

## **Metropolitan Board of Health of Nashville and Davidson County April 14, 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. The meeting was originally scheduled on April 9 but was postponed due to a lack of quorum.

### **Present**

Sam Felker, JD, Chair  
Carol Etherington, MSN, RN, Vice Chair  
Henry W. Foster, Jr., MD, Member  
Francisca Guzmán, Member  
Ruth Stewart, M.D., Member  
William S. Paul, MD, MPH, FACP, Director of Health  
Ashley Daugherty, JD, Deputy Director of Health  
Jim Diamond, Interim Director of Finance and Administration bureau  
Becca Morris, Public Relations Coordinator  
Lauren Bluestone, Director of Metro Animal Care and Control program  
Josh Lee, JD, Metro Department of Law  
Natalie Corwin, director of Pet Community Center

### **BOARD OF HEALTH**

#### **Approval of Resolution Honoring Stan Romine**

Chairman Felker read the resolution honoring Stan Romine (Attachment I).

**Ms. Etherington made a motion to approve the resolution honoring Stan Romine. Dr. Foster seconded the motion, which passed unanimously.**

#### **Community Cats (Trap, Neuter, Vaccinate, Return)**

Becca Morris introduced Natalie Corwin, director of the Pet Community Center (PCC), who updated the Board on the status of the Trap, Neuter, Vaccinate and Return (TNVR) pilot project, which the Board approved in June 2014 (Attachment II).

Lauren Bluestone, director of Metro Animal Care and Control, shared that MACC receives 70 per cent fewer cats from the zip codes addressed in the current TNVR program and expressed her appreciation to Ms. Corwin for PCC's management of the program.

Ms. Morris asked that the Board approve expansion of the TNVR program to additional zip codes as PCC is able to secure funding. Ms. Corwin advised that likely areas for expansion would include Madison, Dickerson Road and Antioch.

**Dr. Foster made a motion to approve Metro Animal Care and Control's expansion of the Trap, Neuter, Vaccinate and Return program to additional zip codes as Pet Community Center is able to secure funding for such expansion. Ms. Guzmán seconded the motion, which passed unanimously.**

#### **Discussion of MPHD's Strategic Plan 2015-2020**

Board members offered suggestions for revisions to the Department's draft Strategic Plan. Dr. Paul advised that the suggestions would be incorporated and a new draft would be presented at the May meeting.

#### **Update on Facilitation Services for the Executive Management Team**

Chairman Felker advised that professional consultation services were being sought to facilitate the anticipated changes to the Executive Management Team as vacancies are filled, and provide leadership training and guidance to Dr. Paul.

#### **Approval of Grant Application**

Jim Diamond presented one grant application for approval:

Application to Robert Wood Johnson Foundation (RWJ) - Roadmaps to Health Action. Term: May 15, 2015 through May 16, 2016. Compensation: up to \$10,000.00.

**Dr. Stewart made a motion to approve the grant applications. Ms. Guzmán seconded the motion, which passed unanimously.**

#### **Approval of Grants and Contracts**

Jim Diamond presented the grants and contracts for approval:

1. Grant from the State of Tennessee Department of Health – Letter of Agreement: Special Needs Funding (Tobacco Settlement). Term: January 1, 2015 through December 31, 2015. Compensation: \$337,780.00.
2. Approval to sign Organizational Access Agreement with Availity, LLC. Term: Upon signing; no specified end date. Compensation: \$0.00.
3. State of Tennessee Department of Health Contract Amendment 1 – Chronic Disease and School Health Grant. Term: May 15, 2015 through June 30, 2016. Compensation: \$90,600 increase of \$20,000.

**Dr. Stewart made a motion to approve the contracts as presented. Ms. Guzmán seconded the motion, which passed unanimously.**

#### **Approval of March 12, 2015 Special Meeting Minutes**

**Dr. Stewart made a motion to approve the minutes of the March 12, 2015 special meeting as submitted. Dr. Foster seconded the motion, which passed unanimously.**

### **Approval of March 12, 2015 Regular Meeting Minutes**

**Dr. Stewart made a motion to approve the minutes of the March 12, 2015 regular meeting as submitted. Ms. Guzmán seconded the motion, which passed unanimously.**

### **Report of Director**

Copies of the Director's Update to the Board were provided to Board members (Attachment III). Dr. Paul gave a brief summary of the report.

### **Report of Chair**

Chairman Felker attended the Mayor's budget hearing and is hopeful that the three percent cut to the Department's budget will not be implemented.

Chairman Felker noted the importance of a billing coordinator at the Department and that he is talking with Dr. Paul to determine how that might be accomplished.

Chairman Felker also shared that Mayor Dean is interested in further discussion of formation of a public health foundation that would provide funding for public health programs that would not be funded by local or grant funds.

Chairman Felker thanked Ashley Daugherty, who is leaving the department, for her service to the Department. He emphasized her strong, smart and capable leadership, and especially noted her accomplishments in clarifying the grants process, and helping implement the turnaround at MACC.

Chairman Felker asked Dr. Paul about the current or pending vacancies on the Executive Management Team. Dr. Paul shared details about each of the four positions and the process utilized in hiring. Chairman Felker expressed his desire for a Board member to be engaged in the process as the positions are filled.

Chairman Felker shared that his understanding is that the Department will reach out to each of the charter schools to provide school nursing services, and Dr. Paul confirmed that efforts are being considered and will be made.

## **CIVIL SERVICE BOARD**

### **Personnel Changes**

Jim Diamond presented the personnel changes, which were unremarkable.

Mr. Diamond advised that the revised exit interview report would be presented to the Board at the June meeting.

**Next Meeting**

The next regular meeting of the Board of Health will be held at 4:00 p.m. on Thursday, May 14, 2015, in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville TN 37209.

The meeting adjourned at 5:30 p.m.

Respectfully submitted,

Carol Etherington, MSN, RN  
Vice Chair