

Board of Health Meeting Minutes

February 28, 2012

The meeting of the Board of Health was called to order by Acting Chair Ruth Stewart at 4:00 p.m. in room 212 of the Lentz Public Health Center.

Present

Ruth Stewart, MD, Vice-Chair

Sam Felker, JD, member

Alicia Batson, MD, member

Henry Foster, MD

Bill Paul, MD, MPH, Director of Health

Keri Kozlowski, JD, MPH, Metro Legal

Stan Romine, MPH

Rob Raney

Ann Trent, AIA, NCARB, LEED AP

Consent Agreement A-12-001

Rob Raney, director of the Pollution Control Division (PCD), requested Board approval of Consent Agreement A-12-001 with Green Cleaners for failure to conduct weekly inspection of the dry cleaning machines, failure to monitor the temperature or pressure parameters, failure to maintain perchloroethylene purchase receipts and failure to record the pounds of clothes cleaned per day. No response was received to the Notice of Violation issued on November 29, 2011 or Consent Agreement issued on January 6, 2012. After several attempts were made to contact the owner, Mr. Dae Sung (Bobby) Bae, Mr. Bae came to the PCD office and signed the Consent Agreement. Mr. Bae was unable to appear at the meeting.

Dr. Foster made a motion to approve Consent Agreement A-12-001 to Green Cleaners in the amount of \$500.00 for failure to maintain records. Mr. Felker seconded the motion. The motion passed unanimously.

Update on the New Building

Ann Trent of Gresham, Smith and Partners (GSP) reported that the building project is back on track and is on target to move dirt in August. The exercise that HCA conducted in looking at the site resulted in no changes to the building position or the design or configuration previously presented. Ms. Trent will present building plans at the March 27, 2012 Board meeting.

Renewal of Director's Contract

It was agreed that a work session would be held by the Board at 3:00 p.m. on Tuesday, March 27, 2012, prior to the March Board of Health meeting, to discuss the renewal of Dr. Paul's employment contract, which expires June 30, 2012.

Approval of Report to Mayor Dean

Dr. Paul presented to the Board for approval a report on the activities of the Board of Health and a comprehensive overview of public health and indigent medical care (Attachment I). Metro charter requires submission of the report to the mayor within six months after the beginning of

each new term of office. Dr. Paul was receptive to the suggestions offered and advised that he would incorporate them.

Summary of Proposed Budget Changes

Dr. Paul presented to the Board a summary of proposed budget changes (Attachment II), which include a two percent (2%) reduction of local funds, improvements requests, grant reductions and grant increases.

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. Grant Award Amendment from U. S. Department of Health and Human Services. Compensation: Increase of \$159,514.00 for a total of \$905,186.00
2. Grant from the State of Tennessee, Department of Health. Compensation: \$202,200.00
3. Grant from the State of Tennessee, Department of Health. Compensation: \$42,500.00
4. Contract for Purchase of Services, Meharry Medical College. Compensation: \$46,000.00
5. Grant Award from the State of Tennessee, Department of Health. Compensation: \$606,400.00
6. Grant Award Amendment One from the U.S. Department of Health and Human Services – Communities Putting Prevention to Work. Compensation: \$7,527,527
7. Grant Amendment from the State of Tennessee, Department of Health. Compensation: \$539,800.00
8. Grant Award from the U. S. Department of Health and Human Services. Compensation: \$4,540,588.00
9. Contract with United Way of Middle Tennessee. Compensation: \$4,000,000.00
10. Memorandum of Understanding with the Mayor's Office. Compensation: \$41,257 plus benefits

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

Approval of January 24, 2012 Minutes

Mr. Felker made a motion to approve the January 24, 2012 minutes as written. Dr. Batson seconded the motion. The motion passed unanimously.

Approval of December 8, 2011 Minutes

Dr. Batson made a motion to approve the December 8, 2011 building meeting minutes as written. Mr. Felker seconded the motion. The motion passed unanimously.

Report of Vice Chair

Dr. Stewart reported that the breastfeeding work by CPPW is being picked up by a group forming a Breastfeeding Coalition.

Report of Director

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

CIVIL SERVICE BOARD

Personnel Changes and Exit Interviews

Stan Romine presented the personnel changes and exit interviews. He noted the untimely death of Becky Green, who had been with MPHD for 33 years and who most recently served as Director of Nursing Standards.

Request for Waiver of Layoff Policy Seniority Provision

Dr. Paul requested that the Board approve a waiver of the Seniority Provision of the Layoff Policy 2.8 I E and 2.8 I F. The senior employee was invited to attend the meeting but declined to appear or to contest the waiver. The employee maintains seniority and position on the recall list.

Dr. Batson made a motion to approve the request for waiver of layoff policy seniority provision as proposed. Mr. Felker seconded the motion. The motion passed unanimously.

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 IV). The 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. Foster made a motion to approve the layoff list as proposed. Dr. Batson seconded the motion. The motion passed unanimously.

The meeting adjourned at 5:30 p.m.

Respectfully submitted,

Ruth Stewart, MD
Acting Chair

Director's Update to the Board of Health February 2012

Improve health and wellbeing of children

Fatherhood Grant – Nashville is one of only eight programs nationwide that received Fatherhood funding for the first time this year. Funding is \$1.6m per year for three years. The program will employ 12 full-time and three part-time staff. The program's goal is to enroll 500 fathers per year—encouraging fathers to make regular child support payments, spend quality time with their children, and improve parenting skills. Over 22,000 households with minor children in Davidson County are headed by mothers with no fathers living in the home. Program staff will work with the Chamber of Commerce to connect fathers to job interviews and jobs.

The Fatherhood initiative continues to ramp up. Robert Taylor has been named as the project director. Robert Taylor started his career at the Health Department in the Tobacco Program. He transferred to the Music City Healthy Start program to head the fatherhood involvement component of the grant. He is well known in the community and has been a strong advocate for the role of fathers in children's health. We are happy to have Robert on board to head this initiative.

Increase physical activity and healthy eating and reduce tobacco use in Nashville

Selected updates from Communities Putting Prevention to Work (CPPW):

Approval was received for a no-cost extension, allowing CPPW funds to be spent on specified activities until March of 2013.

Animal Safety

Seventy-seven animals were treated at spay/neuter clinics in the 37207 and 37013 zip codes on three dates in February 2012.

Breastfeeding

Vanderbilt and Baptist Hospitals have submitted policies for the 'Give Me Five' campaign.

Communications

- News Channel 5 featured a story on the Omid's Market makeover with MBA students on February 11, 2012.
- Healthy Corner Store marketing materials have been installed at all of the participating corner stores.
- Marne Duke presented progress on the Share the Road campaign at the BPAC meeting on February 21, 2012.
- Article on the free spay/neuter clinics ran in *The Tennessean* on February 11, 2012.
- Article on the conclusion of CPPW funding appeared in *The Tennessean* on January 20, 2012.

GreenBikes

- A Metro bike rack inventory was completed by the GreenBikes staff. Civic Engineering will put the locations on a map.

- Twenty-five bikes from Regions have arrived and are being assembled.

Healthy Corner Stores

- Elliot Robinson spoke at the February Cleveland Park Neighborhood Association meeting to make residents aware of Douglas Market's effort to carry healthy options.
- Ten interns from Montgomery Bell Academy participated in a store makeover at Omid's Market in South Nashville on February 11, 2012.

Other

- The Planning Commission approved Bellevue Community Plan, which included a section about how health is impacted by the built environment.
- A Garden to School Coalition has been formed. The group determined six areas of focus for 2012:
 1. Membership and Participation
 2. Garden-based Education and Curriculum Integration
 3. Garden-to-Cafeteria
 4. Community Awareness of School Gardens
 5. Garden Skills and Competencies
 6. Sustainability
- Mayor Dean, Ron Givens, Rita Roberts-Turner, and Tom Wilemon were recognized as Local Health Heroes at the CPPW annual meeting in Atlanta.
- The CPPW evaluation team presented a poster on the School Garden initiative at the CPPW annual meeting.

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

HIV/AIDS - The Ryan White Planning Council's Annual Awards meeting was held on Tuesday, February 21, 2012 at Second Harvest Food Bank. The Planning Council's first Public Health Partnership Award was given to Tom Wilemon, a reporter with The Tennessean. Mr. Wilemon was recognized for providing coverage which helped to de-stigmatize HIV/AIDS and for providing a comprehensive perspective on the disease.

Management and Accountability

Building Update - The work of MPH staff with the design team on the Lentz building replacement project has resumed after some time spent completing the master plan for the HCA property. We will be scheduling meetings with the security consultant and the audio visual consultant soon.

Progress Second Quarter Report - The Key Result Measure Report is attached for your review. This report shows the progress made from July 1, 2011 through December 31, 2011 towards reaching targets. At present, 27 of the 32 programs are on target to reach their key result measure. Continuous work is underway to remove barriers and assist all programs in attaining their targets.