

Metropolitan Board of Health of Nashville and Davidson County October 22, 2015 Meeting Minutes

The meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Sam Felker at 4:00 p.m. in the Board Room, on the third floor of the Lentz Public Health Center, 2500 Charlotte Avenue, Nashville TN 37209.

Present

Sam Felker, JD, Chair
Carol Etherington, MSN, RN, Vice Chair
Alicia Batson, MD, Member
Francisca Guzmán, Member
Margreete Johnston, MD, Member
William S. Paul, MD, MPH, FACP, Director of Health
Jim Diamond, Interim Director of Administrative Services bureau
Jason Bobo, JD, Metro Department of Law
Teresa Thomas, MS, RD, Nutrition Services Director

BOARD OF HEALTH

Women, Infants and Children Program Update

Teresa Thomas presented an update on the Women, Infants and Children program.

Summary of Grant Applications

There were no grant applications submitted for approval.

Approval of Grants and Contracts

Jim Diamond presented the grants and contracts for approval:

1. Contract with Vanderbilt University TB Trials Consortium Studies (TBTC). Term: October 1, 2014 through September 30, 2019; Amount: \$20,269.
2. Grant from Tennessee State Department of Health - HIV/STD Prevention and Surveillance Services. Term: January 1, 2016 through December 31, 2016; Amount: \$ 946,000.00 (\$170,000 decrease).

Dr. Batson made a motion to approve the grants and contracts as presented. Ms. Etherington seconded the motion, which passed unanimously.

Approval of September 17, 2015 Meeting Minutes

Chairman Felker asked that the Grants Applications portion be corrected as follows:

Dr. Batson voiced concern about the expansion of the Community Cats Program and requested that a report detailing the risks and benefits of the Trap, Neuter, Vaccinate and Return (TNVR) program in Nashville and similar programs in other cities. She asked that the report include data from the Communicable Disease division; an assessment of the TNVR program in the zip codes in which the program is operating; and any increase or decrease in disease or health risks. She asked that the report be submitted to the Board before approval is sought for the proposed agreement. ~~Chairman Felker noted that the Board could decline the agreement if Best Friends Animal Society agrees to participate in the Community Cats Program.~~ Chairman Felker noted that this Board action approved only the application, and

that the agreement itself would come back to the Board for approval if Best Friends Animal Society accepted the application.

Dr. Johnston made a motion to approve the minutes of the September 17, 2015 meeting with correction as requested. Dr. Batson seconded the motion, which passed unanimously.

Approval of September 25, 2015 Retreat Minutes

Ms. Guzmán made a motion to approve the minutes of the September 25, 2015 retreat as written. Dr. Batson seconded the motion, which passed unanimously.

Report of the Director

Dr. Paul referred to the Director's Update provided in the Board packet (Attachment I) and gave a brief summary of the report.

Chairman Felker asked for an update on the recruitment for the executive management team positions. Dr. Paul reported that the second round of postings was being prepared, as two of the positions had been redesigned. The Finance and Administration bureau director position has been separated into a Chief Financial Officer position and an Administrative Services bureau director position. Chairman Felker asked Dr. Paul to share with the Board by e-mail the postings for the positions. Dr. Paul said interviews will be conducted in November.

Chairman Felker asked that the MACC report include year-to-date cumulative statistics.

Ms. Guzman asked that clarity be provided on the Community Cats program and in which ZIP codes the program is operating. She also asked if Pet Community Center was conducting the educational outreach in all ZIP codes in Davidson County.

Report of the Chair

Chairman Felker announced that he and Dr. Paul would be meeting with Mayor Barry and Chief Executive Officer Rich Riebeling on Friday, October 23.

Chairman Felker also announced that Dr. Batson has submitted her resignation from the Board to Mayor Barry, and the November 12 meeting would be her last Board of Health meeting.

Chairman Felker noted recent news articles that had been published related to the Health Department, including Health Equity, School Nurses, and Metro Animal Care and Control.

Chairman Felker invited Board members to contact him to share their thoughts about Board engagement with the department.

CIVIL SERVICE BOARD

Personnel Changes

Jim Diamond presented the personnel changes, which were unremarkable.

Approval of Extension of Out-of-Class Pay

Dr. Paul asked the Board to approve the extension of out-of-class pay for Sanjana Stamm, who is serving as interim director of the Community Health Services bureau.

Ms. Etherington made a motion to extend out-of-class pay for Sanjana Stamm, Interim Bureau Director of Community Health Services. Ms. Guzman seconded the motion, which passed unanimously.

Consideration of Proposed Civil Service Rules Revisions

Jim Diamond presented the most recent draft of the Proposed Revisions to the Civil Service Rules. Chairman Felker suggested that the Board approve most of the revisions, and defer four that require further consideration. The four he recommended to defer were 1.2, Non Civil Service Positions; 5.3, Absent Without Leave (AWOL); 5.11, Bereavement Leave; and 6.7, Employee Grievance Procedures.

Chairman Felker advised Mark Naccarato, SEIU Local 205 Communications Coordinator, that he could present a petition regarding the proposed changes at the next Civil Service Board meeting.

Dr. Johnston made a motion to approve the Civil Service Rules Revisions with the exception of 1.2, Non Civil Service Positions; 5.3, Absent Without Leave (AWOL); 5.11, Bereavement Leave; and 6.7, Employee Grievance Procedures; which would be deferred to a future meeting. Dr. Batson seconded the motion, which passed unanimously.

Consideration of Policy 1.2

Consideration of Policy 1.2 was deferred to a future meeting.

Next Regular Meeting

The next regular meeting of the Board of Health will be held at 4:00 p.m. on Thursday, November 12, 2015, in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville TN 37209.

The meeting adjourned at 5:35 p.m.

Respectfully submitted,

Samuel L. Felker, J.D.
Chair