

**Metropolitan Board of Health of Nashville and Davidson County
January 12, 2023, 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
Lloyda Williamson, MD, Member
Gill C. Wright III MD, Director of Health
Melva Black, EdD, Deputy Director
Rand Carpenter, DVM, Chief Epidemiologist
Jim Diamond MBA, Finance and Administration Bureau Director
Tom Sharp, Director of Policy and Governmental Liaison
Joanna Shaw-KaiKai MD, Medical Services Director
Derrick Smith JD, Metro Law Department

BOARD OF HEALTH

Approval of December 8, 2022, Regular Meeting Minutes

Approval of December 20, 2022, Annual Retreat Meeting Minutes

Ms. Etherington made a motion to approve the December 8, 2022, regular meeting minutes and the December 20, 2022, annual retreat meeting minutes, as distributed. 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 nine items:

1. **Grant Donation from the Marjorie Neuhoff Foundation to Metro Animal Care and Control**
Term: NA
Amount: \$10,000
2. **Grant Amendment #6 from the Environmental Protection Agency – Air Pollution 105**
Term: October 1, 2019-September 30, 2023
Amount: \$100,000 (total to date \$1,410,942)
3. **Grant Amendment #3 from STARS -- Epidemiology**
Term: December 16, 2020-August 30, 2025
Amount: NA
4. **Contract Amendment #1 from the Tennessee Department of Health Tobacco Settlement Grant – Baby & Me Tobacco Free Service Component of the Tobacco Settlement Grant**
Term: July 1, 2020-June 30, 2025
Amount: NA
5. **Grant from Meharry Medical College Student Health Ambassadors funded by the COVID Disparities Grant**
Term: December 1, 2022-May 31, 2024
Amount: \$115,500
6. **Affiliate Agreement with Duke University -- Sanford School of Public Policy Student Training**

Term: January 1, 2023-December 31, 2028

Amount: NA

7. Grant with Mental Health Co-op – REACH (Responders Engaged and Committed to Help)

Term: January 1, 2023-June 20, 2023

Amount: \$99,359

8. Memorandum of Understanding with the Metropolitan Development and Housing Agency

Term: January 9, 2023-November 30, 2024

Amount: \$1,000 per year (up to \$2,000 in total)

9. Grant from the Tennessee Department of Health – Tennessee Breast and Cervical Screening Program

Term: July 1, 2023-June 30, 2024

Amount: \$333,100

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

Human Resources Update: Demographic Composition and Culture of the Health Department

Dr. Black updated the Board on the demographics of the department (Attachment I).

Dr. Black announced that the newly hired Human Resources Manager would start employment on Monday, February 13.

Demonstration of Dashboard

Dr. Carpenter presented the dashboard on the department's intranet (Attachment II). Lengthy discussion was held and Board members made several suggestions regarding the focus and content of the dashboard.

Update on Security Personnel

Mr. Diamond presented on the staff and contractors who provide security at Lentz and each outlying site (Attachment III).

Report of the Director

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

Dr. Wright noted that Thoris Campbell, who retired in October of 2022 as director of the Breast and Cervical Cancer Screening program, had passed away recently. Thoris' husband, David Campbell, had retired from the department in recent years and had served in various positions.

Dr. Wright also noted that Ashley McClain, wife of Blake McClain of the Air Pollution division, passed away recently.

Tom Sharp provided a legislative update.

Dr. Wright notified the Board the February 9 meeting would be held at Woodbine Public Health Center, 224 Oriel Avenue, Nashville, TN, 37210, as the Board had requested at the annual retreat in December.

Report of Chair

Chair Franklin reiterated her commitment to public health and encouraged the department to persist in its mission.

Chair Franklin asked Tom Sharp to share with the Board how they might lend their voices and leverage in the community to assist.

Chair Franklin asked that the item "Departmental Requests to the Board" be added to the regular meeting agendas.

New Business / Review of Board Requests

Board Requests:

1. Share the number of employees who “attend” or view Town Halls
2. Incorporate more strategy and context on the dashboard
3. Add “departmental requests of the Board” section to the New Business/Review of Board Requests item of Board’s regular meeting agendas
4. Add Employee Recognition to regular Board agendas
5. Notify Board of legislative actions to leverage their influence and networks
6. Update or presentation on Mental Health Co-op and Partners in Care by Amanda Bracht

Adjournment

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

CIVIL SERVICE BOARD

Personnel Changes

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

Other Business

Dr. Black informed the Board that a search for an infectious disease physician had been under way for several months and asked Board members to utilize their networks to spread the word about the position being open. Dr. Shaw-KaiKai shared a few particulars about the requirements and position.

Discussion was held about salary and benefits.

Adjournment

Chair Franklin adjourned the meeting at 5:44 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, February 9, 2023, at the Woodbine Public Health Center, 224 Oriel Avenue, Nashville, TN 37210.

Tené H. Franklin, MS
Chair