

## **Metropolitan Board of Health of Nashville and Davidson County May 9, 2017 Meeting Minutes**

The meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Sam Felker at 5:45 p.m. in the Board Room, on the third floor of the Lentz Public Health Center, 2500 Charlotte Avenue, Nashville TN 37209.

### **Present**

Samuel L. Felker, JD, Chair  
Carol Etherington, RN, MSN, Vice-Chair  
Margreete Johnston, MD, MPH, Member  
Thomas W. Campbell, MD, Member  
William S. Paul, MD, MPH, FACP, Director of Health  
Sanmi Areola, PhD, Director of Environmental Public Health Bureau and Interim Deputy Director  
Rebecca Morris, Public Relations Coordinator  
Peter Fontaine, CPA, MBA, Director of Administration and Finance Bureau  
Leslie Robeson, Director of Human Resources  
Josh Lee, JD, Metropolitan Department of Law

### **BOARD OF HEALTH**

#### **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.

#### **Report on Recent Animal Placements**

Rebecca Morris shared details on the placement of extraordinarily large numbers of animals that were impounded recently.

#### **Strategic Priority: Community Collaboration**

The presentation was deferred.

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

Peter Fontaine presented one item for approval:

Grant from the State of Tennessee Department of Health: Tuberculosis Control and Prevention  
Term: July 1, 2017 through June 30, 2018  
Amount: \$1,594,700.00 (\$800.00 increase)

**Dr. Campbell made a motion to approve the grant as presented. Dr. Johnston seconded the motion, which passed unanimously.**

#### **April 5, 2017 Board Leadership/Department Leadership Team Meeting Minutes**

**Ms. Etherington made a motion to approve the minutes of the April 5, 2017 meeting of the Board of Health Leadership/Department Leadership Team meeting as written. Dr. Campbell seconded the motion, which passed unanimously.**

#### **Approval of the April 13, 2017 Regular Meeting Minutes**

Ms. Etherington asked that the last item in the Vice Chair's Report be amended to read as follows:

- The April 5 meeting of Chairman Felker and herself with Dr. Paul and the department's Executive Leadership Team addressed Board engagement with the Department and transition. Ms. Etherington invited each Board member to consider areas in which they have particular interest.

**Dr. Campbell made a motion to approve the minutes of the April 13, 2017 regular Board of Health meeting with correction as requested. Dr. Johnston seconded the motion, which passed unanimously.**

#### **Approval of Dr. Paul's Employment Contract**

**Dr. Campbell made a motion to approve Dr. Paul's Employment Contract as presented. Ms. Etherington seconded the motion, which passed unanimously.**

#### **Report of the Chair**

Chairman Felker reported that Dr. Johnston would attend the National Association of Local Boards of Health annual conference in August. The conference will be held in Cleveland, Ohio.

#### **CIVIL SERVICE BOARD**

##### **Request to Set a Public Hearing**

Leslie Robeson asked the Board to set a public hearing on June 8, 2017, to hear comment on proposed changes to the Department's Civil Services Rules. She advised that the proposed changes would be shared with staff prior to the hearing.

**The Board agreed by voice vote to hear public comment on proposed changes to the Department's Civil Service Rules on June 8, 2017.**

[Recorder's note: the meeting and hearing were rescheduled to occur on Tuesday, June 13, 2017 due to a potential lack of quorum on Thursday, June 8, 2017]

##### **Personnel Changes**

Peter Fontaine presented the personnel changes, which were unremarkable.

##### **Approval of FY2018 Pay Plan**

Peter Fontaine presented a document with details regarding the FY2018-19 Pay Plan (Attachment II), as well as pay increases for FY2019-20 and FY2020-21 as proposed by Mayor Barry. Mr. Fontaine noted that the final resolution was not yet available and he asked the Board to authorize Chairman Felker to sign the resolution when it became available.

**The Board approved by voice vote the details of the Fiscal Year 2018-19 Pay Plan as presented, and granted Chairman Felker the authority to sign the final resolution when it became available.**

Chairman Felker asked that specifics about how the Department will apply the 2% merit increases be presented at the June 8, 2017 Board meeting.

##### **Approval of Longevity Pay**

Peter Fontaine presented a resolution with details regarding changes to the Longevity Pay schedule.

**Dr. Campbell made a motion to approve the resolution regarding changes to the Longevity Pay schedule as presented. Dr. Johnston seconded the motion, which passed unanimously.**

**Next Regular Meeting**

The next regular meeting of the Board of Health is scheduled to be held at 4:00 p.m. on Tuesday, June 13, 2017, in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville TN 37209.

The meeting adjourned at approximately 6:50 p.m.

Respectfully submitted,

Samuel L. Felker, J.D.  
Chair

## **Director's Update to the Board of Health May, 2017**

### **Promote and Support Healthier Living**

#### **Healthy Nashville Summit**

The 8th annual Healthy Nashville Summit was April 28 and continued our efforts to focus the community's attention on, and guide its response to, the effects adverse childhood experiences have. About 400 people attended. The goal is to move from the well-documented body of knowledge about the impacts on ACEs to acting on that knowledge. The keynote speaker was Dr. Renee Boynton-Jarrett, a leading voice in the move toward action, with breakout sessions on changes we have seen here, from MNPS, Juvenile Court and others. Kristen Zak, the mayor's newly appointed Senior Advisor on Health and Wellness Policy, gave the call to action in her first public speaking engagement in that role.

### **Create Healthier Community Environments**

#### **Gas Compressor Station**

We have submitted to the EPA our recommendations on a permit application for the controversial gas compressor station in Joelton. The Air Pollution Control Division has been diligent and professional throughout this process. Our recommendation to the EPA would significantly lower emissions from the station compared to what was originally requested by the applicant. The EPA has 45 days to review the information we sent. We will keep you posted on further developments.

### **Prevent and Control Epidemics and Respond to Public Health Emergencies**

#### **Opioids**

We have added to our website (<https://www.nashville.gov/Health-Department.aspx>) a new section on opioids I hope you will have a chance to look over. It includes general information on the dangers of opioids, on alternatives, and on how an individual can manage their use. It has information for providers as well, plus links to various resources in the community for treatment of addiction and other needs. (See Budget update for more on opioid response).

### **Increase Access and Connection to Clinical Care**

#### **Enrollment**

Our efforts to increase enrollment in Medicaid for pregnant women continue to show success. In the first quarter of 2017, the first full quarter during which all our application counselors were on board, they enrolled 414 women, a 47 percent increase from the last quarter of 2016.

### **Organizational Updates**

#### **Budget and PIPS**

As I mentioned to you earlier, the mayor's budget proposal was released April 26.

It includes two percent cost-of-living raises for all staff as well as money for steps and open range raises. It funds new MPH/D staff positions as we adapt to the evolving challenges in the community, aiming

specifically at a coordinated and enhanced response to the opioid epidemic and to improving children's dental care.

The mayor also agreed to provide \$427,535 to the Mental Health Public Investment Plan (PIP), a pivotal step in our efforts to better align Nashville's ability to provide timely and appropriate care for mental illnesses rather than incarcerate people who suffer from them.

The mayor made specific reference to the mental health and opioid response funding in her State of Metro address outlining her budget priorities.

We were involved in other PIP proposals. A joint effort between us and the Nashville Sports Authority to provide portable breastfeeding stations at the baseball and football stadiums was approved.

We received a letter of approval for the first year of a three year phase in of the "Silver Plan" for school nurses (one nurse for each traditional high school, and one per two schools beyond that. This represents \$919,000 for FY 2018.

The mayor's proposal did not fund our requests to add staff at Metro Animal Care and Control, nor the requested HIV prevention/PRP coordinator position.

Regarding capital expenditures, the Metro Planning Commission last month recommended to the Mayor a list of projects deemed ready for inclusion in the capital spending plan. The list includes more projects than Metro pays for in a single year. Decisions on which ones to fund are deferred to the political process. However, the commission assigned an "A" rating to a short list of projects which were recommended to proceed as planned. One of these "A" rated projects is a replacement for the Woodbine clinic. We are hopeful funding for that project will be included in the mayor's proposed capital spending plan when it comes out later this month.

The mayor's budget and capital spending plan are now before the Metro Council for its consideration. Below are key dates in this process:

- May 15 Release of Capital Spending Plan recommendation by Mayor
- **May 18 MPHD budget presentation (5 p.m. in the Council Chamber at the Courthouse)**
- June 6 Public hearing and second reading of operating and capital budgets
- June 13 Joint meeting of Budget and Finance Committee and Planning Committee to consider the capital improvements budget and amendments
- June 19 Budget and Finance Committee consideration of the operating budget (or substitute)
- June 20 Third and final reading of operating budget (or substitute)

# Metro Animal Care and Control

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Monthly Report

April 2017



**METRO NASHVILLE**  
ANIMAL CARE & CONTROL

# April 2017 Intakes

	Kitten	Adult Cat	Puppy	Adult Dog	Other	Wildlife	Total
Owner Surrender	14	46	43	112	22	0	<b>237</b>
Request for Humane Euthanasia	0	1	0	22	426	0	<b>449</b>
Stray	35	31	25	149	27	20	<b>287</b>
<b>Total</b>	<b>49</b>	<b>78</b>	<b>68</b>	<b>283</b>	<b>475</b>	<b>20</b>	<b>973</b>

**Kitten/Puppy:** 6 weeks old to 6 months old

**Adult Cat/Dog:** 7 months or older

**Other:** Includes Livestock, small animals

# April 2016 to 2017 Intakes

	2016				2017			
	Cats	Dogs	Other	Total	Cats	Dogs	Other	Total
Owner Surrender	73	102	14	<b>189</b>	60	155	22	<b>237</b>
Request for Humane Euthanasia (Owner Surrender)	2	13	0	<b>15</b>	1	22	426	<b>449</b>
Stray	84	137	18	<b>239</b>	66	174	47	<b>287</b>
<b>Total</b>	<b>159</b>	<b>252</b>	<b>32</b>	<b>443</b>	<b>127</b>	<b>351</b>	<b>495</b>	<b>973</b>

**Other:** Includes Livestock, small animals and wildlife

# April 2017 Outcomes\*

	Kitten	Adult Cat	Puppy	Adult Dog	Other	Wildlife	Total
Adopted	3	28	22	80	64	0	197
Transferred to Rescue Agency	12	3	35	41	367	27	485
Returned to Owner	0	5	8	93	0	0	106
Community Cats Program	1	15	0	0	0	0	16
Humanely Euthanized	0	10	0	46	10	7	73
<b>Total</b>	<b>16</b>	<b>61</b>	<b>65</b>	<b>260</b>	<b>441</b>	<b>34</b>	<b>877</b>

**Kitten/Puppy:** 6 weeks old to 6 months old

**Adult Cat/Dog:** 7 months or older

**Other:** Includes Livestock, small animals and wildlife

# April 2016 to 2017 Outcomes\*

	2016				2017			
	Cats	Dogs	Other	Total	Cats	Dogs	Other	Total
Adopted	26	121	3	<b>172</b>	31	102	64	<b>197</b>
Transferred to Rescue Agency	25	70	17	<b>112</b>	15	76	394	<b>485</b>
Returned to Owner	3	24	1	<b>28</b>	5	101	0	<b>106</b>
Community Cat Program	0	0	0	<b>0</b>	16	0	0	<b>16</b>
Humanely Euthanized	88	111	47	<b>246</b>	10	46	17	<b>73</b>
<b>Total</b>	<b>164</b>	<b>326</b>	<b>68</b>	<b>558</b>	<b>77</b>	<b>325</b>	<b>475</b>	<b>877</b>

\*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	
		April	April
A	Intake Total	973	634
B	Stray	240	281
C	Owner Surrender	237	255
D	Owner Req. Euth	449	85
E	Wildlife	20	10
F	Other	27	24
G	Adopted	197	208
H	Transfer	485	135
I	RTO	106	72
J	ORE Euthanized	24	40
K	Wildlife Euthanized	7	4
L	Euth Total	73	113
M	Euth %	4%	11%

### 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

## Metropolitan Public Health Department

### FY2018, FY2019, and FY2020 Pay Plan Proposal to the Board of Health

For FY2018, FY2019, and FY2020 the Mayor's proposed budget includes funding for a pay plan which will be implemented with three primary elements.

1. A 2%, 3%, and 3% across the board salary increase for all salary ranges will be implemented respectively across the three fiscal years.
  - The minimum and maximum salary for all salary ranges in the Metro Public Health Department pay plan will be increased accordingly.
  - All MPHD employees whose salary is within the salary range will receive the across the board increase.
  - All part-time/seasonal/temporary employees' hourly rate will be increased accordingly.
  
2. A pool of funds equivalent to 2%, 3%, and 3% of salaries is provided for open range salary adjustments to be implemented respectively across the three fiscal years.
  - The department will develop a plan for distribution of these funds to provide salary improvements.
  - No salary adjustment will result in an employee being paid above the salary range for their classification.
  
3. A pool of funds is provided to award step increases according to the employee's date of next increment across the three fiscal years.

Note: The resolution that will be presented to the Metro Council to approve the FY2018, FY2019, and FY2020 pay plan is not complete at this time. By approving this proposal the Board of Health is giving the Board Chair authorization to sign the actual FY2018, FY2019, and FY2020 pay plan resolution.

APPROVED: \_\_\_\_\_



DATE: May 9, 2017

Samuel L. Felker, JD, Chairman  
Metropolitan Board of Health