



JEFFERSON COUNTY BOARD OF HEALTH

**Wednesday, March 12, 2014 - 5:00 p.m.
5th Floor Board Room**

PRESENT: Katisha Vance, M.D., Steven Kulback, M.D., Jennifer R. Dollar, M.D., Nicole Redmond, M.D., Ph.D., MPH, Max Michael, III, M.D., and Commissioner David Carrington

OTHERS Mark Wilson, M.D., Carolyn Dobbs, M.D., Carley Ezzell,
PRESENT: Heather Hogue, PharmD, Jason Harpe, Rodney Holmes, Judy Madison, Bryn Manzella, Ryan Parker, Jonathan Stanton, and Denisa Pridmore

Call to Order

The meeting was called to order by Dr. Kulback, Chair.

Minutes

Minutes of the January 8, 2014 meeting were approved as distributed.

Freshwater Land Trust – Red Rock Trail System

Ryan Parker, Red Rock Trail Coordinator with Freshwater Land Trust, gave an overview of the Freshwater Land Trust and the Red Rock Trail System. Freshwater Land Trust is a nonprofit organization whose mission is the acquisition and stewardship of lands that enhance water quality and preserve open space. Mr. Parker said they own and manage over 5,000 acres in Jefferson County. They have partnered with other organizations to help protect over 10,000 acres.

Mr. Parker stated the design of the Red Rock Ridge and Valley Trail System was funded through a grant from the U.S. Department of Health and Human Resources in an effort to combat increasing rates of obesity and related health issues. Mr. Parker shared that the purpose of the Red Rock Ridge and Valley Trail System is to attempt to connect the area parks into a network of greenways. They are trying to provide the infrastructure that allows people to live a healthy lifestyle. The Red Rock Ridge Trail System consists of 750 miles: 250 miles of off-street greenways and 500 miles of complete streets. Their goal is to build 50 miles in 5 years. They are ahead of schedule with 29 miles built in 2 years.

Mr. Parker reported that the City of Birmingham received a \$10 million Transportation Investment Generating Economic Recovery (TIGER) grant in 2012 to build 29 miles of trails within the city. A ribbon cutting for the first phase of the TIGER grant, which includes the Civil Rights Trail extension, was held on March 8, 2014 in the Smithfield Community.

2013 Audit Report

Jason Harpe, Partner, Carr, Riggs & Ingram, LLP presented the Department's 2013 audit report. The Government Fund balance sheet, page 8, shows approximately \$26 million in fund balance which was significantly lower due to the transfer out to Capital Projects Fund for the construction of the new health center. Mr. Harpe stated the importance of the transfer since the Department cannot issue debt, and because of good stewardship, is able to pay cash for the health center rather than borrowing funds.

Mr. Harpe reviewed the footnotes on page 23, Pension Plans. The chart represents the Department's unfunded pension liability. From 2007 until 2012 the Department went from 95% funded to 67% funded. He suggested this be monitored as budgets are prepared since the amounts may continue to rise. The Department could incur a substantial increase in its pension contributions. Mr. Harpe reported a new accounting pronouncement in 2015 stating unfunded pension liability (currently around \$49 million) will need to be presented on the fund balance sheet. He also stated the OPEB trust fund (page 10) was fully funded.

Mr. Harpe distributed and reviewed charts developed to show a ten year history of revenue and expenditures. Page 2 shows the number of days, using the modified accrual basis, the Department has in unrestricted funds in which to operate. For 2013, the Department's projection is 143 days.

Financial Statement

Ms. Judy Madison, Chief Accountant, discussed the February 2014 Financial Report.

The Board unanimously accepted the 2013 Audit Report and the February 2014 Financial Report.

Contracts

On the motion of Dr. Michael, and seconded by Dr. Vance, the following contracts were approved:

A new contract with Bhate Geosciences Corporation (payee) for professional engineering service for the new Western Health Center at a rate not to exceed \$45,000 from January 9, 2014 through July 30, 2015.

A new contract with New South Research (payee) to provide and conduct research analysis surveys that will assist JCDH with understanding consumer and employee awareness programs as well as the perception of the quality of services and programs offered at a rate not to exceed \$14,890 from January 15, 2014 through July 15, 2014.

A new contract with Summit Media, LLC (payee) to provide 40:15 dental education radio promotions and includes production at a rate not to exceed \$1,000 from January 27, 2014 through February 28, 2014.

Renewal of a contract with Delbert H. Hahn, M.D., PC (payee) for professional interpretation of adult radiographs and professional support for radiology services at a rate of \$200 per hour for professional services plus \$10 per film interpreted from February 1, 2014 through January 31, 2015.

A new contract with Hazelrig Realty Company (payee) to provide documentation to support commercially-reasonable medical office rental rates for JCDH clinics at a rate not to exceed \$3,000 from February 11, 2014 through May 31, 2014.

A new contract with James Michael Hughes (payee) for GIS consultation services at a rate of \$75 per hour, estimate of \$4,650 per year; not to exceed \$14,000 over a three year period from January 1, 2014 through December 31, 2016.

Renewal of a contract with Alabama Institute for Deaf and Blind, Birmingham Regional Center (payee) to provide interpreting services as needed to JCDH clients/patients at a rate of \$45 per hour; not to exceed \$1,000 from October 1, 2013 through September 30, 2014.

A new contract with Jaime Ritter (payee) to develop an original feature article for publication about the Business Impact of Birmingham's 2012 Smoke-free Ordinance focusing on the economic and health impact at a rate not to exceed \$900 from March 1, 2014 through April 1, 2014.

Renewal of a contract with Spain & Gillon, LLC (payee) to provide legal services to the Board at a rate of \$145-\$165/hour for attorney fees and \$60/hour for paralegal services from March 1, 2014 through February 28, 2015.

Renewal of a contract with Regional Planning Commission of Greater Birmingham (payor) for JCDH to produce and issue daily forecasts of particle pollution in Jefferson and Shelby Counties, and to facilitate these responsibilities, will enter into contracts for meteorological data subscription services, and for maintenance of the EMPACT internet site at a rate not to exceed \$34,350 from April 1, 2014 through September 30, 2014. JCDH will be reimbursed 80% for these contracts.

Renewal of a contract with the Alabama Department of Public Health, Family Health Services, (payor) to provide maternity and child health services to JCDH clients at a rate not to exceed \$539,066 from October 1, 2013 through September 30, 2014.

Renewal of a contract with the Alabama Department of Public Health (payor) to support efforts to plan, develop and maintain a public health infrastructure that helps assure high immunization coverage levels and low incidence of vaccine-preventable diseases at a rate not to exceed \$260,000 from January 1, 2014 through December 31, 2014.

A new contract with Alabama Department of Environmental Management (payor) for JCDH to provide a recycling program at a rate not to exceed \$191,859 from October 1, 2014 through September 30, 2015.

Board's Self-Evaluation Summary

Bryn Manzella, MPH, Director of Quality Improvement, reviewed the Board's 2013 Self-Evaluation results. Responses were received from five of the six members and overall the results were quite positive.

Ms. Manzella gave a mean grade to each section and listed below are the results:

1. Mission and Purpose – Mean = 3.9
2. Board and Committee Orientation, Structure and Function
Questions A-G – Mean = 3.51
Questions H-M (Strategic Planning and Policy Making) – Mean = 3.53
Questions N-T (Fiscal Responsibilities & Risk Management) – Mean = 3.57

Questions U-V (Medical Staff) – Mean = 3.1

3. Board Meetings and Meeting Management – Mean = 3.83
4. Individual Evaluation – Mean = 3.6

Ms. Manzella reported the Board would like to hear more information on the patient and provider “experience;” more discussion on national “trends” and issues impacting health departments around the country; and more advocacy for public health related policies – nationally and locally by development of position statements/endorsements.

Health Officer Report

JCDH Human Resources

Dr. Wilson stated that we have been reviewing our Human Resources function at JCDH. A consultant has assessed the area and, based on those recommendations, a consultant is helping to develop a plan to move to a business partner model. This will be a higher strategic level to assess, anticipate, and meet our staffing needs. We will be hiring a new Human Resources Director and an Organizational Development and Training Advisor, which will ensure our employees are at a high level of competence.

Employee Satisfaction Survey

Dr. Wilson shared that an Employee Satisfaction and Engagement Survey was conducted by the Society for Human Resource Management (SHRM). We had a very good participation rate with an overall satisfaction rate that was better than the national average. The survey helped identify our strengths and weaknesses and was very helpful.

New Western Health Center (WHC)

Dr. Wilson reported that the foundation for the new WHC has been poured, and the first floor slab is being poured this week. February 2015 is the projected completion date for the construction.

Bessemer Health Center (BHC) Building

Dr. Wilson announced that the legal transfer of the BHC building to ADPH has been completed. ADPH will continue to allow JCDH to occupy space for a part-time clinic until the new WHC opens. Current plans are to close the West End Health Center and Western Health Center in Ensley with the completion of the new Midfield clinic. We are looking at potential occupants for the buildings.

Mobilizing for Action through Planning and Partnerships (MAPP)

Dr. Wilson said our MAPP process is well underway. A Steering Committee, that includes high-level community leaders, has met and subcommittees have been formed. A new name has been selected for the process: Community Matters 20/20. Emails have been sent to approximately 400 individuals inviting them to be a part of this process.

Meetings with Mark

Dr. Wilson stated “Meetings with Mark” are scheduled for the first week of April. “Lunch and Learns” are planned for all employees during Public Health Week, which is the first full week in April.

Legislative Update

Dr. Wilson reported that a State-wide Tobacco Ordinance, Senate Bill 168, died in House Committee this morning.

National Public Health Week

Dr. Michael reported that the Alabama Public Health Association (ALPHA) and the Southern Health Association will hold conventions at UAB April 8-11, 2014. Dr. Wilson has announced this, along with Public Health Week activities at the UAB School of Public Health, to JCDH employees.

The next Board of Health meeting is scheduled for Wednesday, April 9, 2014 at 5:00 p.m. in the Fifth Floor Board Room. There being no further business, the meeting adjourned at 6:08 p.m.

Max Michael, III, M.D., Secretary

Approved:

Steven J. Kulback, M.D., Chair