

Board of Health Work Session

Thursday, January 25, 2018

Lentz Health Center Board Room

4:00 p.m.

The work session of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Carol Etherington at 4:05 p.m.

Present:	Carol Etherington, MSN, R.N.	Margreete Johnston, M.D., MPH
	Francisca Guzman	Thomas Campbell, M.D.
	Alex Jahangir, M.D., MPH	Tara Ladd, J.D., Metro Legal
	Bill Paul, M.D., MPH	Dr. Sanmi Areola, Deputy Director
	Shannon Hall, Director, Metro Human Resources	Jane Madden, Metro Human Resources

Shannon Hall of Metro Human Resources (MHR) thanked the Board for the detail provided in the draft job description and advised that Metro now has a search firm on contract. She advised that a brief description of the department would be helpful to supplement the posting which the Board Chair agreed to submit after conferring with MPHD senior management.

Jane Madden shared information about similarly-sized cities and their requirements in regard to a medical doctor as director of health department. There are widely varying types of job descriptions within those cities; while few require an M.D., most of the positions are in fact held by an M.D. Board members will compile a list of names and contact information for potential applicants, as well as potential members of the panels and send to Ms. Madden prior to the next Board Work Session.

MHR will submit proposed rosters of a Subject Matter Panel and an Interview Panel to the Board for approval at the August or September 2018 regular Board meeting. They recommend one Board member on each panel, and will ensure a balanced, diverse group of stakeholders.

MHR will coordinate the meetings of the panels and suggested the following process:

The Subject Matter Panel will review all applications; the Interview Panel will interview recommended candidates; and the Board of Health will interview recommended top two or three candidates.

Ms. Guzman stressed the importance of transparency of the process with staff. Dr. Areola said that a timeline would be shared with staff.

An additional work session will be scheduled in late March.

The meeting adjourned at approximately 6:10 p.m.

Respectfully Submitted,
Carol Etherington, Chair