

**Metropolitan Board of Health of Nashville and Davidson County
February 8, 2024, 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 4:10 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
Gill C. Wright III MD, Director of Health
Melva Black EdD, Deputy Director
Jim Diamond MBA, Finance and Administration Bureau Director
Kebera Leach, MPH, Chief Health Strategist
Wyntress Patterson JD, Human Resources Manager
Tom Sharp, Government Liaison and Director of Policy
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. She stated that she and Carol Ziegler had texted regarding Ms. Ziegler’s absence.

Approval of January 11, 2024, Meeting Minutes

Vice-Chair Griffin made a motion to approve the January 11, 2024, meeting minutes, as distributed. Dr. Smith seconded the motion, which passed unanimously.

Employee Recognition

Dr. Wright recognized School Health nurse Karen Reid and the Family Planning staff as December 2023 Employee and Team of the Month recipients, respectively.

Ms. Varnier introduced Assistant Director of Nursing Katie Gormley.

Approval of Grant Applications

Mr. Diamond presented one grant application:

Tennessee Child Safety Fund

Term: January 1, 2024-December 31, 2024

Amount: up to \$20,000

Dr. Smith made a motion to approve the grant application. Ms. Ziegler seconded the motion, which passed unanimously.

Approval of Grants and Contracts

Mr. Diamond presented four items:

1. Grant Amendment from the Tennessee Department of Health – Tobacco Prevention & Cessation Services

Term: July 1, 2023-June 20, 2025

- Amount: \$0 (no change to total, \$260,000)
2. **Grant from the Tennessee Department of Health – Tennessee Breast & Cervical Cancer Screening**
Term: July 1, 2024-June 30, 2025
Amount: \$333,100
 3. **Grant from the Health Resources & Services Administration – Ryan White Part A**
Term: March 1, 2024-February 28, 2025
Amount: \$1,373,046
 4. **Grant from the Friends of MACC - Donation**
Term: NA
Amount: \$18,750

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

Report of the Director

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

Report of the Chair

Chair Franklin reminded everyone of the scheduled annual board retreat on March 1, at Fort Negley Community Center. She asked Dr. Wright to share the budget process with the board the next day so they could review prior and have informed discussion at the retreat.

Understanding MPHD Policy and Advocacy

Ms. Leach and Mr. Sharp presented on Public Health Policy Priorities and Legislative Landscapes, (Attachment II).

Chair Franklin asked that the presentation be shared with Board, staff, and others.

Public Comment Period (Community Voices)

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

New Business / Review of Board Requests

Dr. Wright will share the Policy and Legislation presentation.

Dr. Wright will share explanation of the budget process with the Board.

Adjournment

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

CIVIL SERVICE BOARD

Chair Franklin opened the Civil Service Board meeting.

Public Hearing Regarding MACC Job Descriptions

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

Ms. Patterson reviewed the proposed changes to the Animal Care Assistant Job Series (Attachment III).

Chair Franklin invited comments; there were none.

Chair Franklin closed the public hearing.

Approval of MACC Job Descriptions

Dr. Smith made a motion to approve the changes to MACC job descriptions as presented (Attachment IV). Dr. Williamson seconded the motion, which passed unanimously.

Personnel Changes

Ms. Patterson referred to the January 2024, Personnel Changes, and noted several.

Adjournment

Chair Franklin adjourned the Civil Service Board meeting at 5:05 p.m.

Next Regular Meeting

The next meeting of the Board of Health will be held at 4:00 p.m. on Thursday, March 21, 2024, at the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209. The March meeting was rescheduled from March 14 due to spring break.

Tené H. Franklin
Chair