

# Board of Health Meeting Minutes

May 17, 2012

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

## Present

William N. Hance, JD, Chair  
Ruth Stewart, MD, Vice-Chair  
Alicia Batson, MD, member  
Henry Foster, MD  
Sam Felker, JD, member  
Bill Paul, MD, MPH, Director of Health  
Stan Romine, MPH, director of MPHD  
Finance and Administration  
Brian Todd, MPHD Public Information  
Officer  
Chris Taylor, RN, APRN, director of MPHD  
Community Health bureau

Tracy Buck, RD, Communities Putting  
Prevention to Work  
Mary Johnston, JD, Metro Legal  
Josh Lee, JD, Metro Legal  
Ann Trent, AIA, NCARB, LEED AP,  
Architect, Gresham, Smith and  
Partners  
Lauren Comet, LEED AP, Assoc. AIA,  
Interior Designer, Gresham, Smith  
and Partners  
Kristin Vaughn, Assoc. AIA, LEED AP,  
Associate, Gresham, Smith and  
Partners

## Update on the New Building

Ann Trent, Kristin Vaughn, and Lauren Comet of Gresham, Smith and Partners presented final selections of finishes in the clinic and administrative areas of the new building.

Dr. Foster asked if directories would be featured in the lobby. Ms. Trent explained that there would be a screen to broadcast the events of the day, and that a directory would be a possibility should budget permit. Mr. Felker asked if there would be methods of controlling light. Ms. Trent explained that Metro standard was to use mecho shades, and light control would be a consideration in the selection of the weave density. The presentation was well received.

## Approval of April 24, 2012 Work Session Minutes

**Dr. Foster made a motion to approve the April 24, 2012 Work Session minutes as written. Dr. Batson seconded the motion, which passed unanimously.**

## Approval of Dr. Paul's Employment Contract

Dr. Stewart detailed the changes in Dr. Paul's employment contract, which included a bonus as a mark of gratitude for a job well done; cost of living and other increases as they might be granted for other employees across-the-board; cause for termination was more clearly specified; and compensation for no more than 90 days of accrued annual leave on termination.

**Dr. Stewart made a motion to approve Dr. Paul's employment contract as presented by the subcommittee. Dr. Foster seconded the motion, which passed unanimously.**

### **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 Agreement from the State of Tennessee, Department of Health. Compensation: \$6,175,000 (\$1,235,000 per year)
2. Grant Amendment from the U.S. Environmental Protection Agency. Compensation: \$677,007.00
3. Amendment 1 to the Memorandum of Understanding Between Metropolitan Public Health Department and Department of Codes and Building Safety. Compensation: none
4. Contract with Meharry Medical College – Clinical Affiliation Agreement. Compensation: none
5. Grant Amendment from the U.S. Environmental Protection Agency. Compensation: \$2,002,394.00
6. Contract Amendment with United Neighborhood Health Services. Compensation: \$362,400.00

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

### **Approval of April 24, 2012 Minutes**

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

### **Report of Chair**

Chairman Hance announced that the Council Budget hearing for Health would be held May 22 at 6:00 p.m. in Council Chambers at the Metro Courthouse.

Chairman Hance announced that the groundbreaking for the new building has been scheduled for Wednesday, June 6 at 1:00 p.m. The Mayor's office will issue invitations.

Chairman Hance congratulated Dr. Foster on being honored by the American Diabetes Association as Father of the Year.

Chairman Hance thanked Dr. Stewart for chairing the subcommittee that researched and recommended changes in Dr. Paul's employment contract.

Chairman Hance welcomed Mary Johnston of Metro Legal and invited her to introduce Josh Lee, JD, who will assume duties as counsel to the Board of Health. The Chair and members of the Board offered Mr. Lee a warm welcome.

## **Report of Director**

Copies of the Director's Update were provided to Board members (Attachment I). Dr. Paul gave a brief summary of his report.

Dr. Paul informed the Board about a post on the Washington Examiner blog in Washington DC, that had presented inaccurate information about the Partnership Between Pets and People program. He explained that contrary to the blog post, spays and neuters of dogs and cats had been funded by a private grant from PetSmart to Nashville Humane Association, and that only the salary of a project facilitator had been funded by the American Recovery and Reinvestment Act of 2009, and not by The Patient Protection and Affordable Care Act (PPACA) funds, also known as Obamacare. Before the author of the blog post corrected the misinformation, the post had been reposted by others and had received the attention of the White House.

## **CIVIL SERVICE BOARD**

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

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

### **Approval of FY 2013 Pay Plan**

Stan Romine presented the Amendment to the Fiscal Year 2013 Pay Plan (Attachment II).

**Dr. Stewart made a motion to approve the Amendment to the FY 2013 Pay Plan and the related resolution. Mr. Felker seconded the motion. The motion passed unanimously.**

### **Approval of Response to Performance Evaluation Appeal**

Chairman Hance drew Board members' attention to the communication dated April 6, 2012 and the proposed letter of response.

**Mr. Felker made a motion to approve the response as written to the performance evaluation appeal. Dr. Batson seconded the motion. The motion passed unanimously.**

### **Next Meeting**

The next meeting of the Board of Health will be held at 4:00 p.m. on Tuesday, June 26, 2012, in room 212 of the Lentz Public Health Center.

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

William N. Hance, JD  
Chair

## **Director's Update to the Board of Health**

**May 2012**

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

#### **Communities Putting Prevention to Work Update (CPPW)**

##### **GreenBikes**

- The bike team in partnership with Metro Parks provided 50 bikes for Mayor's Field Day on May 5 at LP Field. Bikes were available for adults and children. The bikes were well received by the more than 3,000 participants at the event. The bikes were in constant use and participants' comments were highly favorable.
- The GreenBikes and CPPW communication team have produced an informational video to guide viewers through the check-out, riding and check-in process for the free bikes. The video will be available online at [nashvillegreenbikes.org](http://nashvillegreenbikes.org) and on Metro Channel 3.

##### **Schools**

The vending reform process continues to move forward. The School Nutrition Advisory Committee and Alignment Nashville HEAL Committee are developing guidelines for the new Vending Policy, which is expected to be implemented at the beginning of the 2012-2013 school year.

##### **Youth Serving Organizations**

CPPW is working with Community Initiatives, Inc., a national technical assistance organization, and local partners to plan a learning collaborative regarding HEAL policy development for youth serving organizations in Nashville. The event is being planned for July, 2012.

##### **Ryan White**

*The Needs Assessment Committee of the Ryan White HIV Planning Council will present the annual needs assessment at the June 19, 2012 meeting. The needs assessment includes 2011 epidemiological data as well as results from client surveys, utilization data and special studies. The report will also include recommendations for service system improvements. The meeting is held in the Lentz auditorium from 4:30-6:30PM.*

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

##### **Radon Project Update**

The Metro Public Health Department continues to work with Metro Nashville Public Schools and other departments to ensure that radon levels are reduced to acceptable levels in buildings with

test results above EPA action level of 4 pC/L. This is to ensure compliance with Metro Council ordinance # 088-526 and Board of Health Regulation No. 9. Earlier in October 2011, letters from Dr. Paul were sent to department heads requesting radon reduction plans in buildings where radon levels exceed EPA action level.

We have received radon reduction plans for many of the buildings. We have worked with the agencies and contractors on radon mitigation plans and retested to ensure the mitigations worked. Dr. Paul and MPH staff met with Metro School personnel to discuss radon reduction plans in Metro school buildings last week.

### **Mosquito Management Update**

We held the 8th annual Backyard Inspection Day on May 5th, 2012 in the Bellevue area. This annual education and inspection event officially kicks off the mosquito season. The goal is to educate homeowners on factors that cause mosquito breeding and what can best be done about it. This year, approximately 300 homeowners were provided with mosquito management information.

We initiated surveillance activities by setting traps to collect mosquitoes and analyze for West Nile during the first week of May.

May 14, 2012 - Metro Public Health Department officials report the first batch of mosquitoes collected by the Department's Pest Management Division has tested positive for West Nile virus. Pest Management staff captured the mosquitoes in a North Nashville neighborhood near the intersection of Buena Vista Pike and Moormans Arm Road.

There have been no human WNV cases reported in Davidson County.

The Health Department's Pest Management staff will increase trapping efforts in the area where the mosquitoes tested positive. Staff will also continue to monitor standing water in the area and apply larvicide when mosquito larvae are present.

The Health Department began trapping mosquitoes and sending them to the Tennessee Department of Health's lab the first week in May. Health officials say this is the earliest in the year that mosquitoes have tested positive in Davidson County.

Health Department staff continue to trap mosquitoes in all parts of Davidson County and conduct surveillance of standing water and apply larvicide when mosquito larvae are present.

**Domesticated Hen Permits Update** - As of May 8, 2012 there have been 106 Domesticated Hen Permits issued.

**Metro Animal Care and Control (MACC) Update** - This week MACC was invited to partner with MARS Pedigree Food in hosting a booth at the Country Music Awards (CMA) on June 8-9, 2012.

## Management and accountability

**Key Result Measure Report** – Please review the attached Progress 3rd Quarter 2012 Key Result Measure Report. At present, 27 of the 32 programs are on target to reach their key result measure.

**Mayor's Budget** - Mayor Dean sent his budget to the Metro Council on May 1. The Mayor's budget provides the Health Department with one radon position and two health promotion positions:

Radon ..... \$51,300

Health Promotion..... \$114,300

**TOTAL ..... \$165,600**

However, the cuts we were required to make are also included in the Mayor's budget:

UNHS Contract ..... (\$7,400)

Environmental:..... (\$74,100)

Positions to F.P..... (\$271,100)

**TOTAL ..... (\$352,600)**

The \$114,300 (shown above as Health Promotion) is not sufficient to cover all of the salary expense for CPPW/Health Promotion and animal control staff. These salaries are currently paid with CPPW funding. We are actively seeking ways to continue funding the department's priorities within available resources.