



JEFFERSON COUNTY BOARD OF HEALTH

Wednesday, November 12, 2025 - 5:00 p.m.

5th Floor Board Room

Present: Iris Fancher, MD, Michele Kong, MD, Weily Soong, MD, and Andre' McShan, MD

Absent: Elizabeth Turnipseed, MD and Commissioner Jimmie Stephens

Others Present: David Hicks, DO, Rodney Holmes, Bryn Manzella, David Maxey, Esq., Kim Bullock, Wesley Willeford, MD, Loretta Hicks, Senitra Blackburn, Jonathan Stanton, and Terrie Hartley

Call to Order

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

Approval of Minutes

The minutes of the October 8, 2025 meeting were approved as distributed.

Strategic Plan Update 2023–2026

Bryn Manzella, MPH, Quality Improvement Officer, provided an update on the JCDH Strategic Plan. She shared the Strategic Directions and Goals of the 2023–2026 plan and presented the following actions and accomplishments to the Board.

Strategic Direction 1: Collaborate with Community Partners to Positively Influence the Determinants of Health

- Community Advisory Committee: Guidance document sent to EMT; committee will amplify community voices in decision-making.
- Healthcare Access Expansion: Business plan developed for leasing space to medical organizations at Western Health Center; contract finalization in progress.
- Mental Wellness Platform: Behavioral Health 360 (Credible Mind) launched in May 2025, providing free mental health resources and screenings to all adult Alabamians.
- Community Health Assessment (CHA): Over 1,600 residents and partners engaged; three assessments (Community Partner, Community Context, Community Status) identified cross-cutting issues:
 - Inadequate mental health access;
 - Gun violence exposure;
 - Lack of specialty care for vulnerable populations;
 - Opioid/substance abuse;
 - High infant/maternal mortality (especially among marginalized groups);
 - Housing and insurance gaps; and

- Transportation and social service accessibility.
- Community Health Improvement Plan (CHIP): Structure for 2026–2030 CHIP will be based on CHA findings; current CHIP remains active.
- Public Health Advised Fund: Over \$1.5M distributed in 2025 to 11 community-focused programs, supporting evidence-based interventions for health equity.
- Collaborations: JCDH-Miles College partnership to build community capacity for environmental health initiatives and grant writing.
- Violence Reduction Initiatives: Hospital-linked Violence Intervention Program (VIP2); Be SMART gun safety program, and Birmingham-Jefferson County Justice Governance Program (BJC-JGP).

Strategic Direction 2: Focus on Health Systems Transformation

- Safety Net Community Partners: Identified social service coordination and health literacy as priorities.
- Health Officer's Address: Enhanced support for evidence-based public health strategies through legislative and community engagement.
- Vaccines, Mental Health, Food Security: Focused efforts on improving access and outcomes.
- Public Health Advised Fund: Policies refined to prioritize health equity projects.
- Communication: Increased outreach to partners and the public to support evidence-based strategies and address social determinates of health.

Strategic Direction 3: Serve as a Trusted Source of Public Health Data and Information

- Data Governance Team: Coaching and collaboration with Mecklenburg County (NC) Health Department.
- Data Modernization Committee: Participation in ADPH-led initiatives.
- Data Sharing: Development of multiple internal and external data dashboards that are either operational or scheduled for launch in 2026.
- Community Health Equity Report 2025: Focuses on lived experiences in priority zip codes; themes include housing quality, safety, food access, transportation, mental health, medical care, and communication with leaders and is currently in its final draft stage.

Strategic Direction 4: JCDH is a Thriving, Equitable Workplace

- Organizational and Operations Assessment and Realignment: Three divisions created (Prevention and Wellness, Finance and Administration, Clinical Services); new leadership positions established.
- Decision-Making Framework: Adoption of MBM™ framework; ongoing workforce development with competency assessments and improvement plans.
- Change Management: Presentations at staff meetings, deployment of Change Liaisons, pulse surveys, walk-about, and targeted meetings.
- Staff Engagement: 74% engagement in PH WINS survey; results inform investments in workforce well-being.
- Employee Wellness Team: Initiatives include wellness app (Wellable), fresh food programs, Employee Assistance Program promotion, mental wellness sessions, and health-related communications.

Ms. Manzella responded to the Board's inquiries, and the Board expressed appreciation for her detailed update.

September 2025 Fiscal Year End Financial Statements

Rodney Holmes, CPA, Director of Finance and Administration, presented an overview of the September 2025 Financial Statements and answered questions from the Board. Mr. Holmes informed the Board the Department's fiscal year runs October 1 through September 30.

Contracts

On the motion of Dr. Fancher, and seconded by Dr. McShan, the following contracts are approved:

An amendment to a contract with Paycom Payroll, LLC (payee) to add background checks and drug screening services to current Human Resources information and payroll system at a rate of \$8,000 to \$8,500 per pay period, from October 31, 2025, through ongoing.

A new contract with Southern Immediate Care, LLC d/b/a Alabama Comp (payee) to perform and provide results for random drug testing, mask fit testing, breath alcohol testing, and tuberculosis for employees at \$20 per service; not to exceed \$29,999 from October 1, 2025, through September 30, 2028.

Renewal of a contract with Crisis Center, Inc. (payee) to provide peer navigation service and harm reduction supplies to JCDH per the Overdose Data to Action (OD2A)-Local workplan and budget; not to exceed \$333,661.27 from September 1, 2025, through August 31, 2026.

A new contract with Alabama Sports Council, Inc. (payee) to provide space for JCDH at the Magic City Classic and provide digital assets, promotional services, tents, tables, and chairs; not to exceed \$40,000 from October 1, 2025, through October 31, 2025.

A new contract with Horizon Entertainment, Inc. d/b/a/ Lider News (payee) for public relations for annual Halloween sexually transmitted infections (STI) screening event; not to exceed \$1,000 from October 15, 2025, through October 31, 2025.

A new contract with Courtney French Broadcasting, LLC (payee) for radio commercials for Halloween STI screening event; not to exceed \$1,500 from October 15, 2025, through October 31, 2025.

Renewal of a contract with Software House International (SHI) (payee) to acquire support for Security Operations Center services, vulnerability scan and reporting and vCisco services; not to exceed \$163,836 from October 1, 2025, through September 30, 2026.

Renewal of a contract with Plurasight, LLC (payee) for online technical skills training for Management Information Systems (MIS) staff up to fifteen seats for one year: not to exceed \$8,475 from October 10, 2025, through October 9, 2026.

A new contract with Verizon Connect Fleet USA, LLC (payee) to provide software and devices for GPS and maintain GPS systems in all Department vehicles; not to exceed \$79,253.86 from August 1, 2025, through August 1, 2026.

A new contract with Comfort Systems USA (MidSouth) (payee) for maintenance for the Niagara/Trend/Distech control systems located at Guy Tate building, Annex, Western Health Center, and Eastern Health Center; not to exceed \$73,359 from August 7, 2025, through August 7, 2028.

A new contract with S & G Waldrop Electric, Inc. (payee) to provide and replace parking lot fixtures, repair wall mount fixtures, and install area lights at JCDH health centers; not to exceed \$11,161.80 from October 5, 2025, through January 31, 2026.

A new contract with Johnson Controls Fire Protections, LP (payee) to assist with installing a new motor and volute cover bracket on the Patterson fire pump; not to exceed \$11,878.97 from October 22, 2025, through January 30, 2026.

Renewal of a contract with The Force Law Enforcement and Security Company (payee) to provide, manage, schedule, and coordinate unarmed security guards to work weekends and fill in shifts; not to exceed \$52,166.40 from October 1, 2025, through September 30, 2026.

Renewal of a contract with The Force Law Enforcement and Security Company (payee) to provide, manage, schedule, and coordinate sworn armed "Law Enforcement Alabama Peace Officer Standards and Training Officer Certified" officers; not to exceed \$451,880 from October 1, 2025, through September 30, 2026.

Renewal of a contract with Regional Planning Commission of Greater Birmingham (payor) for JCDH to issue daily forecasts of particle pollution for Jefferson and Shelby counties and to facilitate those responsibilities and will enter into a contract for meteorological data subscription. JCDH will be reimbursed at 80% of expenses; not to exceed \$53,800 from October 1, 2025, through September 30, 2026.

A new contract with Alabama Department of Public Health (payor) to provide funding for Tuberculosis Program employees (TB Manager, two TB Disease Intervention Specialists, and administrative support); not to exceed \$173,000 from October 1, 2025, through January 30, 2026.

Renewal of a contract with Alabama Department of Public Health (payor) to enroll symptomatic men for the collection of urethral samples for public health surveillance for drug resistant gonorrhea; not to exceed \$152,902 from August 1, 2025, through July 31, 2026.

Renewal of a contract with Alabama Department of Public Health Bureau of Family Health Services (payor) for agreement between ADPH and JCDH for the purpose of establishment of a Supplemental Nutrition Program for Women, Infants, and Children in Jefferson County; not to exceed \$2,920,486 from October 1, 2025, through September 30, 2026.

Renewal of a contract with the Board of Trustees of the University of Alabama for the University of Alabama at Birmingham (payor), for tenant to utilize the premises as a clinical teaching site for UAB Optometry as they provide optometry services to JCDH patients and employees and other patients of tenant, with no exchange of funds from October 1, 2025, through September 30, 2026.

Funding and Authorizing Execution of Agreement for Tannehill Trail Expansion – Jefferson County

Dr. Hicks reminded the Board of the FY 2025-2026 Approved Budget which included funding for three trail projects outside of the Red Rock Trail System, including the Tannehill Trail Expansion. The Resolution, if approved, would allow JCDH to execute an inter-governmental funding agreement with the Alabama Department of Conservation and Natural Resources which would then provide the funds to the Birmingham Urban Mountain Pedalers (BUMP) for execution of an adaptive accessible mountain bike trail. Two handouts were provided: Copy of Proposed Agreement (Memorandum of Understanding) and 2025 Birmingham Urban Mountain Pedalers (BUMP) Tannehill Expansion-Jefferson County Proposal. In response to a question from a Board member, David Maxey, Esq., Legal Counsel, reviewed the Memorandum of Understanding. The Board recommended that JCDH logo sponsor signage be installed at the trail.

On the motion of Dr. Fancher, and seconded by Dr. McShan, the following resolution was approved:

WHEREAS, the Jefferson County Board of Health (“Board”), acting through the Jefferson County Health Officer and the Jefferson County Department of Health (“JCDH”) is charged with protecting and promoting the public health of the population of Jefferson County; including through initiatives that serve to increase equitable access to safe, health-promoting outdoor recreation and environments; and

WHEREAS, JCDH, the Alabama Department of Conservation and Natural Resources (“ADCNR”), a state government agency responsible for management of certain state-owned lands, and the Birmingham Urban Mountain Pedalers (“BUMP”), a local 501(c)(3) conservation organization, have reached an agreement whereby JCDH will provide \$90,128,34 to ADCNR for transfer to BUMP to develop the Tannehill Trail Expansion – Jefferson County.

WHEREAS, this expansion project is designed to expand adaptive and traditional multi-use trail access at Tannehill Ironworks Historical State Park (including its Forever Wild Tract) within Jefferson County, and under the proposed agreement BUMP will provide a written work plan and budget to ensure proper expenditure of funds.

WHEREAS, increasing safe opportunities for regular physical activity is a foundational public health strategy that reduces chronic disease risk, supports mental health and social connection, advances health equity, and serves a public purpose.

WHEREAS, the proposed Tannehill Trail Expansion seeks to establish an accessible regional destination that improves local health and quality of life and elevates Jefferson County’s outdoor recreation assets; this project directly advances the Board’s public health purpose to promote health environments and active living within Jefferson County.

NOW THEREFORE, BE IT RESOLVED by the Jefferson County Board of Health that:

1. **Findings.** The Board finds and determines that funding the Tannehill Trail Expansion – Jefferson County constitutes public health work that advances chronic disease prevention, mental well-being, injury-safe recreation, and health equity by increasing inclusive, adaptive access to outdoor physical activity in Jefferson County, and that the proposed agreement between the parties effectively facilitates this purpose.

2. **Approval.** The Board approves entering into and funding the proposed agreement among the Board, ADCNR, and BUMP for the Tannehill Trail Expansion – Jefferson County, in substantially the form presented to the Board, in an amount not to exceed \$90,128.34 with such non-material changes as the Health Officer may approve.
3. **Authorization.** The Board authorizes and directs the Jefferson County Health Officer to:
 - a. Sign and execute the agreement and any ancillary documents necessary to implement the project;
 - b. Transfer the approved funds to ADCNR for subsequent disbursement to BUMP in accordance with the agreement;
 - c. Receive, review, and approve BUMP’s written work plan and projected budget and ensure expenditures align with the agreement’s public health purposes;
 - d. Establish reasonable reporting intervals for status, expenditures, and outcomes;
 - e. Take any administrative actions necessary to administer the MOU, including processing extensions or non-materials amendments and implementing termination and close-out requirements consistent with the agreement.
4. **Funding.** The Board authorizes and directs that \$90,128.34 be allocated and disbursed by JCDH to implement this Resolution and the proposed agreement.
5. **Effective Date.** This Resolution shall take effect immediately upon adoption.
6. **Attachments.**
 - a. Copy of Proposed Agreement (Memorandum of Understanding)
 - b. 2025 BUMP Tannehill Expansion – Jefferson County Proposal

Health Officer Report

Report from State Health Officer – September and October 2025

Dr. Hicks presented to the Board for their information, a summary report for the months of September and October 2025, from Dr. Scott Harris, State Health Officer, sent monthly to county Boards of Health describing actions taken by the State Committee of Public Health.

The Alabama Department of Public Health (ADPH) continues to operate its Women, Infants, and Children (WIC) Program, as usual, during the federal government shutdown. All WIC services, including appointments, benefit issuance, and nutrition education are available in all counties, statewide. Dr. Hicks noted that JCDH is staying in contact with ADPH as there would be a funding shortfall depending on how long the shutdown lasts.

Personnel Update

Dr. Hicks announced that Ekta Choudhary, PhD, MPH, MS, has joined JCDH as the new Prevention and Wellness Director. Dr. Choudhary brings extensive experience in public health leadership and is expected to play a key role in advancing our prevention and wellness initiatives throughout the county.

Special Events Update

Dr. Hicks stated the Annual Team Day was held on October 10. He reported that surveyed staff rated the following training sessions as either “excellent” or “good”:

- Moving Team Building from Scary to Success!: 98%
- Internal Communication Challenges: 45%
- Mental Health Awareness and Support: 87%

Dr. Hicks reported that on October 25, JCDH participated in the 84th Annual Magic City Classic and educated the public about Departmental services and programs.

On October 31, JCDH hosted a free STI/HIV testing event at Western Health Center.

Public Health Advised Fund Requests

Dr. Hicks reported that he has received an increased number of requests for funding via the Public Health Advised Fund. He noted that his internal advisory committee has recommended that funds no longer be used for baseline operational support for funded organizations, but rather for new or expanded programmatic activities consistent with priorities from our Community Health Assessment. He reviewed recent requests that have been received. After discussion, the Board requested a comparison of two programs that provide similar services to the community.

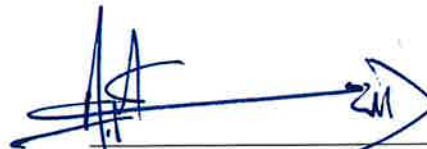
Funding and Fiscal Updates

Dr. Hicks informed the Board that the rates for Department-funded employee life and short-term disability insurance are expected to rise substantially. The Department is currently collaborating with our vendor to negotiate more favorable rates.


Funding for the JCDH's WIC program has been reduced for the current fiscal year. Additionally, there is consideration that the federal government may decrease the Sexually Transmitted Disease (STD) Program budget for sexually transmitted infection medications. ACPH utilizes Centers for Disease Control and Prevention (CDC) grant funds to obtain these medications, which are provided to JCDH patients at no cost. The estimated annual expense for these medications, assuming continued access to the federal 340B Drug Pricing Program, is \$30,000.

As previously addressed in Board meetings, the Department has identified strategies for reducing expenditures should a budgetary shortfall occur. Dr. Hicks will confer with the Board Chair to evaluate potential courses of action.

The next Board of Health meeting is scheduled for Wednesday, December 10, 2025, at 5:00 p.m. in the Fifth Floor Board Room. There being no further business, the meeting adjourned at 6:26 p.m.


Andre' McShan, MD, Secretary

Approved:


Michele Kong, MD, Chair