



JEFFERSON COUNTY BOARD OF HEALTH
Wednesday, September 13, 2023 - 5:00 p.m.
5th Floor Board Room

PRESENT: Kenny Murray, MD, Iris Fancher, MD, Jeffrey Dobyns, DO, Michele Kong, MD, and Elizabeth Turnipseed, MD

ABSENT: Commissioner Jimmie Stephens

OTHERS

PRESENT: David Maxey, Esq., Mark Wilson, MD, Kim Cason, David Hicks, DO, Bryn Manzella, Rodney Holmes, and Terrie Hartley

Call to Order

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

Minutes of the August 9, 2023 meeting were approved as distributed.

Mobilizing for Action through Planning and Partnerships

Bryn Manzella, MPH, Director of Quality Improvement/Decision Support, provided an overview of the Mobilizing for Action through Planning and Partnerships (MAPP), which is a nationally recognized and very well utilized framework for community health improvement. MAPP provides a structure for accessing and prioritizing population health issues, aligning and leveraging resources across sectors for strategic action, and improving health equity and community health status. She said success occurs best in an environment where there is broad stakeholder and community engagement. There are two sentinel guiding documents created by the MAPP process: the Community Health Assessment (CHA) and the Community Health Improvement Plan (CHIP). She shared the underlying principles and history of MAPP.

Ms. Manzella stated JCDH's history with MAPP began in 2005–2007 when JCDH and partners used MAPP to create a CHIP (Our Community Roadmap to Health). JCDH is now on MAPP 4.0 (2023–2028) and has adopted use of the National Association of County and City Health Officials MAPP 2.0 Framework for the fourth CHA and CHIP.

The three phases and the recommended timeline of the MAPP process are:

- Phase I: Build the Community Health Improvement (CHI) Foundation – unites multiple partner organizations and residents in MAPP planning. (9 months)
- Phase II: Tell the Community Story – involves conducting assessments and analyzing the resulting qualitative and quantitative data from community partners, community status assessment and community context assessment. (9 months)

- Phase III: Continuously Improve the Community – creates the CHIP, monitors its implementation, and evaluates CHIP’s impact on health equity and community health status. (6 months)

Ms. Manzella said they have the process, the model, and a team which has worked on the previous plan, and they are ready to begin the Community Health Assessment, Community Health Improvement Plan, and see some Community Health Improvement.

August 2023 Financial Statements

Dr. Fancher noted the August 2023 Financial Statements were included in the Board package. There were no questions from the Board.

Write Off of Uncollectible Accounts

Dr. Wilson stated the following is an annual resolution which is related to primary care and dental services debt which the Department has been unable to collect. Rodney Holmes, CPA, Director of Finance, answered questions from the Board.

On the motion of Dr. Kong, and seconded by Dr. Turnipseed, the following resolution was approved:

WHEREAS, the Jefferson County Board of Health (the “Board”) provides Primary Care and Dental services to primarily two categories of patients; those covered by the Alabama Medicaid insurance program and to the uninsured and,

WHEREAS, the uninsured have very limited financial resources and are often unable to pay the sliding fee portion of the fees charged for services provided by the Board and,

WHEREAS, it appears to the Board that writing off and ceasing collection efforts for aged, uncollectible accounts serves the public purpose by avoiding the costs associated with perpetually carrying of such accounts on the books;

NOW THEREFORE, BE IT RESOLVED, that accounts receivable balances representing Primary Care and Dental services prior to October 1, 2021 are deemed to be uncollectible after reasonable collection efforts and shall be written off of the Board’s financial records.

The detail account information in support of Primary Care and Dental accounts written off (\$160,884.77 or less) shall be available upon request for auditing and internal control purposes.

Longevity Pay Compensation Plan

Dr. Wilson noted the following resolution was presented and approved by the Board last September as way to recognize years of service and help with employee retention. He said the breakdown of compensation is listed below. Dr. Dobyns had a question about the cost of the plan in relation to expenditures and receivables. Mr. Holmes reviewed the financial statement which shows the Department is approximately \$6 million in the positive. He noted funds for longevity pay were included in the Fiscal Year (FY) 2024 budget which was approved by the Board at the August 9, 2023 meeting. David Maxey, Esq., stated the resolution will be reviewed on a yearly basis.

On the motion of Dr. Murray, and seconded by Dr. Turnipseed, the following resolution was approved by a majority vote, with Dr. Dobyms opposed.

WHEREAS, the Jefferson County Department of Health values our employees; and,

WHEREAS, the County Health Officer serves as the chief executive officer of the Jefferson County Department of Health, as well as its Appointing Authority; and,

WHEREAS, Alabama law authorizes the County Health Officer to use his or her discretion in the allocation of the resources of his or her office in a method to accomplish the public health work in the county in an efficient, effective, and professional manner; and,

WHEREAS, the County Health Officer has recommended that, as an acknowledgment of appreciation for their years of service, the Board endorses additional compensation to our full-time classified employees in the form of a one-time lump sum longevity payment as set forth herein.

THEREFORE, IN LIGHT OF THE FOREGOING, BE IT RESOLVED, THAT:

1. Eligibility for longevity payments shall be based on the following increments of service:

Years of Service Reached During Measurement Period	Longevity Pay Awarded
5 years of service	\$500
10 years of service	\$1000
15 years of service	\$1500
20 years of service	\$2000
25, 30, 35, or 40 years of service	\$2500

2. The eligibility measurement period is based on a calendar year. In order to receive the longevity pay during this 2023 resolution, the employee must have met the five (5) year service increment listed above between January 1, 2022 to December 31, 2022. Only the employees who reached the specific milestone during the measurement period will be awarded longevity pay.
3. Longevity payment shall occur as a one-time lump sum payment amount to be paid prior to December 31, 2023.
4. Calculation of longevity time shall be based on total uninterrupted full-time service with the Jefferson County Department of Health. Since the calculation is based on five (5) year increments, leaves of absence with or without pay and disciplinary suspensions shall not be deemed an interruption of service.
5. This resolution only applies to active full-time classified employees. The employee must be an active employee on the date the longevity payment is awarded.
6. Part-time and temporary employees are not eligible for longevity pay. Active part-time employees, however, may be awarded longevity pay if the employee was in a full-time position when they reached the eligible service date for the measurement period and there was no break in service.

7. Payments listed above are gross amounts from which the Department will withhold taxes and other remittances.

Cawaco Resource Conservation and Development Council, Inc. Attorney General Advisory Opinion

Dr. Wilson reminded the Board that in 2019 the Board approved the Sustainable Industrial-Residential Buffers Fund which set aside \$2 million to create green infrastructure buffer zones between industrial and residential areas. The Sustainable Industrial-Residential Buffers Fund committee, formed after the fund was established, received a proposal from Cawaco Resource Conservation and Development Council, Inc.'s (Cawaco RC&D) Cool Green Trees Program requesting funds to create buffer zones in various areas of Jefferson County. Dr. Wilson said we are seeking the Alabama Attorney General's opinion on this project. If approved, JCDH and Cawaco RC&D will enter into a funding agreement for Cawaco RC&D to receive \$750,000 of the original \$2 million to begin the buffer zone projects. David Maxey, Esq., legal counsel for the Department, explained the reason for the Attorney General's opinion.

On the motion of Dr. Kong, and seconded by Dr. Murray, the following resolution was approved:

WHEREAS, the Jefferson County Board of Health (the "Board") desires to obtain an advisory opinion from the Attorney General of the State of Alabama as to whether the Board may sign an agreement in which the Board will donate funds to Cawaco Resources Conservation & Development Council, Inc. and its Cool Green Trees program, to create and maintain natural buffer zones between active and abandoned industrial sites and adjacent residential neighborhoods to improve the quality of life and public health in Jefferson County, Alabama; and,

WHEREAS, the opinion sought is necessary to the present performance of the official acts that the Board and its members must immediately perform; and,

WHEREAS, the attached Request for Opinion Letter (the "Request") contains the relevant factual background; and,

WHEREAS, the Board believes the expenditures described in the Request would confer a significant benefit to the public by promoting and protecting the health of Jefferson County residents; and,

WHEREAS, the Board has determined that the expenditures described in the Request are for a public purpose and follow the Board's goals and authority.

NOW THEREFORE, BE IT RESOLVED, that the Board authorizes its General Counsel to request that the Attorney General of the State of Alabama issue an advisory opinion answering the question posed in the Board's Request.

Contracts

On the motion of Dr. Murray, and seconded by Dr. Turnipseed, the following contracts were approved:

Renewal of a contract with Quadient Leasing USA, Inc. (payee) for the purchase of mailroom equipment and software, annual meter rental, annual eCertify subscription and annual maintenance; not to exceed \$21,221 from August 11, 2023 through August 10, 2024.

A new contract with RSYB Catering Company (payee) to provide catering services for JCDH Employee Team Day on October 20, 2023 at a rate not to exceed \$17,850.

A new contract with Power Secure Services, Inc., (payee) to provide tri-annual generator maintenance inspection at a rate not to exceed \$23,067 from September 2, 2023 through September 1, 2025.

An amendment to a contract with Environmental Systems Research Institute (ESRI), Inc. (payee) for software purchase to acquire ESRI ArcGIS Knowledge server and platform along with ArcGIS AllSource to support contact tracing efforts with Overdose Data to Action surveillance; not to exceed \$96,000 from August 10, 2023 through August 9, 2024.

A new contract with Ronald McKeithen (payee) who will provide a lunch and learn presentation to JCDH employees and community partners concerning Health Equity in the Criminal Justice Involved Population; information to JCDH employees and community partners around a Health Equity in the Criminal Justice Involved Population; not to exceed \$1,000 from August 3, 2023 through September 30, 2023.

A new contract with Brett Feldman, MSPAS, PA-C (payee) who will provide a lunch and learn session to JCDH employees and community partners on the University of Southern California's Street Medicine program and speak to Health Equity in the populations experiencing homelessness; not to exceed \$500 from August 3, 2023 through October 30, 2023.

A new contract with Yoselin Linares-Ramirez (payee) who will provide a lunch and learn session for JCDH employees and community partners concerning Health Equity in the Immigrant Population; not to exceed \$500 from August 14, 2023 through August 31, 2023.

Renewal of a contract with The Samaritan Foundation, Inc., d/b/a Connection Health (payee) to provide community health services to JCDH patients who participate in the "From Day One" Infant Mortality Program; not to exceed \$600,000 from October 1, 2023 through September 30, 2025. Dr. Turnipseed asked how the \$600,000 would be spent. Dr. Wilson stated part of the money will go towards the community health workers' salary over the course of two years.

A new contract with IMG College, Inc., (payee) for JCDH to be a presenting sponsor of the August 31, 2023 University of Alabama at Birmingham (UAB) football game in recognition of International Overdose Awareness Day, providing awareness and harm reduction training and supplies; not to exceed \$30,000 from July 1, 2023 through August 31, 2023.

Renewal of a contract with the United States Geological Survey (USGS) (payee) for the operation of water quality monitoring station at Cahaba River at Whites Chapel and Shades Creek at Elder Street; water quality monitor and streamflow monitors at Cahaba River near Mountain Book and Shades Creek near Homewood; and a streamflow monitor at Valley Creek below Brighton; not to exceed \$75,885 from October 1, 2023 through September 30, 2024.

A new contract with Ruffner Mountain Nature Coalition, Inc. (payee) to provide education services to Stormwater Management Authority, Inc. member students on biological aquatic indicators and water quality issues and parameters; not to exceed \$5,400 from October 1, 2023 through December 31, 2023.

An amendment to a contract with Phreesia, Inc. (payee) for automated intake platform designed to improve efficiency of the medical record and clinical areas. Change order to include review and reclassification of providers based on the number of appointments averaged each month; not to exceed additional \$375 per month from August 1, 2023 through ongoing.

Renewal of a contract with Fiesta 2003 (payee) to provide benefits with the official sponsorship agreement; not to exceed \$3,500 from June 5, 2023 through October 1, 2023.

A new bid contract with Don Brown Bus Sales, Inc. (payee) to provide a mobile medical unit per bid #23-06-14; not to exceed \$472,975 from August 2, 2023 through December 31, 2023.

A new contract with the Board of Trustees of the University of Alabama for the University of Alabama at Birmingham (payee) for UAB Department of Obstetrics and Gynecology (OB-GYN) to provide an OB/GYN to support the JCDH Family Planning program by serving as a collaborating physician for Family Planning Nurse Practitioners, seeing patient with complex contraceptive needs and gynecological complaints, serving as a preceptor for and performing clinically indicated procedures; not to exceed \$580,000 over three years from December 1, 2023 through November 30, 2026. Dr. Turnipseed asked what the contract cost will cover. Dr. Wilson said the amount covers three years salary and benefits of the collaborating physician who will supervise procedures and help with training the Family Nurse Practitioners.

An amendment to a contract with National Association of County and City Health Officials (NACCHO) (payor) to provide the goods and/or services for NACCHO to enhance the programmatic activities of the Centers for Disease Control and Prevention grant under the Sustaining Peers in the ED grant program. Amendment is to extend term of contract; not to exceed \$300,000 from April 1, 2023 through March 31, 2024.

The Board of Trustees of the University of Alabama for the University of Alabama at Birmingham (payor) for utilization of JCDH premises as a clinical teaching and research site for UAB Division of Infectious Disease Program; not to exceed \$17,671.56 from October 1, 2023 through September 30, 2024.

A new contract with the Alabama Department of Health (ADPH), Center for Emergency Preparedness (payor) to provide grant funds for JCDH All Hazards at the local level and provide grant funds to support Jefferson County Health Care Coalition activities; not to exceed \$345,000 from July 1, 2023 through June 30, 2024.

Renewal of a contract with the Alabama Department of Health (ADPH), Center for Emergency Preparedness (payor) to provide grant funds for JCDH Cities Readiness Initiative activities at the local level; not to exceed \$80,799 from July 1, 2023 through June 30, 2024.

A new contract with Jefferson County Emergency Management Agency (EMA) for a collaboration between JCDH, Jefferson County EMA, Department of Health Resources, Jefferson-

Blount-St. Clair Mental Health Authority, and the City of Gardendale for the ongoing use and operation of facilities as a medical needs shelter, with no exchange of funds.

Health Officer Report

Before the Report of the Health Officer, Dr. Fancher stated this is Dr. Wilson's last Board of Health meeting. She expressed her appreciation to Dr. Wilson for his years of support and service to Jefferson County and for the care and support he has shown to the Jefferson County Department of Health.

COVID-19 Booster Vaccine

Dr. Wilson reported the Centers for Disease Control and Prevention has updated the recommendations for COVID-19 vaccines. Vaccines are recommended for everyone 6 months and older and will be available by the end of this week at most pharmacies. JCDH will eventually be receiving an allocation of vaccines to help with uninsured children and adults.

Nurse-Family Partnership and Recovery Resource Center

Dr. Wilson informed the Board that in the past few years there have been individual resolutions to provide funding for the Nurse-Family Partnership and the Recovery Resource Center. This year those funds were added into the FY 2024 budget which was approved during the August 10 Board meeting. The HVIP funding was also added to the FY 2024 budget. He stated the City of Birmingham has agreed to support the HVIP program with a \$2.1 million grant but there is a deadline to use the money. JCDH will suspend funding of the program until the grant funds are depleted.

Health Officer Transition

Dr. Wilson reported that Public Relations is planning a news release and news conference for October to formally introduce Dr. David Hicks as the new Health Officer. Printed and digital material, and social media sites are being reviewed to make sure Dr. Hicks is added as Health Officer. He stated he and Dr. Hicks have met with key community partners over the past few weeks to formally introduce Dr. Hicks, although many know him from the work he did during the COVID-19 pandemic.

Meetings with Mark

Dr. Wilson stated during the month of September he held Meetings with Mark (and David) where they met face-to-face with employees to provide updates on the upcoming health officer transition, share pertinent Department information, and review the 2023–2026 Strategic Plan. During the meetings he provided a highlight of some of the accomplishments from the past twelve years. He stated the list of accomplishments was included in the Board materials and a copy was emailed to the Board members.

Director of Health Equity Position

Dr. Wilson informed the Board that a Director of Health Equity position has been created which is a high-level position that will report directly to the health officer. Several applications have been received. The director will help JCDH stay on track with health equity principles in our internal and external work.

Board of Health Appreciation

Dr. Wilson expressed his appreciation to the Board for their service and emphasized the importance of their role as Board of Health members. He thanked the Board for their support of him and JCDH. He said it has been an amazing privilege to lead the health department these past twelve years.

Acting Health Officer

Dr. Wilson informed the Board he will be out of the county September 15–22. Dr. Hicks will serve as Acting Health Officer.

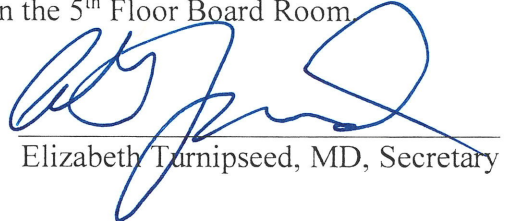
Departmental Vacancies

Dr. Turnipseed inquired about the status of the Deputy Health Officer position. Dr. Hicks said applications have been received and some interviews conducted but a final decision has not been made. In response to a question from Dr. Fancher, he said the Pediatric Medical Director position is still vacant but in the meantime, one of the pediatricians has stepped into the role of “lead worker” and is handling administrative duties.

Environmental Health

Dr. Dobyms stated he received some inquiries about septic tank inspections and is unsure how to respond. Dr. Wilson said the Environmental Health Division performs inspections on Jefferson County septic tank installs and repairs. If a particular issue needs to be addressed they may contact Jonathan Stanton, Director of Environmental Health, or his office.

There being no further business the meeting adjourned at 6:09 p.m. The next Board meeting is scheduled for Wednesday, October 11, 2023 at 5:00 p.m. in the 5th Floor Board Room



Elizabeth Turnipseed, MD, Secretary

Approved:



Iris Fancher, MD, Chair

Attachment