

Metropolitan Board of Health of Nashville and Davidson County

January 9, 2025, Regular Meeting Minutes

The regular meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Tené Franklin at 4:05 p.m. in the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209.

Present

Tené H. Franklin, MS, Chair
Calvin M. Smith III, MD, Member
Carol Ziegler, APRN, Member
Morgan McDonald, MD, Member
Joanna Shaw-KaiKai, MD, Interim Director of Health and Chief Medical Officer, Medical Services Director
Melva Black, EdD, Deputy Director
Jim Diamond, MBA, Finance and Administration Bureau Director
Ashley Harrington, Metro Animal Care and Control Director
Aaron Shelton, MBA, Human Resources Manager
Derrick Smith, JD, Metropolitan Department of Law

BOARD OF HEALTH

Public Comment Period

There were no requests to comment.

Declarations of Conflicts/Recusals or Communiques from the Public on Agenda Items

Chair Franklin asked that Board members who may have declarations of conflict or recusal, or who had had communiques from the public on agenda items, to state such. There were none.

Approval of December 12, 2024, Meeting Minutes

Dr. Ziegler made a motion to approve the December 12, 2024, meeting minutes as distributed. Dr. Smith seconded the motion, which passed unanimously.

Employee/Team Recognition

Dr. Shaw-KaiKai advised the Board that the December 2024 Employee Recognition process had not been finalized and those employees would be featured in the newsletter or at a future meeting.

Dr. Shaw-KaiKai recognized the MPHD family as they continue to strive toward the department's mission.

Presentation – Finance Budget Overview

Mr. Diamond gave a budget overview presentation. (Attachment I) A copy of his presentation will be sent to the board members after the meeting.

Approval of Grant Applications

There were no grant applications.

Approval of Grants and Contracts

Mr. Diamond presented 4 items.

1. **Grant from the Tennessee Department of Health – Tobacco Prevention & Cessation Services Grant Amendment**
Term: July 1, 2023 – June 30, 2027
Amount: \$260,000 (New Total \$520,000)

2. **Grant from the Tennessee Department of Health - Public Health Emergency Preparedness Grant Amendment**

Term: July 1, 2022 – June 30, 2027

Amount: \$106,098 (total award \$4,118,973)

3. **Contract with BlueCare Tennessee Medicaid**

Term: Execution + 5 years

Amount: NA

4. **Contract with BlueCross BlueShield Commercial**

Term: Execution + 5 years

Amount: NA

Dr. McDonald made a motion to approve items 1-4. Dr. Ziegler seconded the motion, which passed unanimously.

Report of Interim Director

Dr. Shaw-KaiKai referred to the update provided in the Board packet (Attachment II) and highlighted several items therein.

Report of Chair

Chair Franklin reported that Dr. Areola spoke at a joint meeting of the Budget and Finance Committee and the Public Health and Safety Committee on December 16. Metro Finance approved the compensation on December 17. Metro Council reviewed and approved the contract. Dr. Areola will start on February 3.

Board Retreat Date and Time Discussion

Chair Franklin suggested some dates for the retreat to be held. After discussion, Friday, March 28 from 8:30 a.m. to 1:30 p.m. was chosen. Meeting locations discussed were the Community Foundation, Family and Children's Services, Fort Negley, or Lentz. Location will be announced later.

Public Comment Period (Community Voices)

There were no requests to comment.

New Business

Review of Board Requests of the Department

- Regular updates on the proposed new Woodbine Clinic.
- Report to Board any MACC staff interactions with public where safety is concerned.
- Strategic Plan presentation at future meeting – January or February.
- Provide status of MPHD's financial health update to the Board on a quarterly basis.
- Provide a budget presentation at the yearly retreat including anticipated funding cuts.
- Budget presentation from meeting to be sent to the members.
- Create a short documentary video to be posted on MPHD social media sites highlighting the services offered at MACC.

Review of Departmental Requests of the Board

- Continue to advocate for a Woodbine Clinic replacement.
- Spread the word about the shelter veterinarian job posting.
- Support the request for funding for phase 2 EHR funding.

Chair Franklin asked Ms. Harrington to approach the podium and give an update on the job search for the Veterinarian. Ms. Harrington stated that the search is ongoing, and she has talked with someone that is interested; however, she is under contract with her current job.

Chair Franklin stated that it would be beneficial to have something in writing regarding the new Woodbine location so the board members could advocate i.e., what is timeline to do it, who are the target individuals to meet with, etc.

Adjournment

Dr. Smith made a motion to adjourn the regular meeting. Dr. Ziegler seconded the motion, which passed unanimously. The regular meeting adjourned at 5:37 p.m.

CIVIL SERVICE BOARD

Request to Schedule Public Hearing Regarding Veterinarian Pay Grade Adjustment

Mr. Shelton asked for the Board to consider changing the pay grade adjustment for the Veterinarian position. He reported that the job posting is on various sites, salary range is lower than the current job market, and we are looking for a shelter Veterinarian vs. a practice. He also indicated that it may be of benefit to offer a relocation fee or a sign-on bonus.

Chair Franklin asked Mr. Diamond if offering a relocation fee or a sign-on bonus could be done. Mr. Diamond stated that offering a sign-on bonus is not in the Civil Service Rules and offering a relocation fee possibly could be done.

Dr. Smith made a motion to schedule a public hearing to discuss the pay grade adjustment for the Veterinarian position at the next scheduled Board of Health meeting. Dr. Ziegler seconded the motion, which passed unanimously.

Personnel Changes

Mr. Shelton referred to the December 2024, Personnel Changes.

Adjournment

Chair Franklin adjourned the Civil Service Board meeting at 5:48 p.m.

Next Meeting

The next meeting of the Board of Health will be held Thursday, February 13, 2025, at the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209.

Tené H. Franklin
Chair