

**Metropolitan Board of Health of Nashville and Davidson County  
May 12, 2022, 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 A. Frederick, BS, Member  
A. Alex Jahangir, MD, Member  
Lloyda Williamson, MD, Member  
Gill C. Wright, III, MD, Director of Health  
Melva Black, EdD, Deputy Director  
Jim Diamond, MBA, Finance and Administration Bureau Director  
Tom Sharp, Policy Director and Government Liaison  
D'Yuanna Allen-Robb, MPH, Director of Maternal, Child, and Adolescent Health Division  
Derrick Smith, JD, Metro Legal

**BOARD OF HEALTH**

**Approval of April 14, 2022, Meeting Minutes**

**Dr. Jahangir made a motion to approve the April 14, 2022, meeting minutes, as written. Ms. Etherington seconded the motion, which passed unanimously.**

**Approval of Grant Applications**

There were no grant applications.

**Approval of Grants and Contracts**

Mr. Diamond presented five items:

- 1. Grant from Tennessee Department of Health – Tennessee Breast & Cervical Screening Program (TBCSP)**  
Term: August 1, 2022-June 30, 2023  
Amount: \$268,400
- 2. Grant Amendment from STARS – Epi**  
Term: December 16, 2020-August 30, 2025  
Amount: \$36,000 (new total \$415,071)
- 3. Grant from MPHD to the Mental Health Cooperative – Partners in Care Contract**  
Term: April 1, 2022-June 30, 2022  
Amount: \$82,384
- 4. Affiliate Agreement with Lipscomb University**  
Term: July 1, 2022-June 30, 2027  
Amount: NA
- 5. Agreement with Vanderbilt - WIC**  
Term: Execution + 5 years  
Amount: NA

**Mr. Frederick made a motion to approve the grants and contracts. Vice-Chair Smith seconded the motion, which passed unanimously.**

### **Pay Equity Study Update**

Jim Diamond, Dr. Wright, and David Frederick updated the Board on the status of the Pay Equity Study. Mr. Diamond agreed to send a written overview of the update.

### **Update on Universal Referrals**

D'Yuanna Allen-Robb provided an update on Universal Referrals ([Attachment I](#)).

### **Report of the Director**

Melva Black referred to Dr. Wright's update provided in the Board packet ([Attachment II](#)) and highlighted several elements.

Dr. Wright provided a brief update on COVID statistics. He anticipated that the assessment center on Murfreesboro Road would close at the end of June.

### **Report of Chair**

Chair Franklin said she had that day returned from an American Health Association meeting on health equity, and said that many conversations in regard to how to improve health care in all populations are centered around health equity, and includes conversations around race, as well as how to lift up community voice, how to make sure the workforce is supported, and how to ensure diversity is reflected from the top, the front lines, and throughout the organization. She thanked Dr. Wright and the Executive Leadership Team for being all-in on the hard work of Health Equity.

### **New Business / Review of Board Requests**

Board Requests:

- Update on children's vaccinations and immunizations, particularly special populations
- Written overview of the Pay Equity Study Update
- Plan a celebration to recognize the Department's achievement of accreditation
- Add Health Equity presentation to June 9, 2022, meeting agenda
- Recruitment of nurses

### **Other Business**

Dr. Jahangir asked if the proposed revisions to the Metro Charter were still being included on the August ballot. Dr. Wright and Tom Sharp explained that it would be before Metro Council on the fifth.

### **Adjournment**

**Dr. Jahangir made a motion to adjourn the regular meeting. Dr. Williamson seconded the motion, which passed unanimously.**

### **CIVIL SERVICE BOARD**

#### **Approval of Modification or Amendment of Board of Health Civil Service Rules 4.11 and 4.5**

Jim Diamond requested approval of the proposed changes to the Board's Civil Service Rule 4.5 and 4.11. The Board conducted the public hearing regarding the changes on April 14, 2022 ([Attachment III](#)). A summary, "Benefits of Proposed Amendment to Civil Service Rule 4.5A" ([Attachment IV](#)) was distributed.

**Mr. Frederick made a motion to approve the change to Civil Service Rule 4.5A Option B under section (i). change to Civil Service Rule 4.5A. Vice-Chair Smith seconded the motion.**

Discussion was held.

**The motion failed.**

**Dr. Jahangir made a motion that Option A in subpart (i) be adopted. Vice Chair Smith seconded the motion.**

**Dr. Jahangir restated the motion that the Board approve 4.5A with option A in subpart (i), with the rest as listed. Mr. Frederick seconded the motion.**

Discussion was held.

**The motion passed unanimously.**

**Mr. Frederick made a motion to approve amendment of Civil Service Rule 4.11 as proposed. Vice-Chair Smith seconded the motion, which passed unanimously.**

#### **Approval of Modification or Amendment of Board of Health Civil Service Rules 5.7**

Jim Diamond requested approval of the proposed change to the Board's Civil Service Rule 5.7, to include addition of Juneteenth to the schedule of official holidays to align with Metro's schedule of official holidays ([Attachment V](#)). The public hearing for the proposed change was held April 14, 2022.

**Ms. Etherington made a motion to approve the change to Civil Service Rule 5.7 as proposed. Vice-Chair Smith seconded the motion, which passed unanimously.**

#### **Extension of Out of Class Pay**

Mr. Diamond requested approval of the extension of out of class pay for Lillian Maddox-Whitehead, who has served as interim director of the Prevention and Wellness division for almost 100 days.

**Mr. Frederick made a motion to approve the extension of out of class pay for Lillian Maddox-Whitehead through June 1. Vice-Chair Smith seconded the motion.**

Following interjection from Derrick Smith, **Mr. Frederick restated the motion: to approve the extension of out of class pay for Lillian Maddox-Whitehead until the next Civil Service meeting. The motion passed unanimously.**

**Chair Franklin called for a vote on the amendment, which passed.**

**Chair Franklin called for a vote on the motion of the amendment combined, which passed.**

#### **Public Hearing: Proposed Changes to the Health Department Pay Plan**

Chair Franklin opened the hearing regarding proposed changes to the Health Department Pay Plan. Mr. Diamond briefly explained several of the salient points of the materials ([Attachment VI](#)).

There being no comments, Chair Franklin closed the hearing.

The matter will be presented for approval at the June 9, 2022, Civil Service Board meeting.

#### **Approval of the Fiscal Year 2023 Pay Plan**

Mr. Diamond requested the Board grant Chair Franklin or her designee the authority to sign the FY23 Pay Plan once the details of Mayor Cooper's proposed budget have been determined and voted on by Metro Council ([Attachment VII](#)).

**Vice-Chair Smith made a motion to approve the FY23 Pay Plan, at 4% cost of living, and 3% open range and to implement steps increases, effective July 1, 2022. Mr. Frederick seconded the motion, which passed unanimously.**

**Vice-Chair Smith made a motion to grant Chair Franklin, or Vice-Chair Smith, in Chair Franklin's absence, the authority to sign the FY23 Pay Plan once the details of Mayor Cooper's proposed budget have been determined and voted on by Metro Council. Ms. Etherington seconded the motion, which passed unanimously.**

#### **Personnel Changes**

Mr. Diamond referred to the April 2022, Personnel Changes.

#### **Adjournment**

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

The meeting adjourned at 5:53 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, June 9, 2022, in the Lentz Public Health Center Board Room, on the third floor, at 2500 Charlotte Avenue, Nashville, TN, 37209.

Tené H. Franklin, MS  
Chair