

Metropolitan Board of Health of Nashville and Davidson County July 14, 2014 Meeting Minutes

The meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Vice Chair Dr. Ruth Stewart at 5:00 p.m. in room 212 of the Lentz Public Health Center, 311 23rd Avenue North, Nashville TN 37203.

Present

Ruth C. Stewart, MD, Vice Chair
Carol Etherington, MSN, RN, Member
Samuel L. Felker, JD, Member
Alicia Batson, MD, Member
William S. Paul, MD, MPH, FACP, Director of Health
Ashley Daugherty, JD, Deputy Director of Health
Stan Romine, Director of Finance and Administration Bureau
Tom Sharp, Director of Policy
Josh Lee, JD, Metro Department of Law

Board of Health Evaluation of Dr. Paul

The Board's contract with Dr. Paul stipulates that their evaluation of him will begin August 1, 2014 and be completed by the end of the calendar year. The evaluation subcommittee will be appointed at the August 14, 2014 meeting.

Approval of Dr. Paul's Professional Dues and Fees

Approval of Dr. Paul's Professional Dues and Fees was deferred to the August 14, 2014 meeting.

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. Contract with Belmont University, Worksite Point of Distribution (POD).
Compensation: \$0.00.
2. Grant: State of Tennessee, Department of Health, Public Health Emergency Preparedness. Compensation: \$820,900.00.
3. Grant: State of Tennessee, Department of Health, Healthy Start Home Visiting Program. Compensation: \$380,000.00 (\$190,000.00 per year for two years).

Mr. Felker made a motion to approve the grants and contracts as written. Ms. Etherington seconded the motion, which passed unanimously.

Grants Approval Process

Stan Romine explained that applications for grants would be brought to the Board for approval to give the Board opportunity to review.

Dr. Batson made a motion to permit grant applications to be signed by Dr. Paul and submitted to grantors, prior to and subject to Board approval, with such grant applications to be withdrawn if the Board does not approve. Ms. Etherington seconded the motion, which passed unanimously.

Approval of Metro Animal Care and Control Fee Schedule

Tom Sharp presented the Metro Animal Care and Control Fee Schedule for Board approval (Attachment I).

Mr. Felker made a motion to approve the Fee Schedule as submitted. Ms. Etherington seconded the motion, which passed unanimously.

Approval of June 12, 2014 Meeting Minutes

Dr. Stewart made a motion to approve the minutes of the June 12, 2014 meeting as written. Dr. Foster seconded the motion, which passed unanimously.

Report of Vice Chair

Dr. Stewart said that during her recent trip to Hawaii she noticed that smoking is not permitted in any public place. She expressed her interest in Nashville prohibiting smoking in all public places.

Report of Director

Copies of the Director's Update to the Board were provided to Board members (Attachment II). Dr. Paul gave a brief summary of the report; he also noted that the ribbon cutting for the new building would be held on Wednesday, July 30 and advised that Board members would receive the e-invitation from the Mayor's office.

Approval of Dr. Paul's Salary Adjustment

Mr. Felker made a motion to approve a 1% and a 2% increase in Dr. Paul's salary effective January 1, 2015, in accordance with the language in Dr. Paul's contract regarding salary increases. Ms. Etherington seconded the motion, which passed unanimously.

CIVIL SERVICE BOARD

Personnel Changes and Exit Interviews

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

Request to Extend Out-of-Class Pay

Stan Romine asked the Board to approve out-of-class pay for Tina Lester should the Population Health Bureau Director position not be filled prior to the August 14, 2014 Board of Health meeting. He explained that the maximum number of days of out-of-class pay within Dr. Paul's authority to grant would be exhausted prior to the August meeting.

Ms. Etherington made a motion to approve the request for out-of-class pay as requested. Mr. Felker seconded the motion, which passed unanimously.

Scheduling of the Personnel Committee to Hear a Grievance Appeal

The Personnel Committee scheduled the hearing of Charncey Springer's appeal of a grievance decision at 1:00 p.m. on Thursday, August 7, 2014.

[Recorder's Note: The hearing of Mr. Springer's appeal was subsequently rescheduled to occur on Friday, August 22, 2014 at 3:00 p.m.]

Request for Reconsideration

The Personnel Committee scheduled the hearing of Linda Shaw's Request for Reconsideration at 3:00 p.m. on Thursday, August 7, 2014.

Next Meeting

The next regular meeting of the Board of Health will be held at 4:00 p.m. on Thursday, August 14, 2014, in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville TN 37209.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Ruth C. Stewart, M.D.
Vice-Chair



**Metropolitan Nashville Board of Health
 Animal Care and Control Adoption Fee Schedule**

Dogs – Single adoption*	\$90.00
Dogs – Litter mates/double adoptions	\$135.00/pair
Cats (1 year and up) – Single adoption	\$40.00
Cats – Litter mates/double adoptions.	\$60.00/pair
Kittens	\$60.00
Kittens – Litter mates/double adoptions	\$90.00
Birds	\$15.00
Rabbits	\$5.00
Ferrets	\$10.00
Snakes and lizards	\$10.00
Guinea pigs and hamsters	\$5.00
Livestock	\$50.00
Seniors -- Dogs (Person 60+ years or dog 5+ years)	\$45.00
Seniors – Cats (Person 60+ years or cat 5+ years)	\$20.00
Special Community Adoption Events	Per Discount Calendar
Special needs animals (requires approval)#	\$15.00
Certified MACC Partners	Half Price
Military veterans and Metro Employees**	Half Price
Certified Storefront Partners	\$ 0.00
Certified MACC Shelter Partners	\$ 0.00
TNVR Cats	\$ 0.00
“Urgent” Animals	Public: Half Price / Partner: \$ 0.00
“Last Call” Animals	\$ 0.00
Excess Capacity Discount (at MACC Manager’s discretion)	\$ 0.00 or above

* Adoption fees include spay/neuter, rabies vaccination, medication and first series of shots

Special needs approval by MPHD Director or designee

**Dogs and Cats only; maximum of three animals in any 12-month period

Director's Update to the Board of Health

July 10, 2014

The Move to New Headquarters

The reality of our move is palpable now and will consume much of our time and energy for the coming month, but the work of the department will go on as smoothly as possible.

For all that has been done to prepare, the actual process of relocating 300+ people, their files, computers, telephones, clinical equipment and paper clips is just now under way in earnest.

The first big relocation comes tomorrow when those who will work on the third floor will shift to 2500 Charlotte Pike. Those are Finance and Administration, Environmental Health, Epidemiology, Community Health and Public Health Emergency Preparedness. The print shop and inventory move on the 16th. The second floor occupants of the new building move in on the 18th — Children's Special Services, Dental, Director's office, Occupational Health, Immunizations, FYI and Population Health. Also that day we will relocate several people who have been at Metro Southeast. TB and Pharmacy move in on the 23rd. On the 25th the rest of the new first floor moves in — STD, Behavioral Health, Medical Records, Preventive Health and WIC. The clinics are in the last wave.

The official ribbon-cutting ceremony with Mayor Dean is scheduled for July 30th at 10 a.m.

There will be a community open house this fall.

I want you to know how much I appreciate the staff, their upbeat attitude and flexibility working through and around the challenges of moving our large and complex operation. Special thanks to Tatum Johnson and Stan Romine who are playing major roles in the transition to the new building, as well as the communications team.

We said goodbye to this building this morning. Current and former employees were invited to share their stories of working here. We have pictures and memory cards if you'd like to see them.

Improve access to preventive, medical and behavioral health services

HIV Testing Day

We participated in a National HIV Testing Day event at TSU at the end of June, and were pleased to have Mayor Dean join us. We provided HIV testing and information on sexually transmitted diseases as well as family planning.

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

Nashville Next

We continue providing input into the Nashville Next general plan for the city. The planning process has ensured that there is a solid recognition of the interrelationship of health and equity with the built environment, transportation, economic growth and many other aspects of a dynamic city. We will continue to advocate and facilitate health being a critical part of decisions that are made as Nashville plans for the next 25 years.

Management and Accountability

Transitions

Nancy Horner has announced her retirement this summer. I am very indebted to Nancy as she has led the formation of the Communicable Disease and Emergency Preparedness Bureau, as well as making significant advances in each of the programs that make up the bureau. You will be hearing from these programs in future board meetings. She has been a truly dedicated and professional public health nurse, manager, mentor, and leader — truly one of the best I've known. Her retirement is a loss for us, but a well-deserved break from years of working above and beyond the call of duty. We wish her a relaxing, healthy and well deserved retirement with her husband, and we look forward to her volunteer services at the Metro Archives where she will resume work that she started years ago documenting the history of the Metro Public Health Department.

Monthly MACC Metrics

Report prepared by Brent Hager

Report Covers Month of: Jun-14

	Program/Service	Current Month	Same Month Previous Year	% Difference	YTD	YTD Previous Year	% Difference
1	INTAKE	955	895	7%	8511	8628	-1%
	Dogs	385	378	2%	4672	4694	0%
	Cats	570	517	10%	3839	3934	-2%
2	ADOPTIONS	121	149	-19%	1548	1301	19%
	Dogs	73	105	-30%	1089	966	13%
	Cats	48	44	9%	459	335	37%
3	RESCUE/TRANSFER	66	10	560%	589	102	477%
	Dogs	59	5	1080%	417	70	496%
	Cats	7	5	40%	172	32	438%
4	EUTHANIZED	649	692	-6%	5574	6578	-15%
	Dogs	167	233	-28%	2565	3087	-17%
	Cats	482	459	5%	3009	3491	-14%
5	SPAY/NEUTER @ MACC	113	97	16%	1203	1035	16%
	Dogs	91	68	34%	888	734	21%
	Cats	22	29	-24%	315	301	5%
6	ROVER SPAY/NEUTER @ MACC	25	30	-17%	476	166	187%
	Dogs	4	13	-69%	230	109	111%
	Cats	21	17	24%	246	57	332%
7	SPAY/NEUTER @ OUTSIDE VETS	32	17	88%	228	116	97%
	Dogs	32	14	129%	199	106	88%
	Cats	0	3	-100%	29	10	190%
8	SERVICE REQUESTS/COMPLAINTS	1212	947	28%	12362	13091	-6%