

Board Retreat Planning Meeting, August 29, 2017
Lentz Health Center Charlotte Room
4:00 p.m.

The Retreat planning meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Carol Etherington at 4:05 p.m. in the Charlotte Room, on the first floor of the Lentz Public Health Center, 2500 Charlotte Avenue, Nashville TN 37209.

Present: Carol Etherington, Francisca Guzman, Sam Felker, Thomas Campbell, Alex Jahangir

Staff Present: Dr. Bill Paul, Dr. Sanmi Areola, Martha Bickley, recorder (4-5 PM)

Chair Etherington asked everyone present to share their top external and internal priority issues.

I. Responses to questions about priority issues, external/internal

Sam Felker: External: Opioid crisis (MPHD assume important role in organizing response).
Internal: ELT transitions, and hiring in critical positions, transition to new director and strategizing with ELT and Dr. Paul's involvement.

Dr. Campbell: External: Needle exchange, and Opioid crisis.
Internal: increasing understanding of how things really work.

Francisca Guzman: External: Opioid crisis; collaborate with other Metro agencies social determinants of health greenways, go beyond Health Dept. HiAP and Health Equity.
Internal: Diversify revenue streams, increase local funds and pursue multiple grant seeking opportunities.

Dr. Jahangir: External: Opioid crisis partnership; Increase visibility and community awareness of MPHD's multiple programs, services, skills.

Chair Etherington: External: Substance abuse and violence (sexual, domestic, gun), are we upstream and midstream on these issues.
Internal: Gain understanding (within Board) of how staff are trained to educate the public; ensure adequate and effective oversight on contracts (e.g., Corrections).

In response to a question about the Board orientation book, Dr. Paul shared that the materials will be on SharePoint rather than in hard copy going forward, and more consistently updated.

Dr. Paul: External: Opioid crisis;
Internal: Budget & Board understanding (e.g., Cost of Living & Merit increases not provided for grant staff by local funds); transition, rising stars and new hires, facilitation training. In response to questions, staff cultivation and leadership development.
DP shared strategic pillars; information about the role of Mayoral Senior Advisor for Health and Wellness Policy; plan to roll out School Vaccinations.

Dr. Areola: External: Youth Violence, ACEs, Accreditation, performance management system/population health measures, increase public awareness of PH & our services
Internal: Employee transition (addressing loss of institutional memory); collaboration at promoting what we do.

Chair Etherington solicited Dr. Paul's and Dr. Areola's thoughts on the Board of Health's Role and Responsibilities:

Dr. Paul: Board role and responsibilities to supervise Director; develop Board policy and provide advocacy on specific topics; Director's role is to educate and inform the Board on MPHD's successes and deficits throughout the year; provide general parameters. Dr. Paul shared Domain 12 (Board engagement) in Accreditation Quality Improvement;

Dr. Areola: Board onboarding, and getting feedback from current BOH members.

A tentative Retreat date of **Friday, October 27, 12 noon – 6 p.m.** was identified.

The Board agreed to meet with the Department's Executive Leadership Team before the Retreat agenda is finalized.

The meeting was suspended from 5:00- 5:25 to attend a Mayor-sponsored program on the Promise Zone launch, which was held at Lentz.

Chair Etherington asked Board members for their thoughts on Board Self-Assessment Strategies/Logistics and Process

Suggestions for streamlining regular Board meetings included:

- Time-limited, succinct presentations with PowerPoints received before the meeting
- Hear from Bureau Chiefs on highlights, problems, and concerns
- Report on strategic plan twice per year
- Decrease time on grant presentations
- Increase understanding of budget process, full Board review before submission, with periodic reports through the year.
- Revisit feasibility of one Board Member being "assigned" to one Bureau

Chair Etherington adjourned the meeting at approximately 6:20.

Respectfully Submitted,
Martha Bickley, Recorder