

Metropolitan Board of Health of Nashville and Davidson County October 13, 2022, Meeting Minutes

The regular meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Vice-Chair Calvin Smith 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
Lloyda Williamson, MD, Member
Marie Griffin MD, Member
Gill C. Wright III MD, Director of Health
Melva Black, EdD, Deputy Director
Hugh Atkins, REHS, Environmental Health Services Bureau Director
Ivone Rodriguez, REHS, Food and Public Facilities Protection Health Manager 1
Jim Diamond MBA, Finance and Administration Bureau Director
Matthew Garth JD, Metro Law Department

BOARD OF HEALTH

Approval of September 8, 2022, Meeting Minutes

Dr. Griffin made a motion to approve the September 8, 2022, meeting minutes, as distributed. 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 eight items:

- 1. Grant Amendments #3 and #4 from the Health Resources & Services Administration – Ryan White Part A 21-22**
Term: March 1, 2021-February 28, 2022
Amount: -\$1,060,039 (new total \$3,781,867)
- 2. Grant Amendments #2 and #3 from the Health Resources & Services Administration – Ryan White Part A 22-23**
Term: March 1, 2022-February 28, 2023
Amount: \$1,060,039 (new total \$5,704,743)
- 3. Grant from the Centers for Disease Control – Public Health Associate Program 22-24**
Term: October 11, 2022-October 18, 2024
Amount: NA
- 4. Grant Amendment from National Association of City and County Health Officials (NACCHO) – Implementing Overdose Prevention Strategies at the Local Level**
Term: February 1, 2022-July 31, 2023
Amount: \$323,931 (new total \$497,631)
- 5. Contract with the Tennessee Department of Health – Mobile Vaccination Unit**
Term: January 15, 2023-January 14, 2028
Amount: NA
- 6. Grant Amendment and Amendment #2 from the Tennessee Department of Health – Tobacco Use & Prevention**

Term: April 1, 2020-March 31, 2025
Amount: \$133,000 (new total \$308,500)

7. **Affiliate Contract with the University of Memphis Loewenberg College of Nursing**

Term: October 1, 2022-September 30, 2027
Amount: NA

8. **Memorandum of Understanding with the Department of Water and Sewerage Services – Stormwater Permit Compliance**

Term: NA
Amount: NA

Chair Franklin assumed the gavel.

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

Program Update: Environmental Health

Hugh Atkins and Ivone Rodriguez presented a brief overview of the Environmental Health Bureau and the Food and Public Facilities Protection division (Attachment I).

Report of the Director

Dr. Wright referred to the update provided in the Board packet (Attachment II) and highlighted a few items therein.

Dr. Wright noted that First Lady Dr. Jill Biden had participated in a COVID vaccine promotion event at St. James Missionary Baptist Church on October 12.

Dr. Wright recognized and particularly thanked the Strike Team for their exceptional efforts in planning and staffing pop-up vaccination events.

Report of Chair

Chair Franklin noted that Hispanic Heritage, Breast Cancer Awareness, and National Pregnancy and Infant Loss Awareness, are observed in October. She asked Laura Varnier to especially thank the team who helped organize the Breast Cancer Awareness events.

Chair Franklin reminded the Board that their annual retreat would be held Friday, October 28, and she would be finalizing the agenda soon. She invited them to submit their suggestions for agenda items to Dr. Wright, Dr. Black, or the recording secretary by October 19. [Recorder's note: subsequent to the Oct. 13, 2022 meeting, the retreat was canceled.]

Chair Franklin noted the passing of Dr. Henry W. Foster, Jr., who had served on the Board of Health from 2000-2017, and Vice-Chair from 2001-2004. Ms. Etherington, whose service on the Board coincided with Dr. Foster's, expressed her admiration for him and his service to the city and Department, as well as his keen sense of humor.

Chair Franklin noted that she had attended the Department's Culture Fest on Thursday, September 29, and lauded the organizers for doing a great job, and the participants. She especially noted the diversity of participants, and the strong and enthusiastic attendance.

New Business / Review of Board Requests

Board Requests:

- Dr. Wright will connect Dr. Griffin to Dr. Shaw-KaiKai on topic of Tuberculosis activity and prevalence in Nashville
- Update on the Cure Violence program at a future meeting

Adjournment

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

CIVIL SERVICE BOARD

Public Hearing: Proposed Changes to the Medical Services Director Job Description

Chair Franklin opened the hearing.

Dr. Black requested consideration of proposed changes to the Medical Services Director job description (Attachment III).

There being no comments, Chair Franklin closed the hearing.

Dr. Williamson made a motion to approve the changes to the Medical Services Director Job Description as presented. Ms. Etherington seconded the motion, which passed unanimously.

Public Hearing: Addition of Human Resources Manager Position to Pay Plan

Chair Franklin opened the hearing.

Dr. Black requested deferral of the public hearing regarding the addition of Human Resources Manager position to the pay plan due to significant and necessary changes to the description (Attachment IV).

Vice-Chair Smith made a motion to defer the public hearing regarding the Addition of Human Resources Manager Position to the Pay Plan to November 10, 2022. Dr. Williamson seconded the motion, which passed unanimously.

Public Hearing: Proposed Changes to Metro Animal Care and Control Positions, and Addition of Behaviorist Position to the Pay Plan

Chair Franklin opened the hearing.

Dr. Black requested deferral of one of the items, Animal Care and Control Office Support Specialist, to a later meeting due to the salary grade being listed incorrectly in the description as SR07 rather than ST07.

Dr. Griffin made a motion to defer consideration of the Animal Care and Control Office Support Specialist to November 10, 2022. Williamson seconded the motion, which passed unanimously.

Dr. Black requested consideration of the Animal Care and Control Program Coordinator – Animal Behaviorist (Attachment V).

Dr. Griffin made a motion to approve the Addition to the Pay Plan of the Job Description Animal Care and Control Program Coordinator – Animal Behaviorist as proposed. Ms. Etherington seconded the motion, which passed unanimously.

Dr. Black requested consideration of the Animal Care and Control Administrative Assistant position (Attachment VI).

Vice Chair Smith made a motion to accept the position as written. Dr. Williamson seconded the motion, which passed unanimously.

Chair Franklin closed the hearing.

Request to Schedule a Public Hearing: Revision to Civil Service Rule 3.2, Selection and Promotional Practices

Dr. Black explained the proposed changes to Civil Service Rule 3.2, Selection and Promotional Practices, that would be presented at a public hearing.

Vice-Chair Smith made a motion to schedule a public hearing regarding proposed revision to Civil Service Rule 3.2, Selection and Promotional Practices, the hearing to be held November 10, 2022. Dr. Griffin seconded the motion, which passed unanimously.

Personnel Changes

Dr. Black referred to the September 2022, Personnel Changes.

Adjournment

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

The meeting adjourned at 5:25 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, November 10, 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