



## **JEFFERSON COUNTY BOARD OF HEALTH**

**Wednesday, April 9, 2014 - 5:00 p.m.  
5<sup>th</sup> Floor Board Room**

**PRESENT:** Steven Kulback, M.D., Jennifer R. Dollar, M.D.,  
Nicole Redmond, M.D., Ph.D., MPH, and Max Michael, III, M.D.

**ABSENT:** Commissioner David Carrington and Katisha Vance, M.D.

**OTHERS** Mark Wilson, M.D., Carolyn Dobbs, M.D., Rodney Holmes,  
**PRESENT:** Jason Howanitz, Rosalind Jackson, Judy Madison, Bryn Manzella, David  
Maxey, Esq., Jonathan Stanton, and Denisa Pridmore

### **Alabama Electronic Death Registration System (ERDS)**

Rosalind Jackson, Administrative Coordinator in Vital Records, gave an overview of the Alabama Electronic Death Registration System (EDRS) that allows providers to submit death certificates electronically to the Alabama Department of Public Health, Center for Health Statistics. Providers such as funeral homes, physicians, coroners, medical examiners, nursing homes, hospitals, etc., can complete their portion of the certificate without having to wait for the other areas to complete their section.

Ms. Jackson said the physician who signs off on a death certificate can enter the cause of death and sign it electronically. Ms. Jackson stated that EDRS reduces the time a family has to wait for death certificates and it reduces the number of errors made. She noted that beginning October 2014, it will be mandatory for any physician who signs 10 or more death certificates per year to be on the system. However, at this time, there is no penalty in place for physicians who do not use it. Ms. Jackson shared that the system is web-based and there is no cost involved. She is available for training staff and it usually can be completed in about 15 minutes.

### **Call to Order**

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

### **Minutes**

Minutes of the March 12, 2014 meeting were approved as distributed.

### **Financial Statement**

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

A motion to accept the financial report was made, seconded and approved.

## **Contracts**

On the motion of Dr. Dollar, and seconded by Dr. Redmond, the following contracts were approved:

Renewal of a contract with the Community Foundation of Greater Birmingham (payee) to manage the JCDH Public Health Advised Fund and perform all duties outlined in the "2014 Work Plan" at a rate not to exceed \$24,000 from January 1, 2014 through December 31, 2014.

A new contract with Canterbury United Methodist Church (payee) to provide rental space, room set up and AV support on-site for the Local Public Health System Assessment on May 15, 2014 at a cost not to exceed \$1,500.

## **Title V Permit Fees**

Jason Howanitz, Senior Air Pollution Control Engineer in Environmental Health, gave a brief overview for a resolution to increase Title V Permit fees. The fee increase is for \$1.00 per ton over last year's rate and is consistent with the Alabama Department of Environmental Management's (ADEM) fee.

On the motion of Dr. Michael, and seconded by Dr. Redmond, the following resolution was approved:

WHEREAS, The Federal Clean Air Act and the Jefferson County Board of Health Air Pollution Control Rules and Regulations require that the Title V operating permit program fees be established to adequately fund the Title V operating permit program's responsibilities; and

WHEREAS, the Title V permit fees may be used only for the Title V permit program; and

WHEREAS, it is projected that for Fiscal Year 2014, Title V permit fee revenues, based on a fee of \$40.00 per ton will adequately fund the operating **and capital** expenses<sup>1</sup> of the Title V permit program;

NOW, THEREFORE, BE IT RESOLVED, ORDAINED, ORDERED AND ENACTED BY THE JEFFERSON COUNTY BOARD OF HEALTH THAT:

Title V Operating Permit fees will be assessed at the rate of \$40.00 for the release of each ton of regulated pollutant as specified in Chapter 16 of the Jefferson County Board of Health Air Pollution Control Rules and Regulations for calendar year 2013 emissions, which fees will be payable in fiscal year 2014.

## **Health Officer Report**

### **Title V Permits**

Dr. Wilson announced that JCDH will be conducting Public Hearings for the permit renewals for the two coke plants in the Birmingham area, Walter Coke, located in North Birmingham,

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<sup>1</sup> The Title V operating fees are used in partial budget year FY14 and partial budget year FY15 (period of June 1, 2014 until May 13, 2015). FY14 Title V operating expenses were budgeted at \$ 883,863. FY13 Title V operating fees received were \$950,346.

and ABC Coke, located in Tarrant. The permits are renewed every five years. He distributed documents that outlined the scheduled events to help educate the community. This schedule is posted on the JCDH website. Dr. Wilson noted that JCDH has not historically provided public hearings for these permit renewals but decided to do so since there was a lot a community concern for these coke plants.

### **Greater Birmingham Alliance to Stop Pollution (GASP) Op-Ed**

Dr. Wilson shared a recent op-ed that was submitted by GASP to the Birmingham News that criticized JCDH for only doing the minimum requirement for community outreach for the coke plant air permits. He also distributed copies of JCDH's response to the editorial that showed we went well beyond the requirements. JCDH has held public information meetings and public training sessions to increase awareness of upcoming permitting actions as well as helping the community to understand the permitting process.

### **New Western Health Center (WHC)**

Dr. Wilson reported that the construction of the new WHC is progressing. The concrete foundation and first floor slab have been poured.

### **Medical Directors**

Dr. Wilson announced that interviews have concluded for Medical Directors in Disease Control and Clinical Services for Adult Health/Family Planning. The position for Adult Health/Family Planning was recently created to help develop the Clinical Nurse Practitioners.

### **Public Relations**

Dr. Wilson informed the Board that JCDH is performing a gap analysis to look at perceptions and knowledge of the Department and its involvement with the community and will help guide us in Public Relations.

### **Community Outreach**

Dr. Wilson stated that the Department has been reviewing its process for conducting community outreach events and health fairs. These occasions create good relations with the community but they are not always cost-effective.

### **"Meetings with Mark"**

Dr. Wilson reported that "Meetings with Mark" were held last week with employees. He conducts these voluntary communication sessions every six months for those who are interested.

### **National Public Health Week**

Dr. Wilson shared that this is National Public Health Week. JCDH has been participating in Lunch-and-Learns where employees can learn about each other and what other divisions do.

### **Public Health Advised Fund**

Dr. Wilson discussed the "JCDH Public Health Advised Fund: CFGB 2013 Report of Activities" included with the Board material. He reminded the Board that JCDH invests \$5 million of its funds and donates the interest earned annually to the Community Foundation of Greater Birmingham (CFGB) for use in public health grant projects. Fourteen Public Health Advised Fund grants totaling \$199,952 were approved in 2013.

**Community Matters 20/20**

Dr. Wilson stated that a Community Matters 20/20 Strengths and Themes (Quality of Life) Survey is posted on the JCDH website and invited the Board members to participate and share with others who live or work in Jefferson County. Dr. Wilson said the survey is part of a community needs assessment, visioning and planning process for Jefferson County. He anticipates the survey will be active until the end of May. Dr. Wilson will send the link to the Board.

The next Board of Health meeting is scheduled for Wednesday, May 14, 2014 at 5:00 p.m. in the Fifth Floor Board Room. There being no further business, the meeting adjourned at 6:00 p.m.



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Max Michael, III, M.D., Secretary

Approved:



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Steven J. Kulback, M.D., Chair