

**Metropolitan Board of Health of Nashville and Davidson County
April 11, 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 4:02 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
Lloyda B. 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
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 Communiques from the Public on Agenda Items

Chair Franklin asked that Board members who may have declarations of conflict or recusal, or who had had communiques from the public on agenda items, to state such. Vice-Chair Griffin stated she had 'replied all' to an email related to the report to the mayor.

Approval of March 21, 2024, Meeting Minutes

Dr. Ziegler made a motion to approve the March 21, 2024, regular meeting minutes as distributed. Vice-Chair Griffin seconded the motion, which passed unanimously.

Update on Electronic Health Records

Dr. Shaw-KaiKai presented a brief update on the status of Electronic Health Records in the procurement process.

Employee Recognition

Chair Franklin stated that she had participated in the inaugural New to Public Health cohort the day prior, which had been organized by Jody Patterson; staff participants included Cierra Wright, Jarrah Paschall, Tasha Brantley, Olubunmi Oyebanji, Iva Sanders, Alyxandra Stuehler, and Tyler Curtis.

Approval of Grant Applications

There were no grant applications:

Approval of Grants and Contracts

Mr. Diamond presented four items:

- 1. Grant Amendments 3-6 from the Centers for Disease Control and Prevention – Strengthening U.S. Public Health Infrastructure, Workforce & Data Systems**
Term: December 1, 2022-November 30, 2027
Amount: NA (total \$9,421,679)
- 2. Tennessee Justice Center Direct Appropriation**
Term: July 1, 2023-June 30, 2024
Amount: \$60,000

3. **Affiliate Contract with American Public University**

Term: March 1, 2024-February 28, 2029

Amount: NA

4. **Grant -- Virginia Bennett Memorial Donation**

Term: NA

Amount: \$20,000

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

Mecklenburg Site Visit Report

Dr. Black invited Dr. Shaw-KaiKai, Dr. Harris, Dr. Melville-Chester, and Ms. Foster to join her in providing a presentation on the recent site visit to the Mecklenburg County Public Health Department in Charlotte, NC (Attachment I). Chair Franklin inquired about next steps and Dr. Black said a report with additional data gathered on the trip would be shared.

Discuss Report to Mayor

Mr. Smith recommended that Chair Franklin appoint an ad hoc committee to review and make recommendations on finalizing the Report to Mayor O'Connell.

Dr. Smith made a motion to postpone the matter to the May 9 meeting. Ms. Whitehead seconded the motion.

Discussion was held. Chair Franklin appointed Vice-Chair Griffin, Dr. Ziegler, and Ms. Whitehead to an ad hoc committee, which is expected to present a final draft for approval at the May 9 meeting.

The motion passed unanimously.

Report of the Director

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

Dr. Wright thanked Rhonda Graham for her work on the Public Health Week Committee and mentioned a few of the activities that had been taken place.

Dr. Wright noted that several abstracts had been submitted to National Association of Local Boards of Health for the August conference being held in Nashville.

Dr. Wright announced that the efforts to replace the Woodbine clinic were ongoing and once a site had been determined a site visit would be arranged.

Report of the Chair

Chair Franklin reported that she had met with Metro HR Director Shannon Hall, who had recommended the Board identify capabilities and competencies for the director of health position. Chair Franklin announced her intention to gather input from the Executive Leadership Team in writing, and invite participation from Razel Jones, Metro HR's Workforce Diversity Manager. She proposed the matter be taken up at the next regular Board meeting, and said early the following week she would share suggested pre-reads with Board members.

Public Comment Period (Community Voices)

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

New Business / Review of Board Requests

- May 9 agenda items: Report to the Mayor and Director Position Competencies
- June 13 agenda item: Org Chart
- Board is requested to share invitation to the Behavioral Health Summit being held April 23-24.

Adjournment

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

CIVIL SERVICE BOARD

Public Hearing Regarding Veterinary Position at MACC

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

Dr. Black explained the requested change to the position (Attachment III).

Chair Franklin invited comment from the public. There being none, Chair Franklin closed the hearing.

Vice-Chair Griffin made a motion to approve the change to the veterinarian position at Metro Animal Care and Control as proposed. Dr. Ziegler seconded the motion, which passed unanimously.

Request to Schedule a Public Hearing Regarding the Mayor’s Executive Order No. 48 – Poll Worker Program

Dr. Black explained briefly the request to schedule a hearing to consider the Mayor’s Executive Order No. 48 – Poll Worker Program (Attachment IV).

Ms. Whitehead made a motion to schedule a public hearing regarding Mayor’s Executive Order No. 48 - Poll Worker Program. Dr. Williamson seconded the motion, which passed unanimously. The hearing will be held May 9, 2024.

Personnel Changes

Dr. Black referred to the March 2024, Personnel Changes, and discussion was held.

Adjournment

Chair Franklin adjourned the Civil Service Board meeting at 5:45 p.m.

Next Regular Meeting

The next meeting of the Board of Health will be held at 4:00 p.m. on Thursday, May 9, 2024, at the Lentz Public Health Center Board Room, 2500 Charlotte Avenue, Nashville, TN 37209.

Tené H. Franklin
Chair