



Metro Public Health Dept

Nashville / Davidson County

Protecting, Improving, and Sustaining Health

John Cooper, Mayor
Gill C. Wright, III, MD, FAAFP, MMM
Director of Health

Board of Health
Tené Hamilton Franklin MS, Chair
Calvin M. Smith III MD, Vice-Chair
Carol Etherington MSN RN FAAN
David A. Frederick MS
A. Alex Jahangir MD MMHC FACS
Lloyda B. Williamson, MD, DFAPA, FAACP

Regular meetings of the Board of Health are scheduled on the second Thursday of each month.

PROPOSED AGENDA

BOARD OF HEALTH MEETING

Lentz Public Health Center

Board Room, on the third floor

2500 Charlotte Avenue, Nashville TN 37209

Thursday, January 13, 2022

4:00 p.m.

APPEAL OF DECISIONS FROM THE METROPOLITAN BOARD OF HEALTH

Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, notice is hereby given that a contested case hearing before the Metropolitan Board of Health, acting as a Civil Service Commission, which affects the employment status of a civil service employee is appealable to the Chancery Court of Davidson County pursuant to the provisions of the Uniform Administrative Procedures Act. Any such appeal must be filed within sixty (60) days after the entry of the Board's final order in the matter. A common law writ of certiorari is the appropriate appeal process of any decision of the Metropolitan Board of Health that does not involve a contested case hearing affecting the employment status of a civil service employee. This appeal must be filed within sixty (60) days of the action taken by the Board. You are advised to seek your own independent legal counsel to ensure that your appeal is filed in a timely manner and that all procedural requirements are met.

BOARD OF HEALTH

1. [Approval of December 9, 2021 Meeting Minutes](#) Franklin
2. [Resolution Honoring Dr. Michelle Pardue](#) Franklin
3. [Approval of Grant Applications](#)..... Diamond
4. [Approval of Grants and Contracts](#)..... Diamond
5. [Behavioral Health Update](#).....Thompson
6. [Update: Strategic Driver Dashboard](#).....Wright
7. Action to Waive Regulation No. 8 Regarding Vehicle Emissions Testing and to Require a Public Hearing on Rescinding It..... Sharp
8. Discussion on Equity Pay Study..... Diamond
9. [Report of Director](#).....Wright
10. Report of Chair..... Franklin
11. [New Business / Review of Board Requests](#)..... Franklin

CIVIL SERVICE BOARD

1. [Public Hearing: Requested Changes to Bureau Director Job Descriptions](#) Diamond
2. Request for Hearing on Civil Service Rule 4.5A..... Diamond
3. [Personnel Changes](#)..... Diamond

**Metropolitan Board of Health of Nashville and Davidson County
December 9, 2021, Meeting Minutes**

The regular meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Tené Franklin 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

Tené H. Franklin, MS, Chair
Calvin M. Smith III, MD, Vice-Chair
Carol Etherington, RN, Member
David Frederick, MS, Member
A. Alex Jahangir, MD, Member
Lloyda B. Williamson, MD, Member
Gill C. Wright, III, MD, Director of Health
Hugh Atkins, Environmental Health Bureau Director
Jim Diamond, Finance and Administration Bureau Director
John Finke, P.E., Air Pollution Control Division Director
Matthew Garth, JD, Metro Legal

BOARD OF HEALTH

Approval of November 19, 2021, Retreat Meeting Minutes

Vice-Chair Smith made a motion to approve the November 19, 2021, retreat meeting minutes, as distributed. Ms. Etherington seconded the motion, which passed unanimously.

Approval of November 19, 2021, Regular Meeting Minutes

Dr. Williamson made a motion to approve the November 19, 2021, regular meeting minutes, as distributed. Dr. Jahangir seconded the motion, which passed unanimously.

Approval of Grant Applications

Mr. Diamond presented two items:

1. **NACCHO Implementing Overdose Prevention Strategies at the Local Level (IOPSLL)**
Term: January 1, 2022-June 30, 2023
Amount: \$375,000
2. **SAMSHA GAINS Sequential Intercept Model (SIM) Mapping Workshop**
Term: March 2022-August 2022
Amount: NA

Vice-Chair Smith made a motion to approve the grant applications. Dr. Williamson seconded the motion, which passed unanimously.

Approval of Grants and Contracts

Mr. Diamond presented one item:

Grant from Friends of Metro Animal Care and Control - Medical Emergency & Safety Net Fund
Term: NA
Amount: \$14,500

Dr. Williamson made a motion to approve the grant. Vice-Chair Smith seconded the motion, which passed unanimously.

Air Pollution Permit Fees for Calendar Year 2021

Mr. Finke presented the Air Pollution Permit Fee Schedule for Calendar Year 2021 ([Attachment I](#)), explained the method of calculation to establish the fee rate and requested Board approval.

Dr. Jahangir made a motion to approve the Air Pollution Permit Fee Schedule for Calendar Year 2021 as presented. Dr. Williamson seconded the motion, which passed unanimously.

Report of the Director

Dr. Wright referred to the update provided in the Board packet ([Attachment II](#)) and spoke briefly about the Omicron variant of COVID.

Report of Chair

Chair Franklin shared that she had encountered a narcotic overdose situation on her way to the meeting, and was able to call 911 and also the behavioral health number. She praised the Board, ELT and Department staff for their passion for public health, and Trevor Henderson of the Behavioral Health division for his assistance and for speaking to various groups and for drug overdose advocacy.

Chair Franklin iterated that she wanted to proceed with committees to help strategically offer guidance to the department as well as to learn more about the work of the department.

New Business / Review of Board Requests

There were no requests for new business.

Board Requests:

- Update from Behavioral Health division at the January 13, 2022 meeting.
- Update on the Equity Analysis of Pay on January 13, 2022 agenda
- Defer Request for exception to Civil Service Rule 4.5A to January 13, 2022 agenda

To formalize the Board’s committees, Chair Franklin invited Board members to inform Dr. Wright or the recording secretary what areas of interest they may have in committees. She noted Vice Chair Smith and Ms. Etherington had already expressed interest in opioid abuse and behavioral health respectively.

Ms. Etherington announced that the Annual Season to Remember ceremony in memory of victims of homicide, would be held at Centennial Park later in the evening. The event is sponsored by the District Attorney’s office, Metro Police Department, Tennessee Voice for Victims, and the U.S. Attorney’s Office.

Vice-Chair Smith made a motion to adjourn the regular meeting. Dr. Jahangir seconded the motion, which passed unanimously.

CIVIL SERVICE BOARD

Chair Franklin opened the Civil Service Board meeting.

Request to Schedule a Public Hearing for Requested Changes to Bureau Director Job Descriptions

Mr. Diamond requested the Board schedule a public hearing on January 13, 2022, at the next Civil Service Board of Health meeting, regarding proposed changes to Bureau Director Job Descriptions.

Dr. Jahangir made a motion to schedule a public hearing on January 13, 2022, regarding proposed changes to Bureau Director Job Descriptions. Mr. Frederick seconded the motion, which passed unanimously.

Public Hearing for Requested Changes to Environmental Engineering Job Descriptions

Chair Franklin opened the public hearing.

Mr. Diamond presented the proposed changes to Environmental Engineering Job Descriptions ([Attachment III](#)).

Chair Franklin opened the floor to comments. Mr. Atkins and Blake McClain spoke at length in favor of the changes.

Chair Franklin closed the hearing and there was discussion.

Dr. Jahangir made a motion to approve changes to the Environmental Engineering Job Descriptions as presented. Mr. Frederick seconded the motion, which passed unanimously.

Approval of Salary Above Midpoint for Civil Service Medical Examiner

Dr. Jahangir made a motion to approve a salary above the midpoint for the Civil Service Medical Examiner. Vice-Chair Smith seconded the motion, which passed unanimously.

Request for Exception to Civil Service Rule 4.5A

Mr. Garth advised the Metropolitan Department of Law was reviewing the requested exception and the Board to defer the matter.

The matter was deferred to the January 13, 2022 meeting.

Personnel Changes

Mr. Diamond referred to the November 2021 Personnel Changes.

Dr. Jahangir made a motion to adjourn the Civil Service Board meeting. Vice-Chair Smith seconded the motion, which passed unanimously.

The meeting adjourned at 5:15 p.m.

Next Regular Meeting

The next regular meeting of the Board of Health is scheduled to be held at 4:00 p.m. on Thursday, January 13, 2022 in the Board Room (third floor) at 2500 Charlotte Avenue, Nashville, TN, 37209.

Tené H. Franklin, MS
Chair



Resolution

- WHEREAS,** The Charter of the Metropolitan Government of Nashville and Davidson County puts the Board of Health in charge of overseeing the “physical and mental health” of everyone in Davidson County; and,
- WHEREAS,** That includes their teeth, and in a community of more than 700,000 people that’s a lot of teeth; and,
- WHEREAS,** For 23 years those teeth have had no greater champion at the Metro Public Health Department than Dr. Michelle Pardue; and,
- WHEREAS,** Dr. Pardue instigated a hugely successful school-based dental program in the Metro Nashville Public Schools, starting with one hygienist in 1993; by 2001 there were eight; and
- WHEREAS,** Dr. Pardue was the first Dental Director in the state to propose a dental hygienist for WIC, in 2017; now there are hygienists in WIC programs all over the state, getting infants and toddlers started on the path to good oral health; and,
- WHEREAS,** Displaying her versatility, Dr. Pardue wrote the lyrics for “Baby Got Plaque,” (based on Sir Mix-a-Lot’s “Baby Got Back”) complete with a video starring the dental staff as their alter egos, The Dental Divas, as a fun way to teach children about brushing; and,
- WHEREAS,** Dr. Pardue has served the department and her community as MPH’s Director of Oral Health Services (2001-2019), and Director of the Community Health Bureau since May, 2018; and,
- WHEREAS,** Dr. Pardue has contributed to the sound leadership of the Department as a valued, knowledgeable and patient member of the Department’s Executive Leadership Team; and,
- WHEREAS,** Dr. Pardue stepped up admirably during the COVID epidemic, taking on numerous time-consuming and difficult tasks invaluable to the community’s response, all of which were outside of and in addition to her normal duties; and,
- WHEREAS,** Dr. Pardue has represented the department on the Nashville Dental Society, TennCare Dental Advisory Committee, Tennessee Public Health Association, Middle Tennessee Oral Health Coalition, and Tennessee Dental Association, all of whom no doubt benefitted from her thoughtfulness and care; and,

WHEREAS, Dr. Pardue received the Tennessee Public Health Association’s Visionary Award in 2019, a choice with which we here at MPHD enthusiastically agree; and,

WHEREAS, Michelle is characterized by her staff as “very thoughtful ... understanding ... and always willing to allow time for the job to be done thoroughly and right,” a description to which all could aspire; and,

WHEREAS, Since Michelle speaks three languages (English, Spanish and French) and is known as an avid knitter, crocheter and traveler, she would seem to have many options in her retirement (look out, France!); and,

WHEREAS, Michelle has conducted herself with grace, kindness, skill and good humor throughout her tenure at MPHD, earning her the respect and admiration of the entire department, the Metro government at large and the community we all serve;

NOW, THEREFORE BE IT RESOLVED that the Metropolitan Board of Health of Nashville and Davidson County, on this 13th day of January, 2022, extends its sincerest thanks and appreciation to Dr. Michelle Pardue for her 23 years of dedicated service to the Metro Public Health Department and to the health and well-being of the citizens of Nashville and Davidson County, and wishes her the best of fortune in whatever the next chapter of life should offer her.

Tené H. Franklin, MS
Chair, Metropolitan Board of Health of Nashville/Davidson County

Calvin M. Smith III, MD
Vice-Chair

Carol Etherington MSN RN FAAN
Member

A. Alex Jahangir, MD
Member

David A. Frederick, MS
Member

Lloyda B. Williamson, MD
Member

PRELIMINARY SUMMARY OF APPLICATIONS FOR BOARD APPROVAL

To: Board of Health
From: Jim Diamond
Date: January 13, 2022
Re: Summary of applications presented for Board approval

There were no applications this month.

PRELIMINARY SUMMARY OF GRANTS & CONTRACTS FOR BOARD APPROVAL

To: Board of Health
From: Jim Diamond
Date: January 13, 2022
Re: Summary of grants & contracts presented for Board approval

1. Tobacco Prevention Promotion Services grant amendment

A grant from the Tennessee Department of Health to improve the health of Davidson County residents and visitors through targeted strategies to prevent and control the use of tobacco products. This amendment adds additional money and extends the contract an additional year.

Term: July 1, 2019 – June 30, 2023
Amount: \$10,000
Program Manager: Lillian Maddox-Whitehead
Bureau: Fonda Harris

2. Nashville Predators Foundation grant

Grant from the Nashville Predators Foundation to pay for adoption fees as part of the “Clear the Shelter” event.

Term: NA
Amount: \$5,000
Program Manager: Staci Cannon
Bureau: Hugh Atkins

3. Boehringer Ingelheim Animal Health USA Inc contract

A Partners in Participation Shelter Program agreement for the purchase of discount vaccines and other medicines for shelter animals.

Term: February 1, 2022 – January 31, 2024
Amount: NA
Program Manager: Staci Cannon
Bureau: Hugh Atkins

4. Community Health Access & Navigation in Tennessee (CHANT) grant amendment

A grant from the Tennessee Department of Health to provide comprehensive Care Coordination services to eligible families and children. The potential recipients will be pregnant and postpartum adolescents and women; all children less than 5 years of age; TennCare kids eligible (up to 21 years old); and children and youth with special health care needs (up to 21 years old). This amendment adds additional money and extends the contract an additional year.

Term: July 1, 2021 – June 30, 2023
Amount: \$2,026,600
Program Manager: Fonda Harris
Bureau: Fonda Harris

**AMENDMENT SIX
OF GRANT CONTRACT GG-19-59820-05**

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Health, hereinafter referred to as the “State” and the Metropolitan Government of Nashville and Davidson County, hereinafter referred to as the “Grantee.” It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant Contract section A.5. is deleted in its entirety and replaced with the following:

A.5. Service Reports. The Grantee shall use grant funds to Implement Its approved Work Plan and shall submit periodic progress and financial reports in a formal approved by the State. Reports shall be submitted on the following schedule:

Period Covered by Reports	Due Date
July 1, 2018, through September 30, 2018	October 31, 2018
October 1, 2018, through December 31, 2018	January 31, 2019
January 1, 2019, through March 31, 2019	April 30, 2019
April 1, 2019, through June 30, 2019	July 31, 2019
July 1, 2019, through September 30, 2019	October 31, 2019
October 1, 2019, through December 31, 2019	January 31, 2020
January 1, 2020, through March 31, 2020	April 30, 2020
April 1, 2020, through June 30, 2020	July 31, 2020
July 1, 2020, through September 30, 2020	October 31, 2020
October 1, 2020 through December 31, 2020	January 31, 2021
January 1, 2021 through April 30, 2021	May 15, 2021
May 1, 2021 through July 31, 2021	August 15, 2021
August 1, 2021, through October 31, 2021	November 15, 2021
November 1, 2021 through January 31, 2022	February 15, 2022
February 1, 2022 through April 30, 2022	May 15, 2022
May 1, 2022 through June 30, 2022	July 15, 2022

The Grantee shall submit to the State a final Closeout Report, detailing program outcomes (Attachment 1) and total expenditures for its initiative(s). The Closeout Report shall be submitted no later than June 30, 2023.

2. The following is added as Grant Contract section A.9.

A.9. No funds awarded under this Grant Contract shall be used for lobbying federal, state, or local officials.

3. Grant contract section B.1. is deleted in its entirety and replaced with the following:

B. TERM OF CONTRACT:

B.1. This Grant Contract shall be effective for the period beginning on July 1, 2018 (“Effective Date”) and ending on June 30, 2023, (“Term”). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.

4. Grant Contract section C.1. is deleted in its entirety and replaced with the following:

C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Six Hundred Twenty-Nine Thousand Nine Hundred Dollars (\$629,900.00) (“Maximum Liability”). The Grant Budget, attached and incorporated as Attachment 2 is the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.

5. Grant Contract Attachment 2 is deleted in its entirety and replaced with the new Attachment 2 attached hereto.

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

Amendment Effective Date. The revisions set forth herein shall be effective once all required approvals are obtained. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Director, Metro Public Health Department

Date

Chair, Board of Health

Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Director, Department of Finance

Date

APPROVED AS TO RISK AND INSURANCE:

Director of Risk Management Services

Date

APPROVED AS TO FORM AND LEGALITY:

Metropolitan Attorney

Date

Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

DEPARTMENT OF HEALTH:

Lisa Piercey, MD, MBA, FAAP
Commissioner

Date

ATTACHMENT 2
GRANT BUDGET
(BUDGET PAGE 1)

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2018, and ending June 30, 2022. <i>Roll-Up</i>				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$263,400.00	\$0.00	\$263,400.00
2	Benefits & Taxes	\$113,600.00	\$0.00	\$113,600.00
4, 15	Professional Fee/ Grant & Award ²	\$160,700.00	\$0.00	\$160,700.00
5	Supplies	\$59,600.00	\$0.00	\$59,600.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$3,000.00	\$0.00	\$3,000.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$3,000.00	\$0.00	\$3,000.00
11, 12	Travel/ Conferences & Meetings ²	\$13,000.00	\$0.00	\$13,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost	\$13,600.00	\$0.00	\$13,600.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$629,900.00	\$0.00	\$629,900.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: https://www.tn.gov/content/dam/tn/finance/documents/fa_policies/policy3.pdf).

² Applicable detail follows this page if line-item is funded.

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2018, and ending June 30, 2019. <i>Year 1</i>				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$64,000.00	\$0.00	\$64,000.00
2	Benefits & Taxes	\$30,000.00	\$0.00	\$30,000.00
4, 15	Professional Fee/ Grant & Award ²	\$0.00	\$0.00	\$0.00
5	Supplies	\$2,500.00	\$0.00	\$2,500.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$0.00	\$0.00	\$0.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$1,000.00	\$0.00	\$1,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% of Method)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$97,500.00	\$0.00	\$97,500.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: https://www.tn.gov/content/dam/tn/finance/documents/fa_policies/policy3.pdf).

² Applicable detail follows this page if line-item is funded.

ATTACHMENT 2 (continued)
GRANT BUDGET LINE-ITEM DETAIL

(BUDGET PAGE 3)

YEAR 1

SALARIES	AMOUNT
Lilian Maddox-Whitehead, Medical Admin \$ 5,288.49 x 12 x 50% + \$ 344.00 Longevity	\$32,074.94
Camille Farmer, Program Specialist \$ 3,330.61 x 12 x 80% + \$ -	\$31,973.86
TOTAL ROUNDED	\$64,000.00

TRAVEL / CONFERENCES & MEETINGS	AMOUNT
Local / In state Mileage Reimbursement	\$1,000.00
TOTAL	\$1,000.00

ATTACHMENT 2
GRANT BUDGET
(BUDGET PAGE 4)

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2019, and ending June 30, 2020. Year 2				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$67,200.00	\$0.00	\$67,200.00
2	Benefits & Taxes	\$28,900.00	\$0.00	\$28,900.00
4, 15	Professional Fee/ Grant & Award ²	\$153,700.00	\$0.00	\$153,700.00
5	Supplies	\$10,600.00	\$0.00	\$10,600.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$0.00	\$0.00	\$0.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$2,000.00	\$0.00	\$2,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% of Method)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$262,400.00	\$0.00	\$262,400.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: https://www.tn.gov/content/dam/tn/finance/documents/fa_policies/policy3.pdf).

² Applicable detail follows this page if line-item is funded.

ATTACHMENT 2 (continued)
GRANT BUDGET LINE-ITEM DETAIL

(BUDGET PAGE 5)

YEAR 2

SALARIES	AMOUNT
Camile Farmer, PS2 BMTF Coordinator \$ 2,792.90 x 12 x 100% +	\$33,514.80
Lillian Maddox-Whitehead, Program Coordinator \$ 2,806.00 x 12 x 100% +	\$33,672.00
TOTAL ROUNDED	\$67,200.00

PROFESSIONAL FEE/GRANT & AWARD	AMOUNT
Geographically targeted bus, benches, shelter ads x 3 month x multiple	\$26,250.00
Social Media ads (FB, Twitter, IG platforms) x 3 months x multiple programs	\$27,000.00
Cessation Vendor - PT contract staff for cessation efforts in HUD multi-unit housing for 6 months	\$10,455.00
BMTF media services	\$70,000.00
CEASE vendor	\$20,000.00
TOTAL ROUNDED	\$153,700.00

TRAVEL / CONFERENCES & MEETINGS	AMOUNT
BMTF User training travel and accommodations	\$350.00
Local travel	\$150.00
Attend National Conference on Tobacco or Health 2020	\$1,500.00
TOTAL	\$2,000.00

ATTACHMENT 2
GRANT BUDGET
(BUDGET PAGE 6)

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2020, and ending June 30, 2021. Year 3				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$67,200.00	\$0.00	\$67,200.00
2	Benefits & Taxes	\$28,800.00	\$0.00	\$28,800.00
4, 15	Professional Fee/ Grant & Award ²	\$0.00	\$0.00	\$0.00
5	Supplies	\$27,500.00	\$0.00	\$27,500.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$1,500.00	\$0.00	\$1,500.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$5,000.00	\$0.00	\$5,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% of Method)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$130,000.00	\$0.00	\$130,000.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: https://www.tn.gov/content/dam/tn/finance/documents/fa_policies/policy3.pdf).

² Applicable detail follows this page if line-item is funded.

ATTACHMENT 2 (continued)
GRANT BUDGET LINE-ITEM DETAIL

(BUDGET PAGE 7)

YEAR 3

SALARIES	AMOUNT
Camile Farmer, PS2 BMTF Coordinator \$ 2,792.90 x 12 x 100% + \$ -	\$33,514.80
Lillian Maddox-Whitehead, Program Coordinator \$ 2,806.00 x 12 x 100% + \$ -	\$33,672.00
TOTAL ROUNDED	\$67,200.00

TRAVEL / CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$5,000.00
TOTAL	\$5,000.00

GRANT BUDGET

(BUDGET PAGE 8)

Metropolitan Government of Nashville and Davidson County				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2021, and ending June 30, 2022. Year 4				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$65,000.00	\$0.00	\$65,000.00
2	Benefits & Taxes	\$25,900.00	\$0.00	\$25,900.00
4, 15	Professional Fee/ Grant & Award ²	\$7,000.00	\$0.00	\$7,000.00
5	Supplies	\$19,000.00	\$0.00	\$19,000.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$1,500.00	\$0.00	\$1,500.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$3,000.00	\$0.00	\$3,000.00
11, 12	Travel/ Conferences & Meetings ²	\$5,000.00	\$0.00	\$5,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (15% of s&b)	\$13,600.00	\$0.00	\$13,600.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$140,000.00	\$0.00	\$140,000.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <http://www.tn.gov/finance/looking-for/policies.html>).

² Applicable detail follows this page if line-item is funded.

YEAR 4

SALARIES							AMOUNT
Name, Title	Monthly Salary		# of Months		% of time		
Camille Farmer, PS2 BMTF Coordinator	\$3,821.82	x	12	x	80.00%		\$36,689.49
Lillian Maddox-Whitehead, Program Coordinator	\$5,891.95	x	12	x	40.00%	+	\$28,281.36
ROUNDED TOTAL							\$65,000.00

PROFESSIONAL FEE / GRANT & AWARD	AMOUNT
Ambassador Stipends	\$ 4,000.00
Photographer, non-employee	\$ 3,000.00
ROUNDED TOTAL	
	\$ 7,000.00

TRAVEL / CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$5,000.00
ROUNDED TOTAL	
	\$5,000.00

GRANT BUDGET

(BUDGET PAGE 10)

Metropolitan Government of Nashville and Davidson County				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2022, and ending June 30, 2023. Year 5				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$0.00	\$0.00	\$0.00
2	Benefits & Taxes	\$0.00	\$0.00	\$0.00
4, 15	Professional Fee/ Grant & Award ²	\$0.00	\$0.00	\$0.00
5	Supplies	\$0.00	\$0.00	\$0.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$0.00	\$0.00	\$0.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (15% of s&b)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$0.00	\$0.00	\$0.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <http://www.tn.gov/finance/looking-for/policies.html>).

² Applicable detail follows this page if line-item is funded.



METRO NASHVILLE
ANIMAL CARE & CONTROL

Receipt Number: **R21-213039** **Metro Animal Care And Control**
5125 Harding Place, Nashville, TN 37211
(615) 862-7928

Person Information: **NASHVILLE PREDA FOUNDATION**
501 BROADWAY
NASHVILLE, TN 37203
Phone: (615) 642-5758
Check / Card No:

Receipt Date: **Saturday, December 18, 2021**
PID: P243274

Item:	Animal ID:	Reference No:	Price:	Each:	Amount:
DONATION		#8527	\$5000.00	1	5,000.00
Total Fees Due:					\$5000.00
Payments:					
				Cash:	\$0.00
				Check:	\$5,000.00
				Credit Card:	\$0.00
Total Payments Received:					\$5000.00

Thank You!

Change: \$0.00
Balance Due: \$0.00

Despite our best efforts, we can not guarantee the health of the animal you have adopted. If your new pet becomes sick within 72 hours (3 working days), please return the animal to Metro Animal Care and Control and our veterinarian will examine the animal. If you choose to take your sick pet to a private veterinarian, you will be responsible for all costs incurred. **No refunds of the adoption fee offered after ten (10) days.**

Adoption and Reclaim Hours
Sunday-Saturday 10 AM-4 PM
Thursday 10 AM-6 PM

Nashville Predators Foundation
V-003841--Metro Animal Care and Control
Print As: Metro Animal Care and Control

5125 Harding Place
Nashville, TN 37211

8527
First Horizon
First TN-Foundation 1247
Date: 12/10/2021

Date	Bill #	Reference Number				
Acct	Memo	Department ID	Location	Amount Entered	Amount Paid	
12/09/2021	2021 Donation					
8100.1000--Contributions	2021 Donation - Clear the Shelter with NFD	900	400	\$5,000.00	\$5,000.00	
Net Amount:					\$5,000.00	

REORDER FORM #075LB6

Page 1 of 1

Nashville Predators Foundation
501 Broadway
Nashville, TN 37203

First Horizon
511 Union Street
Nashville, TN
37219

8527
Date: 12/10/2021

87-520/640

Pay Five Thousand Dollars

\$5,000.00

Board of Health January 13, 2022 Advance Packet

Page 24 of 75

Pay to the order of
Metro Animal Care and Control

D ✓

2022 – 2024 PARTNERS IN PROTECTION® SHELTER PROGRAM PARTICIPATION AGREEMENT FOR DISCOUNTS

Sales Information:

Sales Representative: Mark Sellers
District Manager: Chad Moore

Primary Organization Information:

Account #: 3512
Location #:13697
Primary Organization Name: Metro Animal Care & Control
Address:5125 Harding Place
City, State, Zip:Nashville, TN 37211
Email: gill.wright@nashville.gov
Contact Name: Gill Wright
Delivery Address, if different than Shelter Address:Click or tap here to enter text.
Delivery Address City, State, Zip:Click or tap here to enter text.

Secondary Organization Information (if applicable):

Secondary Location #:Click or tap here to enter text.
Secondary Organization Name:Click or tap here to enter text.
Address:Click or tap here to enter text.
City, State, Zip:Click or tap here to enter text.
Email:Click or tap here to enter text.
Contact Name:Click or tap here to enter text.

This Partners in Protection Shelter Program (“PIP”) Participation Agreement for Discounts (this “Agreement”) is by and between **Boehringer Ingelheim Animal Health USA Inc.**, a Delaware corporation, with a place of business at 3239 Satellite Boulevard, Bldg. 500, Duluth, Georgia 30096 (“Company”) and the organization(s) named above having a place of business located at the address(es) as stated above (individually or together, as the case may be, will be referred to as “Shelter”).

1. This Agreement is dated Insert current date and made effective as of the last date of signature by the parties through January 31, 2024 (“Term”). Company may terminate this Agreement, upon written notice, at any time for any reason whatsoever.
2. Company will offer certain animal health products (“Products”) to Shelter at discounted prices. Provided Shelter commits to purchase a minimum of \$10,000 in vaccine Products during each calendar year of the Term, the list of Products and the discount percentages set forth in the Tier 2 Discounted Percentages Table 2 in Exhibit A attached to this Agreement (“Tier 2 Discounted Percentages”) shall apply. All Tier 2 Discount Percentages on Exhibit A will apply at the time of purchase. If either, (a) Shelter elects not to commit to purchase of \$10,000 in vaccine Products during the Term or (b) upon review of Shelter’s purchase activity through June of any calendar year it appears Shelter will not meet the \$10,000 commitment for such year, Company’s regular Product pricing (“Tier 1 Discounted Percentages”) as set forth on Table 1 on Exhibit A shall apply. All Tier 1 Discount Percentages in Exhibit A will apply at the time of purchase.

Shelter elects:

(Shelter to initial election below)

Tier 1 Discount Percentages

Tier 2 Discount Percentages (Shelter commits to purchase a minimum of \$10,000 in vaccine Products during each calendar year of the Term)

3. During the Term of this Agreement, Shelter agrees:
 - a. to maintain its 501(C)(3) status or its status as a publicly supported animal care and control agency, and maintain state licensed kennel facilities.
 - b. to maintain an onsite shelter medical clinic or have regular routine onsite visits and support from a licensed veterinarian.

- c. that the Products purchased by the Shelter may not be sold or otherwise distributed to any third party in any manner not specifically provided for in this Agreement;
 - d. to prominently display and distribute certain promotional materials provided to Shelter by Company;
4. ALL WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT OF PROPRIETARY RIGHTS, ARE DISCLAIMED BY COMPANY.
 5. Each party represents and warrants that it has the full power and authority to enter into this Agreement and to perform all of its obligations hereunder without violating the legal or equitable rights of any third party.
 6. By participating in the PIP, Shelter understand and agrees that Shelter cannot participate in any other Company promotions featuring the Products.
 7. The Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee, without regard to its conflicts of laws rules. Company acknowledges that Shelter is a governmental entity subject to the requirements of Tennessee law including without limitation the Tennessee Governmental Tort Liability Act.
 8. The Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and supersedes all prior agreements, whether written or verbal. No waiver, modification, or addition to this Agreement shall be valid unless in writing and signed by the parties. If any part of this Agreement is rendered invalid or unenforceable, such rendering shall not affect the validity or enforceability of the remainder of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the day and year first above written.

BOEHRINGER INGELHEIM
ANIMAL HEALTH USA INC.

METRO ANIMAL CARE & CONTROL

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

EXHIBIT A

TABLE 1

PRODUCT LIST INCLUDING TIER 1 DISCOUNT PERCENTAGES

PRODUCTS		DISCOUNTS
NexGard® HEARTGARD® FRONTLINE® Brand Products	PARAS	Not included in shelter pricing
Canine vaccines and Feline FVRCP Feline Rabies and Felv vaccines IMRAB® (rabies)	VACCINES	50% 25% 65%
METACAM® / PREVICOX® / IMMITICIDE® ORAVET®/TRESADERM®	OTHER	25% 6%

TABLE 2

PRODUCT LIST INCLUDING TIER 2 DISCOUNT PERCENTAGES
(Shelter commits to purchase a minimum of \$10,000
in vaccine Products during each calendar year of the Term)

PRODUCTS		DISCOUNTS
NexGard® HEARTGARD® FRONTLINE® Brand Products	PARAS	Not included in shelter pricing
Canine vaccines and Feline FVRCP Feline Rabies and Felv vaccines IMRAB® (rabies)	VACCINES	65% 25% 65%
METACAM® / PREVICOX® / IMMITICIDE® ORAVET®/TRESADERM®	OTHER	25% 6%

**AMENDMENT ONE
OF GRANT CONTRACT GG2271250**

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Health, hereinafter referred to as the "State" and Metropolitan Government of Nashville and Davidson County, hereinafter referred to as the "Grantee." It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant Contract Attachment 1 is deleted in its entirety and replaced with the new attachment 1, attached hereto.
2. Grant Contract Section B. is deleted in its entirety and replaced with the following:

B. TERM OF CONTRACT

- B.1. This Grant Contract shall be effective for the period beginning on July 1, 2021, ("Effective Date") and ending on June 30, 2023, ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.
 - B.2. Term Extension. It is understood and agreed that the State may extend the Term an additional period of time, not to exceed one hundred-eighty (180) days beyond the expiration date of this Grant Contract, under the same terms and conditions. In no event, however, shall the maximum Term, including all extensions or renewals, exceed a total of sixty (60) months.
3. Grant Contract Section C.1. is deleted in its entirety and replaced with the following:
 - C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Three Million Nine Hundred Seventy Thousand Seven Hundred Dollars (\$3,970,700.00) ("Maximum Liability"). The Grant Budget, attached and incorporated as Attachment 2 is the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.
 4. Grant Contract Attachment 2 is deleted in its entirety and replaced with the new attachment 2, attached hereto.

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

Amendment Effective Date. The revisions set forth herein shall be effective ten (10) days following the last signature. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Interim Administrative Director
Metro Public Health Department

Date

Chair, Board of Health

Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Director, Department of Finance

Date

APPROVED AS TO RISK AND INSURANCE:

Director of Risk Management Services

Date

APPROVED AS TO FORM AND LEGALITY:

Metropolitan Attorney

Date

Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

DEPARTMENT OF HEALTH:

Lisa Piercey, MD, MBA, FAAP
Commissioner

Date

Federal Award Identification Worksheet

Subrecipient's name (must match registered name in DUNS)	Metro Government of Nashville and Davidson County
Subrecipient's DUNS number	078217668
Federal Award Identification Number (FAIN)	B04MC40163
Federal award date	10/15/2021
CFDA number and name	93.994 - Maternal and Child Health Services Block Grant to the States
Grant contract's begin date	7/1/2021
Grant contract's end date	6/30/2023
Amount of federal funds obligated by this grant contract	\$817,700.00
Total amount of federal funds obligated to the subrecipient	
Total amount of the federal award to the pass-through entity (Grantor State Agency)	\$2,111,904
Name of federal awarding agency	HRSA
Name and contact information for the federal awarding official	Nelson Pinto Grants Management Specialist npinto@hrsa.gov (301) 443-8899
Is the federal award for research and development?	No
Indirect cost rate for the federal award (See 2 C.F.R. §200.331 for information on type of indirect cost rate)	N/A

Metropolitan Government of Nashville and Davidson County - CHANT				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2021, and ending June 30, 2023.				
ROLLUP				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$2,330,000.00	\$0.00	\$2,330,000.00
2	Benefits & Taxes	\$840,300.00	\$0.00	\$840,300.00
4, 15	Professional Fee/ Grant & Award ²	\$45,000.00	\$0.00	\$45,000.00
5	Supplies	\$9,100.00	\$0.00	\$9,100.00
6	Telephone	\$25,000.00	\$0.00	\$25,000.00
7	Postage & Shipping	\$2,500.00	\$0.00	\$2,500.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$29,500.00	\$0.00	\$29,500.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$60,100.00	\$0.00	\$60,100.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% and method)	\$629,200.00	\$0.00	\$629,200.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$3,970,700.00	\$0.00	\$3,970,700.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocjp/policy3.pdf>).

² Applicable detail follows this page if line-item is funded.

Metropolitan Government of Nashville and Davidson County - CHANT				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2021, and ending June 30, 2022. YEAR 1				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$1,136,100.00	\$0.00	\$1,136,100.00
2	Benefits & Taxes	\$420,300.00	\$0.00	\$420,300.00
4, 15	Professional Fee/ Grant & Award ²	\$25,000.00	\$0.00	\$25,000.00
5	Supplies	\$4,100.00	\$0.00	\$4,100.00
6	Telephone	\$12,000.00	\$0.00	\$12,000.00
7	Postage & Shipping	\$1,500.00	\$0.00	\$1,500.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$14,500.00	\$0.00	\$14,500.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$21,700.00	\$0.00	\$21,700.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% and method)	\$308,900.00	\$0.00	\$308,900.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$1,944,100.00	\$0.00	\$1,944,100.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocjp/policy3.pdf>).

² Applicable detail follows this page if line-item is funded.

ATTACHMENT 2 (Continued)
GRANT BUDGET LINE-ITEM DETAIL
(BUDGET PAGE 3)

YEAR 1

SALARIES									AMOUNT
King, Natisha, Public Health Nurse 2 - King Nakishua	\$5,474.35	x	12	x	100%	\$	-	Longevity	\$65,692.20
Howse, Theresa, Manager 1 - Chant Lead	\$5,574.03	x	12	x	100%	\$	-	Longevity	\$66,888.36
Kimbrow, Demetria, Manager 1 - Chant Lead	\$5,920.48	x	12	x	100%	\$	-	Longevity	\$71,045.76
Owens, Jessica, Manager 1 - Chant Lead	\$5,601.79	x	12	x	100%	\$	-	Longevity	\$67,221.48
Hollanhan, Kimberly, Manager 1 - Chant Lead	\$4,934.79	x	12	x	100%	\$	-	Longevity	\$59,217.48
Washington, Antrion, Program Specialist 2 -	\$4,176.16	x	12	x	100%	\$	-	Longevity	\$50,113.92
Dangerfield, Valerie, Program Specialist 2 - Care Coordinator	\$4,401.91	x	12	x	100%	\$	-	Longevity	\$52,822.92
Erugeta, Stefi, Program Specialist 2 - Care Coordinator	\$3,613.61	x	12	x	100%	\$	-	Longevity	\$43,363.32
Bingham, Irma, Program Specialist 2 - Care Coordinator	\$3,950.43	x	12	x	100%	\$	-	Longevity	\$47,405.16
Dumas-Hodge, Kimberly, Program Specialist 2 - Care Coordinator	\$3,386.10	x	12	x	100%	\$	-	Longevity	\$40,633.20
Whiteside, Renna, Program Specialist 2 - Care Coordinator	\$3,611.83	x	12	x	100%	\$	-	Longevity	\$43,341.96
Rogers, Jonathan , Program Specialist 2 - Care Coordinator	\$3,234.50	x	12	x	60%	\$	-	Longevity	\$23,288.40
Byrd, Jasmine, Program Specialist 2 - Care Coordinator	\$3,295.00	x	12	x	40%	\$	-	Longevity	\$15,816.00
Warren, Krystal, Program Specialist 2 - Care Coordinator	\$3,386.10	x	12	x	100%	\$	-	Longevity	\$40,633.20
Crawford, Laura Program Specialist 2 - Care Coordinator	\$3,569.83	x	12	x	100%	\$	-	Longevity	\$42,837.96
Hanna, Amani, Program Specialist 2 - Care Coordinator	\$3,429.61	x	12	x	100%	\$	-	Longevity	\$41,155.32
McKinney, Jaira, Program Specialist 2 - Care Coordinator	\$3,388.56	x	12	x	100%	\$	-	Longevity	\$40,662.72
Vacant, Program Specialist 2 - Care Coordinator	\$3,412.34	x	12	x	100%	\$	-	Longevity	\$40,948.08
Robinson, Hannah, Program Specialist 2 - Care Coordinator	\$3,386.10	x	12	x	100%	\$	-	Longevity	\$40,633.20
Sanchez, Evelyn, Program Specialist 2 - Care Coordinator	\$3,386.10	x	12	x	100%	\$	-	Longevity	\$40,633.20
Bennett, Lydia, Program Specialist 2 - Care Coordinator	\$3,386.10	x	12	x	100%	\$	-	Longevity	\$40,633.20
Ellis, Tonya, Program Specialist 2 - Care Coordinator	\$3,386.10	x	12	x	100%	\$	-	Longevity	\$40,633.20
Shipman, Office Support Representative 3	\$3,701.51	x	12	x	100%	\$	-	Longevity	\$44,418.12
Brown, Deborah, Office Support Specialist 1	\$3,210.36		12	x	100%	\$	-	Longevity	\$38,524.32
Rhodes, Delilah, Office Support Specialist 1	\$3,129.12		12	x	100%	\$	-	Longevity	\$37,549.44
TOTAL ROUNDED									\$1,136,100.00

PROFESSIONAL FEE/ GRANT & AWARD	AMOUNT
Language Intrepretation	\$25,000.00
TOTAL	\$25,000.00

TRAVEL / CONFERENCES & MEETINGS	AMOUNT
Conference In State training	\$5,000.00
Local mileage	\$9,500.00
TOTAL	\$14,500.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Nutritional supplements	\$21,700.00
TOTAL	\$21,700.00

Metropolitan Government of Nashville and Davidson County - CHANT				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2022, and ending June 30, 2023. YEAR 2				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$1,193,900.00	\$0.00	\$1,193,900.00
2	Benefits & Taxes	\$420,000.00	\$0.00	\$420,000.00
4, 15	Professional Fee/ Grant & Award ²	\$20,000.00	\$0.00	\$20,000.00
5	Supplies	\$5,000.00	\$0.00	\$5,000.00
6	Telephone	\$13,000.00	\$0.00	\$13,000.00
7	Postage & Shipping	\$1,000.00	\$0.00	\$1,000.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$15,000.00	\$0.00	\$15,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$38,400.00	\$0.00	\$38,400.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (19.85% Salaries/benefits)	\$320,300.00	\$0.00	\$320,300.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$2,026,600.00	\$0.00	\$2,026,600.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocjp/policy3.pdf>).

² Applicable detail follows this page if line-item is funded.

ATTACHMENT 2 (Continued)
GRANT BUDGET LINE-ITEM DETAIL
(BUDGET PAGE 5)

YEAR 2

SALARIES							AMOUNT
King, Nakishua, Public Health Nurse 2 - King Nakishua	\$5,910.72	x	12	x	100%	Longevity	\$70,928.64
Howse, Theresa, Manager 1 - Chant Lead	\$6,018.33	x	12	x	100%	Longevity	\$72,219.96
Kimbrow, Demetria, Manager 1 - Chant Lead	\$6,392.41	x	12	x	100%	Longevity	\$76,708.92
Owens, Jessica, Manager 1 - Chant Lead	\$6,082.94	x	12	x	100%	Longevity	\$72,995.28
Hollanhan, Kimberly, Manager 1 - Chant Lead	\$5,433.65	x	12	x	100%	Longevity	\$65,203.80
Washington, Antrion, Program Specialist 2 - Care Coordinator	\$4,452.81	x	12	x	100%	Longevity	\$53,433.72
Dangerfield, Valerie, Program Specialist 2 - Care Coordinator	\$4,569.98	x	12	x	100%	Longevity	\$54,839.76
Guyette, Stefi, Program Specialist 2 - Care Coordinator	\$4,101.28	x	12	x	100%	Longevity	\$49,215.36
Bingham, Irma, Program Specialist 2 - Care Coordinator	\$4,101.28	x	12	x	100%	Longevity	\$49,215.36
Dumas-Hodge, Kimberly, Program Specialist 2 - Care Coordinator	\$3,632.57	x	12	x	100%	Longevity	\$43,590.84
Whiteside, Renna, Program Specialist 2 - Care Coordinator	\$3,866.92	x	12	x	100%	Longevity	\$46,403.04
Rodgers, Jonathan, Program Specialist 2 - Care Coordinator	\$3,596.60	x	12	x	60%	Longevity	\$25,895.52
Byrd, Jasmine, Program Specialist 2 - Care Coordinator	\$3,515.11	x	12	x	40%	Longevity	\$16,872.53
Warren, Krystal, Program Specialist 2 - Care Coordinator	\$3,632.57	x	12	x	100%	Longevity	\$43,590.84
Crawford, Lauren Program Specialist 2 - Care Coordinator	\$3,943.50	x	12	x	100%	Longevity	\$47,322.00
Hanna, Amani, Program Specialist 2 - Care Coordinator	\$3,632.57	x	12	x	100%	Longevity	\$43,590.84
Vacant, Program Specialist 2 - Care Coordinator	\$3,632.57	x	12	x	100%	Longevity	\$43,590.84
Robinson, Hannah, Program Specialist 2 - Care Coordinator	\$3,632.57	x	12	x	100%	Longevity	\$43,590.84
Sanchez, Evelyn, Program Specialist 2 - Care Coordinator	\$3,632.57	x	12	x	100%	Longevity	\$43,590.84
Quintilla, Leonard, Program Specialist 2 - Care Coordinator	\$3,632.57	x	12	x	100%	Longevity	\$43,590.84
Ellis, Tonya, Program Specialist 2 - Care Coordinator	\$3,632.57	x	12	x	100%	Longevity	\$43,590.84
Shipman, Dorothy, Office Support Senior	\$4,897.98	x	12	x	100%	Longevity	\$58,775.76
Brown, Deborah, Office Support Specialist 1	\$3,653.42		12	x	100%	Longevity	\$43,841.04
Lucy, Jacelyn, Office Support Specialist 1	\$3,438.52		12	x	100%	Longevity	\$41,262.24
TOTAL ROUNDED							\$1,193,900.00

PROFESSIONAL FEE/ GRANT & AWARD	AMOUNT
Language Intrepretation	\$20,000.00
TOTAL	\$20,000.00

TRAVEL / CONFERENCES & MEETINGS	AMOUNT
Local mileage	\$15,000.00
TOTAL	\$15,000.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Nutritional supplements	\$38,400.00
TOTAL	\$38,400.00

BEHAVIORAL HEALTH AND WELLNESS DIVISION UPDATE

January 13, 2022



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



Award Winning

VISION

Community Engaged and Responsive Behavioral Health System



Community Mental Health Systems Improvement (CMHSI)

MISSION: REDESIGN THE MENTAL HEALTH SYSTEM OF CARE TO ADDRESS THE UNMET NEEDS OF INDIVIDUALS WITH SERIOUS AND PERSISTENT MENTAL ILLNESS SO THAT PREVENTABLE AND AVOIDABLE INCARCERATIONS DECLINE IN DAVIDSON COUNTY

GOAL: REDUCE THE NUMBER OF SOCIAL-EMOTIONAL AND BEHAVIORAL HEALTH CRISES REQUIRING INTERVENTION AMONG YOUNG PEOPLE AND ADULTS

- ✓ 24/7 Crisis Center Opens at MHC in 2019 support state ask \$15 million statewide assured \$2.9 million for building
- ✓ BHWAC established by Executive Order
- ✓ BHWAC recommendations to Mayor Cooper on behavioral health and crisis response needs in relation to Covid-19 and the Policing Policy Commission
- ✓ Task Force on Competency and Wellbeing intersection with CMHSI Diversion Workgroup
- ✓ Metro invested in Behavioral Health Crisis Response
 - Behavioral Health Needs Assessment
 - Partners in Care--Data to Action Reporting
 - Dedicated Epidemiologists



IMPACT OF CMHSI



Priority Areas

- Violence Prevention: Community-Based Solutions
- Prevention of Overdoses: Same-Day Access to Care
- Policy: Workforce Development and Access to Care

16 Organizations

Co-Chairs: MPHD and Matthew Walker
Comprehensive Health Center

- Centerstone, Inc.
- Juvenile Court
- Mental Health Cooperative, Inc.
- Metro Nashville Government
- Metro Nashville Police Department
- Metro Nashville Public Schools
- NAMI Davidson
- Nashville General Hospital at Meharry
- New Way Now
- Renewal House
- TAADAS
- Tennessee Department of Mental Health and Substance Abuse Services
- Vanderbilt Behavioral Health
- Vanderbilt School of Medicine

ALL CHILDREN EXCEL (ACE) NASHVILLE

MISSION



**TO PREVENT AND MITIGATE THE
LIFELONG IMPACT OF CHILDHOOD
ADVERSITY TO IMPROVE THE
SAFETY, HEALTH, AND PROSPERITY
OF OUR COMMUNITY**



- ✓ Fully Funded Advocacy Centers
- ✓ 100% of MNPS Faculty and Staff Trauma-Informed Care Trained
- ✓ Roadmap to Resilience (R2R) - National Rollout Spring 2022
- ✓ Launched Pediatrics Workgroup
- ✓ Centered Anti-Racism Efforts in Quarterly Meetings
 - Healing Racial Trauma: Equity for North Nashville
 - Mayor's Youth Council

PROJECT OUTCOMES



MISSION

Create a stigma-free culture of wellbeing where everyone can thrive and prosper

SUICIDE PREVENTION AND AFRICAN AMERICAN FAITH COMMUNITIES COALITION (SPAAFCC)

IMPACT OF SPAAFCC

1. Coalition:

- 75 Agencies
- 28 Faith Leaders/Churches

2. Power of pulpit
advancing suicide
prevention and
promotion of mental
wellbeing

3. Conferences and Trainings:

- Suicide Prevention
- Adverse Childhood Experiences

SCREENINGS AND EDUCATION

Mission: Provide non-emergent substance abuse and mental health screenings, recommendations, and referrals for uninsured adults and adolescents in Davidson County and increase awareness behavioral health issues and trauma informed practices.

Trainings

- Building Strong Brains
- Mental Health First Aid-Youth and Adult
- QPR (Question, Persuade, Refer) Suicide Prevention
- SAMHSA Trauma Training for All DCSO Personnel
- Mental Health and Substance Use Education Series - TDOC Davidson County Reentry Center

Screenings

- Mental Health
- Substance Use
- Psychosocial Needs

Review Panels

- Fetal Infant Mortality Review
- Domestic Assault Review Team

LESSONS LEARNED

1. Data to Action methodologies create immediate systems enhancements

2. Community understands Behavioral Health Systems Change (Population Level) and MPHD's leadership

3. All the right organizations are at the table for community-engaged systems change

MOVING FORWARD

1. Expand outreach and engagement in underserved and diverse communities

2. Build and innovate based on data/findings from Behavioral Health Needs Assessment (BHNA)

3. Continue Division leadership focused on behavioral health systems change:

- Grow R2R work
- CMHSI support of Competency and Wellbeing Taskforce Recommendations
- Establish epidemiologic reporting

Strategic Driver Snapshot

The Metropolitan Public Health Department is committed to fostering a culture of accountability and transparency with the community that we serve. MPHD has created a set of data dashboards to provide the public with timely, accurate, and actionable data about our programs.

The public information on this site is reflective of data provided by the programs that collect it, and is subject to change as classifications change. The statistics shown are for informational purposes only and should not be considered official counts for the Department, unless otherwise stated.



Clinical Services



Ryan White Part A,
Tuberculosis and
Hepatitis C



Health Equity



Community Health



Environmental Health



Population Health



Epidemiology



Correctional Health



Occupational Health



Communications



CDEP



Finance and
Administration

Strategic Driver Snapshot

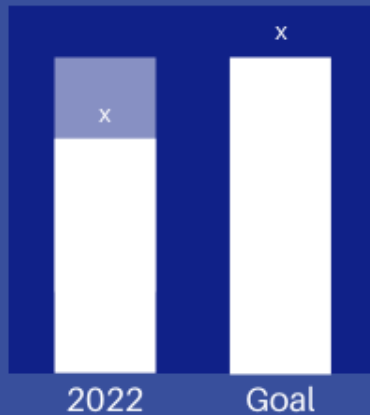


The Metropolitan Public Health Department's Clinical Services Bureau provides clinical services to the general public. Clinical service are provided at the Lentz Public Health Center, along with the East Public Health Center and the Woodbine Public Health Center.

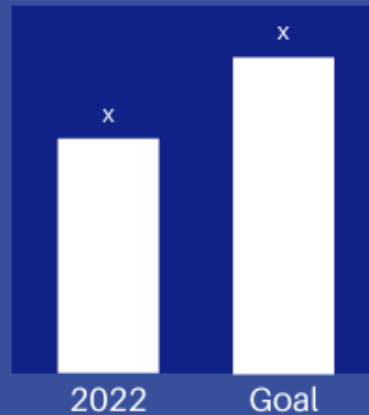
Clinical Services Bureau

Data most recently updated: 1/3/2022

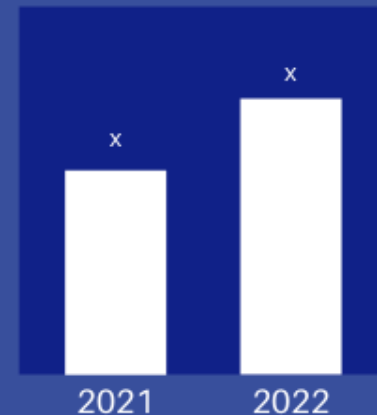
Health fair/education events completed for breast cancer screenings and family planning outreach



Number of HPV Menactra and TDAP vaccines administered to those ages 12-15



Number of PrEP patients under care of MPH D PrEP Clinic



Strategic Driver Snapshot

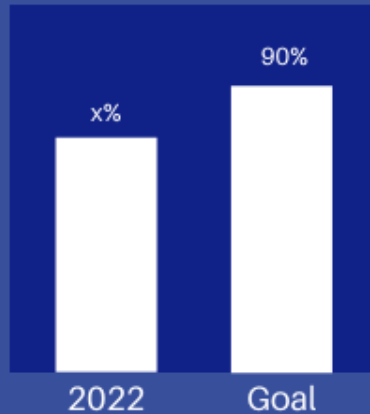


Ryan White Part A,
Tuberculosis and
Hepatitis C

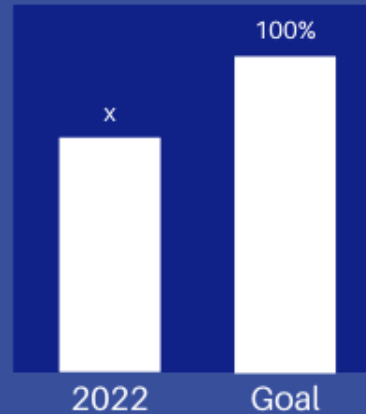
The Metropolitan Public Health Department's Ryan White Part A, Tuberculosis and Hepatitis C program works to eliminate HIV/AIDS, Hepatitis C and Tuberculosis. The program also aims to improve life for those who are currently living with those diseases.

Data most recently updated: 1/3/2022

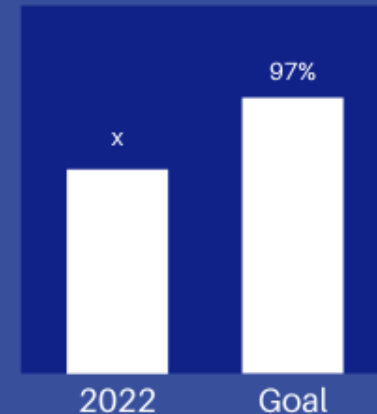
Percentage of virologically suppressed clients in Ryan White Part A Program




Percentage of persons diagnosed with TB Disease to have a known HIV status.





Percent of suspected or confirmed TB cases evaluated within ten days of receiving notification.



Strategic Driver Snapshot

Face page display (1st level)	Bureau page display (2nd level)		 Individual strategic driver info button (3rd level)	
Bureau (or division)	Strategic Driver Display name	Graphic	Strategic Driver Full Name	Narrative
Clinical Services Bureau	Breast and cervical cancer educational events	Actual & goal bar chart	Number of evidence-based health fair/education events completed for Breast Cancer Screenings and family planning outreach	These events are important opportunities to increase awareness among community members and local agencies about the availability of free or low-cost breast and cervical cancer screening for un/under-insured women.
	Early teen vaccinations	Actual & goal bar chart	Number of Menactra, Tdap, and HPV vaccinations given to teens 12-15 years old.	Vaccines are a safe and effective way to protect teenagers against meningococcal meningitis, tetanus, diphtheria, pertussis (whooping cough) and human papillomavirus.
	PrEP clients	Report actual number, no graphic; may revise in future when more is known about eligible population	Total patient load of PrEP patients under care of MPHD PrEP clinic.	The <i>Ending the HIV Epidemic in the U.S.</i> (EHE) initiative is scaling up four science-based strategies that can end the epidemic: Diagnose, Treat, Prevent, and Respond. PrEP, or pre-exposure prophylaxis is a key prevention method that
Ryan White Part A, TB, and Hep C Division	Viral suppression in PLWHA		Number and percentage of clients virologically suppressed.	
	TB patients with known HIV status		All individuals diagnosed with TB disease will have a known HIV status	
	TB cases evaluated on time		Each suspected or confirmed case of TB disease is evaluated in the TB clinic by a TB clinician within 10 working days of the health department receiving the notification.	
Health Equity Bureau	HiAP MOUs		Three established MOU's to implement a Health Lens approach	
	Staff trained in HiAP facilitation		Two staff members(one in the Health Equity Bureau) trained to facilitate use of the Health Lens tool with partners	
	HiAP trainings delivered		HiAP facilitators will deliver ≥5 trainings on authentic community engagement and the use of the health lens approach	
	Dental sealants placed	Board of Health January 13, 2022 Advance Packet		

Face page display (1st level)	Bureau page display (2nd level)		 Individual strategic driver info button (3rd level)	
Bureau (or division)	Strategic Driver Display name	Graphic	Strategic Driver Full Name	Narrative
Community Health Bureau	School nurse interventions		Number of scheduled and unscheduled School Nurse interventions	
	Return-to-Class rate		Return-to-Class rate	
Environmental Health Bureau	Environmental health complaints addressed		Number of complaints addressed in a timely manner / number of complaints	
	Facility inspections completed		Number of inspections conducted in each program (food hotels/motels public pools body art campgrounds bed & breakfasts childcare correctional institutions)	
Population Health Bureau	Completed eligibility applications		Number of presumptive eligibility pregnant women who complete application process	
	New access to care		Number of eligible clients who gain access to care through ACA	
	Clients linked to medical home		Number of clients linked to medical home	
	PAN patient prescriptions		Number of prescriptions for PAN patients annually	
	CHANT families linked to resources		Number of clients/families connected to services or resources e.g. mental health, primary care, home visiting, job services, car seats, food, basic needs	
	Population health clients referred for home visiting		Within one business day of contact with an eligible family MPHD programs [WIC Sexual Health Clinic Family Planning Oral Health School Health Presumptive Eligibility etc.] complete a referral for home-visiting services via the Central Referral System for all eligible families who do not opt out of the referral.	
	New partners for Baby and Me Tobacco Free		Number of new external partners/referral sources	
	Self-referrals for Baby and Me Tobacco Free		Self-referrals by advertising the BMTF program using a variety of mediums	
	Mental health screenings		Number of individuals receiving screening and/or referrals for mental health substance use or psychosocial needs.	

Face page display (1st level)	Bureau page display (2nd level)		 Individual strategic driver info button (3rd level)	
Bureau (or division)	Strategic Driver Display name	Graphic	Strategic Driver Full Name	Narrative
Epidemiology Division	Child death investigations		Number of child death investigations completed per quarter	
	Partners in Care precincts		Number of precincts involved; percent of events requiring/receiving a crisis assessment	
	Introductory data trainings		Number of trainings facilitated; percent of students rating the training positively	
Correctional Health	Detainees receiving Intake Health Assessment		Percentage receiving an Intake Health Assessment within 12 hours of admission	
Occupational Health and Wellness	Referrals after workplace physicals		Number of referrals to providers for annual Fitness-For-Duty-Exams	
	Referrals for chronic disease evaluation		<i>New possible indicator:</i> Among quarterly chart review records what % of high BMI patients received chronic disease counseling/education	
Communications	Ideas for publicity		Number of ideas pitched, percentage picked up, number of outlets for each	
	Timely responses to media requests		Media requests receiving response w/in 24 hours	
	Social media posts		Number of social media posts	
CDEP Bureau	Cluster identification efficiency		Percentage of clusters and outbreaks that were identified as they occurred	
	Preparedness events' location distribution		Map of events attended, by zip code	
	Community members' engaged		Number of community members engaged in previous year, and ytd	
	HIV positives linked to care		Clients who test positive for HIV will be linked to care within 30 days of test date.	
	Notifiable cases outreach		Percentage of outreach cases interviewed within the required timeframe	
Finance and Administration Bureau	Exit interviews for employees		Percent of departing employees who complete exit interview (excluding retirements)	
	Vital statistics requests completed		Percent of requests filled within 48 hours	

Director's Update to the Board of Health January, 2022

Protecting Health – Preventing the Spread of Infectious Disease

COVID

“Covid bad.” --- Gill C. Wright III

STATUS

Studies from multiple countries indicate that, proportionally, fewer people are becoming seriously ill with the omicron variant. This is likely due to a combination of previous immunity through infection and vaccination among large numbers of the global population, and that omicron does not affect the lower respiratory system as much as the delta variant.

But omicron is highly infectious. Reported daily infections have increased to their highest point in the pandemic, with 40% of those tested resulting as positive as of January 7. Hospitalizations are up with the very high case load, but have increased at a slower rate than a comparative time period at the beginning of the summer 2021 delta wave (172% increase in hospitalizations from 12/5/2021 to 1/5/2022, compared to a 385% increase in hospitalizations from 7/3/2021 to 8/3/2021). ICU admissions and ventilated patients are increasing at a much slower rate during this surge than during the analogous portion of the delta surge. However, Davidson County hospitals are still under pressure because hospitalizations started at a higher baseline than at the beginning of the delta surge in July, so the quantity of hospitalized patients is still very high.

While the rates of change are slower than with the delta surge the volume of cases admitted to hospitals has continued to increase, adding onto the prior high baseline, and setting hospitalizations on a pace to meet and possibly exceed the number of hospitalized patients during the peak of the delta surge last summer. While the individual risk level to most vaccinated people is low with the omicron variant, the pressure this wave is putting on community-shared resources is high due to the sheer volume of cases and a large proportion of the population that remains unvaccinated.

Vaccine trends

Davidson County vaccinations have come to a near stall in terms of fully vaccinated individuals. From the beginning of November to January 6, the percent of fully vaccinated individuals in Davidson County increased from 58.1% to 62.8%, an 8% increase. The vast majority of these were pediatric doses.

MPHD continues to participate with partners and host educational events with community leaders and the public to address vaccine hesitancy, but by and large those who will get a vaccine have seemingly done so and those who will not get a vaccine are sticking to their decision. We do not believe that vaccine access is a significant issue, and that the stall in vaccine uptake is due to personal choice.

We have started administering boosters to children between 5 and 12 years old at all vaccine sites and pop-ups.

Community strike team events, or “pop-ups”

Strike teams have conducted 369 testing and/or vaccine events since July 2021, 48 of which were in December, and administered over 15,000 vaccines in the last half of 2021. Strike teams have been an integral component of MPHD's response since April 2020, providing testing and vaccines at places and times that make sense for various communities and in coordination with trusted community partners. The

outreach strategy for these teams is ever adapting to community trends and they rapidly amend their schedules to accommodate emerging needs, especially during case surges. In response to the omicron variant, strike team events have become slightly more testing-focused rather than vaccine-focused to accommodate community need and demand. We would be remiss not to mention the flexibility and adaptability of the strike teams that have established and deployed testing PODs on a moment's notice throughout the entire pandemic response, and most recently during the last few weeks of this surge. They are filling gaps in services while MPHD and other Metro agencies work with contracted partners to scale up current operations by providing accessible and efficient testing to the community. For example, Emily Gibson, our Strike Team Coordinator, most recently planned the New Year's Eve testing event in just a few hours to meet some of the testing demand over the holiday weekend. Ten strike team members showed up on the holiday, evidence of their determination to serve our residents.

MPHD is expanding the strike teams' staffing to accommodate even more expanded testing options and availability throughout the county, and on evenings and weekends. Pop-up drive thru events will take place in the Lentz parking lot on evenings when there are no other events planned, and strike teams will also staff the Charlotte Pike assessment center on Saturdays through January.

FLU

We continue to offer flu vaccines for the 2021-2022 season. Flu vaccines remain free through the remainder of the flu season, typically until April or May. Any individual interested in a flu vaccine is encouraged to call and make an appointment at the preventive clinic that is most convenient for them (Lentz, East or Woodbine).

Improving Health - Services to Individuals & Families

WIC

The increase in money for WIC families to purchase fruits and vegetables was federally extended through March 31, and we have already reissued for all our participants.

Also, the libraries have let us know our WIC Outreach team cannot use the community rooms until February; we had hoped to start this month. As a result Outreach team will continue to be mostly virtual until then. All other clinics are working a hybrid approach, having families come in when we need them to be in person for normal federal requirements.

Dental

The School Based Dental Prevention Program hygienists are back as the children return to schools. We have three new hygienists who are very excited to help these children gain access to free dental care.

The Lentz Dental Clinic has provided services for many emergency patients around the holidays while managing our normal, full patient load.

Organizational Updates

CSME

Dr. Kenton A. Dodd will begin his term as the Civil Service Medical examiner the week of Jan 10. Dr. Dodd comes to us from his post as the Senior Medical Officer at the VA hospital here in Nashville. He had worked for the VA since 2009 after a three-year stint as Medical Center Director for Concentra, also in Nashville. He has a bachelor's degree from Tennessee State, a masters from the University of Minnesota, and the MD from Meharry Medical College. We welcome him aboard.

BUDGET

In case you missed Mr. Diamond's email recently, a reminder that we have received our FY23 budget memo.

It is encouraging to see the Mayor's #1 priority is to sustain an equitable emergency response to the pandemic. Mentions of supporting public health approaches to disease management, health equity, and access and behavioral health impacts of the pandemic are key areas we have focused on for the last two years and undoubtedly will be going forward. Also encouraging was the mention of equity as one of the two key principles that will guide public investment in the three priorities listed.

For the second consecutive year, it was disappointing to see the 2% reduction scenario. Last year, we did not take any cuts, and we sincerely hope that will maintain through this budget. Nevertheless, we will still need to submit our proposed cuts as directed.

With a FY22 local budget of \$28.2 million, we will need to propose a cut of about \$564,000. We won't get to this level without proposing losing local positions.

There is a very tight turnaround for our submissions this year, which are due February 11.

The memo does not mention any potential salary improvements, but there have been some informal discussions about a potentially sizeable cost-of-living increase due to inflation.

Overdose Response Program (ORP) | Division of Behavioral Health and Wellness

GRANTS

- U.S. DOJ Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) Grant
- TDH-CDC High Impact Area (HIA) Grant
- **NACCHO Grant (application submitted and awarded)
- The "Community Overdose Prevention and Empowerment" project will deploy community health educators and enhance surveillance through surveys and listening sessions so authentic community voice is incorporated into overdose prevention strategies, messaging, and materials.
- **SAMHSA GAINS Center Sequential Intercept Model (SIM) Mapping Workshop Grant (application submitted and awarded)
- SIM Workshops are designed bring together a local, multidisciplinary group of key stakeholders from a particular jurisdiction to facilitate cross-system collaboration..

INTERVENTIONS AND ACTIVITIES

Overdose Fatality Review (OFR) Panel

- Seeks to examine and understand the circumstances surrounding fatal drug overdoses occurring in Davidson County. **Meetings occur monthly.**

ED Post-Overdose Discharge Protocol

- Initiative seeks to improve care through the use of peer recovery navigators, naloxone distribution, harm reduction strategies, and medically-assisted treatment (MAT).

Nashville Fire Department EMS Post-Overdose Follow-Up

- Implementation began in early January 2021.

Substance Use Linkage by ORP Social Worker

- Implementation began in November 2020. Activities include linking MPHD clinic patients with substance use disorder to available resources.

Data-to-Action with Local Prevention/Public Safety Partners

- Collaborating with prevention partners/public safety for targeted response to high-activity areas.

Data-to-Action with Local Homeless/Housing Partners

- Currently collaborating and implementing data-to-action activities with local homeless/housing partners surrounding the overdose crisis.

HIA Multidisciplinary Stakeholder Group

- Inaugural quarterly meeting held in July involving stakeholders from multiple sectors aimed at mitigating the local drug overdose crisis.

**SAMHSA GAINS Center Sequential Intercept Model (SIM) Mapping Workshop

- Initial planning meeting currently being scheduled for mid to late January.

Public Health Emergency - Drug/Opioid Overdose Crisis in the U.S.

On October 26, 2017, the drug overdose crisis was officially declared to be a public health emergency by President Trump. This determination was renewed by the Secretary of Health and Human Services, effective July 7, 2021.

<https://www.phe.gov/emergency/news/healthactions/phe/Pages/opioids-7July2021.aspx>

MEDIA

The Tennessean "Police: Man charged after woman dies of fentanyl, cocaine overdose" - December 20, 2021

<https://www.tennessean.com/story/news/crime/2021/12/20/man-charged-after-nashville-woman-dies-fentanyl-cocaine-overdose/8966250002/>

Metro Nashville Police Department "Convicted Drug Felon Now Jailed on 2nd Degree Murder Charge for Supplying Fentanyl/Cocaine Mix" - December 17, 2021

<https://www.nashville.gov/departments/police/news/convicted-drug-felon-now-jailed-2nd-degree-murder-charge-supplying-fentanyl>

The Center for Forensic Science Research & Education "New Synthetic Opioid Protonitazene Increasing in Prevalence as "Nitazenes" Gain Traction Across the United States and Canada" - December 10, 2021

<https://www.npsdiscovery.org/new-synthetic-opioid-protonitazene-increasing-in-prevalence-as-nitazenes-gain-traction-across-the-united-states-and-canada/>

Tennessee Office of the Governor "Gov. Lee Authorizes Tennessee Guard Deployment to Southern Border as Drug Crisis Surges" - December 7, 2021

<https://www.tn.gov/governor/news/2021/12/7/gov-lee-authorizes-tennessee-guard-deployment-to-southern-border-as-drug-crisis-surges.html>

WSMV Channel 4 "Nashville mom speaks out about her daughter's struggle with substance abuse" - December 5, 2021

https://www.wsmv.com/news/nashville-mom-speaks-out-about-her-daughters-struggle-with-substance-abuse/article_a62014ec-5653-11ec-bde5-b7ce9f32452b.html

WSMV Channel 4 "3 people dead after suspected overdoses in Hermitage area" - December 4, 2021

https://www.wsmv.com/news/3-people-dead-after-suspected-overdoses-in-hermitage-area/article_cf900f4a-554e-11ec-ae39-d34706313eef.html

Healthline "New Opioids Called Nitazenes May Be 20 Times Stronger Than Fentanyl" - December 2021

<https://www.healthline.com/health-news/new-opioids-called-nitazenes-may-be-20-times-stronger-than-fentanyl>

SPIKE ALERTS

- Since implementation in June 2021, the SPIKE Auto Text Program has been utilized 6 times (June 9, July 16, August 13, September 2, October 4, and December 4).

Data and Surveillance

Suspected Fatal Drug Overdoses

- At the time of this report, there were **701 drug overdose deaths** (confirmed and suspected) in 2021, representing a **13% increase** compared to the same time period last year.
- Fentanyl has been detected in 75% of overdose-related toxicology reports in 2021 (78% in 2020).
- Monthly Average
 - 2020: 51.8 suspected overdose deaths
 - 2021: 58.4 suspected overdose deaths

Suspected Nonfatal Drug Overdose-related Emergency Department (ED) Visits

- At the time of this report, there were **2,579 overdose-related ED visits** at local hospitals in 2021, representing a **1% increase** compared to the same time period last year.
- Monthly Average
 - 2020: 213.8 overdose-related ED visits
 - 2021: 214.9 overdose-related ED visits

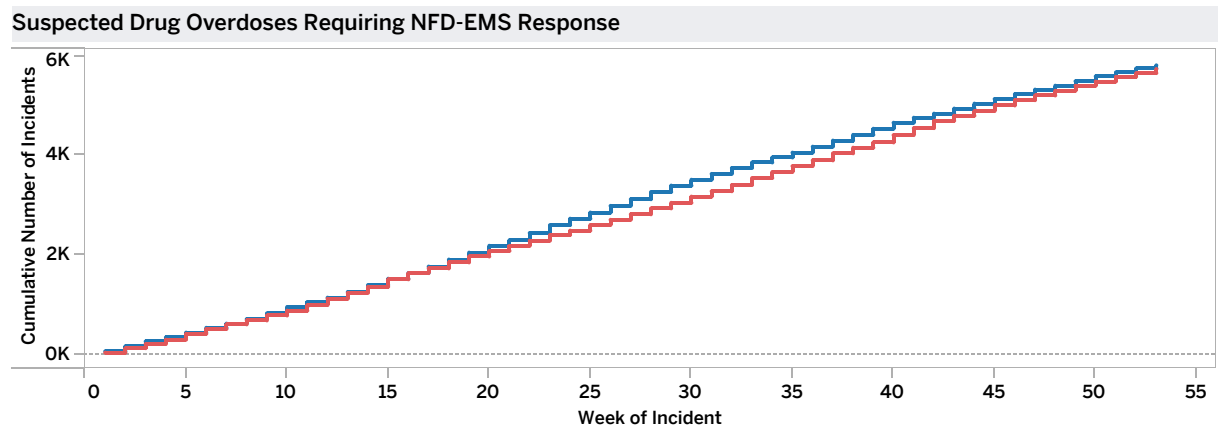
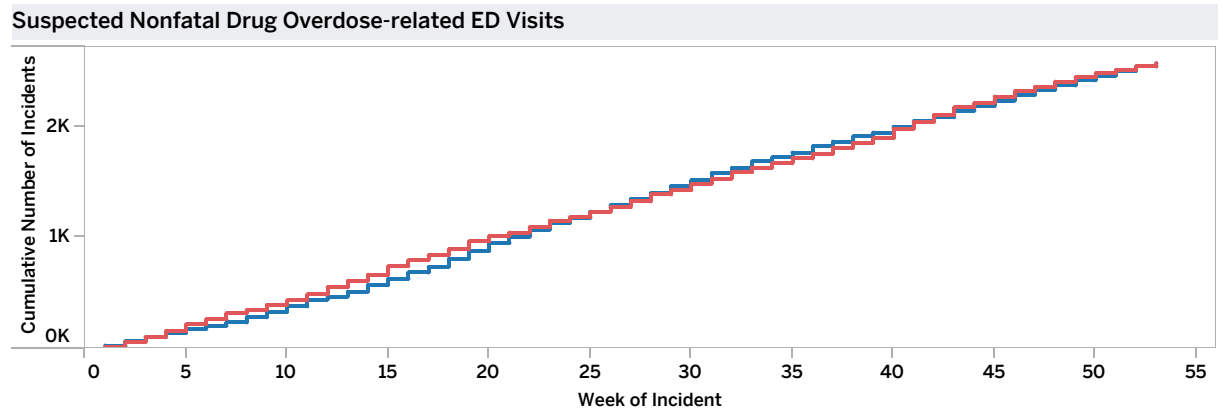
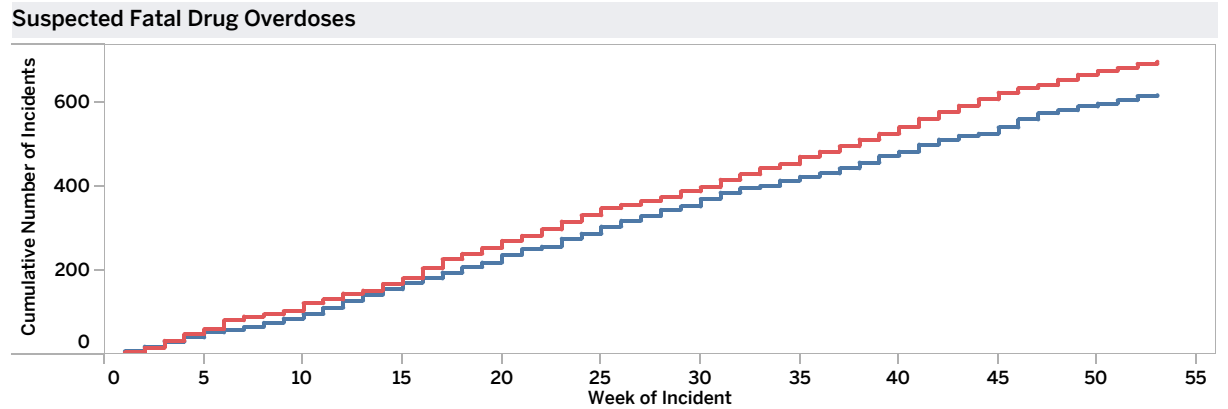
Suspected Drug Overdoses Requiring NFD-EMS Response

- At the time of this report, there were **5,746 suspected overdoses requiring NFD-EMS response** in 2021, representing a **1% decrease** compared to the same time period last year.
- Monthly Average
 - 2020: 484.9 suspected overdoses
 - 2021: 478.8 suspected overdoses

Syringe Containers Collected in the Community

- Through November, there have been **1,683 syringe containers collected** by the Metro Public Health Department in 2021, representing an **72% increase** compared to the same time last year (each syringe container in estimated to collect between 400 and 430 1cc syringes).
- Monthly Average
 - 2020: 88.7 containers
 - 2021: 153.0 containers

**Cumulative, Year-to-Date Drug Overdose Activity, 2020-2021
[2020=BLUE, 2021=RED]**



Prevention Categories for Activities/Interventions Implemented or Supported by ORP

The Overdose Response Program is involved in both actively implementing and supporting a multitude of community activities and interventions aimed at addressing all levels of prevention (primary, secondary, and tertiary). This ensures our program is applying a comprehensive approach which involves mitigating the currently burgeoning local drug overdose crisis while aiming to prevent substance use/addiction before it ever occurs.

Implemented by ORP

Overdose Fatality Review (OFR) Panel - primary, secondary, tertiary

ED Post-Overdose Discharge Protocol - primary, secondary, tertiary

HIA Multidisciplinary Stakeholder Group - primary, secondary, tertiary

Nashville Fire Department Emergency Medical Services Post-Overdose Follow-Up - primary, secondary, tertiary

Substance Use Linkage by ORP Social Worker - primary, secondary, tertiary

Data-to-Action with Local Prevention Partners - primary

Data-to-Action with Public Safety Partners - primary

Data-to-Action with Local Homeless/Housing Partners - primary

SPIKE Auto Text Program - primary, secondary

Drug Overdose Monitoring and Surveillance - primary, secondary, tertiary

Syringe Services Program (SSP) - primary, secondary

(Note: MPHD receives syringe containers from organization implemented the SSP for disposal as medical waste)

Supported by ORP

Fentanyl Test Strip Distribution (as a means of harm reduction) - primary, secondary

Definitions

Primary Prevention: "upstream" measures that prevent the onset of illness before the disease process begins. Immunization against infectious disease is a good example.

Secondary Prevention: measures that lead to early diagnosis and prompt treatment of a disease. Breast self-examination is a good example of secondary prevention.

Tertiary Prevention: involves the rehabilitation of people who have already been affected by a disease, or activities to prevent an established disease from becoming worse.

Update: Drug Overdose Epidemic in Davidson County, TN January 2022

Overdose Response Program

Trevor Henderson | Director

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Haley Hershey, MPH | Epidemiologist

Email: haley.hershey@nashville.gov

Metro Public Health Department Website

Drug Overdose Information

<https://www.nashville.gov/departments/health/drug-overdose-information>

Data Sources

Suspected Fatal Drug Overdoses

Death Investigation and Decedent Information (DIDI) Database (maintained by the Davidson County Medical Examiner (DCME))

Suspected Nonfatal Drug Overdose-related ED Visits

ESSENCE-TN

Suspected Drug Overdoses Requiring NFD-EMS Response

Nashville Fire Department Emergency Medical Services (NFD-EMS)

Notes

Data presented in this report were extracted on January 4, 2022 and are provisional. There may be additional fatal/nonfatal drug overdoses reported over this time period in subsequent reports as incidents that occurred from October 2021-December 2021 are not yet finalized.

Suspected drug overdose deaths captured in the DIDI database represent deaths under DCME jurisdiction and do not necessarily indicate Davidson County residency status of the decedent.

If you have information on unusual overdose activity, please contact the Overdose Response Program:

Opioid.Response@nashville.gov | 615-340-0498



SPIKE Alerts by Text
Information that can save lives
Get alerts about overdoses in your community



FG Trade/Getty Images

Partnership to End Addiction is working with organizations in your community to alert you when spikes in drug overdoses occur locally. This knowledge can help you take action to engage and protect your loved ones struggling with addiction.

Why it matters: Spike alerts can prompt families and community members to:

- 1 Have discussions about seeking treatment and/or using substances more safely
- 2 Protect people you care about by getting naloxone and learning how to use it
- 3 Talk to friends or loved ones who are not using substances about the risks of use
- 4 Advocate for and support efforts in your community to prevent overdoses

Text SPIKE to
855-9-OD-KNOW
(855-963-5669)

and follow the steps to
get messages on your
phone when overdose
spikes occur.

How it works: Health and law enforcement officials can release a "spike alert" to the media in response to a pattern of drug overdoses within a community. Partnership to End Addiction's SPIKE Alerts by Text program informs you when these alerts are issued.



Learn more:
drugfree.org/spike
or scan QR code to sign up now

Partnership to End Addiction is a nonprofit working to transform how our nation addresses addiction. Learn more at drugfree.org.



081021



Board of Health Request Tracking Form

Meeting Date: _____

Request(s):

- _____
- _____
- _____
- _____
- _____

Assignments & Due Dates per each request:

- _____
- _____
- _____
- _____
- _____

Outcomes:

- _____
- _____
- _____
- _____
- _____

Response Filed in Board packet of _____ (date)

Summary of Proposed Changes to Job Descriptions of the Metro Public Health Department

1. Change Reporting Language in Bureau Director 1 Job Description

Action Requested: Change language in the Bureau Director 1 job description from current, “Reports to the Director of Health,” to Reports to the Director of Health, Interim Director, or Director’s designee.

Justification: Allows more flexibility within the reporting structure.

2. Change Reporting Language in Bureau Director 2 Job Description

Action Requested: Change language in the Bureau Director 2 job description from current, “Reports to the Director of Health,” to Reports to the Director of Health, Interim Director, or Director’s designee.

Justification: Allows more flexibility within the reporting structure.



Metro Public Health Dept

Nashville / Davidson County

Promoting and Protecting Health

Class Title: Management Series	Fair Labor Standards Act (FLSA): Exempt
Salary Grades: M1:OR05; M2:OR07; M3:OR09; BD1:OR12; BD2:HD03	Revision Date: Effective Date:

Series Objective:

Leads, manages, organizes, directs, and coordinates service delivery of one or more programs. Supervises staff. Provides strategic and operational planning for program(s). Plans, implements, and evaluates services provided and delivers continuous quality improvement. Prepares reports, proposals, and applications. Plans and provides for cost-effective operational use of resources and participates in budget preparation. Establishes, implements, and modifies strategies, policies and procedures consistent with program and departmental needs and goals.

Major Responsibilities:

- Leads and manages a program, programs, office or bureau. Takes responsibility for program outcomes as well as effective fiscal and personnel management.
- Interviews, hires, coaches, and trains new employees. Evaluates and reviews employee performance in a timely fashion; approves leave requests; counsels and corrects employees as needed; identifies staff development needs and facilitates training and learning opportunities.
- Reviews financial statements, activity reports, and other performance data to measure productivity and goal achievement and to determine areas needing cost reduction and program improvement.
- Develops and executes program plans and operations in coordination with appropriate stakeholders in the department and the community. Maximizes community benefit by taking a systems approach to service delivery.
- Practices quality improvement, data analysis, program planning and program evaluation.
- Establishes and implements departmental policies, goals, objectives, and procedures in a fair and impartial manner.
- Prepares regular progress reports. Communicates with internal and external stakeholders as needed for visibility and success of the program. Takes initiative to identify and solve problems.
- High verbal and written communication skills and strong problem solving abilities.
- Demonstrates MPH D’s core values of Professionalism, Respect, Integrity, Dedication, and Equality (P.R.I.D.E.) when interacting with the public and employees of the Metropolitan Government.
- Supports and participates in departmental response to disaster/emergency events.
- Regular, reliable and predictable attendance; and
- Performs other duties as assigned.

Classification	Distinguishing Characteristics (Responsibilities and Competencies are Cumulative)
<p>Health Manager 1</p>	<p>Manages a program or a few small programs. Is expected to also be able to perform the duties in the classification series predominantly managed. Primary focus is on program success. May or may not be qualified to manage other departmental programs that focus on a different subject matter.</p> <p>Promptly evaluates staff and addresses performance/disciplinary issues as needed. Maintains knowledge of core public health functions and their application. May include grant management, which includes financial oversight of grant funds and contracted dollars and delivery of specific grant and contract results and reports.</p> <p>Graduation from an accredited college or university and two (2) years of progressively responsible full-time paid employment in related field required. One (1) year within the past two (2) years in a public administration/supervisory capacity preferred. Completed graduate degree in a directly related field may be substituted for one (1) year of the required experience. Possess required competencies upon hiring.</p> <p>The position has supervisory responsibilities. May report to a Manager or Bureau Director.</p> <p>Required Competencies:</p> <ul style="list-style-type: none"> • Task-Relevant Knowledge: Knowledge of standard practices and procedures necessary to accomplish tasks. • Strategic Task Management: Matching the appropriate people and resources in the organization to maximize task performance. Maintaining task performance through times of turbulence. • Designing Work Systems: Designating the responsibilities of individual jobs and structuring the work of groups in organizations. • Reinforcing Success: Measuring and tracking progress toward goals to evaluate individual and group performance and provide feedback. Rewarding positive work behavior to reinforce activities that are aligned with the goals of the work group and the organization. • Multi-Tasking: Working on a variety of tasks simultaneously and shifting one's resources between multiple systems when needed. • Managing Personnel Policies: Developing and monitoring policies, programs, and procedures related to work practices and compensation. • Instituting and Following Fair Procedures: Instituting and applying rules and procedures in a consistent, unbiased, accurate, and correctable

	<p>fashion so that subordinates know that fair rules are being used.</p> <ul style="list-style-type: none"> • Financial Ethics: Understanding and following ethical financial management and accounting principles. • Work-Place Ethics: Understanding and following ethical guidelines at one’s work place. • Eliminating Barriers to Performance: Identifying roadblocks and redundancies in work processes. Promoting improvements in task performance. • Follow Through: Maintaining that one’s promises are realized in behavior; doing what one said one would do. • Being Accountable: Accepting responsibility for the effects of one’s own actions. • Honesty and Integrity: Behaving in an honest and ethical manner. • Coaching, Developing, Instructing: Coaching, teaching, and advising others to help them develop their knowledge and skills. Creating individual development plans. Selecting appropriate training courses to address developmental needs. • Personnel Decision Quality: Making good personnel decisions by identifying and assessing the knowledge, skills, and experiences needed to successfully perform a role in the organization. • Seeking Improvement: Constantly looking for ways that one can improve one’s organization.
<p>Health Manager 2</p>	<p>In addition to the previous responsibilities and competencies:</p> <p>Manages a sizable program or programs in terms of: number of employee, budget, subject matter complexity and/or operational risk to the organization or the public. Has sufficient training and experience at the time of hiring to lead in the program’s area of focus. Uses data, knowledge of best practices in the program’s area of focus, and uses community stakeholder input to modify program design, improve efficiency or effectiveness, achieve improved program results, and/or promote policy or systems change. Leads continuous quality improvement efforts. Regularly leads a program to operational success, but also serves as a publicly recognized leader in the field and in the community and/or as a leader furthering the goals and strategic plan of the department. May or may not be qualified to manage other departmental programs that focus on a different subject matter.</p> <p>Work at this level usually involves active participation in conferences, meetings, hearings, or presentations involving problems or issues of considerable consequence or importance. May actively and collaboratively participate on the Leadership Team.</p>

	<p>Graduation from an accredited college or university and three (3) years of progressively responsible full-time paid employment in related field required. Two (2) years must have been in a public administration/supervisory capacity. Completed graduate degree in a directly related field may be substituted for one (1) year of the required experience. Demonstrated success as a manager, administrator and team builder. Possess required competencies upon hiring.</p> <p>The position has primary supervisory responsibilities. May report to a Manager or Bureau Director.</p> <p>Required Competencies:</p> <ul style="list-style-type: none"> • Enhancing Task Knowledge: Involving the group in discovering methods to enhance task performance and redirecting the group to achieve better task completion • Developing and Building Teams: Managing inertia and conflict during the formative stages of group functioning. Enhancing the performance of a group and the satisfaction of its members by promoting cooperation, trust, and confidence in the group. • Adaptability: Adapting to changing or dynamic situations. • Developing External Contacts: Developing portfolio of external contacts within the professional community. • Communicating with the Community: Communicating organization’s intentions and activities to the public (e.g., local press, radio, television) and representing the organization in community affairs and public activities to promote awareness and foster goodwill. • Analyzing Data: Summarizing and making inferences from information through the application of statistics and qualitative analyses. • Problem Identification: Pinpointing the actual nature and cause of problems and the dynamics that underlie them. • Creative Problem Solving: Using novel ideas to solve problems as a leader. • Openness to Ideas: A willingness to listen to suggestions from others and to try new ideas. • Research Orientation: Observing the behavior of others, reading extensively, and keeping your mind open to ideas and solutions from others. Reading and talking to people in related fields to discover innovations or current trends in the field. • Valuing Diversity: Encouraging a wide range of viewpoints among team members in order to avoid groupthink and create more culturally sensitive solutions. • Stress Tolerance: Remaining effective even when situations become
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	stressful.
Health Manager 3	<p>In addition to the previous responsibilities and competencies:</p> <p>Manages a sizable program or programs in terms of: number of employee, budget, subject matter complexity and/or operational risk to the organization or the public and/or a program or office requiring highly specialized education or experience. Demonstrated performance achievement in strategic and systems leadership required. Has the training and experience to lead in the program’s area of expertise. May or may not be qualified to manage other departmental programs that focus on a different subject matter.</p> <p>May actively and collaboratively participate on the Leadership Team.</p> <p>Graduation from an accredited college or university and four (4) years of progressively responsible full-time paid employment in related field required. Three (3) years must have been in a public administration/supervisory capacity. Completed graduate degree in a directly related field may be substituted for one (1) year of the required experience. Masters or doctoral degree or other specialized credentials in a specific or related field and/or significant leadership and management ability may be required for some positions. Demonstrated success as a manager, administrator and team builder required. Possess required competencies upon hiring.</p> <p>The position has supervisory responsibilities. Generally reports to a Bureau Director. Positions within this classification that are assigned to the Director’s Office may report to Reports to the Director of Health, his/her designee, or to an Interim Director of Health as may be appointed by the Board of Health.</p> <p>Required Competencies:</p> <ul style="list-style-type: none"> • Coordinating Work Activities: Coordinate the work-related activities necessary for task completion of all relevant constituents (both inside and outside of the group/organization). Adjusting one’s own plans in light of how others are acting or how the environment is changing. • Managing Information Resources: Understanding information needs and providing access to efficient tools for project management, data analysis, strategic planning, and process controls. • Maintaining Quality: Evaluating materials and information produced against a set of standards through the use of measures of quality in order to track system and/or group progress. • Benchmarking: Facilitating communication outside of the organization to identify and integrate the best practices in task design and performance. • Generating Ideas: Coming up with a variety of approaches to problem solving. • Collaborating: Working with others and seeking the opinions of others to

	<p>reach a creative solution.</p> <ul style="list-style-type: none"> • Open-Door Policy: Promoting a climate of openness and trust. Allowing individuals who are upset about an aspect of the organization to voice displeasures without retribution or repercussions. • Nurturing Relationships: Building positive and cooperative working relationships with others. Maintaining relationships over time. • Assessing Others: Evaluating the strengths and weaknesses of others' efforts at learning or performing tasks. • Inspiring: Convincing others to believe in the organization's values and to act in accordance with those values. • Self-Awareness: Assessing one's success in learning or working activities and being honest about said judgments. Knowledge of one's strengths and weaknesses and knowledge of one's boundaries and limits. • Challenging the Status Quo: Willingness to act against the way things have traditionally been done when tradition impedes performance improvements.
<p>Bureau Director 1</p>	<p>In addition to the previous responsibilities and competencies:</p> <p>Directs a departmental bureau as defined by the Director of Health. Bureaus provide administrative homes for major organizational units or lines-of-business of the department. May or may not be qualified to manage other departmental bureaus that focus on a different subject matter.</p> <p>Expected to be able to articulate and communicate a clear vision, be a role model in management and development of personnel, regularly practice networking, relationship building and partnership development, and be politically astute. Role models public health leadership. Builds and supports capacity department-wide to facilitate accomplishment of the department's strategic plan. Communicates regularly and effectively with internal and external stakeholders.</p> <p>Utilizes assessments, data, epidemiological or other evaluation processes to do strategic planning and influence the overall direction of the bureau within the department and the larger public health system. Evaluates, prepares and disseminates reports on the effectiveness of programs within bureau. Monitors trends related to bureau activities and makes decisions using quality improvement methods and feedback from the Director of Health, the Executive Management Team, and staff collaboration.</p> <p>Work typically is conducted within a framework of largely undefined issues and elements requiring extensive probing and analysis to determine the nature and scope of the issues and how to effectively problem solve. Strong department-wide</p>

	<p>team mentality and an ability to prioritize what is best for the organization, over what is best for the Bureau or its staff members is required. Consults with other agencies and funding sources and provides grant oversight in pursuit of bureau and departmental goals.</p> <p>Directs the various aspects of strategic planning, key results metrics and essential job functions for the bureau and assures quality in the outcomes and services provided. Collaborates with other Bureau Directors to provide leadership to the department and support for the Director of Health.</p> <p>Represents the Director of Health and the department at meetings with other departments, regions, agencies, groups and individuals as designated by the Director of Health.</p> <p>Actively and collaboratively participates on the Executive Management Team (EMT) and Leadership Team.</p> <p>Graduation from an accredited college or university and five (5) years of progressively responsible full-time paid employment required. Four (4) years must have been in a public administration /supervisory capacity. Completed graduate degree in a directly related field may be substituted for one (1) year of the required experience. Demonstrated success as a manager, administrator, leader and team builder required. Possess required competencies upon hiring.</p> <p>The position possesses full supervisory responsibilities. Reports to the Director of Health.</p> <p>Required Competencies:</p> <ul style="list-style-type: none">• Visioning: Developing an image of an ideal working state of an organization.• Perceiving Systems: Acknowledging important changes that occur in a system or predicting accurately when they might occur.• Political Savvy: Knowledge of the political climate and how decisions will be affected by the organization’s culture.• Managing the Future: Evaluating future directions and risks based on current and future strengths, weaknesses, opportunities and threats.• Reinforcing Change: Encouraging direct reports to come up with innovative solutions. Recognizing and rewarding those who take initiative and act in a creative manner. Facilitating the institutionalization of change initiatives.• Resolving Conflicts/Negotiating: Dealing with complaints, resolving conflicts and grievances of others. Encouraging others to come together and reconcile differences.
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	<ul style="list-style-type: none"> • Explaining Decisions in a Respectful Manner: Explaining decisions that affect direct reports thoroughly and in a manner that demonstrates dignity and respect for direct reports. • Supporting Ethical Behavior of Direct Reports: Instituting, training, and reinforcing policies to maintain that direct reports treat each other and the organization fairly and with respect and dignity. Disseminating information about laws and regulations to direct reports and make sure that they follow laws and regulations by overseeing, monitoring, and auditing behavior. Disciplinary action should be taken against those who do not comply with laws and regulations. • Distributing Rewards Fairly: Supporting that pay, recognition, and other rewards are distributed in a fair manner, with clear guidelines and enforcement of those guidelines. • Responsibility for Others: Willingness to be responsible for the behavior of direct reports in one’s organization and correct their unethical behaviors.
<p>Bureau Director 2</p>	<p>In addition to the previous responsibilities and competencies:</p> <p>Directs a departmental bureau as defined by the Director of Health while concurrently serving in one or more clinical areas which require the services of a licensed physician or dentist. These activities may involve seeing and treating patients and supervision of clinics or clinical personnel, including but not necessarily limited to nurses, nurse practitioners, dental assistants, and dental hygienists.</p> <p>Graduation from an accredited School of Medicine or School of Dentistry with an M.D., D.D.S, or D.M.D Degree with 5 years of experience in either a generalized or specialized public health program.</p> <p>Possession of a license to practice medicine or dentistry in the State of Tennessee or eligible for licensure.</p> <p>Demonstrated success as a manager, administrator, leader and team builder required. Possess required competencies upon hiring.</p> <p>The position possesses full supervisory responsibilities. Reports to the Director of Health.</p>

Minimum Qualifications:

- Bachelor's degree required. Graduate degree preferred. Some positions may require specific advanced degrees.
- Valid class "D" driver's license, use of personal vehicle, and maintenance of valid personal vehicle insurance as required by Tennessee Law.
- Possess required competencies upon hiring.
- Skill in oral and written communication
- Ability to establish and maintain effective working relationships

Working Environment/Physical Demands:

- Work environment generally involves the everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, etc.
- Works primarily in an office setting. Work is generally sedentary, however, there may be some walking; standing; bending; carrying of light to medium weight items.
- Specific positions may have higher safety and/or physical requirements, in such cases the requirements will be disclosed in the position announcement as vacancies occur.
- Organizing, Planning, and Prioritizing Work

NOTE: This job description is not intended to be all-inclusive. This job description has been designed to indicate the general nature and level of work performed by employees within this classification series. Employee may perform other related duties as needed to meet the ongoing needs of the department.

PERSONNEL CHANGES

December 2021

NEW HIRES

Susan Conyer, Public Health Nurse 1 (71%), 12/06/2021, \$41,767.04 (School Health)
David Duren-Sanner, Environmental Health Specialist 1, 12/06/2021, \$41,767.04 (FPFP)
Erika Leslie, Health Manager 3, 12/06/2021, \$85,085.43 (Health Equity)
Maria Taliani, Environmental Health Specialist 1, 12/06/2021, \$41,767.04 (FPFP)
Nicole Vasquez-Reyes, Environmental Health Specialist 1, 12/06/2021, \$41,767.04 (FPFP)
Jesse Patrone, Environmental Health Specialist 1, 12/11/2021, \$41,767.04 (FPFP)
Jacquelyn Lankford, Dental Hygienist 1 (71%), 12/11/2021, \$35,720.55 (Oral Health)
Sara Almoumineen, Public Health Administrator 1, 12/28/2021, \$60,869.92 (Correctional Health)
Hannah Griffith, Epidemiologist 1, 12/28/2021, \$72,953.30 (Health Equity)
Reggan Mason, Communicable Disease Investigator, 12/28/2021, \$41,767.04 (STD/HIV/Sexual Health)
Kristi Melton, Animal Kennel Assistant 1, 12/28/2021, \$32,206.37 (MACC)

TERMINATIONS (VOLUNTARY)

Quintilla Leonard, Program Specialist 2, 12/10/2021, department transfer to Juvenile Court (CHANT)
Ana Martinez-Velasco, Program Specialist 2, 12/10/2021, resigned (NSB)
Akash Patel, Office Support Rep. Senior, 12/10/2021, resigned (Records Management)
Peyton Leighton, Public Health Nurse 1 (71%), 12/14/2021, resigned (School Health)
Ian Stoute, Environmental Health Specialist 1, 12/16/2021, resigned (FPFP)
Julie Thacker, Health Manager 2, 12/24/2021, resigned (Prevention and Wellness)
Abigail Kessel, AC&C Kennel Assistant 1, 12/24/2021, resigned (MACC)

TERMINATION (INVOLUNTARY)

Julia Jenkins, AC&C Kennel Assistant 1, 12/09/2021, discharged (MACC)

STATUS CHANGE

Jennifer Cantrell, Public Health Nurse 2 (100%) – School Health, began working 80% effective 12/11/2021
Utibe Aluyi, Seasonal/Part-time/Temporary – Pharmacy, began working 80% effective 12/28/2021

BUSINESS TRANSFER

Cynthia Woodard, Public Health Nurse 1 – PHEP, transferred to Immunization effective 12/11/2021

PROMOTIONS

Adriane Good, Communicable Disease Investigator – STD/HIV/Sexual Health, promoted to
Public Health Administrator 1 – Ryan White effective 12/11/2021
Talia Monget, Office Support Rep. Senior – STD/HIV/Sexual Health, promoted to
Office Support Specialist 1 – Ryan White/TB effective 12/11/2021

VOLUNTARY REDUCTION IN SALARY GRADE

Ann Ketterhagen, Public Health Nurse 2 – Community Health, position change to
Public Health Nurse 1 - Immunization effective 12/11/2021