

**Metropolitan Board of Health of Nashville and Davidson County  
December 14, 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  
Rebecca Whitehead MBA, Member  
Carol Ziegler APRN, Member  
Gill C. Wright III MD, Director of Health  
D'Yuanna Allen-Robb MPH, Assistant Bureau Director, Population Health and Nashville Strong Babies Project Director  
Melva Black EdD, Deputy Director  
Jim Diamond MBA, Finance and Administration Bureau Director  
John Finke PE, Environmental Health Bureau Director  
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 November 9, 2023, Meeting Minutes**

**Ms. Ziegler made a motion to approve the November 9, 2023, meeting minutes, as distributed. Vice-Chair Griffin seconded the motion, which passed unanimously.**

**Employee Recognition**

Dr. Wright recognized:

- Karen Reid, Tennessee Association of School Nurses' School Nurse of the Year
- Cathryn Smith, new School Health Program Manager
- Zacnite Vargas, 2023 Tennessee Human Rights Commission's Rising Advocate Award recipient and president of the Tennessee Chapter of the National Association of Hispanic Nurses
- Momina Ahmed, IT Analyst and MPHD's November 2023 Employee of the Month.

Dr. Black recognized:

- John Nardozi, Alexis Hill, and Dr. Ann Melville Chester, of Behavioral Health Services. The Tennessee Justice Center and Metro Development and Housing Agency had awarded them the Health Hero Award, which they received on behalf of the Lentz Public Health Department for improving health in the Napier Sudekum neighborhood around opioid education, intervention, resource referral, mental health resources and referral, as well as the Strike Team's immunization efforts.
- Metro Animal Care and Control staff, who provided supplies to many pet owners in need during and after to the recent tornado.

### **Air Pollution Permit Fees for Calendar Year 2023**

Mr. Finke presented the Air Pollution Permit Fee Schedule for Calendar Year 2023 (Attachment I). He provided explanation of the method of calculation to establish the fee rate, answered questions and requested Board approval.

**Dr. Smith made a motion to approve the Air Pollution Permit Fee Schedule for Calendar Year 2023 as presented. Ms. Whitehead seconded the motion, which passed unanimously.**

### **Climate Policy Discussion**

Chair Franklin assigned the floor to Carol Ziegler. Ms. Ziegler presented the policy recommendations for promoting health and equity through climate action from the 2023 Lancet Countdown Brief for the United States (Attachment II) and asked that the topic be addressed at the annual retreat.

### **Approval of Grant Applications**

Mr. Diamond presented one grant application:

#### **Grant from the Health Resources and Services Administration - Nashville Strong Babies II**

Term: NA

Amount: \$12,500

D'Yuanna Allen-Robb provided brief details about the grant's history and successes and asked Board members to lobby for increased funding to augment it; Vice-Chair Griffin and Chair Franklin advised that additional data would be helpful toward that effort.

**Dr. Smith made a motion to approve the grant application. Vice-Chair Griffin seconded the motion, which passed unanimously.**

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

Mr. Diamond referred to four items in the materials and requested approval of items 1, 3, and 4:

1. **Grant Amendment from the Tennessee Department of Health – School Based Dental Preventative Program**  
Term: July 1, 2022-June 30, 2024  
Amount: \$18,000 (new total \$1,822,200)
2. **Child Safety Fund Application**  
Term: January 1, 2024-December 31, 2024  
Amount: NA
3. **Agreement with Premedics Inc. - American Heart Association Training Site**  
Term: execution – June 30, 2024  
Amount: NA
4. **Grant Amendment from the Centers for Disease Control – Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems**  
Term: December 1, 2022-November 30, 2027  
Amount: \$843,396 (new total \$9,421,679)

**Dr. Smith made a motion to approve grants and contracts items 1, 3, and 4. 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.

### **Report of the Chair**

Chair Franklin expressed her hope that everyone had survived the recent tornado and lauded and stressed the importance of the work of Behavioral Health Services during time of distress.

Chair Franklin said she had worked with Dr. Wright and Dr. Black on their goals, which will be shared and presented for approval at the January Board meeting.

Chair Franklin reminded Board members that the Annual Board Retreat will be held Friday, January 19; she mentioned that environmental justice will be a topic on the agenda.

Chair Franklin recognized Dr. Black, who invited Ron Johnson, Eric Capehart, and Dr. Melville-Chester to stand. Dr. Black had accepted an award on their behalf from the Justice Center for their work in violence prevention. Mr. Johnson and Mr. Capehart had recently transitioned to the Health Dept. from the Mayor's office to continue work on violence prevention and interruption in the Cure Violence program.

#### **Public Comment Period (Community Voices)**

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

#### **Other Business**

Dr. Smith shared information about the Season to Remember ceremony in memory of victims of homicide, which would be held at Centennial Park later in the evening. The event is sponsored by the District Attorney's office, Metro Police Department, Tennessee Voice for Victims, and the U.S. Attorney's Office. The event has been held annually since 1995.

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

There were no requests.

#### **Adjournment**

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

#### **CIVIL SERVICE BOARD**

##### **Approval of Extension of Out of Class Pay**

Wyntress Patterson requested approval of the extension of Out of Class Pay for Swan Lin Baker, who had served as interim School Health program director for more than 100 days.

**Dr. Smith made a motion to approve the extension of Out of Class Pay for Swan Lin Baker as proposed. Ms. Whitehead seconded the motion, which passed unanimously.**

##### **Approval of Extension of Administrative Leave**

Ms. Patterson requested approval of the extension of administrative leave for an employee in the disciplinary process.

**Vice-Chair Griffin made a motion to approve the extension of Administrative Leave for an employee in the disciplinary process. Ms. Whitehead seconded the motion.**

Discussion was held and Derrick Smith provided guidance.

**Dr. Smith made a motion to amend the motion to approve the Administrative Leave to specify that the leave be extended through no later than the end of February 2024. Ms. Ziegler seconded the motion, which passed unanimously.**

##### **Personnel Changes**

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

##### **Adjournment**

Chair Franklin adjourned the Civil Service Board meeting at 5:08 p.m.

**Next Regular Meeting**

The next meeting of the Board of Health will be held at 4:00 p.m. on Thursday, January 11, 2024, at the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209.

Tené H. Franklin  
Chair