



# Health in All Policies Report for the Metropolitan Government of Nashville & Davidson County

Created by the Healthy Nashville Leadership Council

March 14, 2014



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## Responding Metro Departments

- Agricultural Extension Services
- Beer Board
- Circuit Court Clerk
- Clerk & Master of the Chancery Court
- Codes Administration
- Department of Law
- Emergency Communications Center
- Fire Department
- General Services
- General Sessions Court
- Health Department
- Historical Commission
- Information Technology Services
- Juvenile Court Clerk
- Mayor's Office of Emergency Management
- Metro Action Commission
- Metro Arts Commission
- Metro Clerk
- Metro Development & Housing Agency
- Metro Transit Authority
- Municipal Auditorium
- Music City Center / Nashville Convention Center
- Nashville Career Advancement Center
- Nashville Public Library
- Parks & Recreation
- Planning Department
- Police Department
- Public Defender
- Public Works
- Social Services
- State Trial Courts
- Tennessee State Fair and Nashville Expo Center
- Water Services



## Message from the Healthy Nashville Leadership Council

As Chair of the Healthy Nashville Leadership Council, it is my privilege to share with you the first Health in All Policies report for the Metropolitan Government of Nashville & Davidson County. This report provides an overview of Health in All Policies, examples of the good work currently being done within Metro, and offers specific recommendations for improving Health in All Policies internally.

It is important to note that all Metro departments were asked to provide examples of internal and external (Davidson County residents) policies, plans, projects, and programs. However, after reviewing the data it was decided to focus this initial Health in All Policies report only on internal policies. By incorporating the internal recommendations found in this report, Metro can lead by example when creating external policies, plans, projects, and programs for the residents of Davidson County.

As the Health in All Policies initiative continues to grow in Davidson County, you will see the focus shift towards improving Metro's external policies, plans, projects, and programs. The second iteration of the Health in All Policies report will be given to Mayor Dean by January 31 of 2015.

If you have any questions regarding this report, please contact Laurel Creech with the Mayor's Office at (615) 862-6030.

Sincerely,

Ted Cornelius

Chair, Healthy Nashville Leadership Council

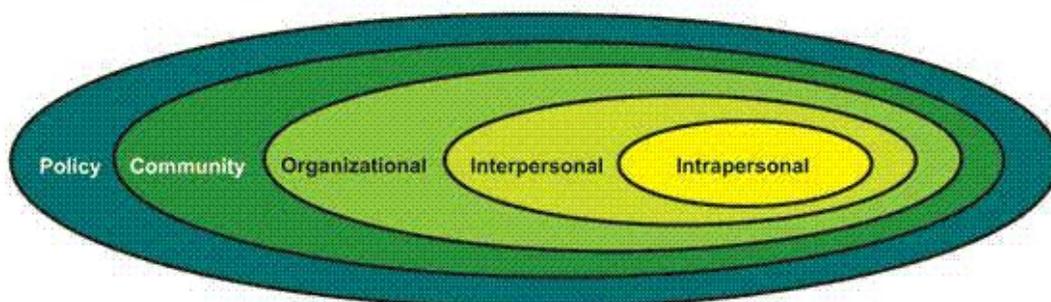
## Health in All Policies

Health in All Policies is a strategy to assist leaders and policymakers in integrating considerations of health, well-being, and equity during the development, implementation, and evaluation of policies and services. Health in All Policies strategies are meant to ensure that policies and services from all sectors have beneficial or neutral impacts on the determinants of health<sup>1</sup>. The types of health problems addressed by Health in All Policies are complex and include multiple components that are difficult to fully define and lack a clear solution, thus requiring a creative and collaborative approach.

Davidson County faces critical issues that affect our residents' quality of life and health. These issues include, but are not limited to climate change, a burgeoning population, urban sprawl, diminishing green space, maintaining compliance with National Ambient Air Quality Standards, and a public transportation system that has room for improvement. At the same time, Davidson County, along with the rest of the nation, faces unprecedented levels of chronic disease such as overweight and obese adults (66.2%), obese teens (14.9%) and adults with diabetes (11.3%). Cardiovascular disease and cancer are the numbers one and two causes of death in the county. Other health-related concerns include inequities among populations in health outcomes and increasingly common stress-related health conditions. These stress-related health conditions often require employee absences, doctors' visits, and may result in an impaired quality of life.

The financial and social burden of these problems will be magnified in the near future due to fiscal challenges and impending demographic shifts. By 2040, there will be a 50-75% increase in regional population and 25-30% increase in county population. In addition, by 2040, the demographics are predicted to shift to a majority-minority citizen base with 33% Hispanic or Latino<sup>2</sup>.

Public health agencies alone cannot change these environments. Responsibility for the determinants of health generally falls under the realms of housing, transportation, education, air quality, parks, and criminal justice<sup>3,4,5</sup>. This is exemplified in the Social Ecological Model that shows the different factors that affect health<sup>6</sup>.



The interaction between the individual, the group/community, and the physical, social, and political environments in which people live play a critical role in health. Due to the number of different factors affecting health, it is clear that a collaborative approach is necessary to create healthy communities. A healthy community “meets the basic needs of all residents, ensures quality and sustainability of the environment, provides for adequate levels of economic and social development, achieves health and social equity, and assures social relationships that are supportive and respectful<sup>7</sup>.”

## What is a Healthy Community?

**A Healthy Community provides for the following through all stages of life:**

**Basic Needs** include, but are not limited to:

- o Safe, sustainable, accessible and affordable transportation options.
- o Affordable, accessible and nutritious foods and safe drinkable water.
- o Affordable, high quality, socially integrated and location-efficient housing.
- o Affordable, accessible and high quality health care.
- o Complete and livable communities including quality schools, parks and recreational facilities, child care, libraries, financial services and other daily needs.
- o Access to affordable and safe opportunities for physical activity.
- o Ability to adapt to changing environments, resilient, and prepared for emergencies.
- o Opportunities for engagement with arts, music, and culture.

**Quality and Sustainability of the Environment** includes, but is not limited to:

- o Clean air, soil and water, and environments free of excessive noise.
- o Tobacco- and smoke-free.
- o Green and open spaces, including a healthy tree canopy and agricultural lands.
- o Minimized toxins, greenhouse gas emissions and waste.
- o Affordable and sustainable energy use.
- o Aesthetically pleasing to the senses.

**Economic and Social Development** includes, but is not limited to:

- o Living wage, safe and healthy job opportunities for all, and a thriving economy.
- o Support for the healthy development of children and adolescents.
- o Opportunities for high quality and accessible education.

**Health and Social Equity** includes, but is not limited to:

- o Support for vulnerable and at-risk populations .

**Social Relationships** include, but are not limited to:

- o Robust social and civic engagement.
- o Socially cohesive and supportive relationships, families, homes and neighborhoods.
- o Engaged faith-based communities.
- o Safe communities that are free of crime and violence.



Achieving a healthy community through the Health in All Policies approach is a systems change in governmental decision-making which requires policy makers to be informed of the health consequences of all policies and services. Policy makers can then use creative problem solving and partnering with governmental and non-governmental community stakeholders to implement change. We will know we have achieved our goals when every Davidson County resident has the option to:

- Safely walk, bike, or take public transit to their desired destination.
- Live in an environment with clean air, soil and waterways, free of excessive noise.
- Live in safe and affordable housing.
- Obtain a living-wage job and thereby be able to support their family.
- Access places to be active, including parks and greenways.
- Live and be active in their communities without fear of violence or crime.
- Access healthy and affordable foods at school, work, and in their neighborhoods.
- Be a part of a nurturing family and social network within a vibrant, cultural community<sup>7</sup>.

## Health in All Policies in Nashville

As part of the American Recovery and Reinvestment Act of 2009, the Centers for Disease Control and Prevention allocated \$372.8 million to fund a new grant named Communities Putting Prevention to Work (CPPW). The purpose of CPPW was to focus solely on creating and strengthening policies, systems, and environmental changes to address tobacco usage and/or obesity. Nashville was one of the original 44 communities across the country to receive this funding (\$7.5 million) tasked to address obesity. The campaign used a place-based model for implementing these policy, systems, and environmental change strategies.

In order to help create change, CPPW staff created the “[Toolkit for Creating a Healthier Workplace](#),” which details how organizations can create policy, systems, and environmental changes within their place of business. This toolkit prompted the Metro Public Health Department to adopt internal Healthy Eating / Active Living (HEAL) policies. It allowed them to provide technical assistance in creating HEAL policies to Metro departments, as well as non-governmental organizations, during the Mayor’s Workplace Challenge. The Mayor’s Workplace Challenge began in 2012, and consists of three sections: Healthy, Involved (Volunteerism), and Green (Sustainability). In order to receive a high ranking in the “Healthy” section, an organization needs to have HEAL policies in place.

The CPPW grant ended in March of 2012; however, the movement towards policy, systems, and environmental changes is still very much alive in Davidson County. On November 16, 2012, Mayor Karl Dean introduced the Health in All Policies initiative in a letter sent to all Metro Department heads. The letter asked them to “lead your department in considering and reflecting the likely health consequences in all of your department’s policies, plans, projects, and programs<sup>8</sup>.” It also asks that department heads annually report their efforts in this regard to the Healthy Nashville Leadership Council no later than October 31 of each year.

The Healthy Nashville Leadership Council is a mayoral appointed body consisting of 18 diverse individuals representing different sectors of the Nashville community. Originally created by Mayor Purcell with Executive Order 19 in December 2002, Mayor Dean reconfirmed the Healthy Nashville Leadership Council in 2008 with Executive Order 25. The Healthy Nashville Leadership Council is charged with “assessing the health status and quality of life of Davidson County residents, assessing health systems for essential services, and assessing potential forces of change<sup>9</sup>.”

The Healthy Nashville Leadership Council is also responsible for “establishing strategic priorities and mobilizing community initiatives to achieve improvements in health.”<sup>9</sup> In order to address Mayor Dean’s request to Metro departments, the Healthy Nashville Leadership Council created a Health in All Policies subcommittee to facilitate and oversee the initiative. The subcommittee created an electronic survey consisting of 31 questions, using the online resource Survey Monkey (see appendix). The purpose of the survey was to gather baseline information to understand the internal and external policies, plans, projects, and programs currently being implemented that positively affect the health of Metro employees as well as Davidson County residents. The survey also asked for any changes the Metro departments wished to make that would increase the positive health impact of any policy, plan, project, or program. The survey was shared with 53 Metro departments, and received a response rate of 60% (33 departments).

## Health in All Policies in Metro Government

All Metro departments were asked to provide one internal (affects Metro employees), and three external (affects Davidson County residents) policies, plans, projects, or programs that impact health in a positive way. In reviewing the survey data, several Metro departments are doing a good job with internal policies, plans, projects, and programs. This is not surprising since 36% (12) of the responding Metro departments received either a gold, silver, or bronze medal in the Mayor’s Workplace Challenge.

Survey responses for the internal policies, plans, projects, and programs include, but are not limited to:

### Creation of Tobacco-Free Environments

A tobacco-free environment creates a safe and healthy workplace by eliminating workers’ exposure to secondhand smoke. The use of tobacco products, especially through smoking, creates health and safety hazards that present serious and harmful consequences for both users and non-users alike. Tobacco-related diseases, such as heart disease and cancer, are two of the leading causes of death for Davidson County residents, and 16% of Davidson County residents currently use tobacco products<sup>10</sup>. As an internal policy, plan, project, or program, the Metro Arts Commission and Metro Public Library reported having a tobacco-free policy for their campuses.

**The Healthy Workplace Policy at the Public Library supports a tobacco-free workplace.**

**Smoking is prohibited in all seven of MDHA’s high-rise apartment buildings for elderly and disabled residents.**

### Active Transportation

Active and alternative forms of transportation are associated with increased levels of physical activity, as well as, environmental health benefits. Implementing an active transportation policy provides an opportunity for physical activity to become incorporated into the individual’s lifestyle, and is shown to substantially improve health outcomes. In addition to the health benefits, alternate modes of transportation have benefits toward equity, safety, reduced air and noise pollution, and healthy community design<sup>11</sup>.

Six percent (2) of the responding Metro departments stated that they provide their employees with opportunities and access for active and alternative forms of transportation. For example, the Public Library provides bicycle racks at all of their locations, and the Circuit Court Clerk's Office stated they encourage employees to participate in the Metro Transit Authority's "Easy Ride" program. The "Easy Ride" program allows Metro employees to utilize public buses to conduct Metro business during work hours, at no cost to the employee.

**The Metro Arts Commission partners with the Metro Public Health Department and Bicycle Pedestrian Advisory Council to create and install art bike racks around the city.**

### **Lactation Support**

According to the World Health Organization, many mothers returning to work after giving birth abandon breastfeeding due to their organization not providing sufficient time or space to express milk during work hours<sup>12</sup>. It is documented that adolescents and adults who were breastfed as babies are less likely to be overweight or obese. Additionally, they are less likely to have Type 2 diabetes and perform better in intelligence tests<sup>13</sup>. Tennessee State Law (1999 Tenn. Law, Chap. 161; SB 1856) requires employers to provide reasonable unpaid break time to an employee to express breast milk for her infant child. Employers are also required to make a reasonable effort to provide a private location, other than a toilet stall, in close proximity to the workplace for this activity<sup>14</sup>. Recognizing the importance of breastfeeding, 12% (4) of the responding Metro departments reported having a lactation policy, plan, project, or program in place to accommodate employees who wish to breastfeed. For more information on lactation support and policy language, please refer to page 16 of the [Toolkit for Creating a Healthier Workplace](#).

**In recognition of the well-documented health advantages of breastfeeding for infants and mothers, the Department of Codes set forth a policy to support breastfeeding employees.**

### **Healthy Vending Options**

Access to healthy food is an important component to maintaining a healthy lifestyle. As an internal policy, plan, project, or program, the Music City Center reported having healthy vending options available to all employees.

### **Flex Scheduling**

One Metro department, Information Technology Services (ITS), implemented an optional work schedule program that impacts the physical and mental health of their employees. ITS implemented a 9/80 work schedule which allows employees to work 9 hour days and enjoy every other Friday off. This program helps employees maintain their work/ life balance, cuts back on absenteeism, and assists with lessened traffic flow – helping improve air quality. It removes stress from employees who cannot get personal business complete because they work Monday through Friday. It allows employees to spend time with family, or volunteer to help with various schools or charities. While ITS was the only department to report the 9/80 work schedule, several other departments do allow flexible scheduling to allow for physical activity, active transportation, and increased mental health.

**Flexible work hours at the Planning Department allow for more physical activity outside of work hours.**

### **Physical Activity Time**

Regular physical activity provides for increased quality of life through improved endurance, strength, flexibility, and improved mental health, as well as reduced risk of chronic diseases and injury<sup>15</sup>. 51% (17) of the responding departments mentioned various ways they encourage employees to engage in physical activity. Three of these departments reported that they have a Physical Activity Policy in place that allows employees to engage in physical activity for 30 minutes, up to three times a week, during work hours. For additional information on how to increase physical activity during the work day, please refer to page 10 of the [Toolkit for Creating a Healthier Workplace](#).

**The Metro Public Health Department adopted a Physical Activity Time policy which provides employees 30 minutes of physical activity time, 3 days per week, during regular work hours.**

**Metro Action Commission provides employees 30 minutes of physical activity time, 2 days per week, during regular work hours.**

### **Healthy Meeting Policies**

Heart disease, cancer, stroke and diabetes, the top causes of death in Tennessee, are largely affected by diet and lifestyle<sup>16</sup>. A Healthy Meeting Policy promotes and models healthy behaviors when the department is responsible to plan, lead, coordinate, or provide food/ beverage items for an internal or external meeting or event. 9% (3) of the responding Metro departments stated they have a Healthy Meeting Policy.

Examples of recommended food options from a Healthy Meeting Policy include fruits, vegetables, whole grains, and low-fat dairy products. Hydration is another key component to the Healthy Meeting Policy. Beverages such as water, 100% fruit juice, and unsweetened tea and coffee are the recommended options.

**The Human Resources Division of MDHA produces a safety manual which goes to all agency employees. The manual was revised and redistributed to MDHA employees in July, 2013. This new manual contains a “Healthy Foods and Beverages Policy” that is intended to help create a more healthy work environment.**

## Opportunities for Improvement

It is important to note that while the previous examples are very positive, there is still significant room for improvement across Metro Government. There are departments that would like to implement policies similar to the ones listed above, but face barriers to implementation. It is important that Metro Government do everything possible to encourage healthy activities and work to create uniformity across all Metro departments.

The Health in All Policies survey results show that Metro departments may be unclear in determining which departmental policies, plans, projects, and/or programs have a direct impact on the health of Davidson County residents. This may be due to a lack of knowledge regarding available resources, the process to implement countywide change, or the parameters in which the department can operate. Metro departments reported a desire to make positive changes that would further enhance the health of not only their employees, but also the residents of Davidson County. For example, the Metro Action Commission stated that they would like to provide bicycle racks outside of their facilities to encourage active transportation, but they are unable to do so because they lack the necessary funds for purchase and installation. Other departments stated they would like for their campus to be smoke-free, provide healthier vending options, and also have the opportunity to engage in physical activity during the work day. Barriers to implement changes included limited resources such as time, finances, and personnel. It is critical that Metro departments receive continued education and support on how to implement public health policy to improve the health of all residents and employees.

## Health in All Policies Recommendations

In an effort to improve opportunities for implementation of Health in All Policies in Metro Government, the subcommittee has provided eight recommendations. These recommendations, if implemented can improve the health of Metro employees while having minimal impact on the Metro budget.

### 1. Create a Health in All Policies Leadership Roundtable

To further educate Metro department heads on the importance of Health in All Policies, it is recommended that appropriate department heads meet quarterly to discuss new ideas and ways they are incorporating Health in All Policies into their policies, plan, programs, and projects.

### 2. Provide a Permanent Home for the Metro Health in All Policies Initiative

To ensure sustainability, it is recommended that the Health in All Policies initiative be housed within the Metro Public Health Department.

### 3. Create Departmental Health in All Policies Coordinators

All Metro departments should select an employee to serve as its Health in All Policies Coordinator. The role of a Health in All Policies Coordinator is to vet his/her department's policies, plans, projects, and programs, both internal and external, to ensure that the health benefits outweigh any negative health consequences. All Health in All Policies Coordinators will work with the MPH D Health in All Policies Coordinator to receive technical assistance and promote interdepartmental collaboration.

#### **4. All Metro Campuses Should be 100% Tobacco Free**

This recommendation requires a complete ban on smoking while on Metro campuses. A Metro campus includes all buildings, parking lots and any vehicle situated on land owned by Metro. Currently Executive Order 31 prohibits smoking at any time in Metro vehicles; however, it is recommended this ban be expanded to prohibit smoking in personal vehicles while on Metro campuses. An important component of creating smoke free campuses is to ensure that policies are enforced. This includes determining consequences for Metro employees or visitors who do not comply with the policies, determining who will ensure policy compliance (for example security guards), and training those in charge of enforcement.

All employees should be made aware of smoking cessation programs and incentives offered through the Metro health-insurance programs. For additional information on how to create a tobacco free environment, please refer to page 19 of the [Toolkit for Creating a Healthier Workplace](#).

#### **5. Provide Healthy Vending Options in Which 50% of the Options Meet Healthy Guidelines**

Metro Government has an opportunity to work with vendors to supply vending options that offer greater nutritional value. It is recommended that 50% of all food options in vending machines on any Metro owned properties are low calorie snacks that provide whole grains, fruit, nuts or other foods that have nutritional value. Ideally, products that provide nutritional value will be sold at a price point that is competitive with other products. The ultimate goal for Metro should be to insure that vendors and concessions contribute to positive health outcomes. For more information on healthy vending options and policy language, please refer to page 14 of the [Toolkit for Creating a Healthier Workplace](#).

#### **6. Civil Service Rules Explicitly State that Sick Leave can be used for Mental Health Purposes**

Work-related and other-related life stressors can cause severe depression, anxiety and unhealthy behaviors such as substance abuse, violent behaviors, and even suicide<sup>17</sup>. It is critical that Metro acknowledge the importance of positive mental health, and it recommended that explicit language be included in the “sick leave” section of the Civil Service Rules. This language should state that sick leave may be used for mental health purposes.

#### **7. Metro Employees Charitable Contribution Campaign (MECCC) – Focus on Health**

Each year Metro employees do an amazing job raising thousands of dollars for local charities and non-profits through the MECCC. However, many of the fund-raising events have a strong focus on unhealthy foods and activities such as candy-grams, cookouts where employees can purchase burgers and fries, BBQ events, cake and ice-cream socials, etc. Even the parties for the agencies that raise the most money often involve pizza or cookouts. As Metro employees continue to focus on raising money for charity, it should not come at the cost of employee health. Metro should institute policies that provide guidance for the types of foods and events that are part of MECCC fundraising events. For additional information on healthy meeting policies, please refer to page 12 of the [Toolkit for Creating a Healthier Workplace](#).

## 8. Expand Active Transportation Options

Active transportation options are those that involve physical activity, such as walking or bicycling to get to other forms of transit, or simply walking or bicycling to a desired destination. By supporting active transportation, Metro can help improve air quality and encourage employees to get physical activity.

Metro currently participates in the Metro Transit Authority “Easy Ride” program, which allows Metro employees to use public transportation free of charge for work purposes. It is recommended that Metro expand this program to include B-Cycle memberships for interested Metro employees. This addition would enable Metro employees to have free access to several hundred bicycles stationed at 20 locations throughout the city. The bicycles could be used to travel to or from work, for work meetings, or simply to get some physical activity on a lunch break. For more information on active transportation, please refer to page 21 of the [Toolkit for Creating a Healthier Workplace](#).

## Closing

Throughout this process, the Health in All Policies subcommittee has learned several important lessons and identified opportunities for improvement, including:

- Due to the fact that Health in All Policies is a new paradigm, the majority of Metro departments are unfamiliar with the concept. Therefore, all Metro departments need continued education and support regarding Health in All Policies. This education and support should include how to adopt this new paradigm for healthy community policies, available resources, and how they can use the Health in All Policies approach to collaborate with other departments on policy issues.
- Some Metro departments have begun to incorporate Health in All Policies approaches into their planning and programming for employees, however other departments do not feel empowered to make these same healthy policy changes.
- The Health in All Policies survey needs to be shorter in length, and place greater emphasis on policies that impact residents as well as interdepartmental collaboration.

By embracing the Health in All Policies paradigm, Metro Government has the ability to be a leader in creating a healthier workplace for its employees, and a healthier Davidson County for all residents. The recommendations provided in this report create a solid foundation for change, and allow for continued growth in the future.

# Appendix A. Health in All Policies Survey

As you know, on November 16, 2012, Mayor Karl Dean called upon each of you to lead your department in considering and reflecting the likely health consequences in all of your department's policies, plans, projects and programs and to annually report your efforts in this regard to the Healthy Nashville Leadership Council (HNLC) which has been tasked with creating a working framework for this new Health in All Policies (HiAP) initiative.

HiAP is a collaborative approach that has been used both nationally and internationally to address the complex, myriad health problems facing our communities today. A HiAP approach recognizes that health and prevention are impacted by policies that are managed by not only government health departments, but also by non-health government and non-government entities. This multi-dimensional approach is being implemented and explored by the World Health Organization, governments of several western nations, other states within the United States, and is also encouraged by the Surgeon General of the United States. This is a systems change in our approach to planning for a healthy, livable, thriving Nashville for all future generations.

The types of complex health problems addressed by the HiAP initiative are multi-factorial with many inter-dependencies that are difficult to fully define and are lacking a clear solution. Often times it is found that the responsibility to address these health problems falls within multiple government departments. Nonetheless, these problems will shape the futures of our children and grandchildren and thus, require a new policy paradigm and innovative solutions that reach across departmental silos and promote co-benefits among stakeholders. Davidson County residents face a wide array of health related problems that are influenced by Metro departments' policies, plans, projects and/or programs. Some of these problems include access to affordable health care for all residents, creating tobacco-free environments, promoting opportunities for high quality and accessible education, providing intentional access and support for vulnerable and at-risk populations, and also providing safe communities that are free of crime and violence. To address these problems, we will have to plan for a healthy community, just as we now plan for economic prosperity, by identifying barriers and creating sustainable solutions.

So, what is a healthy community? A healthy community is "one that meets the basic needs of all residents, ensures quality and sustainability of the environment, provides for adequate levels of economic and social development, achieves health and social equity, and assures social relationships that are supportive and respectful." (California HiAP Task Force Report) Achieving a healthy community is a long term goal requiring a systems change in governmental decision making, creative problem solving and partnering of many community stakeholders. We will know we have achieved our goals when every existing and newly created Metro department policy, plan, project or program is viewed through the lens of health.

Please complete this survey no later than close of business on October 31, 2013. Surveys will be analyzed by the HNLC, and a final report will be submitted to Mayor Dean by January 31.

Please be aware that in order to save your work, you must have cookies enabled on your browser, and you must complete the current page you are working on and press "next." All questions marked with an \* (asterisk) requires an answer prior to saving your work. You may continue working on the survey at a later time, but you must do so from the same computer that you began working on the survey. Should you have any questions during this process, please contact Joe Pinilla at [joe.pinilla@nashville.gov](mailto:joe.pinilla@nashville.gov) or 880-3340.

Thank you,

Ted Cornelius  
Chair, Healthy Nashville Leadership Council

**\* 1. What is your name?**

**\* 2. For which Metro Department do you work?**

**\*3. What is your current job title?**

**For the upcoming questions, you will see five different forms of health. Included below are examples for each form of health.**

**Basic Needs** include, but are not limited to:

- Safe, sustainable, accessible and affordable transportation options
- Affordable, accessible and nutritious foods and safe drinkable water
- Affordable, high quality, socially integrated and location-efficient housing
- Affordable, accessible and high quality health care
- Complete and livable communities including quality schools, parks and recreational facilities, child care, libraries, financial services and other daily needs
- Access to affordable and safe opportunities for physical activity
- Able to adapt to changing environments, resilient, and prepared for emergencies
- Opportunities for engagement with arts, music and culture

**Quality and Sustainability of environment** includes, but is not limited to:

- Clean air, soil and water, and environments free of excessive noise
- Tobacco- and smoke-free
- Green and open spaces, including healthy tree canopy and agricultural lands
- Minimized toxics, greenhouse gas emissions and waste
- Affordable and sustainable energy use
- Aesthetically pleasing

**Economic and Social Development** includes, but is not limited to:

- Living wage, safe and healthy job opportunities for all, and a thriving economy
- Support for healthy development of children and adolescents
- Opportunities for high quality and accessible education

**Health and Social Equity** includes, but is not limited to:

- Support for vulnerable and at-risk populations

**Social Relationships** include, but are not limited to:

- Robust social and civic engagement
- Socially cohesive and supportive relationships, families, homes and neighborhoods
- Engaged faith-based communities
- Safe communities, free of crime and violence

**\*4. Please provide 1 internal policy, plan, project or program that currently impacts the health of your employees in a positive way. (For example, "A physical activity break is required for any Health Department meeting that lasts longer than 90 minutes.")**

**\*5. The policy, plan, project or program listed above affects what form(s) of health? (Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships

**\*6. Please provide 1 external policy, plan, project or program that currently impacts the health of Davidson County residents in a positive way. (For example, Metro Development & Housing Authority has made all of its senior high rise facilities smoke free.)**

**\*7. The policy, plan, project or program listed above affects what form(s) of health?**

**(Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships

**\*8. Please provide another external policy, plan, project or program that currently impacts the health of Davidson County residents in a positive way. (For example, Metro Parks has a policy that provides 75% healthy options for vending and concession stands in all parks.)**

**\*9. The policy, plan, project or program listed above affects what form(s) of health?**

**(Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships

**\*10. Please provide a third external policy, plan, project or program that currently impacts the health of Davidson County residents in a positive way. (For example, Metro Action Commission adopted a Gold Sneaker policy that provides nutrition and physical activity standards for all children in the Head Start Program.)**

**\*11. The policy, plan, project or program listed above affects what form(s) of health?**

**(Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships



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**Economic and Social Development** includes, but is not limited to:

- Living wage, safe and healthy job opportunities for all, and a thriving economy
- Support for healthy development of children and adolescents
- Opportunities for high quality and accessible education

**Health and Social Equity** includes, but is not limited to:

- Support for vulnerable and at-risk populations

**Social Relationships** include, but are not limited to:

- Robust social and civic engagement
- Socially cohesive and supportive relationships, families, homes and neighborhoods
- Engaged faith-based communities
- Safe communities, free of crime and violence

**\*12. Please provide 1 internal policy, plan, project or program which may or may not currently affect one or more form(s) of health, but if amended, could positively impact additional forms of health. (For example: XYZ Department provides access to water coolers, drinking fountains, and bottles of water for all employees. Your answer to question 13 would be "Basic Needs." However, if an amendment was made to discontinue providing bottled water in order to reduce waste, then your answer to question 14 would be Basic Needs, as well as Quality and sustainability of the environment.)**

**\*13. The policy, plan, project or program listed above currently affects what form(s) of health? (Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships
- None of the Above

**\* 14. Once the policy, plan, project or program listed above has been amended, it would affect the following form(s) of health? (Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships

**\* 15. Please explain how the amended policy, plan, project or program will affect additional forms of health. (Please note, that if the amended policy, plan, project or program expands upon the positive health benefits within the same health category such as "Basic Needs," please explain how it will do so.)**

**\* 16. What, if anything, is preventing you from amending the policy, plan, project or program listed in question 12?**

**\* 17. Please provide 1 external policy, plan, project or program which may or may not currently affect one or more areas of health, but if amended, could positively impact additional areas of health. (For example: Providing bicycle parking for new downtown developments is currently optional, so many downtown businesses may not have bicycle parking. However, if XYZ Department amended the policy to require bicycle parking to be available, then more employees and visitors would have options to store their bicycles when riding downtown. The amended policy would then impact Basic Needs and Quality of the environment, so you would indicate that on question # 19.)**

**\* 18. The policy, plan, project or program listed above currently affects what form(s) of health? (Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships
- None of the Above

**\* 19. Once the policy, plan, project or program listed above has been amended, it will affect the following form(s) of health? (Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships

**\* 20. Please explain how the amended policy, plan, project or program will affect additional forms of health. (Please note, that if the amended policy, plan, program, or procedure expands upon the positive health benefits within the same health category such as "Basic Needs," please explain how it will do so.)**

**\* 21. What, if anything, is preventing you from amending the policy, plan, project or program listed in question 17?**

**Economic and Social Development** includes, but is not limited to:

- Living wage, safe and healthy job opportunities for all, and a thriving economy
- Support for healthy development of children and adolescents
- Opportunities for high quality and accessible education

**Health and Social Equity** includes, but is not limited to:

- Support for vulnerable and at-risk populations

**Social Relationships** include, but are not limited to:

- Robust social and civic engagement
- Socially cohesive and supportive relationships, families, homes and neighborhoods
- Engaged faith-based communities
- Safe communities, free of crime and violence

**\*22. Please provide another external policy, plan, project or program which may or may not currently affect one or more areas of health, but if amended, could positively impact additional areas of health.**

**\*23. The policy, plan, project or program listed above currently affects what form(s) of health? (Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships
- None of the Above



**For the upcoming questions, you will see five different forms of health. Included below are examples for each form of health.**

**Basic Needs** include, but are not limited to:

- Safe, sustainable, accessible and affordable transportation options
- Affordable, accessible and nutritious foods and safe drinkable water
- Affordable, high quality, socially integrated and location-efficient housing
- Affordable, accessible and high quality health care
- Complete and livable communities including quality schools, parks and recreational facilities, child care, libraries, financial services and other daily needs
- Access to affordable and safe opportunities for physical activity
- Able to adapt to changing environments, resilient, and prepared for emergencies
- Opportunities for engagement with arts, music and culture

**Quality and Sustainability of environment** includes, but is not limited to:

- Clean air, soil and water, and environments free of excessive noise
- Tobacco- and smoke-free
- Green and open spaces, including healthy tree canopy and agricultural lands
- Minimized toxics, greenhouse gas emissions and waste
- Affordable and sustainable energy use
- Aesthetically pleasing

**\*24. Once the policy, plan, project or program listed above has been amended, it will affect the following form(s) of health? (Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships

**\*25. Please explain how the amended policy, plan, project or program will affect additional forms of health. (Please note, that if the amended policy, plan, project or program expands upon the positive health benefits within the same health category such as "Basic Needs," please explain how it will do so.)**

**\*26. What, if anything, is preventing you from amending the policy, plan, project or program listed in question 22?**

**\*27. Please provide a third external policy, plan, project or program which may or may not currently affect one or more areas of health, but if amended, could positively impact additional areas of health.**

**\*28. The policy, plan, project or program listed above currently affects what form(s) of health? (Please select all that apply.)**

- Basic Needs
- Quality and sustainability of the environment
- Economic and social development
- Health and Social Equity
- Social Relationships
- None of the Above

## Appendix B. Mayor Dean's Letter to Department Heads

### METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



KARL F. DEAN  
MAYOR

OFFICE OF THE MAYOR  
METROPOLITAN COURTHOUSE  
NASHVILLE, TENNESSEE 37201  
(615) 862-6000  
(615) 862-6040 FAX

November 16, 2012

Dear Department Heads and Members of the Healthy Nashville Leadership Council:

As you know, the short-term and long-term health of our community, our residents, and our employees are issues of growing concern and involvement for the Metropolitan Government. The National Prevention Strategy calls on local governments to "include health criteria as a component in decision-making," and declares that "opportunities for prevention increase when those working in housing, transportation, education, and other sectors incorporate health and wellness into their decision-making."

Accordingly, I am calling upon each of you, as a department head, to lead your department in considering and reflecting the likely health consequences in all of your department's policies, plans, projects, and programs. (Such health consequences could include, for example, air quality, water quality, nutrition access, and opportunities for physical activity.)

Additionally, I ask that each of your departments annually report your efforts in this regard to the Healthy Nashville Leadership Council, to the attention of the Director of Health, on or before October 31 of each year.

The Healthy Nashville Leadership Council was established in 2008 by Executive Order Number 25. The Leadership Council is charged with "assessing the health status and quality of life of Davidson County residents, assessing health systems for essential services, and assessing potential forces of change," as well as "establishing strategic priorities and mobilizing community initiatives to achieve improvements in health."

Accordingly, I specifically ask the Leadership Council to: 1, assess annually the Metropolitan Government's progress in promoting the positive physical health of its residents and employees, through the Government's policies, plans, projects, and programs; and, 2, report to the Mayor annually, on or before January 31 of each year, regarding the decisions and actions taken with the Metropolitan Government that promoted the positive physical health of residents and employees.

Thank you, in advance, for your engagement in this self-assessment. It is my hope that our deliberate consideration will lead to more positive impacts on health in all that the Metropolitan Government does.

Sincerely,



Karl F. Dean  
Mayor

## Appendix C. References

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