



**JEFFERSON COUNTY BOARD OF HEALTH**  
**Wednesday, October 10, 2018 - 5:00 p.m.**  
**5<sup>th</sup> Floor Board Room**

**PRESENT:** Joshua Miller, D.O., Yocunda Clayton, M.D., Sylvie Stacy, M.D., Hernando Carter, M.D., and Commissioner Jimmie Stephens

**ABSENT:** Max Michael, III, M.D.

**OTHERS**

**PRESENT:** Mark Wilson, M.D., David Hicks, D.O., Toni Bellina, Hank Black, Senitra Blackburn, Loretta Hicks, Leslie Plaia, Whitney Lawrence, Bryn Manzella, David Maxey, Esq., Jonathan Stanton, and Denisa Pridmore

**Call to Order**

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

**Minutes**

Minutes of the September 12, 2018 meeting were approved as distributed.

**Recovery Resource Center (RRC)**

Leslie Reagan Plaia, M.Ed., LPC, Project Director at the Recovery Resource Center, gave an overview of the RRC located at the Cooper Green Mercy Health Services building. The RRC is a collaborative initiative dedicated to simplifying the substance abuse treatment process by providing a central point of information. The center's staff and volunteers have the expertise to answer questions, initiate the treatment process, and make referrals as needed. Core funding is provided by the Jefferson County Department of Health via the Community Foundation of Greater Birmingham, and federal grant assistance has been received.

Ms. Plaia shared that a crisis line is provided 24 hours a day, seven days a week. Monthly naloxone trainings are hosted currently on the fourth Wednesday of every month at RRC. Peer support is offered by Certified Recovery Support Specialists. Outreach services provide education for interested agencies and linkage to services while individuals are in the hospital.

Ms. Plaia reviewed the short and long term goals for the agency. Since the opening of the center in May 2018, 302 clients have been seen. The Board discussed ways to promote the RRC among local primary care physicians.

**Contracts**

On the motion of Commissioner Stephens, and seconded by Dr. Carter, the following contracts were approved:

A new contract with Central Alabama Flooring, LLC, dba Don's Carpet One (payee) to provide floor covering for JCDH for an amount not to exceed \$23,631 from August 22, 2018 through December 22, 2018.

A new contract with McCain Engineering (payee) to provide maintenance services to JCDH for boiler at a rate not to exceed \$4,726 from August 22, 2018 through August 22, 2019.

A new contract with Kassouf & Co., PC, (payee) to provide consultation services to JCDH in the transition from the current electronic medical record to athenahealth. Review accuracy of billing codes and map codes to order types within the Athena System (to include Athena Training to map codes.) Rate of contract shall not exceed \$18,500 from August 20, 2018 through February 20, 2019.

A new bid contract with Inter-Mountain Laboratories, Inc. (payee) to provide Gravimetric analysis of PM 2.5 and PM 10 filter, data management and sample archive for a rate not to exceed \$34,137 from October 1, 2018 through September 30, 2021.

A new contract with TekLinks, Inc. (payee) to provide multiple in-person security awareness training sessions to educate employees on current cyber threats and associated risks for an amount not to exceed \$5,000 from September 30, 2018 through November 9, 2018.

Renewal of a contract with the Board of Trustees of the University of Alabama System (payor) to provide the Sexually Transmitted Disease/HIV Training Center at JCDH for a rate not to exceed \$18,646 from April 1, 2018 through March 31, 2019.

Renewal of a contract with the Alabama Department of Public Health, Bureau of Family Health Services, Women, Infants & Children (WIC) Division (payor) for the establishment of a Special Supplemental Nutrition Program for WIC in Jefferson County at the JCDH for a rate not to exceed \$2,764,238 from October 1, 2018 through September 30, 2019.

**Health Officer's Designee for Personnel Related Issues**

Dr. Wilson stated the following resolution will allow two employees from Human Resources to serve as the Health Officer's designee for certain Human Resources' duties according to the JCDH Policies and Procedures.

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

**WHEREAS**, Policies and Procedures adopted by the Jefferson County Department of Health authorize a "designee" of the Jefferson County Health Officer to perform specified Human Resource duties with the same authority as the Health Officer; and,

**WHEREAS**, the Jefferson County Health Officer has designated Ms. Senitra Blackburn, Director of Human Resources Management, and Ms. Whitney Lawrence, Human Resources Project Coordinator, to act as the Health Officer's designees for the specified Human Resource duties in the Policies and Procedures; and,

**WHEREAS**, the Health Officer requests the Jefferson County Board of Health to confirm the appointment of Ms. Senitra Blackburn and Ms. Whitney Lawrence as the Health Officer's designees for those specified duties pertaining to personnel matters, and recognizing the right of the Health Officer to withdraw or rescind this designation without the need to seek approval from this Board,

**NOW THEREFORE, BE IT RESOLVED** that the Jefferson County Board of Health, by a majority vote of its members at a regularly scheduled meeting does recognize and confirm Ms. Senitra Blackburn and Ms. Whitney Lawrence as the Health Officer's designees to perform the specified duties in the Policies and Procedures of the Jefferson County Department of Health, until the Health Officer designates different, other, or no employees to fulfill that role.

**Retiree Health Insurance Premiums**

Dr. Wilson stated health insurance premiums for JCDH employees and retirees have increased over the past few years with JCDH absorbing some of the increases for employees but not for the retirees. JCDH management has reviewed the premiums for retirees and recommends the following resolution for the Board's approval. Dr. Wilson noted one change that has been made to the resolution since the package was sent on Friday. The correct premium amount for "Retiree not Medicare eligible & dependent Medicare eligible" is listed in the resolution below.

The Board discussed the estimated annual cost and potential number of employees who are eligible to retire. Future changes to health insurance premiums will be submitted annually for the Board's approval.

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

**WHEREAS**, the Health Officer of Jefferson County has from time to time recommended to the Jefferson County Board of Health periodic and other changes to the amounts and proportions of premium rates to be paid under the Jefferson County Board of Health Employee Health and Dental Benefits Plan by both current employees and retirees in various classes; and,

**WHEREAS**, the Board of Health has heretofore performed its statutory duty to review and endorse such periodic changes in annual and interim budget proposals; and,

**WHEREAS**, continuing changes in laws affecting such plans have impacted the costs of maintaining the Jefferson County Board of Health Employee Health and Dental Benefits Plan as well as the administration of the plan; and,

**WHEREAS**, the Jefferson County Board of Health Employee Health and Dental Benefits Plan was at one time administered under the auspices of the State Employee Insurance Board (SEIB), and by statutory change, is now administered under the auspices of the Local Government Health Insurance Program (LGHIP); and,

WHEREAS, as a result of such changes and the likelihood additional changes will occur frequently into the foreseeable future, and after examination of the issues facing different groups of employees and retirees as described herein, the Health Officer has recommended both that the rates and changes contained herein be adopted effective January 1, 2019, and that the Health Officer hereafter submit a report and recommendations of changes each year; so,

NOW THEREFORE, BE IT RESOLVED, That the Board of Health:

1. Hereby adopts and endorses all previous recommendations made by the Health Officer in annual and interim budget proposals containing expenditures for premium payments under the Jefferson County Board of Health Employee Health and Dental Benefits Plan, whether for current employees or retirees, and whether administered under the auspices of SEIB, LGHIP, or such other entity as the law may have required in the past or to be required in the future.
2. Hereby requests that the Health Officer continue to present an annual report and recommendation of such other and further changes as may be required from year to year to premium rates and proportion thereof, eligibility of different classes of current employees to participate in the Jefferson County Board of Health Employee Health and Dental Benefits Plan, and such other issues as may arise impacting the plan, its administration, and sound principles of financial management.
3. That the Board of Health approves the following rates effective January 1, 2019, for the Jefferson County Board of Health Employee Health and Dental Benefits Plan, recognizing that all rates are subject to change depending upon factors beyond the control of the Board of Health, including actions taken by LGHIP, Medicare, and other programs that may affect the total premiums and proportions paid thereunder; these rates and proportional contributions may therefore change from time to time or year to year.

**Medical and Dental Plan**

	<u>Medical &amp; Dental Employee monthly premium</u>	<u>JCDH monthly premium</u>	<u>Total monthly premium</u>
Family	\$297.00	\$842.00	\$1,139.00
Individual	\$132.00	\$329.00	\$461.00
Part-time Employees	Not Eligible To Participate		

**Retirees Non-Medicare Eligible**

	<u>Medical &amp; Dental Retiree monthly premium</u>	<u>JCDH monthly premium</u>	<u>Total monthly premium</u>
--	---	-----------------------------	------------------------------

Family	\$300.00	\$1,494.00	\$1,794.00
Individual	\$150.00	\$824.00	\$974.00
Retiree not Medicare eligible & dependent Medicare eligible	\$300.00	\$1,154.00	\$1,454.00

**Medicare Eligible Retirees**

	<u>Medical &amp; Dental Retiree monthly premium</u>	<u>JCDH monthly premium</u>	<u>Total monthly premium</u>
Retiree Medicare eligible & dependent not Medicare eligible	\$ 916.00	\$229.00	\$ 1,145.00
Both Retiree & dependent Medicare eligible	\$ 760.00	\$189.00	\$ 949.00
Single Medicare eligible retiree	\$ 376.00	\$93.00	\$ 469.00

\*\*\*\*\*Please note that current employees are eligible for \$100 in extra premium discounts if they qualify; non-tobacco discount, walker tracker discount, and wellness discount.

**Health Officer Report**

**Health Equity Guidelines**

Dr. Wilson discussed the Health Equity Guidelines that the Executive Management team recently put together. These were also sent electronically to the Board members. An Objective was added to the last Strategic Plan update to develop a framework for advancing health equity principles and practice throughout JCDH. Health equity was a priority identified in our last Community Health Improvement Plan. JCDH managers participated in a two day Equity, Diversity and Inclusion training in March 2018. We have provided our general staff with basic health equity information and intend to do more training for them, as well as incorporate information into our new employee orientation.

Dr. Wilson would like for the Board of Health to be aware of these guidelines and consider health equity in its deliberations and decisions. These guidelines will also be added to the new Board of Health members' orientation material going forward. The Health Equity Guidelines will be shared with all staff in order to guide the work of JCDH.

### **North Birmingham Health Concerns Update**

Dr. Wilson, Dr. David Hicks, Deputy Health Officer, and Dr. Khalilah Brown, Child Health Medical Director, met with Mayor Randall Woodfin's Leadership Team to share information related to North Birmingham and discuss our Strategic Plan. Plans were made to follow-up with individual members of the Mayor's staff over areas of mutual concern.

Dr. Wilson and Dr. Brown also met with the Superintendent of Birmingham City Schools, Dr. Lisa Herring, and her staff to answer questions on Hudson K-8, located in North Birmingham. Health screenings for their children related to environmental concerns had been discussed. The main issue that is screenable is blood lead levels. Medicaid requires all children to be screened by age 1 and at age 2; and JCDH clinics screen all children at age 1 and 2. We offered to work with the school staff if they would like to conduct screenings at the school since it is unknown if all of the children had actually been screened.

Dr. Wilson has reached out to the Birmingham City Council but no meeting has been scheduled related to North Birmingham's environmental issues. A letter was sent to each council member providing information on JCDH's role in air monitoring and enforcing regulations for the Environmental Protection Agency (EPA) in Jefferson County. Dr. Wilson invited the Council to contact him if they have any questions or concerns.

Dr. Wilson was invited to attend the City of Birmingham's planning meeting for the North Birmingham Framework Committee on October 15, 2018.

### **Electronic Medical Record (EMR)**

Dr. Wilson reported that JCDH is approaching the "go live" date for its new EMR. Staff are attending additional trainings in preparation for the transition.

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

Dr. Wilson recently completed his "Meetings with Mark" sessions with all employees at each JCDH location. He uses these opportunities to share Board of Health updates, progress on the Strategic Plan, and hear from employees he does not see on a regular basis.

### **JCDH Annual Team Experience Day**

Dr. Wilson reported November 9, 2018 will be JCDH's annual Team Experience Day. Normally all JCDH employees attend in order to recognize employees for their service, team building activities, and conduct training for relevant issues such as cyber security and diversity. This year the date coincides with the EMR "go live" so clinical and non-clinical staff will be split, with the clinical staff having a separate session in late winter or early spring.

### **Legislative Updates**

#### ***Syringe Service Bill (Needle Exchange)***

Dr. Wilson continues to work on finalizing the Syringe Service Bill for the upcoming Alabama Legislative Session.

***Tobacco Law***

Dr. Wilson reported that there are plans for a state-wide tobacco free bill to be re-introduced. The American Cancer Society and other partners are taking the lead on this but JCDH will support the effort.

**Community Health Assessment (CHA)**

Dr. Wilson stated JCDH is currently conducting "Community Matters," the process we use to develop the comprehensive community health needs assessment and improvement plan for Jefferson County. Your Opinion Matters! survey is a part of the community health needs assessment and the information individuals provide will be used to identify the key issues for improving health and the quality of life in Jefferson County. Dr. Wilson encouraged the Board to complete the survey and share it with their friends, family and community groups they are involved in. The link to the survey will be shared with the Board of Health.

**November Board of Health Meeting**

Dr. Wilson noted that he will not be in attendance at the November Board meeting due to a trip out of the country. Dr. David Hicks will be Acting Health Officer.

Dr. Carter stated he also has a conflict due to the State Committee of Public Health meeting.

The next Board of Health meeting is scheduled for Wednesday, November 14, 2018 at 5:00 p.m. in the Fifth Floor Board Room. There being no further business, the meeting adjourned at 6:05 p.m.



Hernando Carter, M.D., Secretary

Approved:



Joshua Miller, D.O., Chair