

**Metropolitan Board of Health of Nashville and Davidson County
September 14, 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 4:01 p.m. in the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209.

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
Carol Ziegler APRN, Member
Gill C. Wright III MD, Director of Health
Melva Black EdD, Deputy Director
Jim Diamond MBA, Finance and Administration Bureau Director
John Finke PE, Environmental Health Services Bureau Director
Angelina Hooper RN, Vaccine-Preventable Diseases Program Manager
Anthony Johnson, Cure Violence Program Manager
Anidolee Melville-Chester Ph.D., Behavioral Health and Wellness Division Director
Wyntress Patterson JD, Human Resources Director
Chelsea Trumbull, RN, Vaccine-Preventable Disease Nurse
Laura Varnier MNSc, Director of Nursing and Director of Clinical Services Bureau
Derrick Smith JD, Metropolitan Department of Law

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 was one request to comment: Davie Tucker, Executive Director of the Metro Human Relations Commission, who addressed the topics of the Pay Equity Study and the Health Equity bureau director job posting.

Welcome of New Board of Health Member Carol Ziegler APRN

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

Ms. Ziegler shared a few brief details about herself and career and received a warm welcome.

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. Several noted they had interacted at the reception honoring Carol Etherington and David Frederick prior to the meeting but did not discuss Board business.

Approval of Resolution Honoring Carol Etherington

Chair Franklin read into the record a resolution honoring Carol Etherington and her 14 years of service as a member, vice-chair and chair of the Board of Health (Attachment I). Ms. Etherington was presented with a ceremonial gavel. Ms. Etherington expressed her support of the Department and the Board and their continuing work, and her deep gratitude to have been of service to the citizens of Nashville.

Approval of Resolution Honoring David Frederick

Chair Franklin read into the record a resolution honoring David Frederick and his four years of service as a member of the Board of Health (Attachment II), and Mr. Frederick was presented with a plaque in honor of his service. Mr. Frederick said he had been honored to have served on the Board and learned much about the work of the Department, equity and social determinants of health.

Approval of August 22, 2023, Regular Meeting Minutes

Vice-Chair Smith made a motion to approve the August 22, 2023, special called meeting minutes, as distributed. Dr. Griffin seconded the motion, which passed unanimously.

Employee Recognition

Dr. Black highlighted Anthony Johnson and Talia Monget, and Chemyeeka Tumblin, Michaya Reeves, Sarah Mohamed, Hanan Ahmed and others, and their efforts in violence prevention, suicide prevention, and community health.

Approval of Grant Applications

Jim Diamond presented one application:

1. **Application to the Environmental Protection Agency – Air 105**
Term: October 1, 2023-September 30, 2024
Amount: \$449,324

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

Approval of Grants and Contracts

Mr. Diamond presented nine items:

1. **Contract with Meharry Medical College Master of Public Health Affiliate**
Term: August 1, 2023-July 31, 2028
Amount: NA
2. **Grant Amendment from the Music City PrEP Clinic – U=U Ambassador Project**
Term: January 1, 2022-December 31, 2023
Amount: NA (\$10,000 original award)
3. **Grant from the Tennessee Department of Health – HIV Surveillance & Prevention Direct Appropriation**
Term: July 1, 2023-June 30, 2024
Amount: \$696,500
4. **Grant from the Office of Justice at the U.S. Department of Justice – Comprehensive Opioid Abuse Site-based Administrative Adjustment**
Term: October 1, 2019-September 30, 2024
Amount: NA (\$1,040,371 original award)
5. **Dietetic Affiliate Contract with Vanderbilt University Medical Center**
Term: July 1, 2023-June 30, 2028
Amount: NA
6. **Grant from the Tennessee Department of Health – Women Infant & Children Amendment**
Term: October 1, 2021-September 30, 2024
Amount: \$594,900 (new total \$15,335,100)
7. **Grant from MPHD to the Mental Health Cooperative' Mental Health Crisis Treatment Center**
Term: July 1, 2023-June 30, 2024
Amount: \$2,508,400
8. **Contract with the Mental Health Coop REACH (Responders Engaged and Committed to Help)**
Term: July 1, 2023-June 30, 2024
Amount: \$202,600

9. **Contract with the Mental Health Coop PIC (Partners in Care)**

Term: July 1, 2023-June 30, 2024

Amount: \$3,224,000

Chair Franklin asked for additional information about items 7 and 9, and their ambitious timeframes. Mr. Diamond and Dr. Ann Melville-Chester provided explanation.

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

Presentation: Violence as a Public Health Concern Update

Anthony Johnson provided an update on Violence as a Public Health Concern (Attachment III) and the resolution that had been passed by Metro Council to establish a pilot in North Nashville, which had been indefinitely deferred. Chair Franklin encouraged Board members to seek additional information from Dr. Wright, Dr. Black, or Mr. Johnson.

Presentation: Update on the 24-Month Immunization Survey

Angelina Hooper and Chelsea Trumbull presented a brief overview of the Immunization program's efforts in immunizing 24-month-old children (Attachment IV).

Update on Equity Pay Study

Mr. Diamond and Ms. Patterson presented an overview of the Equity Pay Study conducted by Deloitte (Attachment V). Mr. Diamond noted that the study showed the Department has greater African American and Hispanic representation than Metro as a whole, and that a decrease in wage disparity had been realized since the data was submitted to Deloitte for the study in 2022. He also noted that the survey revealed no systemic biases. Ms. Patterson concurred and shared that focused hiring is being done in the Department's executive searches to be more deliberate in hiring and changing the hue of upper-level management. Chair Franklin and Dr. Griffin requested annual updates on changes in the data.

Discussion of Annual Retreat

Chair Franklin reminded the board that the annual retreat is scheduled on Friday, November 3, from 1:30-5:00 p.m. at a location to be determined. She invited Board members to let her know of topics they would like to be addressed at the retreat, in addition to the annual ethics training, Director and Deputy Director goals, and potential topics such as the NALBOH annual conference, organizational chart, finance and funding, strategic planning, and interface within Metro (Health in All Policies).

Report of the Director

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

Report of the Chair

Chair Franklin announced that:

- Hispanic Heritage Month begins September 15;
- Sickle Cell Awareness Month kicks off in September;
- National HIV/AIDS Day and Aging Awareness Day is September 18; and
- Suicide Prevention and Awareness Month is underway.

Chair Franklin recalled the August Board discussion regarding the Health Equity bureau position and announced that she had met with the Health Equity staff, Laura Varnier and Tonya Hatten to learn more. She expressed her confidence that the department is better positioned in regard to health equity than it was four or five years prior.

Chair Franklin advised that Drs. Wright and Black had shared their goals with her and she would be meeting with them soon and hoped to discuss and present for Board approval at the October meeting.

Chair Franklin said that a staff member had approached her to express their desire for the Department to host an All-Staff retreat meeting again and she requested it be scheduled.

New Business / Review of Board Requests

Board Requests of Department:

1. Annual updates on pay equity data
2. Schedule All Staff retreat meeting

There were no requests of the Board from the Department.

Election of Chair and Vice-Chair

Chair Franklin opened the floor to nominations for Chair.

Vice-Chair Smith nominated Chair Franklin to a third term as Chair.

Vice-Chair Smith assumed the gavel for the election of Chair.

Vice-Chair Smith called for a vote on the nomination of Ms. Franklin as Chair, which was unanimous.

Chair Franklin resumed the gavel and opened the floor to nominations for Vice-Chair.

Ms. Whitehead nominated Dr. Griffin to Vice-Chair.

Chair Franklin called for a vote on the nomination of Dr. Griffin to Vice-Chair, which was unanimous.

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.

Public Hearing for Proposed Change to Job Descriptions and Pay Plan

Chair Franklin opened closed the Civil Service Board meeting and opened the hearing.

Ms. Patterson explained the requested changes to the Communicable Disease Investigator job description (Attachment VII) and the Records Management Analyst job description (Attachment VIII) and the related adjustments to the Pay Plan.

Chair Franklin opened the floor for comment. There being none, Chair Franklin closed the hearing.

The descriptions and adjustments will be presented for approval at the next regular meeting.

Personnel Changes

Ms. Patterson referred to the August 2023, Personnel Changes.

Adjournment

Chair Franklin adjourned the Civil Service Board meeting at 6:00 p.m.

Next Regular Meeting

The next meeting of the Board of Health will be held at 4:00 p.m. on Thursday, October 19, 2023, at the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209.

Tené H. Franklin
Chair