



JEFFERSON COUNTY BOARD OF HEALTH

Wednesday, August 9, 2017 - 5:00 p.m.
5th Floor Board Room

PRESENT: Max Michael, III, M.D., Joshua Miller, D.O., Yocunda Clayton, M.D., Sylvie Stacy, M.D., and Commissioner Jimmie Stephens

ABSENT: Hernando Carter, M.D.

OTHERS

PRESENT: Mark E. Wilson, M.D., David Hicks, D.O., Senitra Blackburn, Kim Cason, Rodney Holmes, Bryn Manzella, David Maxey, Esq., Jonathan Stanton, and Denisa Pridmore

Call to Order

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

Minutes

Minutes of the July 12, 2017 meeting were approved as distributed.

July Financial Statements

The July Financial Statements were included in the Board package. There were no questions from the Board.

FY 2018 Budget Presentation

Mr. Rodney Holmes, CPA, Director of Finance & Administration, presented the FY 2018 budget request.

Revenue Highlights

The budget includes \$7,078,000 of ad valorem tax, a \$273,000 (4%) increase from fiscal year 2017. This amount is an estimate of two percent (2%) of the ad valorem taxes collected in Jefferson County for the County and its Municipalities, excluding those ad valorem taxes collected for the State of Alabama and all Boards of Education, and is the minimum percentage allowed in the funding legislation. The budget includes sales tax revenue of \$21,095,000 which is a 5% increase from fiscal year 2017.

Net Intergovernmental Revenue of \$2,027,825 is a \$334,531 (-14%) decrease over prior year budget. Revenues for services provided by the Department in fiscal year 2018 are budgeted to be \$11,253,867. The increase of \$41,471 (1%) from the 2017 budgeted amount is primarily the result of a projected increase in clinical services private pay and third party reimbursement.

The \$1,576,825 amount budgeted for Other Revenue/Non-Operating Revenue is higher than the prior year budget by \$471,196 (43%) due to indirect cost reimbursement and sales of obsolete assets.

An allocation of \$6,079,028 from fund balance is required to offset expected expenditures.

Expenditure Highlights

Personnel costs of \$36,193,369 are \$1,100,628 (3%) higher than those budgeted for fiscal year 2017 and includes a 2% Cost-of Living-Adjustment. Salaries are 73% of personnel cost budget, with employee and retiree benefits representing 26% and 1% respectively.

Contract Services of \$3,057,069 are higher by \$903,417 (42%) than those budgeted in 2017 and are primarily due to the contracting of services for certain pilot programs included in the Department's 2017-2021 Strategic Plan. Materials and Supplies costs are projected to be \$8,660,107 which is a \$74,379 (-1%) decrease from fiscal year 2017.

The Capital Expenditure/Transfer budget of \$1,200,000 for capital asset replacement transfer remains unchanged from fiscal year 2017.

Capital Projects Fund

Expenditures of \$3,992,590 are planned for fiscal year 2018. This includes funds for capital improvements to the Guy M. Tate Building, Eastern Health Center, and the purchase of motor vehicles.

Special Revenue Funds

In addition to the General Fund Budget, the Department has twelve active Special Revenue Funds expected to total \$6,459,905. These funds are operated in accordance with the funding requirements of special grants and appropriations.

The General Fund, Capital Projects Fund and Special Revenue Fund budgets for fiscal year 2018 total \$59,563,040.

On the motion of Commissioner Stephens, and seconded by Dr. Clayton, the following resolution was approved.

Budget – Fiscal Year 2017-2018 & Cost of Living Increase

BE IT RESOLVED that the General Fund Budget of the Jefferson County Department of Health for fiscal year October 1, 2017 through September 30, 2018, in the amount of \$49,110,545 is adopted. This budget includes a 2% cost of living increase for eligible Jefferson County Department of Health employees effective September 30, 2017.

BE IT FURTHER RESOLVED that all Special Revenue Fund Budgets for fiscal year October 1, 2017 through September 30, 2018 are adopted.

On the motion of Dr. Clayton, and seconded by Dr. Miller, the following resolution was approved.

Transfer of Funds

BE IT RESOLVED that the Health Officer of the Jefferson County Department of Health is authorized to transfer funds from one category or line item to another within the General Fund and all Special Revenue Funds, as necessary, to improve Department efficiency, as long as the approved General Fund Budget is not exceeded for the fiscal year October 1, 2017 through September 30, 2018.

Act 2017-367 One-Time Lump Sum Payment to Retirees

Dr. Wilson discussed Act 2017-367 passed in the 2017 Legislative Session that allows local agencies to provide a one-time lump sum payment to retired members and beneficiaries of deceased retirees who retired prior to May 1, 2017 and are entitled to receive a monthly retirement benefit from the Employees' Retirement System on November 30, 2017. The payment is \$2.00 per month for each year of service credited to the retiree's account or \$300, whichever is greater. There is a small number of retirees who worked for JCDH and participated in the City of Birmingham Retirement and Relief System and a resolution is also being submitted for those retirees.

On the motion of Commissioner Stephens, and seconded by Dr. Clayton, the following resolutions were approved.

State Pension Resolution – Retiree Act 2017-367

Be it resolved that the Jefferson County Department of Health, through the Jefferson County Board of Health, elects to come under the provision of Section 2 of Act 367 of the Regular Session of the 2017 Legislature.

The Jefferson County Department of Health agrees to provide all funds necessary to the Employees' Retirement System to cover the cost of the one-time lump sum payment as provided for by this Act for those eligible retirees and beneficiaries of deceased retirees of the Jefferson County Department of Health with the aforementioned lump sum payment being paid in December 2017.

State Pension Resolution – Pensioner Act 2017-367

Be it resolved that the Jefferson County Department of Health, through the Jefferson County Board of Health, elects to come under the provision of Section 4 of Act 367 of the Regular Session of the 2017 Legislature.

The Jefferson County Department of Health agrees to provide all funds necessary to the Employees' Retirement System to cover the cost of the one-time lump sum payment as provided for by this Act for those eligible pensioners and beneficiaries of deceased pensioners of the Jefferson County Department of Health with the aforementioned lump sum payment being paid in December 2017.

City of Birmingham Pension Lump Sum Payment

WHEREAS, the Jefferson County Board of Health (the “Board”) functions as a county board of health pursuant to the laws of the state of Alabama, including, without limitation, sections 22-3-1 and 22-3-2 of the Code of Alabama; and

WHEREAS, pursuant to said laws the Board supervises the enforcement of the health laws of the state and elects and advises the Health Officer of Jefferson County who is responsible for the operations of the Jefferson County Department of Health (the “Department”); and

WHEREAS, Act 2017-367 of the Alabama Legislature provides a one-time lump sum payment as calculated therein for retired state employees in the Employees’ Retirement System, and also provides for a similar benefit to certain retirees and pensioners of governmental entities such as the Department, provided such entity opts to fund such benefit; and,

WHEREAS, after due consideration the Board is of the mind that all eligible retirees, pensioners and beneficiaries of the Department should receive the one-time benefit, including those who receive benefits from the City of Birmingham Retirement and Relief System;

NOW THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the Health Officer and his staff, at his direction, to fund the one-time lump sum benefit as calculated under the applicable terms of Act Alabama 2017-367 for all eligible retirees, pensioners and beneficiaries of the Department including those who receive or are eligible to receive benefits from the City of Birmingham Retirement and Relief System, and to determine the proper amount and method of payment.

Authorizing Transfer of Funds to the Jefferson County Board of Education For the Purpose of Repairing a Walking Trail in Warrior, Alabama

Dr. Wilson discussed the following resolution for improvements to a running/walking trail at Warrior Elementary School. The trail is used by the community and the Mayor of Warrior has reached out to JCDH for assistance. The Board discussed the matter and suggested looking into a way to measure the use of the trail to determine if our investments are worthwhile. Dr. Wilson will look into this.

On the motion of Commissioner Stephens, and seconded by Dr. Miller, the following resolution was approved.

WHEREAS, physical inactivity contributes to chronic obesity, diabetes, heart disease and other chronic diseases, and premature death; and increasing physical activity can reduce morbidity and mortality associated with these diseases, reduce health care costs, and improve mental well-being;

WHEREAS, creating a built environment conducive to physical activity, including trails, is an established public health strategy;

WHEREAS, the 2014 – 2019 Community Health Improvement Plan for Jefferson County, called "Community Matters 20/20," includes strategic priorities to optimize the built environment and to promote physical well-being through healthy lifestyles;

WHEREAS, the Jefferson County Department of Health and partners facilitated the development of a master plan for trails, greenways and street-based connectors throughout Jefferson County during 2010 – 2012 using grant funds from the Centers for Disease Control to prevent obesity, and the Department subsequently has actively promoted the building of trails in Jefferson County,

WHEREAS, the City of Warrior in Jefferson County is lacking in public parks and trails, WHEREAS, the citizens of the City of Warrior in Jefferson County utilize the Warrior Elementary School track for physical activities, namely walking and running,

WHEREAS, the Jefferson County Department of Health recognizes the repair of the Warrior Elementary School track as an opportunity to enhance the built environment and promote physical well-being for the Jefferson County public,

WHEREAS, the Jefferson County Board of Education desires and agrees to the repair of the Warrior Elementary School track,

WHEREAS, the Jefferson County Department of Health desires to support the Jefferson County Board of Education by providing additional funds that could be used by the Jefferson County Board of Education to assist in the maintenance of outdoor recreation in the City of Warrior.

BE IT RESOLVED, that the Jefferson County Department of Health through the Health Officer is authorized to take appropriate steps to evaluate the proposed repairs and transfer an amount not to exceed \$84,748 from its unrestricted General Fund net assets to the Jefferson County Board of Education to repair and enhance the park and outdoor recreation facilities in the City of Warrior thereby benefiting the public of Jefferson County, Alabama.

Contracts

On the motion of Dr. Miller, and seconded by Dr. Stacy, the following contracts were approved:

Renewal of a contract with Open Text, Inc. (payee) to provide RightFax maintenance services for a rate not to exceed \$4,397 from August 28, 2017 through August 27, 2018.

Renewal of a contract with Systems Maintenance Services (payee) to provide maintenance services for StorageTek L 700E tape drive/library for a rate not to exceed \$4,992 from October 1, 2017 through September 30, 2018.

Renewal of a contract with Wolters Kluwer (payee) for subscriptions to Up To Date for JCDH providers for a rate not to exceed \$9,900 from August 1, 2017 through September 31, 2018. This is a software system that is a point-of-care medical resource.

Renewal of a contract with Hill Administrative Services (payee) to administer all on-the-job injury claims for JCDH for a rate not to exceed \$14,900 from February 1, 2017 through February 1, 2018.

A new bid with Prescott Enterprises, LLC (payee) to provide basement and second level flooring installation at the Guy Tate building for a rate not to exceed \$169,000 from July 20, 2017 through September 24, 2017.

A new contract with More Than Conquerors Faith Church (payee) to provide meeting space for a community meeting on June 6, 2017 to discuss potential interventions for decreasing high blood pressure in the 35211 zip code for a rate not to exceed \$400.

A new contract with Rivera Communications (payee) to produce and air 30:30 radio spots informing public of the Family Planning Program at JCDH for a rate not to exceed \$900 from August 1, 2017 through August 31, 2017.

A new contract with Townsquare Media Tuscaloosa, LLC (payee) to provide digital media advertising for the JCDH Family Planning Program for a rate not to exceed \$4,000 from August 1, 2017 through September 30, 2017.

Renewal of a contract with Samford University, McWhorter School of Pharmacy (payee) whereby JCDH will provide assigned students and postgraduate residents educational experience opportunities through their assisting physicians, nurses and other departmental employees in their duties and responsibilities to provide the students and residents exposure to Public Health practice for a rate of \$16,250 paid quarterly and not to exceed \$65,000 annually from July 1, 2017 through June 30, 2018.

A new contract with HFT Management, Inc. (dba Gateway Outdoor Advertising) (payee) to provide family planning advertisement on Birmingham Transit to include 25 King Posters for a rate not to exceed \$5,000 from August 1, 2017 through September 30, 2017.

A new bid with Grayson Restoration-The Sheehan Company, LLC (payee) to apply a new coating on the existing surface of the Guy Tate building for a cost not to exceed \$378,500 from July 20, 2017 through September 26, 2017.

An amendment to a contract with Human Resource Management, Inc. (payee) to extend the term of the contract for human resources consulting services from July 1, 2017 through August 31, 2017 at a rate of \$125 per hour, not to exceed \$30,000.

Renewal of a contract with the Alabama Department of Public Health (payor) for JCDH to provide early detection of breast and cervical cancer to women and colorectal cancer in men and women in Alabama for a rate not to exceed \$180,000 from June 30, 2017 through June 29, 2018.

Health Officer Report

2016 JCDH Annual Report

Dr. Wilson stated a copy of the 2016 JCDH Annual Report was included in the board package. He is very pleased with the staff's collaborative work to produce the report. The report will be posted on our website.

Hearing Officers

Dr. Wilson reported contracts are in place for most of the former judges who agreed to serve as Hearing Officers approved by the Board at the May 2017 meeting. Judge Sonny R. A. Ferguson, Jr. has decided not to participate. There are still two other judges who have not yet committed.

Electronic Medical Record (EMR)

Dr. Wilson noted the FY 2018 budget request does not include the cost for the new EMR. A budget amendment will be submitted for approval when the final decision is made.

New Human Resources (HR) Staff

Dr. Wilson announced two new Human Resource Project Coordinators began at JCDH this week. They have formal education and experience in Human Resources.

Performance Management Training

Dr. Wilson stated one of the major opportunities for improvement identified by the Public Health Accreditation Board for JCDH was the need to have a more robust Performance Management System. We have chosen a software system and will be providing some general training for our managers on August 14, 2017. Bryn Manzella, Director of Quality Improvement, has contracted with a representative from the Public Health Foundation to lead the session.

Environmental Health Updates

Mosquito Updates

JCDH is participating in a state-wide mosquito trapping program to update species maps. Eastern Equine Encephalitis was confirmed in two sentinel chickens in Mobile.

Water Quality

JCDH officials have reached out to local river advocacy groups regarding septic systems for larger residential developments. We are committed to work together to address their concerns.

“Maternal & Child Health Roundtable”

Dr. Wilson reported the “Maternal & Child Health Roundtable” held on July 27, 2017 was a big success and well attended. The goal was to make sure existing efforts and resources are coordinated with new efforts including JCDH's “From Day One” project which includes community health workers, and the Nurse Family Partnership. UAB School of Public Health will map where the different services are located in the county and help identify any gaps.

Recovery Resource Center of Jefferson County

Dr. Wilson reported that we are making progress with the opening of the Recovery Resource Center. The Crisis Center will be running the program from Cooper Green, which will be

getting some light renovations and redecoration later this month. We anticipate it opening in October. A social media campaign will begin soon.

Medication Assisted Treatment Clinic at Cooper Green

Dr. Wilson noted Roger McCullough, Director of Cooper Green, has resigned and they do not have a new Director yet. Deputy County Manager, Walter Jackson, has indicated they are still committed to the Medication Assisted Treatment Center at Cooper Green. JCDH is working on a contract whereby we will hire a nurse to run the clinic at Cooper Green. The Department of Mental Health, with input from our local partners, has applied for a federal grant to go toward opioid addiction treatment. They have decided to focus on Jefferson and Walker Counties; 17 states qualify and 5 grants will be awarded. If awarded, the Jefferson County portion will pay for most of the clinic cost at Cooper Green.

Children Healing Initiative – Loving Life! (CHILL) Out Day

Dr. Wilson announced a CHILL Out Day is being organized by Commissioner Sandra Little-Brown on September 16, 2017 at Midfield Recreation Center to help address violence which is a public health problem. The event will target 10 – 18 year olds. Seminars will be conducted on conflict resolution, suicide prevention, social media bullying, and other topics that may be useful for this age group. JCDH will be participating.

State Public Health News

Dr. Wilson reported Dr. Scott Harris, Health Officer from Decatur, will be the interim State Health Officer after Dr. Tom Miller’s retirement.

Regional Care Organization

The Regional Care Organization model for Alabama Medicaid is officially dead. We are waiting for more details on what will take its place.

Governor Ivey Visit

Dr. Wilson reported Governor Kay Ivey is visiting various parts of the state and her visits will include a stop in Birmingham on August 23, 2017. Roundtable discussions will take place regarding the challenges and opportunities that Jefferson County faces and how the state may be able to help.

Smoke-Free Hoover

Dr. Wilson and United Way representatives met with Hoover Mayor Frank Brocato to discuss health priorities for JCDH, the Health Action Partnership and the City of Hoover. A comprehensive smoke-free ordinance for the city was discussed and the mayor expressed support for this. We plan to reach out to their City Council members to educate them on the issue.

Tobacco 21

Dr. Wilson has spoken to leadership at United Way about the possibility of the Jefferson County Health Action Partnership taking on the endorsement of the Tobacco 21 policy advocacy. He reminded the Board they passed a resolution in January 2017 to endorse increasing the legal age to 21 in order to purchase tobacco products.

Birmingham – “Fast Track City”

Dr. Wilson announced Birmingham is now a “Fast Track City” for reducing HIV: 90% of HIV positive people diagnosed and aware; 90% of diagnosed people on treatment; and 90% of treated people with suppressed viral loads, by 2020. An official signing ceremony was held last week with Mayor William Bell. A future Board of Health presentation may be scheduled to report our progress and opportunities for the future.

Birmingham Task Force on Gentrification

Dr. Wilson announced he has been appointed to the Mayor’s Task Force on Gentrification. Greg Townsend, Health Services Administrator in Quality Improvement/Decision Support, has also been appointed. Mr. Townsend has been very involved in health equity work.

Community Health from Engagement and Environmental Renewal (CHEER) Theoretical Model

Dr. Michael distributed and discussed a CHEER Theoretical Model which is a UAB effort to align several grant opportunities around the same issue. The goal is to leverage the resources together in order to benefit the community around issues such as infant or maternal mortality. It will be focused around one or two communities in order to provide the most benefit. Grant applications are due next summer to the Centers for Disease Control (CDC) or the National Institutes of Health (NIH).

The next Board of Health meeting is scheduled for Wednesday, September 13, 2017 at 5:00 p.m. in the Fifth Floor Board Room. There being no further business, the meeting adjourned at 6:00 p.m.



Sylvie Stacy, M.D., Secretary

Approved:



Max Michael, III, M.D., Chair

