

Metropolitan Board of Health of Nashville and Davidson County November 9, 2023, Regular 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 Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209.

Present

Tené H. Franklin MS, Chair
Marie Griffin MD, Vice-Chair
Calvin M. Smith III MD, Member
Lloyda Williamson MD, Member
Carol Ziegler APRN, Member
Adriana Bialostozky MD, Member
Gill C. Wright III MD, Director of Health
Tracy Buck, MS, RDN, Senior Health Strategist
Rand Carpenter DVM, Chief Epidemiologist
Jim Diamond MBA, Finance and Administration Bureau Director
Tamela Jackson, Office Support Specialist 1, WIC Program
Wyntress Patterson, JD, Human Resources Manager
Derrick Smith JD, Metropolitan Department of Law

BOARD OF HEALTH

Public Comment Period

There were no requests by the public to address agenda items.

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

Chair Franklin asked that Board members who may have declarations of conflict or recusal, or who had had communiqués from the public on agenda items, to state such. There were none.

Approval of October 19, 2023, Special Called Meeting Minutes

Vice-Chair Griffin made a motion to approve the October 19, 2023, special called meeting minutes, as distributed. Dr. Smith seconded the motion, which passed unanimously.

Employee Recognition

Dr. Wright read into the record the nomination of Tamela Jackson, an Office Support Specialist 1 in the WIC program, who had been named October Employee of the Month and had been nominated by Kelly Whipker:

“Tamela Jackson works in the Lentz WIC Office and she is always going above and beyond to serve our customers. Tamela works in the front desk area of the room 120 clinic and is always one of the first people to greet customers looking for services when they enter the clinic. It’s with a smile and warm heart that Tamela consistently provides excellent customer service.

“Just this week our office received a referral from a healthcare provider where a child was in need of WIC services. Once the WIC team reached out to the family it was identified that there were social factors making it hard for the child to be signed up for WIC. Without being asked Tamela offered to deliver a new WIC card and paperwork to the family. Her willingness to go above and beyond resulted in this family receiving WIC services and being able to go to the store on the same day the referral was received and processed. This is just one example of the ways Tamela serves with care and compassion.

“In addition to serving customers Tamela is a joy to work with. She finds a way to connect with all of her co-workers. Tamela is fun, hard-working and a true asset to the WIC program and the Metro Public Health Department. We are especially thankful Tamela chooses to work serving the families of Nashville-Davidson County.”

Chair Franklin invited Ms. Jackson to address the Board, which she did.

Dr. Wright also voiced his appreciation to staff who are veterans in light of Veteran’s Day on Saturday, November 11. Chair Franklin asked staff members who were veterans to stand, and Rand Carpenter and Dr. Wright were recognized.

Presentation: CHIP, CHA and Nashville Health and Well-Being Council

Tracy Buck presented on the Community Health Improvement Plan (CHIP), the Community Health Assessment (CHA), and the Nashville Health and Well-Being Council (Attachment I and II).

Jeff Womble of Metro Social Services voiced his enthusiasm for the collaboration between the MPH and MSS in the process of creating the CHIP and CHA.

Approval of Grant Applications

There were no grant applications.

Approval of Grants and Contracts

Mr. Diamond presented two items:

1. **Grant Donation from Friends of MACC – Emergency Medical Fund and SafetyNet Program**
Term: NA
Amount: \$12,500
2. **Grant Amendment from the Centers for Disease Control and Prevention – Community Health Workers**
Term: August 31, 2023-August 30, 2024
Amount: \$1,000,000

Dr. Smith made a motion to approve the grants and contracts. Ms. Ziegler seconded the motion, which passed unanimously.

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 presented a PowerPoint on a proposed process to determine changes to the organizational chart (Attachment IV).

Report of the Chair

Chair Franklin encouraged Board members to share with Dr. Wright their input on the draft report to the Mayor mandated in the Metro Charter so that the suggestions could be incorporated.

Public Comment Period

There were no requests from the public to address the Board.

New Business / Review of Board Requests

Dr. Bialostozky requested additional data, regarding flu vaccination by ZIP code.

Adjournment

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

CIVIL SERVICE BOARD

Chair Franklin opened the Civil Service Board meeting.

Chair Franklin closed the Civil Service Board meeting.

Public Hearing for Proposed Change to Interpreter Series Job Descriptions

Chair Franklin opened the public hearing.

Ms. Patterson presented the Interpreters Series job descriptions (Attachment V).

Chair Franklin opened the floor to comments. There were none.

Discussion was held.

Chair Franklin closed hearing.

Approval of Changes to Interpreter Series Job Descriptions

Dr. Smith made a motion to approve the Interpreters Series Job Descriptions (Attachment VI) as proposed. Dr. Griffin seconded the motion, which passed unanimously.

Personnel Changes

Ms. Patterson referred to the October 2023, Personnel Changes, and made several comments.

Ms. Patterson requested approval of extension of out-of-class pay for Swan Lin Baker, who had been serving as interim School Health director for more than 100 days. Derrick Smith advised that the request should be noticed properly and could be placed on the December 14, 2023, Civil Service Board agenda.

Adjournment

Chair Franklin adjourned the Civil Service Board meeting at 5:02 p.m.

Next Regular Meeting

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

Tené H. Franklin
Chair