



JEFFERSON COUNTY BOARD OF HEALTH

Wednesday, June 12, 2024 - 5:00 p.m.

5th Floor Board Room

PRESENT: Iris Fancher, MD, Jeffrey Dobyns, DO, Elizabeth Turnipseed, MD, and Weily Soong, MD

ABSENT: Michele Kong, MD, and Commissioner Jimmie Stephens

OTHERS

PRESENT: David Maxey, Esq., Sharita Grant, Shila McKinney, Jonathan Stanton, Kim Cason, David Hicks, DO, Bryn Manzella, Senitra Blackburn, Allury Lal, MD, Rodney Holmes, Teresa Bragg, and Terrie Hartley

Call to Order

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

Continuity of Operations Plan

Sharita Grant, MSN, RN, provided an overview of the JCDH Continuity of Operations Plan (COOP). She said the objective is to understand the COOP as it pertains to the structure, decision process, defining the essential functions for each department, and what documents will need to be reviewed and updated annually. Ms. Grant noted the purpose of a COOP is to establish policy and guidance for organization, ensure JCDH can continue to perform essential functions, and facilitate an orderly recovery following a disruption. Some warning conditions that may lead to the activation of the plan may include a declaration of a state of emergency, natural disaster, disease outbreak, terrorist attack, or accidents involving hazardous substances.

Ms. Grant noted depending on the complexity and size of the incident or event, the Health Officer or authorized designee will determine and prioritize the essential functions that will be continued during the event. Points of contact are identified from the organization chart. The plan is reviewed and updated annually or as needed. Dr. Hicks reminded the Board a draft of the plan was included in their Board material. A resolution for the Continuity of Operations Plan will be presented at the July 10, 2024, Board meeting.

Minutes

Minutes of the May 8, 2024, meeting were approved as distributed.

May 2024 Financial Statements

Rodney Holmes, CPA, Director of Finance and Administration, stated due to technical difficulties with the financial system vendor, the May 2024 Financial Statements were not available but will

be emailed later this week. Mr. Holmes will provide a financial update at the July 10 Board meeting.

Contracts

On the motion of Dr. Dobyms, and seconded by Dr. Soong, the following contracts were approved:

An amendment to a contract with the Jefferson County Commission (payee) for the continuation of a partnership for the GIS Consortium, Photogrammetric Mapping, and Orthoimage Project, an intragovernmental funding consortium to obtain new digital color orthorectified aerial photography and updated planimetric data sets for Jefferson County; not to exceed \$100,000 from September 1, 2024, through September 30, 2026.

A new contract with Anthony D. Sparks (payee) to conduct a presentation for three sessions for the Employee Team event on October 21, 2024; not to exceed \$2,650 on October 21, 2024.

A new contract with Dr. Carolina Rodriguez Tsouroukdissian (payee) to conduct a Spanish language class for the Employee Team event on October 21, 2024; not to exceed \$700 on October 21, 2024.

A new contract with Rivera Communications, LLC (payee) to provide educational radio advertisement and social media posts to Jefferson County residents about HIV as well as promote National HIV Testing Day for the Spanish-speaking population; not to exceed \$2,000 from June 7, 2024, through June 27, 2024.

A new contract with AIDS Alabama, Inc. (payee) for the Disease Control Division to assist in providing public health information concerning HIV/AIDS to the Latinx community during the Empower Latinx with Love event; not to exceed \$1,000 on June 13, 2024.

A new contract with Summit Media, LLC (payee) to provide educational radio advertisement to Jefferson County residents about HIV as well as promote the National HIV Testing Day event; not to exceed \$3,000 from June 3, 2024, through June 30, 2024.

Renewal of a contract with TruMed Systems, Inc. (payee) for documentation and processing fee for the automated vaccine refrigeration and inventory management system; not to exceed \$150 from April 14, 2024, through January 4, 2027.

A new contract with Servco, LLC (payee) to provide heating, ventilation, air conditioning, and refrigeration services to all health center locations; not to exceed \$4,200 from May 15, 2024, through May 15, 2025.

A new contract with iOn Integrated Solutions, LLC d/b/a 1Point USA (payee) to install card access on the Family Planning stairwell door; not to exceed \$4,364.84 from March 8, 2024, through June 8, 2024.

A new contract with Southeastern Sealcoating, Inc. (payee) to provide asphalt patching, sealcoating, and striping of the parking lot at Eastern Health Center; not to exceed \$18,209.52 from May 6, 2024, through December 31, 2024.

A new contract with Alabama Power Company (payee) to provide and install ten level two electric vehicle chargers and associated pedestals with mounting hardware; not to exceed \$25,700 from May 28, 2024, through September 30, 2024.

Renewal of a contract with the Jefferson County Commission (payor) for donation of funds to support the Household Hazardous Waste Day event; not to exceed \$45,000 from April 1, 2024, through September 30, 2026.

A new contract with the American Academy of Family Physicians (AAFP) (payor) for an honorarium and stipend for Dr. David Hicks to serve as a panelist speaker at the annual AAFP conference. Honorarium and stipend will be placed in the JCDH general fund; not to exceed \$500 plus stipend from April 20, 2024, through September 28, 2024. Dr. Hicks is speaking as a representative of the Department; therefore, he is unable to personally accept an honorarium.

Renewal of a contract with the Board of Trustees of the University of Alabama for the University of Alabama at Birmingham (payor) for contractor to utilize the premises as a clinical teaching and research site for UAB Infectious Disease at a rate of \$1,472.63 per month; not to exceed \$17,671.56 from October 1, 2024, through September 30, 2025.

Renewal of a contract with the Board of Trustees of the University of Alabama for the University of Alabama at Birmingham (payor) for grant funding for the STD/HIV Training Center; not to exceed \$21,340 from April 1, 2024, through March 31, 2025.

An amendment to a contract with the Centers for Disease Control and Prevention (CDC) (payor) for Overdose Data to Action local funding from the CDC. Amendment approved the year one budget revision including the Project Manager position, purchase of wellness kits, and subcontract for Recovery Resource Center, Rx Assurance, Clinton Foundation, and UAB School of Public Health; not to exceed \$1,557,500 per year from September 1, 2023, through August 31, 2028.

Fiscal Year 2023–2024 Amended Holiday Schedule

Dr. Hicks presented a resolution to amend the Fiscal Year 2023–2024 Holiday Schedule to include Friday, July 5, 2024. He noted in 2019 the Governor declared that state employees would be granted off on Friday, July 5 and JCDH along with several other municipalities followed suit. After discussion among the Board, there was no motion made to amend the Fiscal Year 2023–2024 Holiday Schedule.

Health Officer Report

Gun Violence Initiative Updates

Dr. Hicks participated in a news conference last Friday with Birmingham City Councilor LaTonya Tate acknowledging the City of Birmingham declaring June 7 as Violence Awareness Day. Dr. Hicks noted the Board of Health's resolution declaring gun violence as a public health problem.

Dr. Hicks reported that in collaboration with the Sheriff's Office, the Department began distributing gun safety locks at the Guy Tate building this week. Plans are also to distribute safety locks at Western and Eastern Health Centers, respectively, and at various community events.

The Department's Violence Intervention & Prevention Partners (VIP²) program has seventy-five clients with a significant increase in enrollment this past month.

Bluestone Coke Consent Decree Update

Dr. Hicks reported that Environmental Health staff are compiling responses received on the proposed use of a portion of the Bluestone Coke settlement funds from the following sources:

- Townhall meeting held by neighborhood officers on April 9, 2024;
- Public comment period from April 9–May 31, 2024; and
- Public input session held by JCDH on May 31, 2024.

Answers to relevant questions will be provided and shared with the public. Dr. Hicks will work with neighborhood leaders to plan the next steps.

Annual Budget Preparation

Dr. Hicks reported the Department has been preparing its Fiscal Year 2024–2025 General Fund budget. Pursuant to Alabama law, the Department will be presenting the proposed budget to the County Commission on or before July 1 and then to the Board of Health at the August meeting.

Executive Session

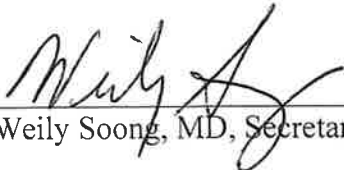
Dr. Fancher stated, in consideration of a recommendation by David Maxey, Esq., legal counsel for the Board, and there being a quorum of the Board of Health present, the Alabama Open Meetings Act provides that a board may meet in an executive session to discuss with the Board’s attorney matters concerning potential litigation.

A motion was made by Dr. Turnipseed, and seconded by Dr. Soong, that the Board go into executive session.

Mr. Maxey reviewed with the Board reasons that warrant going into executive session and verbally certified that potential litigation on compliance-related matters warrants an executive session.

Voting “yes” individually: Dr. Turnipseed, Dr. Soong, Dr. Dobyons, and Dr. Fancher. Dr. Fancher reminded the Board that no deliberation or voting can or will take place in the executive session. She stated the public meeting will reconvene after the executive session and will subsequently adjourn. The executive session commenced at 5:40 p.m.

There being no further business, after the executive session, the meeting adjourned at 6:40 p.m. The next Board of Health meeting is scheduled for Wednesday, July 10, 2024, at 5:00 p.m. in the Fifth Floor Board Room.



Weily Soong, MD, Secretary

Approved:



Michele Kong, MD, Chair Pro-Tem