

**Metropolitan Board of Health of Nashville and Davidson County
April 14, 2022, Meeting Minutes**

The Civil Service Board 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 Centennial Room, on the first 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

A. Alex Jahangir, MD, Member

Gill C. Wright, III, MD, Director of Health

Jim Diamond, MBA, Finance and Administration Bureau Director

John Finke, PE, Air Pollution Control Division Director

Tom Sharp, Policy Director and Government Liaison

Razel Jones, SHRM-SCP, Workforce Diversity Manager, Metro Human Resources

Andrea Blackman, Chief Diversity, Equity, and Inclusion Officer for the City of Nashville, Metro Finance

Dia Cirillo, Senior Policy Advisor, Office of Mayor John Cooper

Derrick Smith, JD, Metro Legal

CIVIL SERVICE BOARD

Approval of Requested Change to Nutritionist 2 Job Description

Jim Diamond requested approval of the proposed change to the Nutritionist 2 job description ([Attachment I](#)).

Dr. Jahangir made a motion to approve the change to the Nutritionist 2 job description. Ms. Etherington seconded the motion, which passed unanimously.

Extension of Administrative Leave

Dr. Wright requested approval of the extension of administrative leave with pay for Brian Todd, until a hearing can be conducted and a decision rendered.

Vice-Chair Smith made a motion to approve the extension of administrative leave with pay for Brian Todd until an opinion is rendered by the hearing officer. Dr. Jahangir seconded the motion, which passed unanimously.

Approval of Layoff List

Jim Diamond requested approval of a layoff list ([Attachment II](#)), which was precipitated by the elimination of the Vehicle Inspection Program.

Ms. Etherington made a motion to approve the layoff list. Vice Chair Smith seconded the motion, which passed unanimously.

Request to Schedule a Public Hearing: Proposed Changes to the Health Department Pay Plan

Jim Diamond requested a public hearing at the May 12, 2022, meeting, regarding changes to the department's Pay Plan.

Dr. Jahangir made a motion to conduct a public hearing regarding changes to the department's pay plan, on May 12, 2022. Vice Chair Smith seconded the motion, which passed unanimously.

Public Hearing: Modification or Amendment of Board of Health Civil Service Rules 4.11 and 4.5

Chair Franklin opened the public hearing regarding modification or amendment of Board of Health Civil Service Rules 4.11 and 4.5 ([Attachment III](#)).

There being no comments, Chair Franklin closed the hearing. The items will be presented for approval at the May 12, 2022, Civil Service Board meeting.

Public Hearing: Modification or Amendment of Board of Health Civil Service Rule 5.7

Chair Franklin opened the public hearing regarding modification or amendment of Board of Health Civil Service Rule 5.7 ([Attachment IV](#)).

There being no comments, Chair Franklin closed the hearing. The item will be presented for approval at the May 12, 2022, Civil Service Board meeting.

Personnel Changes

Mr. Diamond referred to the March 2022, Personnel Changes, which were unremarkable.

Adjournment

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

BOARD OF HEALTH

Approval of March 16, 2022, Meeting Minutes

Ms. Etherington made a motion to approve the March 16, 2022, meeting minutes, as written. Vice-Chair Smith seconded the motion, which passed unanimously.

Proposed Revisions to Regulation No. 8, “Inspection and Maintenance of Light-Duty Motor Vehicles”

John Finke presented the hearing results and requested the adoption of the proposed changes to Regulation No. 8, as originally drafted for the public hearing, which was held March 8, 2022 ([Attachment V](#)).

Dr. Jahangir made a motion to approve the requested changes to Regulation No. 8, “Inspection and Maintenance of Light-Duty Vehicles.” Vice-Chair Smith seconded the motion, which passed unanimously.

Approval of Grant Applications

There were no grant applications.

Approval of Grants and Contracts

Mr. Diamond presented four items:

- 1. Grant from Tennessee Department of Health – Tobacco Prevention & Cessation Services**
Term: July 1, 2019-June 30, 2023
Amount: \$140,000 (new total \$769,900)
- 2. Grant from the Tennessee Department of Health – Public Health Emergency Preparedness & Crisis Response**
Term: March 16, 2022-June 30, 2023
Amount: \$5,202,300 (new total \$31,288,700)
- 3. Grant from the U.S. Environmental Protection Agency – Air Pollution 105**
Term: April 1, 2020-March 31, 2024
Amount: \$97,500 (new total \$357,500)
- 4. Memorandum of Understanding with Metropolitan Nashville Hospital Authority – WIC**
Term: November 21, 2021-November 20, 2026
Amount: NA

Ms. Etherington made a motion to approve the grants and contracts. Vice-Chair Smith seconded the motion, which passed unanimously.

Presentation on Metro-wide Diversity, Equity and Inclusion (DEI) Efforts

Andrea Blackman and Razel Jones updated the Board on Metro Government's efforts and plans in regard to diversity, equity and inclusion.

Charter Change Update

Tom Sharp provided an update on the proposed changes to the Metro Charter and promised to provide another update after the Metro Council meeting on May 5 ([Attachment VI](#)).

Report of the Director

Dr. Wright referred to the update provided in the Board packet ([Attachment VII](#)) and highlighted several elements.

Dr. Wright recognized and thanked Dia Cirillo, Senior Policy Advisor, Office of Mayor John Cooper, whose last day at the Mayor's office will be April 15, 2022. He invited her to address the Board. Ms. Cirillo advised that materials regarding the city's investment to expand mental health services in the court system, with support from SAMHSA's GAINS Center, would be forwarded to the Board ([Attachment VIII and IX](#)). She stressed the importance of data analytics, and lauded Behavioral Health and Wellness Director Angie Thompson's leadership and the division's staff for their work.

Report of Chair

Chair Franklin thanked Ms. Blackman and Mr. Jones for the update on their work, particularly in normalizing difference and valuing difference, and expressed interest in future updates from them and from Dr. Wright on the Department's efforts as well.

New Business / Review of Board Requests

Board Requests:

- Begin discussion/gather details regarding potential move of Department's Civil Service Board to Metro Civil Service Board (Chair Franklin/Derrick Smith)
- Pay Equity Study on May meeting agenda (Dr. Wright, David Frederick, Jim Diamond)
- Board will be notified of events and celebrations such as Public Health Week and COVID Partner Appreciation Event, etc. (Director office staff)

Adjournment

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

The meeting adjourned at 5:27 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, May 12, 2022, in the Lentz Center Board Room, on the third floor, at 2500 Charlotte Avenue, Nashville, TN, 37209.

Tené H. Franklin, MS
Chair