

Metropolitan Board of Health of Nashville and Davidson County January 12, 2017 Meeting Minutes

The meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chairman Sam Felker at 4:05 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, RN, MSN, Vice-Chair
Thomas W. Campbell, MD, Member
Henry W. Foster, Jr., MD, Member
Francisca Guzmán, Member
Margreete Johnston, MD, MPH, Member
William S. Paul, MD, MPH, FACP, Director of Health
Tracy Buck, MS, RDN, Director of Community Development and Planning
Tom Sharp, Director of Policy
Peter Fontaine, CPA, MBA, Director of Administration and Finance Bureau
Sanmi Areola, PhD, Director of Environmental Public Health Bureau
Corey Harkey, JD, Metropolitan Department of Law

BOARD OF HEALTH

Community Health Improvement Plan Overview

Dr. Paul presented an overview of the Community Health Improvement Plan and explained how the CHIP relates to the Department's Strategic Plan (Attachment I).

Dr. Paul recognized the efforts and leadership of Tracy Buck, director of the Department's Community Development and Planning division, in the development of the CHIP.

Ms. Buck introduced Amanda Ables, who in October accepted a position of Community Health Assessment Coordinator in the Community Development and Planning division. In her new role she will be instrumental in the implementation of the CHIP as well as the development of the next Community Health Assessment.

Discussion was held regarding recent and proposed changes to the Affordable Care Act and it was suggested that the Healthy Nashville Leadership Council address the topic at its February 1, 2017 meeting.

Metro Animal Care and Control Fee Schedule

Tom Sharp presented a draft update of the Metro Animal Care and Control Fee Schedule which reflected the change to rabies vaccination and licensing fees, and asked the Board for approval (Attachment II).

Dr. Campbell made a motion to approve the Metro Animal Care and Control Fee Schedule as presented. Ms. Guzman seconded the motion, which passed unanimously.

General Budget Update

Peter Fontaine presented an update on the FY2017-18 Budget (Attachment III).

Approval of Grant Applications

Peter Fontaine presented three items for approval:

1. Application to HHS Office of Minority Health Youth Health Equity Model of Practice (YHEMOP)
Term: June-August, 2017
Amount: NA
2. Application to CDC Public Health Associate Program (PHAP): Tuberculosis Elimination and Control Program
Term: October 1, 2017 through September 30, 2019
Amount: \$0.00
3. Application to CDC Public Health Associate Program (PHAP): Maternal Child & Adolescent Health Program
Term: October 1, 2017 through September 30, 2019
Amount: \$0.00

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

Approval of Grants and Contracts

Peter Fontaine presented two items for approval:

1. Grant from PetCo Foundation for Sheltering and Adoption Organizations
Term: Date of receipt of award through December 2017
Amount: \$15,000.00
2. Grant Amendment from State of Tennessee, Department of Health – Immunization Services
Term: January 1, 2016 through March 31, 2017
Amount: \$637,450.00 (\$125,050 adjustment)

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

Approval of the December 8, 2016 Meeting Minutes

Ms. Guzmán made a motion to approve the minutes of the December 8, 2016 regular Board meeting with the following correction:

Ms. Etherington noted that later in the evening the 22nd Annual “Season to Remember” ceremony would be held at the Children’s Garden in Centennial Park. The event is held by ~~the Metro Police Department~~ **Metro Government** for families of homicide victims to lean on each other for support and honor their loved ones.

Dr. Johnston seconded the motion, which passed unanimously.

Approval of the December 21, 2016 Special Committee Minutes

Dr. Johnston made a motion to approve the minutes of the December 21, 2016 Special Committee meeting as written. Ms. Guzmán seconded the motion, which passed unanimously.

Report of the Director

Dr. Paul referred to the Director’s Update provided in the Board packet (Attachment IV) and gave a brief summary of the report.

Additionally, Dr. Paul stated that he, Tina Lester, and Shoana Anderson constitute the hiring panel for Deputy Director position, and would be meeting the next day to review resumes. Currently there are about 40 applicants and four or five of those would be selected for interviews with the panel; one or two would advance to an interview that will include a larger additional staff.

Dr. Paul noted that the Mayor's Senior Health Policy Advisor interviews are underway and that he is a member of that hiring panel.

Dr. Paul said that he is working with Alignment Nashville to help inform the Children's Health Strategic Pillar on Children's Health of the Metro Nashville Public Schools' Strategic Plan.

Dr. Paul invited Dr. Sanmi Areola to update the Board on the Gas Compressor. Dr. Areola said that the draft responses to the public comments were nearly completed. The public comments and the responses will be forwarded to the EPA.

Report of the Chair

Chairman Felker recognized Karl Meyer, who presented a letter to each Board member regarding the effort the Department has taken to notify the public about the change in rabies licensing and revaccination standards. Chairman Felker asked Dr. Paul to address the concern and let Mr. Meyer know how it has been addressed.

Chairman Felker clarified the dates of the remaining special committee meetings.

CIVIL SERVICE BOARD

Personnel Changes

Peter Fontaine presented the personnel changes.

Next Regular Meeting

The next regular meeting of the Board of Health is scheduled to be held at 4:00 p.m. on Thursday, February 9, 2017, in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville TN 37209.

The meeting adjourned at 5:37 p.m.

Respectfully submitted,

Samuel L. Felker, J.D.
Chairman

COMMUNITY HEALTH IMPROVEMENT PLAN

Update 2017

William S. Paul, MD, MPH, FACP
Metro Public Health Department

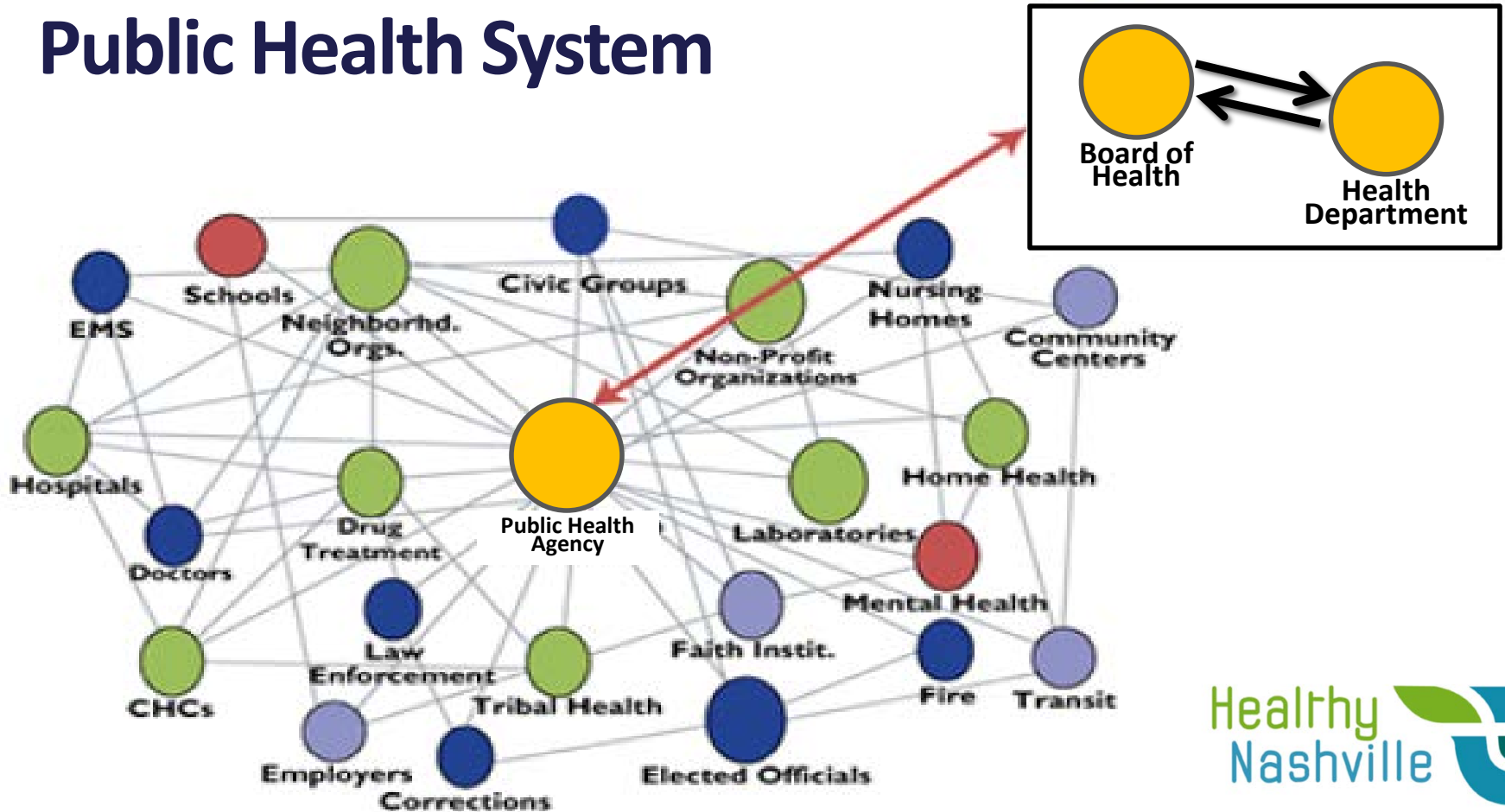




**A healthy Nashville has
a culture of well-being, where all people
have the opportunity and support
to thrive and prosper.**

Healthy Nashville Vision

Public Health System



Public Health Accreditation Standards

- Strategic Plan
- Community Health Assessment
- Community Health Improvement Plan
- Quality Improvement Plan
- Workforce Development Plan

Healthy Nashville History

- 2003 Healthy Nashville Formed
- 2010 Healthy Eating Active Living Summit
- 2011-2013 Communities Putting Prevention to Work, HEAL Summits, NashVitality
- 2013 Community Health Assessment
- 2014 Community Health Improvement Plan
- 2015 Health Equity Report & Summit
- 2016 ACE Summit



The Plans

Community Health Improvement Plan (CHIP)

- The public health system's strategy for tackling priority health issues
- Community owned and focused
- Responsive to Community Health Assessment

Strategic Plan

- MPHD's strategy for achieving its mission
- MPHD owned and focused
- Responsive to organizational assessment

Nashville's Strategic Health Priorities

2013 Community Health Assessment

- Advance Health Equity
- Maximize Built & Natural Environments
- Support Mental and Emotional Health

Community Health Improvement Plan (CHIP)

- Healthy Nashville Leadership Council leads
- MPHD staff convene, support & facilitate
- Work is done by community partners
- Specific Goals and Objectives
- Living Document: Additional community actions leveraged.

Partners

- Healthy Nashville Leadership Council
- Metro Public Health Department
- Safety Net Consortium of Middle Tennessee
- Walk Bike Nashville
- Alignment Nashville
- The Family Center
- ACE Nashville
- Centerstone



Progress: Advance Health Equity

Goal: Better Systems (Safety Net Consortium)

- My Health Care Home project--Focus on working uninsured
- Survey and outreach to employers

Goal: Strategic Focus on Communities at Greatest Risk

- Health Equity Report (MPHD & RWJ Center @ Meharry)
- 2015 Healthy Nashville Summit--strategic focus on equity (MPHD & Partners)
- Health Equity Recommendations Report (MPHD & RWJ Center)
- Position statement on the health benefits of mixed-income housing
 - Metro Planning Commission, Metro Council, Board of Health (HNLC Health Equity Committee)

Progress: Maximize Built & Natural Environments

Increase Active Transportation

- Convened local advocates for bicycle safety (MPHD)
- Classes for beginners to road warriors (Walk Bike Nashville)
- Assess Metro Employees use of active transportation (HNLC)
- Recommendations to increase Metro employees' active transportation (HNLC)

Leveraged: Sidewalk/Bikeway Plan; Parks Master Plan...



Progress: Support Mental & Emotional Health

Positive Parenting & Violence Free Homes

- Provided Adverse Childhood Experiences (ACE) trainings for public health staff and local public health system partners
- 7th Annual Healthy Nashville Summit 2016 focused on ACEs
- Alignment Nashville Behavioral Health Resource Guide updated to provide local resources that will help to address ACEs
- 2015 Social Emotional Learning Conference with a strong focus on ACEs

Leveraged: Formation of ACE Nashville; Mental Health PIP



Linkages Between Strategic Plan and CHIP

PHAB Standard 5.3.2 g

The strategic plan need not link to all elements of the health improvement plan or quality improvement plan, but it must show where linkages are appropriate for effective planning and implementation.

CHIP/MPHD Strategic Plan Linkages

CHIP Priorities

Advance Health Equity

Support Mental & Emotional Health

Maximize Built & Natural
Environments

MPHD Strategic Goals

Advance Health Equity

Build Workforce

Organizational Performance

Community Collaboration

Public Health Communication

Strategic Priority: Health Equity

CHIP

- Better Systems to support wellness
- Strategic Focus on communities at risk
 - **Report**
 - **Summit**
 - Statement on Housing
 - **Health Equity in HiAP**
 - **Equity Impact Review Tool**
 - Educational Activities

Strategic Plan

- Train Staff on Equity
- Equity in MPHD Programs & Policies
- **Report**
- **Summit**
- **Health Equity in HiAP**
- **Equity Impact Review Tool**

Strategic Priority: Partnerships

- Monitor and evaluate CHIP
- Align with partners for 2018 Community Health Assessment
- Facilitate 2019 CHIP
- Build staff capacity to engage and collaborate
- Data use and sharing

Next Steps

- Continue implementation
- Early stages of planning for 2018 Community Health Assessment
- Committed Core partners:
 - Metro Public Health Department
 - Saint Thomas Health
 - Vanderbilt University Medical Center
 - Metro Social Services
 - Neighborhood Health
 - Matthew Walker Community Health Center
 - University Community Health Services

Additional CHIP details are available on
www.healthynashville.org

Thank you!

Strategic Plan (PHAB 1.5)

- Defines organization's roles, priorities, and direction over three to five years.
- Sets forth what MPHD plans to achieve, how we will achieve it, and how we will know if we have achieved it.
- Guide for making decisions on allocating resources and on taking action to pursue strategies and priorities.
- Focuses on the entire health department.

Community Health Assessment (PHAB)

- Systematic examination used to identify key problems and assets in a community.
- Goal of a community health assessment is to develop strategies to address the community's health needs and identified issues.
- A variety of tools and processes may be used to conduct a community health assessment; the essential ingredients are community engagement and collaborative participation.

MPHD Resources

- Tina Lester, Bureau Director
- Amanda Ables, Community Health Assessment Coordinator/HNLC Facilitator, HiAP Team
- Tracy Buck, Division Director Community Development & Planning, HiAP Team
- John Vick, Epidemiologist, maintain local data indicators, prepare Community Health Profile report, HiAP Team
- Raquel Qualls-Hampton, Division Director Epidemiology, Chief Epidemiologist
- Fonda Harris, Division Director Health Access, liaison to Safety Net Consortium of Middle TN
- Angie Thompson, Division Director, Behavioral Health ACE Nashville liaison
- Carol Cowart, Office Assistant, HNLC recorder
- Future position: Population Health Bureau Quality Improvement Coordinator-will be liaison to Accreditation with CHIP activity monitoring
- Sanmi Areola, Bureau Director, HiAP Team
- John Finke, Environmental Health, air quality best practices
- Ashley Pierre-Saint, Environmental Health, indoor air quality plan
- Erin Jackson, Environmental Health, report on air quality impacts on vulnerable populations
- Tom Sharp, Policy Director, HiAP Team
- Angela Williams, Accreditation Coordinator, monitoring CHA/CHIP implementation/tracking for PHAB Accreditation
- Future position: Health Equity Coordinator-will be liaison to MPH work



Metro Public Health Dept
 Nashville / Davidson County
 Protecting, Improving, and Sustaining Health

**Metropolitan Government of Nashville and Davidson County
 Animal Control Fees Per Metro Code of Ordinances Section 8.04.130 (A)**

Impound fee* \$50.00 per animal

Boarding fees/per day*

Dogs \$18.00

All others \$4.00

Duplicate Tag \$2.00

Rabies vaccination \$10.00

License fee (per year) \$6.00

Microchip implant \$25.00

Animal trap security deposit

Dogs \$100.00/each

Cats \$50.00/each

Kennels

- 1) For each kennel of less than ten dogs, twenty dollars per year or any fraction thereof;
- 2) For each kennel of from ten to twenty dogs, twenty dollars per year or any fraction thereof;
- 3) For each kennel of over twenty dogs, thirty dollars per year, or any fraction thereof.

* Per Metro Code 8.04.130 (E) the department may discount or waive these fees “when the dog has been impounded through no fault of the owner as determined by the director of health.”

Budget – Fiscal Year 2017-2018

January 12, 2017

Peter Fontaine, CPA, MBA

Director of Administration and Finance



Metro **Public Health Dept**
Nashville / Davidson County

Protecting, Improving, and Sustaining Health

Pre-Budget Meeting with Office of Budget and Management

December 20, 2016

- **Are FY 2017 revenues meeting expectation?**
 - ✓ Revenues are on track to meet expectations.
- **Are expenses trending not to exceed budget? If expenses are trending to exceed your budget, what steps are you implementing to correct the potential outcome?**
 - ✓ Expenses are trending to not exceed budget.
- **Have there been any unforeseen challenges that have impacted your current budget? If so, any impact going forward?**

Vacant Positions



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Pre-Budget Meeting with Office of Budget and Management

December 20, 2016

- **Anything that hasn't happened in this fiscal year that will be new and possibly unplanned for fiscal year 2018?**
 - ✓ Uncertainty of Affordable Care Act
 - ✓ Political Climate
 - ✓ Vehicle Inspection Contract
 - ✓ MACC fees
- **FY 18 Overall Budget Guidance Received**
 - ✓ Process and timeline for FY18 will be similar to FY17
 - ✓ Submit a 3 year operational budget, revenue estimates and requests
 - ✓ Opportunity to present and discuss with the Mayor and Finance Staff
 - ✓ Public Investment Plan (PIP) process will continue with new funding for FY18.

The Mayor's Priority Areas are:

- Education
- Public Safety
- Transportation and Infrastructure
- Economic and Community Development
- Building a better Quality of Life.



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Operating Budget Calendar

<u>Date</u>	<u>Event</u>
January	Budget Kick-Off by Mayor/OMB
February 3	Capital Improvement Budgets Submitted
February	Enter Requests, Revenue Projections
Mid- March	Meeting with OMB
Late March/Early April	Mayor's Department Head Budget Meetings Public Investment Plan Presentations
April 29 or By May 1	Mayor's Budget Presented to Metro Council
May/June	Department Budget Hearings with Metro Council
June 30	Deadline for Budget Approval by Metro Council

CAPITAL IMPROVEMENT BUDGET REQUEST

Planning & Design for Woodbine Clinic Replacement

To address the planning and design of a public health facility in South Nashville to replace the Woodbine Clinic

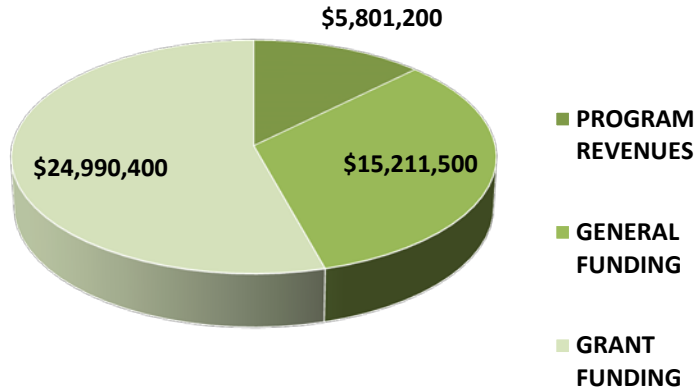
Cost: \$850,000



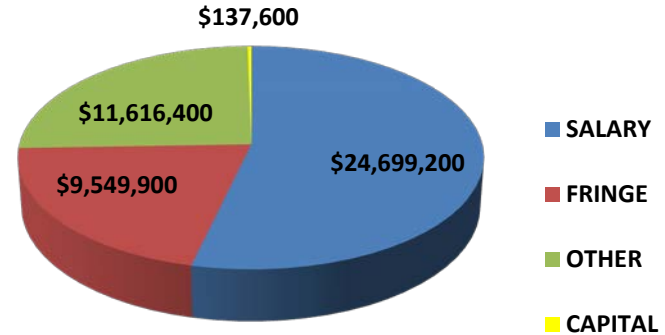
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Budget FY 18 begins with Budget FY 17 Base

Budget - FY 2017 Sources of Funds



Budget - FY 2017 Uses of Funds



Fiscal Year Budget 2018 - Grants

- Budget Grant Funding and Uses generally as forecast for current year
 - Adjust as actual experience indicates
 - Always strive for improvement opportunities from Grantors
 - Increase funding (minimize decreases) in current grant programs
 - Identify new grants



Fiscal Year Budget 2018 – General Funding

- Major emphasis in terms of discussions
 - This is our Funding from Metro Resources
- Current year Budget is base
 - Look to maintain / retain current funding
 - Explore opportunities for re-alignment as may be warranted
- Also Identify additional funding needs driven by:
 - Changes in environment / needs
 - Community Growth
 - Cost increases



FY2018 BUDGET REQUEST

OPIOID PROGRAM

Medical Administrative Assistant 1

Monitor and prevent deaths due to opioid use by

- ✓ Response plan to address large scale overdoses in the community;
- ✓ Community partners and coalitions to increase awareness, use disorders and steps to prevent death in the event of overdose,
- ✓ Expanding availability of and education about naloxone;
- ✓ Prevention strategies to address high risk abuse
- ✓ Conduct surveillance for opioid use and deaths

Total: 1 FTE

Cost: \$79,182.03



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FY2018 BUDGET REQUEST

PrEP Navigator: pre-exposure prophylaxis (PrEP) for HIV

Communicable Disease Investigator

- ✓ Individuals who do not have HIV, but are at substantial risk of getting it, can substantially prevent HIV infection by taking a pill daily
- ✓ Shown to reduce the risk of HIV infection in people who are at high risk by up to 92%.
- ✓ Powerful HIV prevention tool, combined with condoms and other prevention methods, offers even greater protection
- ✓ Must commit to taking daily
- ✓ Must see health care provider for follow-up every 3 months.

Total: 1 FTE

Cost: \$58,004.14



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FY2018 BUDGET REQUEST

Oral Health

1.0 FTE Dental Hygienist

.5 FTE Dentist increase to full time in Y2 (2018-2019).

Supplies- \$15,000

- ✓ Eliminate childhood caries and disease in pregnant women and children 0-3 years old who are WIC participants.
- ✓ Half of all babies in Nashville are WIC
- ✓ Significant impact on the health of Nashvillians.

Total FTE: 1.5 (FY18)

Cost: \$150,631.70 (FY18)

Total FTE: 2 (FY19)

Cost: \$220,087.50 (FY19)



Metro Public Health Dept

Nashville / Davidson County

Protecting, Improving, and Sustaining Health

FY2018 BUDGET REQUEST

Metro Animal Care and Control

Operating Budget Request:

- | | |
|------------------------------|--------------|
| • 3 Animal Control Officer 1 | \$162,481.70 |
| • 3 Kennel Assistant 1 | \$139,589.07 |
| • Supplies/Equipment | \$ 18,900.00 |

Operating Budget Cost: \$355,970.77

Capital Improvements Budget

3 Equipment Animal Control Vehicles \$174,000.00

Total: 6 FTEs

Cost: \$529,970.77



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FY2018 BUDGET REQUEST
SCHOOL NURSE PROGRAM

7 – 71% PHN 1 Nurses
2 – 100 % PHN 2 Nurses

- ✓ Improves ratio of school nurses to students
- ✓ PIP submitted in FY2017
- ✓ Study was funded with report due 2/27/2017

Total FTE's: 9

Cost: \$545,521.70



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Thank You!



Metro **Public Health Dept**
Nashville/Davidson County

Protecting, Improving, and Sustaining Health

Director's Update to the Board of Health January, 2017

Promote and Support Healthier Living

Biking

Walk Bike Nashville this week began soliciting feedback for its draft strategic plan for sidewalks and bikeways, called WalknBike. MPHD is represented on the steering committee for this effort by Tracy Buck, director of Community Development and Planning. Residents can comment at <http://nashvillewalknbike.com/> and there is a series of meetings behind held at various locations this week.

Create Healthier Community Environments

500 Cities

Dr. Raquel Qualls-Hampton recently represented MPHD at the 500 Cities Initiative Data Launch in Dallas. The initiative is a joint effort by the CDC, CDC Foundation and the Robert Wood Johnson Foundation to provide granular data (at the census tract level) for the 500 largest cities in the U.S. The goal is to use this more finely tuned look at 27 health indicators to understand disease burden and prevention opportunities within sub-county geographies.

Increase Access and Connection to Clinical Care

PIPs

Midyear reports on the status of Public Investment Plans are due next week.

- Mental Health – The Community Mental Health Systems Improvement workgroup has been meeting on a monthly basis and the Data and Process sub workgroups have been meeting more frequently. We anticipate having recommendations in hand in March in time to convey budgetary implications for FY18.
- School Health – A consultant has been chosen to study how other state and municipal governments fund innovative school health models. Indications are the report will be completed by the end of February. Also, we are in the final stages of developing a contract with a vendor to assist with Medicaid reimbursement/processing. Our intent is to begin TennCare/Medicaid billing for nursing services by next month at one pilot site in the school district.
- Food Systems – The contract for the food system assessment has been approved and the vendor has begun the work. We anticipate having the assessment in hand in March in time to convey any budgetary implications it may have for FY18.

Organizational Updates

Accreditation

Angela S. Williams has joined us as the new accreditation coordinator. Angela is a Nashville native and returns home from Florida, where she provided support to county health departments throughout that state to obtain public health accreditation as the country's first accredited integrated public health system. She has begun laying out the timeline for our application, beginning with a readiness assessment in the first quarter of this year and an application submission by the end of third quarter of the calendar year.

Metro Animal Care and Control

Monthly Report
December 2016



METRO NASHVILLE
ANIMAL CARE & CONTROL

December 2016 Intakes

	Kitten	Adult Cat	Puppy	Adult Dog	Other	Wildlife	Total
Owner Surrender	20	42	16	130	12	0	220
Request for Humane Euthanasia	0	5	0	29	0	0	34
Stray	22	32	35	169	5	4	267
Total	42	79	51	328	17	4	521

Kitten/Puppy: 6 weeks old to 11 months old

Adult Cat/Dog: 1 year or older

Other: Includes Livestock, small animals

December 2015 and 2016 Intakes

	2015				2016			
	Cats	Dogs	Other	Total	Cats	Dogs	Other	Total
Owner Surrender	84	116	2	202	62	146	12	220
Request for Humane Euthanasia (Owner Surrender)	21	18	0	39	5	29	0	34
Stray	55	157	10	222	54	204	9	267
Total	160	291	12	463	121	379	21	521

Other: Includes Livestock, small animals and wildlife

December 2016 Outcomes*

	Kitten	Adult Cat	Puppy	Adult Dog	Other	Wildlife	Total
Adopted	25	44	15	138	14	0	236
Transferred to Rescue Agency	8	2	9	59	3	1	82
Returned to Owner	0	3	3	67	1	0	74
Community Cats Program	3	12	0	0	0	0	15
Humanely Euthanized	1	19	2	59	1	2	84
Total	37	80	29	323	19	3	491

Kitten/Puppy: 6 weeks old to 12 months old

Adult Cat/Dog: 1 year or older

Other: Includes Livestock, small animals and wildlife

December 2015 and 2016 Outcomes

	2015				2016			
	Cats	Dogs	Other	Total	Cats	Dogs	Other	Total
Adopted	66	98	3	167	69	153	14	236
Transferred to Rescue Agency	31	69	2	102	10	68	4	82
Returned to Owner	3	51	0	54	3	70	1	74
Community Cat Program	1	0	0	1	15	0	0	15
Humanely Euthanized	52	71	3	126	20	61	3	84
Total	153	289	8	450	117	352	22	491

*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.

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

Metro Animal Care and Control

Trailing 12 Month - Data Report

		Trailing 12 Month Average	
		Dec-16	Ending Dec 31st, 2016
A	Intake Total	510	563
B	Stray	267	262
C	Owner Surrender	220	239
D	Owner Req. Euth	34	47
E	Wildlife	4	9
F	Other	17	16
G	Adopted	236	198
H	Transfer	82	100
I	RTO	74	60
J	ORE Euthanized	29	39
K	Wildlife Euthanized	2	4
L	Euth Total	84	116
M	Euth %	10%	13%

Data Report Key

Intakes

Outcomes

Metro Animal Care and Control Data Report – Summary

Metro Animal Care and Control uses the National Federation of Humane Societies – Basic Animal Stats Matrix as a tool for data collection.

This basic matrix was designed to serve as a tool for data collection. It is a simple matrix containing what many (including Asilomar, ASPCA, National Federation, American Humane, UC Davis, Maddies Fund, PetSmart Charities and HSUS) have agreed are the minimum data points (along with definitions) an organization should gather. By using the basic matrix - we will have the opportunity to benchmark the work at MACC against similar agencies around the region or the nation.

Additionally, MACC prepares a Trailing 12-Month Report monthly. This reports includes the monthly Euthanasia Percentage. The Euthanasia Percentage is calculated using the recommended standards for an animal shelter.

Euthanasia Percentage Formula –

$$\frac{L - (J+K)}{A}$$

A