

Metropolitan Board of Health of Nashville and Davidson County

July 23, 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 4:10 p.m. in the Board Room, on the third floor of the Lentz Public Health Center, 2500 Charlotte Avenue, Nashville TN 37209.

Present

Sam Felker, JD, Chair
Carol Etherington, MSN, RN, Vice Chair
Alicia Batson, MD, Member
Henry W. Foster, Jr., MD, Member
Francisca Guzmán, Member
Margreete Johnston, MD, Member
William S. Paul, MD, MPH, FACP, Director of Health
Celia Larson, PhD, Director of Grants Office
Leslie Robeson, Human Resources Director
Josh Lee, JD, Metro Department of Law

BOARD OF HEALTH

Presentation of Strategic Operational Plan

Dr. Paul referred to the Operational Plan that supports the recently approved Strategic Plan 2015-2020. Chairman Felker asked that Board members review the Operational Plan for discussion at a future meeting.

Approval of Grant Applications

There were no grant applications.

Approval of Grants and Contracts

Celia Larson presented the grants and contracts for approval:

1. Voluntary Paternity Acknowledgment Provider Agreement (VAoP) with Tennessee Department of Human Services. Term: July 1, 2015 through June 30, 2016; Amount: \$20.00 per each Voluntary Acknowledgment obtained.
2. Grant Amendment from Tennessee State Department of Health - Immunization Services. Term: January 1, 2015 through December 31, 2015 (Amendment effective September 1, 2015); Amount: \$512,400.00 (no change).

Ms. Guzmán made a motion to approve the grants and contracts as presented. Ms. Etherington seconded the motion, which passed unanimously.

Approval of June 11, 2015 Meeting Minutes

Ms. Etherington made a motion to approve the minutes of the June 11, 2015 meeting as written. Dr. Batson seconded the motion, which passed unanimously.

Report of the Chair

Chairman Felker and the Board welcomed Dr. Margreete Johnston to the Board. A graduate of Meharry Medical College, Dr. Johnston is a physician at Children's Clinic East in Hermitage.

Chairman Felker noted that he and Dr. Paul had met with Senator Bill Frist and members of his organization NashvilleHealth, to discuss future potential support of community health improvement.

Report of the Director

Dr. Paul referred to the Director's Update provided in the Board packet ([Attachment I](#)) and gave a brief summary of the report.

Board members made requests for additional specific information to be included in the Metro Animal Care and Control report included in the Director's Update.

Chairman Felker asked Dr. Paul to provide a brief update on the progress of hiring for the vacant senior staff positions, which Dr. Paul provided. Chairman Felker also thanked Ms. Etherington for her time and effort in observing the hiring process.

CIVIL SERVICE BOARD

Approval of Extension of Out-of-Class Pay

Dr. Paul asked the Board to approve the extension of out-of-class pay for three employees who had already or would soon exhaust 100 days of out-of-class pay for positions in which they serve as interim managers.

Ms. Guzmán made a motion to approve the extension of out-of-class pay for three employees serving in positions as interim managers. Dr. Foster seconded the motion, which passed unanimously.

Approval of Extension of Administrative Leave

Dr. Paul asked the Board to grant up to ten additional work days of administrative leave, as needed, for an employee currently in a disciplinary process, and who would exhaust on Friday, July 24, the 10 days of leave already granted by Dr. Paul.

Dr. Foster made a motion to grant up to ten additional work days of administrative leave, as needed, to an employee in a disciplinary process. Ms. Guzmán seconded the motion, which passed unanimously.

Personnel Changes

Leslie Robeson presented the personnel changes. She explained that the volume of Metro Animal Care and Control personnel listed was due to the implementation of the new job descriptions the Board had approved in January 2015.

Proposed Civil Service Rules Revisions

Leslie Robeson presented a draft of the proposed Civil Service Rules Revisions and asked that the Board schedule a hearing to hear comment about the proposed revisions. Board members shared initial suggestions and were invited to share additional concerns or questions by Friday, July 31 so that a revised draft could be shared for staff to review prior to a hearing.

A public hearing was scheduled on Thursday, August 13 to hear comment about the proposed revisions.

Next Meeting

The next regular meeting of the Board of Health will be held at 4:00 p.m. on Thursday, August 13, 2015, in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville TN 37209.

A public hearing will be held at 4:30 on Thursday, August 13 in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville TN 37209. The Board will hear comments about the proposed Civil Service Rules revisions.

The meeting adjourned at 5:35 p.m.

Respectfully submitted,

Samuel L. Felker, J.D.
Chair