

Metropolitan Board of Health of Nashville and Davidson County
April 14, 2026, Board of Health Annual Retreat & Special Called Board of Health Meeting Minutes

The Board of Health Annual Retreat of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Tené Franklin at 8:44 a.m. at the West Police Precinct, 5500 Charlotte Pike, Nashville, TN 37209.

Present

Tené H. Franklin, MS, Chair
Marie Griffin, MD, Member
Carol Ziegler, DNP, Vice Chair
Rebecca Whitehead, MBA, Member
Morgan McDonald, MD, Member
Heather Corum Powell, Member
Jeffrey Stovall, MD, Member
Sanmi Areola, Ph.D., Director of Health
Jim Diamond, MBA, Finance and Administration Bureau Director
Joanna Shaw-KaiKai, MD, Medical Services Bureau Director
Abraham Mukolo, Ph.D., Epidemiology, Strategic Performance, Policy and Evaluation Bureau Director
Rachel Franklin, MBA, Communicable Disease and Emergency Preparedness Bureau Director
John Finke, PE, Environmental Health Bureau Director
D'Yuanna Allen-Robb, MPH, Population Health Bureau Director
Kristen Zak, MPA, MPH, Special Advisor to the Director
Matthew Peters, Public Information Officer
Kebera Leach, MPH, Health Strategist
Lauren Cromer, Director of Nutrition Services / WIC
Derrick Smith, JD, Metropolitan Department of Law

Board of Health Ethics Training

Mr. Smith presented to the Board of Health the annual Department of Law Training.

Ice Breaker

Chair Franklin shared an ice breaker with the Board of Health.

Roles and Responsibilities for Board of Health (interactive)

Chair Franklin presented to the Board of Health the roles and responsibilities.

Break

Strategic Plan

Ms. Leach presented the Strategic Plan implementation outline to the Board of Health.

Board of Health Annual Retreat Closing and Adjournment

Chair Franklin thanked everyone for their participation. Chair Franklin adjourned the retreat at 1:50 p.m.

Break

The Board of Health Special Called Meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Tené Franklin at 2:07 p.m. at the West Police Precinct, 5500 Charlotte Pike, Nashville, TN 37209.

Public Comment Period (Agenda Items)

There were no requests to comment.

Public Comment Period (Community Voices)

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 communications from the public on agenda items, to state such. There were none.

Deliberation of March 19, 2026, Meeting Minutes

Dr. Stovall made a motion to approve March 19, 2026, meeting minutes as distributed. Dr. Griffin seconded the motion, which passed unanimously.

Deliberation of Grant Applications

There were no grant applications.

Deliberation of Grants and Contracts

Mr. Diamond presented 2 items.

1. **STI Prevention Services grant**
Term: January 1, 2023 – December 31, 2027
Amount: \$218,400 (new total \$2,289,773)
2. **Nashville General MOU**
Term: Execution +1yr
Amount: \$150,000

Ms. Whitehead made a motion to approve items 1-2. Dr. Ziegler seconded the motion, which passed unanimously.

Adjournment

Dr. Stovall made a motion to adjourn the Special Called Board meeting. Ms. Whitehead seconded the motion, which passed unanimously. The regular meeting adjourned at 2:11 p.m.

CIVIL SERVICE BOARD

Public Hearing Regarding Job Descriptions and Qualifications for Nutrition Educator

Chair Franklin opened the floor for public hearing regarding job descriptions and qualifications for nutrition educator. Ms. Cromer stated she proposed the job descriptions and qualifications for a nutrition educator be updated to be more aligned with the State requirements. Ms. Cromer stated the current job description for a nutrition educator for Metro Public Health Department requires a nutrition degree and 1 year of experience. Ms. Cromer stated the State requirement is a bachelor's degree at an accredited university or college. Ms. Cromer stated that there are core classes instead of stating the requirement of a nutrition degree. Ms. Cromer stated those cores classes are 6

semester hours of nutrition, 4 of anatomy and physiology, and 3 in psychology or counseling. Ms. Cromer stated the job description needs to be updated to remain compliant with the State. Chair Franklin suggested listing a nutrition degree as a preferred qualification in the job description. Mr. McKissic stated that it is an option to add it as preferred and update the requirements to match the State. Ms. Cromer stated she agreed with the changes. Chair Franklin closed the floor for public hearing regarding job description and qualifications for nutrition educator.

Chair Franklin stated the request to vote for job descriptions and qualifications for nutrition educator will need to be added at next Board meeting.

Personnel Changes – March 2026

Mr. McKissic referred to the March 2026 Personnel Changes.

Adjournment

Chair Franklin adjourned the Civil Service Board meeting at 2:31 p.m.

Next Meeting

The next meeting of the Board of Health will be held Thursday, May 14, 2026, at the Lentz Public Health Center, 2500 Charlotte Avenue, Nashville, TN 37209.

Tené H. Franklin
Chair