

Metropolitan Board of Health of Nashville and Davidson County September 17, 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.

Present

Sam Felker, JD, Chair
Carol Etherington, MSN, RN, Vice Chair
Alicia Batson, MD, Member
Margreete Johnston, MD, Member
William S. Paul, MD, MPH, FACP, Director of Health
Jim Diamond, Interim Director of Administrative Services bureau
Staci Cannon, DVM
Josh Lee, JD, Metro Department of Law

BOARD OF HEALTH

September 25, 2015 Board Retreat Agenda

Chairman Felker referred to the Board Retreat agenda and asked for comments and suggestions. He noted that Jim Diamond would also present a report on the Administrative Services bureau and requested that bureau directors be prepared to address Key Results Measures in their presentations.

Review of Strategic Operational Plan

Dr. Paul referred to the Operational Plan that had been provided to the Board and welcomed questions. Chairman Felker suggested that the plan be discussed at the September 25 Board Retreat if time permitted. He also asked Dr. Paul to identify the key members of the Performance Monitoring Team. Tracy Buck and Jason Stamm serve as co-chairs; members are D'Yuanna Allen-Robb, Judi Grimes, Dr. Celia Larson, Becca Morris, Ashley Pierre-Saint, Dr. Michael Rickles and Dr. John Vick.

Approval of Grant Applications

Jim Diamond presented four grant applications for approval:

1. Partnership Grant: Nashville Public Library Foundation - 'Be Well at NPL'. Term: January, 2016 through December, 2016. Amount: \$50,000.00 (\$0.00 - MPH).D).
2. Retail Program Standards Grant Program. Term: December, 2015-November, 2016. Amount: \$6,000.00 (2 @\$3,000.00 each)
3. Application to Best Friends Animal Society for Participation in the Community Cats Program. Term: NA. Amount: \$0.00.
4. Part A Ryan White Program. Term: March 1, 2016 through February 28, 2016. Amount: \$4,682,114.00

Dr. Batson voiced concern about the expansion of the Community Cats Program and requested that a report detailing the risks and benefits of the Trap, Neuter, Vaccinate and Return (TNVR) program in Nashville and similar programs in other cities. She asked that the report include data from the Communicable Disease division; an assessment of the TNVR program in the zip codes in which the program is operating; and any increase or decrease in disease or health risks. She asked that the report

be submitted to the Board before approval is sought for the proposed agreement. Chairman Felker noted that this Board action approved only the application, and that the agreement itself would come back to the Board for approval if Best Friends Animal Society accepted the application.

Dr. Johnston made a motion to approve the grant applications as presented. Ms. Etherington seconded the motion, which passed unanimously.

Approval of Grants and Contracts

Jim Diamond presented the grants and contracts for approval:

1. Contract with TriStar Summit Medical Center, Worksite POD. Term: August 21, 2015 or at initiation of contract for five years. Amount: \$0.00.
2. Contract with United Neighborhood Health Services Amendment 1. Term: July 1, 2015 through June 30, 2016. Amount: \$355,200.00

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

Approval of August 13, 2015 Meeting Minutes

Ms. Etherington made a motion to approve the minutes of the August 13, 2015 meeting as written. Dr. Johnston seconded the motion, which passed unanimously.

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. He drew attention to the Immunization promotion efforts for rising seventh graders. Dr. Johnston asked that additional effort be made in the future to increase immunization rates before the start of the school year.

Report of the Chair

Chairman Felker advised that Mayor-Elect Barry's inauguration was scheduled for Friday, September 25, 2015, and that he hoped the time would not interfere with the Board Retreat. He also said that he and Dr. Paul plan to meet with Mayor Barry shortly after her inauguration to discuss how Health will figure into the new administration.

He also reported that he had attended MARS Pedigree's presentation of funds awarded to Mayor Dean for improving dog parks. The event was held at Metro Animal Care and Control on August 31.

CIVIL SERVICE BOARD

Personnel Changes

Jim Diamond presented the personnel changes. He noted that Paxton Montgomery had been re-employed from the layoff recall list; two others remain on the recall list.

Assignment of Committee to Address Stage III Grievance

Chairman Felker agreed to serve as a member of the Personnel Committee to hear the Stage III grievance, and assigned Dr. Batson, Dr. Foster and Ms. Guzman to the committee. Josh Lee advised that two members of the committee were required to hear the grievance and make a recommendation to the full Board.

Consideration of Proposed Civil Service Rules Revisions

Jim Diamond presented the latest draft of the Proposed Revisions to the Civil Service Rules, which incorporated the changes suggested by the Board at the August 13, 2015 meeting. Chairman Felker recommended that the revisions be considered at a future meeting when the full Board was in attendance.

Consideration of Policy 1.2

Jim Diamond referred to Policy 1.2, which had been provided to the Board members. Discussion was held and Chairman Felker recommended that the policy be considered further at a future meeting when the full Board was in attendance.

Next Regular Meeting

The next regular meeting of the Board of Health will be held at 4:00 p.m. on Thursday, October 22, 2015, in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville TN 37209.

The meeting adjourned at 5:12 p.m.

Respectfully submitted,

Samuel L. Felker, J.D.
Chair

Director's Update to the Board of Health

September 2015

Promote and Support Healthier Living

Breastfeeding Celebration

The WIC program sponsored a WIC Breastfeeding Celebration at the Nashville Fairgrounds last month that was a success. There were partners and vendors to provide support, encouragement and education to pregnant and breastfeeding mothers (119 of whom signed in), their infants, children and families. There were presentations on pregnant and breastfeeding mothers' rights, as well as on childhood injury prevention. WIC and the Nashville Public Library joined to present an interactive puppet show, one of many games and activities for the young ones. Healthy WIC snacks were available to sample, and door prizes (car seats, Pack 'n' Plays) were awarded. The entire WIC staff was involved in planning and executing the event, and tip of the hat to them for their efforts and success.

Create Healthier Community Environments

HNLC

The Healthy Nashville Leadership Council is digging into its Community Health Improvement Plan work, with three sub-groups meeting here over the last month (in the priority areas of: Advance Health Equity, Support Mental and Emotional Health, and Improve the Natural and Built Environments). This is important work to sustain across mayoral administrations.

Vehicle Emissions

Our current plan for rebidding the vehicle inspection contract anticipates a finalized Request for Proposal released by the end of October. The goal is to have a contract awarded and approved by both this body and the Metro Council by the end of the year, 18 months before the expiration of the current contract.

MACC

Thanks to Mayor Dean and generous support from Mars Petcare, we challenged Nashville to help us find homes for all of our animals with a free adoption effort dubbed the "Clear Out the Shelter Event" over Labor Day weekend. In two days 104 animals were adopted from our shelter. The concentrated effort helped us move beyond the usual adoption groups. Among them, Roll Tide, a yellow lab nearly 10 years who is heartworm positive, which until recently would have been a death sentence. Through our partnership with Pet Community Center, Roll Tide will get heartworm treatment free of charge to his new owner. The MACC staff and volunteers are to be commended on an outstanding job.

Prevent and Control Epidemics and Respond to Public Health Emergencies

CASPER

Health Department staff will be out in the community Sept. 29-30 conducting health assessments as part of an emergency preparedness exercise. Grant funding for emergency preparedness requires the health department to conduct a Community Assessment for Public Health Emergency Response (CASPER). CASPER is a scientific tool used to quickly assess the needs of a community by strategically collecting a certain number of surveys from different parts of the county (approximately 220 surveys). In the event of

an emergency, this information will guide responses to the areas of greatest need. While the CASPER exercise obviously will not have the urgency of a true emergency, a part of it is to train our staff to respond in the event of the real thing. For this particular exercise, we will include overall public health and emergency preparedness questions to help us better understand community health issues.

Back-to-School Immunizations

Board members asked for an update on Metro School and Health Department efforts to make sure children are up to date on immunizations as they enter 7th grade. The question was raised after hearing that more than 50 percent of Metro's 7th grade students were out of compliance on the first day of school. The Health Department has partnered with Metro Nashville Public Schools for several years as part of an effort to make sure children received the vaccinations required for school attendance in Tennessee. MNPS is committed to preparing children for each school year and it is a priority of MNPS, with support from us, to reach out to families about varicella and TDap boosters required for children entering 7th grade.

MNPS uses a wide range of communication methods including email, "recorded message call outs," school websites, social media, special events, and printed material to reach families before their child enters 7th grade. The Health Department works closely with MNPS to ensure information is up to date and accurate.

What follows are a few examples of the outreach efforts by MNPS and MPHD to reach families of children who will be entering 7th grade:

- A joint letter from Schools and Health about the required immunizations is sent home when 6th grade students return from Winter Break.
- MNPS follows that letter with "recorded message call outs" to each 6th grader's home. Those call outs are placed in early spring and continue through the summer.
- Emails about the required immunizations are sent to families during the same time period.
- Information about required immunizations is placed on the "Immunization Page" of MNPS's website, in enrollment packets, enrollment center, and in their back-to-school guide.
- Two additional joint letters about required immunizations are sent home closer to the end of the spring semester.
- For several years Metro Schools and the Health Department have pushed messages about required immunizations through news releases and media interviews. We continue that effort.

The Health Department has partnered with MNPS the past two years on a special one-stop back-to-school event at Lentz. This year's event was on a Saturday in July. Families have access to everything they might need to register for school. This includes MNPS staff and their computers on site to register children, and MPHD staff on site to provide birth certificates, immunization records, and nurses on hand in the clinic to provide the require immunizations. We are already planning next year's event.

The Health Department has added social media messaging and messaging on the television monitors at Lentz to provide reminders of the required immunizations. These messages ran during the summer.

The overall percentage of children who were out of compliance on the first day of school this year is similar to last year – more than 50 percent. Many of those children had received the required immunizations but had not provided their Tennessee Immunization Record to their school.

Metro Schools reported a decrease in the percentage of children out of compliance at the end of the seven-day grace period. Last year there were 24 percent of 7th grade students out of compliance at the end of the grace period compared to 17 percent this year. As of last week Metro Schools reported 100 percent of 7th grade students were compliant.

Immunization Audit

The Metropolitan Nashville Office of Internal Audit, under direction of the Metropolitan Nashville Audit Committee, will be performing an audit of the Health Department Immunization Program in coming weeks. The audit is a standard part of the office's operations and will assess the management of the immunization program.

Strengthen and support the public health workforce

Service Awards

We held our annual Service Awards recognition ceremony since we last met. All told, 47 people hit a milestone of service years divisible by five, with a collective 720 years of service to MPH and the citizens of Davidson County. The longevity champion in this year's group was John Dunn, who was recognized for his 40 years in the department. Linda Shaw and Katherine Mumphrey each reached 35 years. My congratulations and appreciation to all of them.

Strengthen organizational performance

Board Retreat

A reminder the Board retreat is a week from tomorrow, in this room, from 8 a.m. to 1 p.m.

Strategic Plan

I have met with staff from each bureau to present the new strategic plan. These were an opportunity to engage with the staff over our blueprint for the next five years and I appreciate their time and input.

Develop and strengthen community collaboration

Governor's Health Care Leadership Retreat

I've been invited to attend a forum called Tennessee Building Momentum Toward Better Health and Prosperity over the next two days. It is being hosted by Gov. Haslam and is sponsored by the National Governor's Association and the National Academy of Medicine. The forum has some population health focus, with sessions on the built environment, access to opportunities for physical exercise, food access, community engagement, healthy workforces and others that are aligned with the work we do here.

Enhance public health communication

Metro Council

I began meetings this week with Metro Council members whose election was finalized in the August voting. We have begun setting a new series of meetings with those who were not elected until last week. Our goal is to familiarize them with the department and its operations and broaden their understanding of who we are and what we do. We want them to know who to call when a constituent raises an issue, and to have a solid foundational awareness of our work when we present our annual budget or a capital improvement request, or otherwise interact with the legislative branch.

Metro Animal Care and Control

Monthly Report
AUGUST 2015

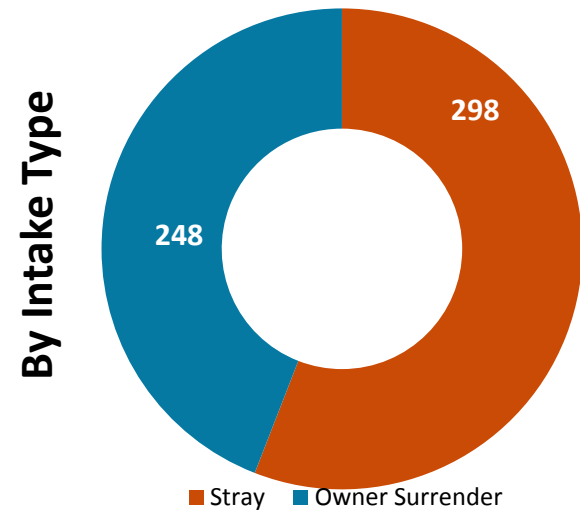
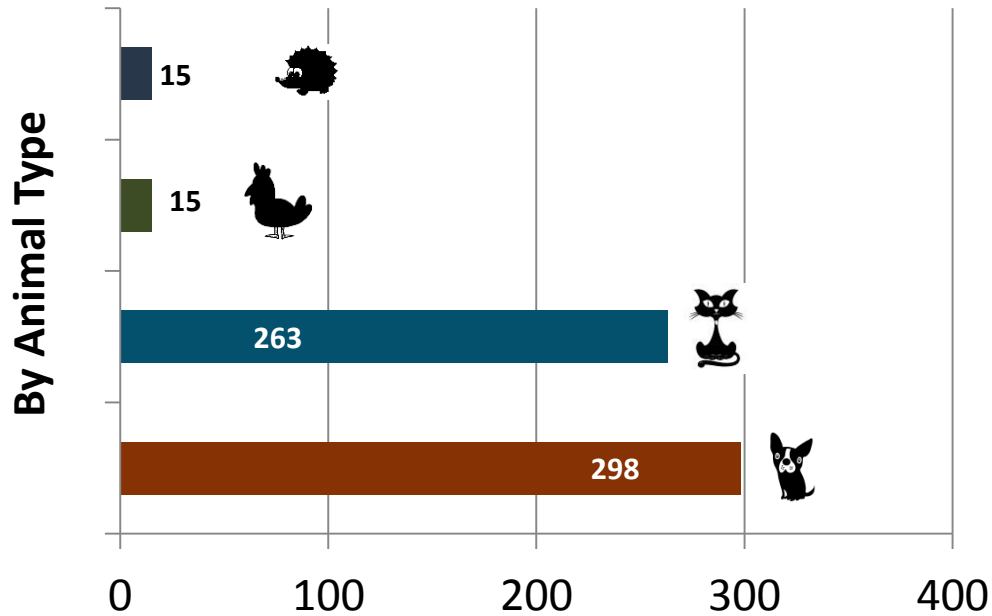


METRO NASHVILLE
ANIMAL CARE & CONTROL

August 2015 Intakes

| | Kitten | Adult Cat | Puppy | Adult Dog | Other | Wildlife | Total |
|-------------------------------|------------|------------|-----------|------------|-----------|-----------|------------|
| Owner Surrender | 70 | 55 | 24 | 90 | 9 | 0 | 248 |
| Request for Humane Euthanasia | 21 | 13 | 0 | 11 | 0 | 0 | 45 |
| Stray | 71 | 33 | 38 | 135 | 6 | 15 | 298 |
| Total | 162 | 101 | 62 | 236 | 15 | 15 | 591 |

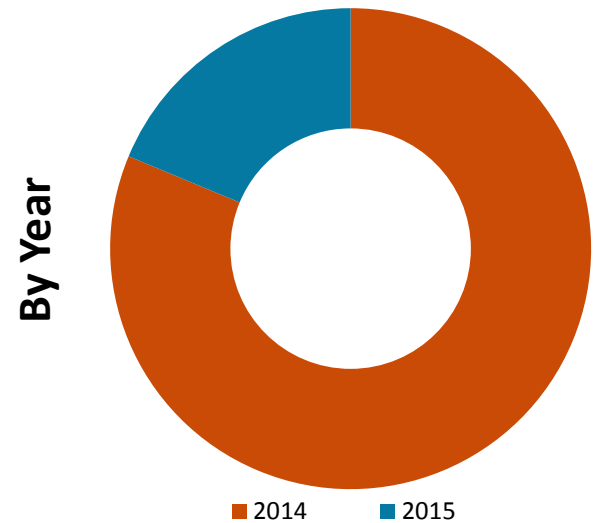
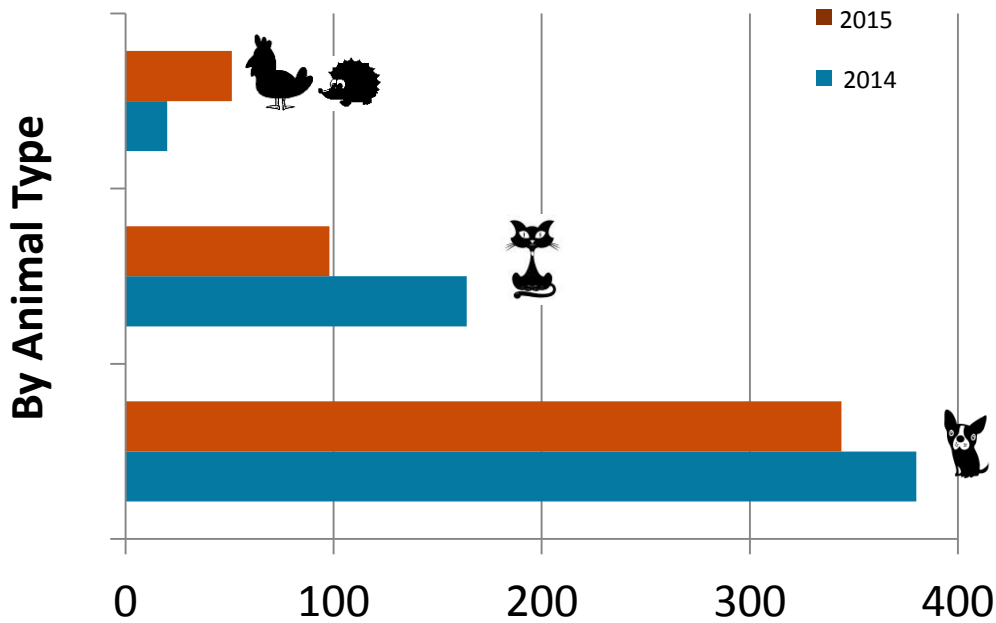
Kitten/Puppy: 6 weeks old to 11 months old
Adult Cat/Dog: 1 year or older
Other: Includes Livestock, small animals



August 2014 to 2015 Intakes

| | 2014 | | | | 2015 | | | |
|--|------------|------------|-----------|------------|------------|------------|-----------|------------|
| | Cats | Dogs | Other | Total | Cats | Dogs | Other | Total |
| Owner Surrender | 160 | 236 | 0 | 396 | 125 | 114 | 9 | 248 |
| Request for Humane Euthanasia (Owner Surrender) | 3 | 23 | 0 | 26 | 34 | 11 | 0 | 45 |
| Stray | 278 | 222 | 72 | 572 | 104 | 173 | 21 | 298 |
| Total | 441 | 481 | 72 | 994 | 263 | 298 | 30 | 591 |

Other: Includes Livestock, small animals and wildlife



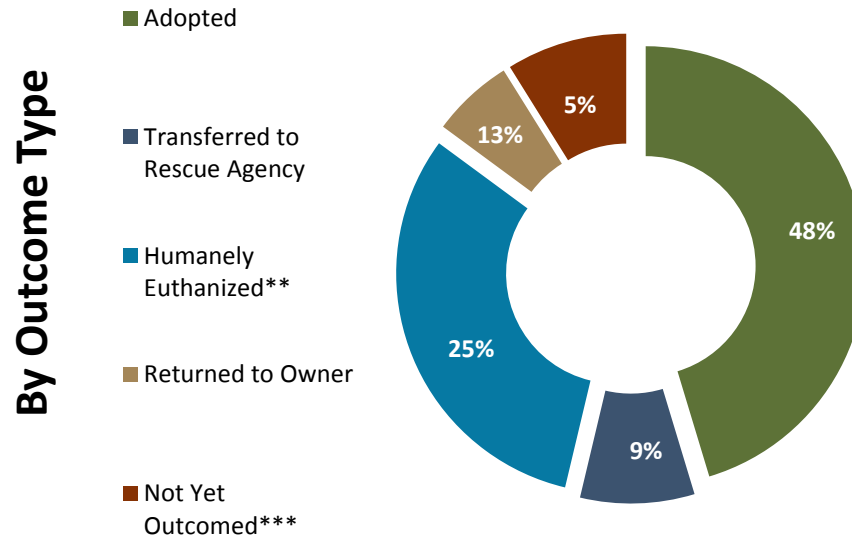
August 2015 Outcomes*

| | Kitten | Adult Cat | Puppy | Adult Dog | Other | Wildlife | Total |
|------------------------------|------------|------------|-----------|------------|-----------|----------|------------|
| Adopted | 91 | 53 | 30 | 106 | 6 | 0 | 286 |
| Transferred to Rescue Agency | 4 | 0 | 5 | 27 | 17 | 0 | 53 |
| Returned to Owner | 2 | 2 | 1 | 33 | 0 | 0 | 38 |
| Community Cats Program | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Humanely Euthanized | 63 | 56 | 7 | 72 | 0 | 7 | 205 |
| Total | 160 | 111 | 43 | 238 | 23 | 7 | 582 |

Kitten/Puppy: 6 weeks old to 12 months old

Adult Cat/Dog: 1 year or older

Other: Includes Livestock, small animals and wildlife



*Outcome Data will rarely match Intake Data due to the fluidity of the shelter census. Animals are constantly being moved through the "Animal Flow Through" process.

**This percentage does not include Owner Requested Euthanasia and Wildlife.

***Not Yet Outcomed refers to animals that are still in the shelter or foster care.

August 2014 to 2015 Outcomes*

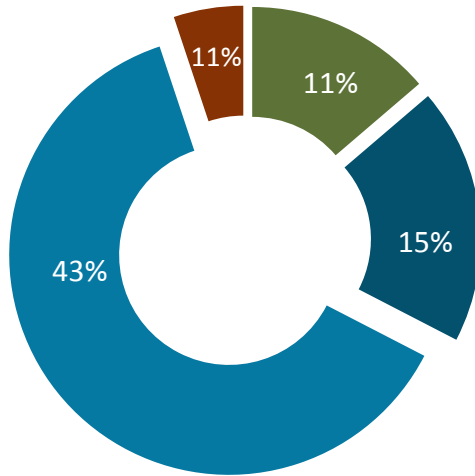
| | 2014 | | | | 2015 | | | |
|------------------------------|------------|------------|-----------|------------|------------|------------|-----------|------------|
| | Cats | Dogs | Other | Total | Cats | Dogs | Other | Total |
| Adopted | 53 | 55 | 2 | 110 | 144 | 136 | 6 | 286 |
| Transferred to Rescue Agency | 21 | 118 | 12 | 151 | 4 | 32 | 17 | 53 |
| Returned to Owner | 4 | 51 | 0 | 55 | 4 | 34 | 0 | 38 |
| Community Cat Program | 7 | 0 | 0 | 7 | 0 | 0 | 0 | 0 |
| Humanely Euthanized | 261 | 193 | 45 | 499 | 119 | 79 | 7 | 205 |
| Total | 346 | 417 | 59 | 822 | 271 | 281 | 30 | 582 |

Other: Includes Livestock, small animals and wildlife

By Outcome Type

2014

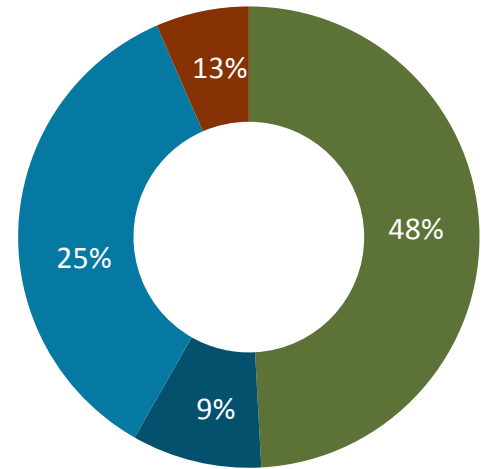
- Adopted
- Transferred to Rescue Agency
- Humanely Euthanized**
- Returned to Owner



By Outcome Type

2015

- Adopted
- Transferred to Rescue Agency
- Humanely Euthanized**
- Returned to Owner



*Outcome Data will rarely match Intake Data due to the fluidity of the shelter census. Animals are constantly being moved through the "Animal Flow Through" process.

**This percentage does not include Owner Requested Euthanasia and Wildlife.