Paul stated that it is and that the creation of the permit process was underway as is the incorporation of a chicken permitting module into Metro's permitting module, KIVA.

## **Approval of Grants and Contracts**

Stan Romine referred to the Grants and Contracts Summary, which was submitted to Board members for their review. The grants and contracts were as follows:

1. Contract with Amerigroup Tennessee, Inc. Compensation: None
2. Grant from the State of Tennessee, Department of Health. Compensation: \$961,300.00
3. Grant Amendment 5 from the U.S. Environmental Protection Agency. Compensation: \$2,002,394.00
4. Contract with PENCIL Foundation. Compensation: \$11,000.00
5. Contract with Martha O'Bryan Center. Compensation: \$116,380.00
6. Contract with Matthew Walker Comprehensive Health Services. Compensation: \$181,720.00
7. Memorandum of Agreement with Metro Parks and Recreation. Compensation: \$96,690.00
8. Contract with Nashville Downtown Partnership. Compensation: \$1,268,979.00
9. Contract Amendment 11 between MPHD and United Way. Compensation: \$4,438,469.00
10. Grant from State of Tennessee, Department of Health. Compensation: \$894,700.00 a year for five years for a total of \$4,473,500.

**Dr. Stewart made a motion to approve grants and contracts. Dr. Batson seconded the motion. The motion passed unanimously.**

## **Report of Chair**

Chairman Hance reported that he would be absent for the February meeting, possibly the March meeting, and that Dr. Stewart, Vice-Chair, would preside over the meetings in his absence.

## **Approval of November 22, 2011 Minutes**

**Mr. Felker made a motion to approve the November 22, 2011 minutes as written. Dr. Stewart seconded the motion. The motion passed unanimously.**

## **Report of Director**

Copies of the Director's Update were provided to Board members (see Attachment II).

## **CIVIL SERVICE BOARD**

### **Personnel Changes and Exit Interviews**

Stan Romine presented the personnel changes and exit interviews, which were unremarkable.

### **Extended Administrative Leave Approval**

In accordance with Civil Service Rules, Dr. Paul requested that the Board approve restoration of 54 days of leave time used during the determination of Jesse Henry's work status, and to approve additional paid administrative leave time up to the February 28 Board meeting if his work status has not been resolved by then. The Board asked for and received assurance that it would be resolved by the February Board meeting.

**Dr. Stewart made a motion to approve extended paid administrative leave time for the restoration of 54 days of Mr. Henry's leave, and to approve additional paid administrative leave up to the February Board meeting for the resolution of Mr. Henry's work status, if needed. Dr. Batson seconded the motion. Dr. Stewart, Mr. Felker, and Dr. Batson approved the motion; Chairman Hance abstained.**

### **Approval of Layoff List**

In accordance with Section 2.8 of the Civil Service Rules and Regulations of the Metro Public Health Department and the related Layoff Policy #2.8 I, Stan Romine presented a list of proposed employee layoffs effective March 16, 2012 (Attachment III). The four positions are a result of the scaling down of the CPPW grant as anticipated.

Employees assigned to a position with a lower salary grade as a result of budget reductions will retain their previous salary level if the salary level is within the salary range of the new position. If the salary of the employee is above the salary range of the assigned position the employee will be "red-lined" and placed at a salary equal to the lesser of the employee's previous salary or 10% above the maximum salary for the new classification.

**Dr. Stewart made a motion to approve the layoff list as proposed. Dr. Batson seconded the motion. The motion passed unanimously.**

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Ruth Stewart, MD  
Acting Chair

## Director's Update to the Board of Health January 2012

### Improve health and wellbeing of children

Nashville Public Television in partnership with the Health Department, Alignment Nashville, Metro Schools and others aired another segment of the series on children's health on January 19. The segment addresses adolescent sexual responsibility and highlights the importance of healthy sexual development among youth. All of the episodes are available in DVD and online. The Bureau of Family Youth and Infant Health is preparing for a transition following the departure of D'Yuanna Allen, MPH, Director of Youth Programs. Ms. Allen's dedication to youth and public health will be missed.

### Increase physical activity and healthy eating and reduce tobacco use in Nashville Communities Putting Prevention to Work (CPPW)

**NashVitality Week:** Nashville's first annual NashVitality Week took place the week of January 15-21. Following a proclamation by Mayor Karl Dean declaring NashVitality Week, CPPW highlighted healthy, active and green activities in Nashville, including these MPHD events:

#### **Health Impact Assessment Workshops - Tuesday January 17, 20 and 25:**

Workshops introduced participants to the general concepts involved in HIA, provided in-depth instruction on the process of conducting HIA, and demonstrated the applicability of HIA through case-studies and discussion focusing on local examples.

#### **Healthy Eating/ Active Living (HEAL) Summit - January 18:**

The 3rd annual summit hosted local and national community health experts in a dialogue on how health impacts communities across the country, and how it directly affects our community in Nashville. Speakers included CDC official Rebecca Payne, MPH, Dr. Bill Paul, and Mayor Karl Dean.

#### **Youth Serving Organization Workshop - January 19:**

Workshop assisted local organizations in acquiring the tools to adopt healthy eating/ active living policies. Speakers included David Gibbs and Monte Roulier, both a part of the national organization Community Initiatives Network, and Mayor Karl Dean.

#### **Animal Safety**

- Spay/neuter clinics were held December 8 through January 12 in 37013 and 37207 area codes, serving 110 animals.
- Joe Pinilla has been invited to participate in a community meeting about loose and stray dogs in 37207.

**Breastfeeding** - Give Me Five campaign was kicked off. The campaign assists local maternity hospitals to adopt policy and protocols to become more baby-friendly and more welcoming to breastfeeding mothers. All maternity hospitals are participating.

- Vanderbilt has expressed interest in taking the "Breastfeeding Welcome Here" pledge to a campus-wide level. They plan to adjust the logo to reflect Vanderbilt and co-brand with NashVitality.
- Metro Parks will be participating in the "Breastfeeding Welcome Here" campaign.

### **Bike Share**

- The bike share team is assisting in a bike rack inventory at all Metro facilities.
- The next donation of 25 bikes from Regions Bank will be received in January.

### **Communications**

- A series of brief videos about the NashVitality movement is finished and was premiered at the HEAL Summit.
- The Share the Road campaign's creative content has gone through focus groups, and a theme has been chosen: Moving in Harmony.
- Dr. Paul has contributed an editorial to the new bi-monthly publication called *Healthier Nashville*. The first edition will be released in January.

**Community Gardens** - Community Food Advocates held five 'teach-ins' on Martin Luther King Jr. Day at Word of Life Christian Center; McGruder Family Resource Center; Monroe Branch of Nashville Public Library; American Baptist College; and Watkins Park.

**Food Policy Council** - The Food Policy Council issued a brief on urban hens to Metro Planning, Metro Codes and City Council.

### **Healthy Corner Stores**

- Elliott Robinson has connected store owners with Metro Police Department Community Coordinators in their respective precincts.
- Store profiles have been completed for each of the five participating stores.

**Menu labeling** - Three restaurants: Baja Burrito, Pied Piper and Calypso Cafe have agreed to be a part of the Good For Kids initiative. The initiative works with restaurants to identify and/or develop healthy menu items for kids.

### **School Gardens**

- Heather Hyden is developing a plan for school gardens to receive free soil sample testing by the TN Department of Agriculture.
- Hyden facilitated the Belle Garden retreat, and assisted in drafting a mission statement and fundraising committee for the garden.

**School Food** - School Nutrition Department has received a \$47,000 grant from the Baptist Healing Trust. They will use it to expand the number of schools with salad bars. Twelve schools currently have salad bars.

**Workplace Wellness** - Technical assistance was provided as part of the Healthy Workplace initiative for the following organizations: Metro Historical Commission; Emergency Communications Center; Metro Water; Social Services; Fairground; Clerk and Master; Metro Parks; Criminal Court Clerk; Internal Audit; Fulton Campus WorkWell Committee; Metro Council Office; MNPS; MDHA; Public Works; Nashville Career Advancement Center; Vanderbilt Hospital; HCA; Gaylord.

## **Ensure cleaner air and a safer environment**

In a lively council meeting on January 17, 2012, Metro Council members passed a bill allowing chickens, (no roosters) in the urban services district with up to six hens in 0.24 acres or more. The council was divided in the passage with districts 12, 20 and 28-33 requesting and receiving exemption. Metro Animal Care and Control will be the enforcing agency and will respond only if a complaint is received. We will also develop an application, rules, regulations,

educational guidelines and collect the \$25 permit fee to be deposited into the Metro General Fund. The ordinance is effective immediately and we received about a dozen calls for permits on January 18.

## **Prevent, detect and alleviate outbreaks and emergencies**

**24 Month Old Survey Shows Improved Immunization Rate** - On December 19, 2011, Tennessee Department of Health released results of the 2011 Immunization Status Survey of 24 month old children in Tennessee. This survey has been conducted annually since 1980, provides essential state and regional estimates of vaccination rates in this age group and assists in determining progress towards achieving Healthy People 2020 objectives for immunizations.

**Nashville's 24 month old immunization rate for 2011 is 82.9 %, a major improvement from the 2010 rate of 72.6%.** In addition to an improvement in the overall score, Nashville scored 90% immunized or higher on eight of the 10 individual vaccines.

Mary Fowler and the Immunization Team worked diligently for several months to assure the timely completion of this important survey.

Gold status is defined by the State as public health regions achieving 90% for 7 of 7 vaccines, those with 6 are silver, and those with 5 are bronze. In 2011, seven public health regions of the state are recognized for excellence: Gold (7/7): Northeast Region; Silver (6/7): Nashville/Davidson County, Upper Cumberland Region; Bronze (5/7): Shelby County, West Tennessee Region, Knox County and Sullivan County.

**Emergency Preparedness Outreach** - Beginning in September 2011, the Public Health Emergency Preparedness Team (PHEP), led in this activity by Todd Baker, the Volunteer/Community Outreach Coordinator, in collaboration with Carolyn Boyce and staff at the Commodities Food Warehouse began providing information to the 3,400 persons who participate in the commodities supplemental food program. Along with the food, recipients now take home information on how to prepare for emergencies geared to those who are homebound or have physical limitations. An emergency flashlight is also included with the written information. This outreach, part of the PHEP Team's ongoing community outreach efforts, will continue until all 3,400 participants in the program receive the information.

## **Improve access for everyone to needed preventive, medical and mental health services**

Family Planning patients seen at the Health Department have increased from 631 in January 2011 to 799 in October 2011. November and December totals are not yet available.

## **Management and accountability**

**Dr. Alisa Haushalter, Director of the Population Health Bureau, received the March of Dimes Public Health Nurse of the Year Award.**

**Metro's Budget Kick Off** was held on Tuesday, January 17. Metro Finance Director Rich Riebling asked each department head to prepare a budget that reflects a decrease of two percent for the next fiscal year. General operating budgets are due in Finance on February 15. Capital budgets are due on February 24. More information will be provided as it becomes available.

**Renovations to Room 120** (Lentz Clinic) will be completed this week. The changes were made to improve the overall ergonomics of the staff's work space as well as improve patient flow through the clinic.