

**Metropolitan Board of Health of Nashville and Davidson County
November 10, 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 4:04 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, MS, Member
Lloyda Williamson, MD, Member
Marie Griffin MD, Member
Gill C. Wright III MD, Director of Health
Melva Black, EdD, Deputy Director
Jim Diamond MBA, Finance and Administration Bureau Director
Fonda Harris, PhD, Population Health Bureau Director
Anthony Johnson, Cure Violence Initiative Director
Tom Sharp, Policy and Legislative Liaison
Laura Varnier MNSc APRN, Clinical Services Bureau Director
John Buntin, Director of Policy/Community Safety, Mayor John Cooper's Office
Jeff Syracuse, Metro Council Dist. 15, Chair of Metro Council Public Health and Safety Committee
Derrick Smith JD, Metro Law Department

BOARD OF HEALTH

Chair Franklin recognized Councilmember Jeff Syracuse and John Buntin of Mayor John Cooper's office.

Approval of October 13, 2022, Meeting Minutes

Dr. Williamson made a motion to approve the October 13, 2022, meeting minutes, as distributed. Dr. Griffin 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. Memorandum of Understanding – Metro Office of Family Safety**
Term: September 1, 2022-up to five years
Amount: NA
- 2. Grant from Nurture the Next – ACE Nashville**
Term: December 10, 2022-December 9, 2023
Amount: \$102,809
- 3. Contract to Mental Health Cooperative – Overdose Response**
Term: September 1, 2022-August 31, 2023
Amount: \$177,400
- 4. Memorandum of Understanding with the Nashville Fire Department – Substance Abuse Reduction**
Term: September 1, 2022-August 31, 2023
Amount: \$82,189

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

Cure Violence Update

Anthony Johnson provided an update on the Cure Violence program, background, and funding.

Chair Franklin invited comment from Councilmember Syracuse and Mr. Buntin.

Report of the Director

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

Dr. Wright shared an update about the new Board member appointed by Mayor Cooper, whose appointment he expected to be confirmed by Metro Council on November 15, and whom he expected to attend the February board meeting.

Dr. Wright mentioned recent gift by Metro Council's to Planned Parenthood of \$500,000, and the potential impact it might have on the Title X funds currently received by the department.

Dr. Wright noted that the interview process for the position of Behavioral Health and Wellness division was under way.

Report of Chair

Chair Franklin noted the Board retreat planned to be held October 28 had been canceled due to a last-minute notice that not all members could attend, and distributed material that had been slated to be discussed at the retreat (Attachment II) for discussion. Board members requested rescheduling the retreat and it was agreed a new date would be found. [Recorder's note: Tuesday, December 20, 2022, was identified as the date for the rescheduled retreat.]

New Business / Review of Board Requests

Board Requests:

1. Retreat topic: Exit Interview Process
2. Retreat topic: Strategic Plan Metrics
3. Board members will submit suggestions for capabilities and competencies for Director of Health position for discussion to Dr. Wright or secretary
4. Make the Dashboard external-facing
5. Provide an update on the Dashboard at the December meeting
6. Send TB audit/audits to Board
7. Dr. Wright will share the bureau SWOTs and budget presentations with the Board

Adjournment

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

CIVIL SERVICE BOARD

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

Chair Franklin opened the hearing.

Dr. Black presented the job description for the Human Resources Manager position (Attachment III).

There being no comments, Chair Franklin closed the hearing.

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 presented the Animal Care and Control Office Support Specialist, and Behaviorist job descriptions (Attachment IV).

There being no comments, Chair Franklin closed the hearing.

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

Dr. Black explained that the proposed change to Civil Service Rule 3.2, Selection and Promotional Practices, needed additional review before it could be presented for Board approval, and requested the hearing be deferred.

The matter was deferred.

Personnel Changes

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

Approval of Human Resources Manager Job Description and Addition of the Position to the Pay Plan

Dr. Griffin made a motion to approve the Job Description of the Human Resources Manager OR10 as published on pages 63-65 of the Board Packet. Vice-Chair Smith seconded the motion, which passed unanimously.

Vice-Chair Smith made a motion to approve the addition to the Pay Plan of the Job Description of the Human Resources Manager OR10 as published on pages 63-65 of the Board Packet. Ms. Etherington seconded the motion, which passed unanimously.

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

Vice-Chair Smith made a motion to approve the Support Specialist Position in Metro Animal Control at the salary grade level ST07 as written in pages 69-73 of the Advance Packet. Dr. Griffin seconded the motion, which passed unanimously.

Adjournment

Dr. Williamson made a motion to adjourn the Civil Service Board meeting. Ms. Etherington 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, December 8, 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