

**Metropolitan Board of Health of Nashville and Davidson County  
August 22, 2023, Special Called Meeting Minutes**

The Special Called meeting of the Metropolitan Board of Health of Nashville and Davidson County was called to order by Chair Tené Franklin at 4:03 p.m. in the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209. The meeting had been rescheduled from August 10, 2023.

**Present**

Tené H. Franklin MS, Chair  
Calvin M. Smith III MD, Vice-Chair  
Adriana Bialostozky MD, Member  
Marie Griffin MD, Member  
Rebecca Anne Whitehead MBA, Member  
Lloyda Williamson MD, Member  
Gill C. Wright III MD, Director of Health  
Melva Black EdD, Deputy Director  
Rand Carpenter DVM, Chief Epidemiologist  
Raquel de la Huerga, Policy Coordinator, Health Equity Bureau  
Jim Diamond MBA, Finance and Administration Bureau Director  
John Finke PE, Environmental Health Services Bureau Director  
Nichelle Foster LMFT LADAC II, Behavioral Health and Wellness Program Manager  
Anthony Johnson, Cure Violence Program Manager  
Kebera Leach MPH, Chief Health Strategist  
Anidolee Melville-Chester PhD, Behavioral Health and Wellness Program Director  
Wyntress Patterson JD, Human Resources Director  
Laura Varnier MNSc, Director of Nursing and Director of Clinical Services Bureau  
Derrick Smith JD, Metro Law Department

**BOARD OF HEALTH**

**Public Comment Period**

The sign in sheet to request to comment during the public comment period was taken up at the beginning of the meeting; there were no requests to publicly comment.

Chair Franklin invited comments from anyone present. There were none at that time.

**Welcome of New Board of Health Member Rebecca Whitehead MBA**

Chair Franklin welcomed new Board of Health member Rebecca Whitehead to the board and invited her to introduce herself.

Ms. Whitehead shared a few brief details about herself and career.

**Declarations of Conflicts/Recusals or Communiqués from the Public on Agenda Items**

Chair Franklin asked that Board members who may have declaration of conflict or recusal, or who had had communiqués from the public on agenda items, to voice their declaration.

- Chair Franklin noted that Vice-Chair Smith had texted her regarding his late arrival at the meeting.
- Dr. Williamson noted that she and Vice-Chair Smith had an interaction during Meharry's White Coat Ceremony for Meharry medical students.

**Approval of July 13, 2023, Regular Meeting Minutes**

**Dr. Williamson made a motion to approve the July 13, 2023, regular meeting minutes, as distributed.  
Dr. Griffin seconded the motion, which passed unanimously.**

### **Employee Recognition**

Dr. Wright announced the promotion of John Finke to the Environmental Health Services Bureau director position.

Dr. Wright recognized the July 2023 Team of the Month, Kailee Balzer RN, Iva Sanders RN, and Chelsea Trumbull RN, of the Vaccine Preventable Disease Program.

### **Approval of Grant Applications**

There were no grant applications.

### **Approval of Grants and Contracts**

Mr. Diamond presented six items:

1. **Contract with Family and Children’s Services (FCS)**  
Term: April 1, 2023-March 31, 2028  
Amount: NA
2. **Grant from the Friends of Metro Animal Care and Control – Emergency Medical Donation**  
Term: NA  
Amount: \$10,000
3. **Contract with Belmont University – Nursing Affiliate**  
Term: July 1, 2023-June 30, 2028  
Amount: NA
4. **Grant Amendment from the National Association of City and County Health Officials – Implementing Overdose Prevention Strategies at the Local Level**  
Term: July 1, 2023-May 31, 2024  
Amount: \$NA (\$497,631.12 total)
5. **Contract with Neighborhood Health –Homeless Healthcare Grant**  
Term: July 1, 2023-June 30, 2024  
Amount: \$355,200
6. **Contract with NashvilleHealth – Hypertension Pilot Program for Stroke and Heart Attack Prevention Grant**  
Term: September 1, 2023-August 31, 2025  
Amount: \$1,000,000

Drs. Wright and Black provided additional information on the Hypertension Pilot Program. Dr. Griffin asked that a quarterly report be provided in meetings or otherwise due to its importance.

Dr. Bialostozky and Chair Franklin requested that the verbiage in item 5 be changed from the original term “Homeless” to “Unhoused.” [Recorder’s Note: The minutes note the request, but the list is recorded as it was presented to the Board and reflects the contract as written.]

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

### **Presentation: Behavioral Health and Wellness Update**

Anidolee Melville-Chester and Nichelle Foster presented on the Behavioral Health and Wellness Program (Attachment I).

### **Presentation: REACH First Quarter Data Update**

Dr. Carpenter presented on the Partners in Care and REACH First Quarter Data (Attachment II).

### **Update on 24-Month Immunization Survey**

The update was deferred to the September 14, regular meeting.

### **Appointment of Personnel Committee**

Derrick Smith advised the Board on the purpose of appointing a Personnel Committee, and the various ways it might be constituted according to the Civil Services Rules and related policies.

After discussion, Chair Franklin appointed herself, Dr. Williamson, and Dr. Griffin to the Personnel Committee and directed the recording secretary schedule their meeting.

### **Report of the Director**

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

Dr. Wright noted the recent uptick in numbers of COVID cases recently, as well as surveillance of COVID in wastewater.

Dr. Wright announced that the Health Equity bureau was being incorporated with the Human Resources Division and had been renamed the Bureau of People and Culture, and that the new bureau director position had been posted recently. Chair Franklin invited Dr. Black and Raquel de la Hueriga to comment. Lengthy and spirited discussion was held, and Board members requested they be provided the job postings for the new bureau director, HR Manager, and the Health Equity (formerly DEI) bureau director positions. Consensus was reached that the topic would be revisited in the future. Chair Franklin encouraged Board members to reach out to Dr. Wright to discuss and said she would meet with Drs. Wright and Black and also ask them to update the Board soon.

### **Report of the Chair**

Chair Franklin lauded the efforts of Laura Varnier in implementing the recent Red Sand Project activities and stressed the importance of bringing attention to human trafficking.

At Chair Franklin's invitation, Anthony Johnson provided a brief explanation of and update on the Cure Violence grant, and related funding issues. Chair Franklin advised that a more complete update would be added to the September agenda and that a town hall was being organized.

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

Board Requests of Department:

1. Quarterly reports on Hypertension Pilot Program for Stroke and Heart Attack Prevention in ZIP code 37208 Grant
2. Forward Behavioral Health presentations to Board
3. Forward Bureau of People and Culture Director, HR Manager, and Health Equity Bureau Director position job postings to Board
4. Change "homeless" to "unhoused" in item 5 of grants and contracts and note request in minutes.
5. Schedule Personnel Committee meeting

There were no requests of the Board from the Department.

### **Adjournment**

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

### **CIVIL SERVICE BOARD**

Chair Franklin opened the Civil Service Board meeting.

### **Request to Schedule a Public Hearing for Proposed Change to Job Descriptions and Pay Plan**

Ms. Patterson explained the changes that would be requested at a hearing, regarding the Communicable Disease Investigator job description (Attachment IV) and the Records Management Analyst job description (Attachment V) and the related adjustments to the Pay Plan.

**Vice-Chair Smith made a motion to schedule a public hearing for proposed changes to job descriptions and the Pay Plan. Dr. Bialostozky seconded the motion, which passed unanimously.**

#### **Personnel Changes**

Ms. Patterson referred to the July 2023, Personnel Changes. She noted several new hires including School Health nurses, and Elise Krews' promotion to Health Manager 3.

#### **Adjournment**

Chair Franklin adjourned the Civil Service Board meeting at 6:32 p.m.

#### **Next Regular Meeting**

The next regular meeting of the Board of Health will be held at 4:00 p.m. on Thursday, September 14, 2023, at the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209.

Tené H. Franklin  
Chair