



**JEFFERSON COUNTY BOARD OF HEALTH**  
**Wednesday, September 9, 2020 - 5:00 p.m.**  
**5th Floor Board Room**  
**Via Telephone Conference**

**Present on Call:** Yocunda Clayton, MD, Sylvie Stacy, MD, Hernando Carter, MD, Kenny Murray, MD, Susan Walley, MD, and Commissioner Jimmie Stephens

**Others Present**

**On Call:** Mark Wilson, MD, David Hicks, DO, Senitra Blackburn, Kim Cason, Rodney Holmes, Bryn Manzella, David Maxey, Esq., Denisa Pridmore, and GASP representative

**Call to Order**

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

Minutes from the August 12, 2020 meeting were approved as distributed.

**July 2020 Financial Statements**

Dr. Stacy noted that the July 2020 Financial Statements were included in the Board package. Rodney Holmes, CPA, Director of Finance, answered questions from the Board.

**Write-Off Uncollectible Accounts**

On the motion of Dr. Walley, and seconded by Dr. Carter, 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, 2018 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 (\$412,000.00 or less) shall be available upon request for auditing and internal control purposes.

**Public Health Advised Fund Resolutions**

Dr. Stacy discussed the following resolutions that will authorize JCDH to transfer funds to the Public Health Advised Fund, managed by the Community Foundation of Greater Birmingham, to support the Recovery Resource Center of Jefferson County and the Nurse-Family Partnership. The Board previously approved funding for these projects in the FY 2020-2021 budget.

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

**Recovery Resource Center Funding**

WHEREAS, the Jefferson County Board of Health (Board), on August 10, 2005 resolved to establish the Public Health Community Projects Fund (PHCP Fund) and provide that certain Jefferson County Department of Health funds be transferred to the Community Foundation of Greater Birmingham (CFGB) to manage and administer grants under CFGB Fund Policies; and,

WHEREAS, CFGB and Board entered Advised Fund Agreement, dated August 14, 2006, that established the terms that CFGB will manage the Jefferson County Public Health Fund (Advised Fund) and administer grants from the Advised Fund to preserve, protect and enhance the general health and environment in Jefferson County, Alabama; and,

WHEREAS, the Attorney General of the State of Alabama, Honorable Troy King, on February 13, 2007 issued the Attorney General Opinion 2007-047, concluding:

“The Jefferson County Board of Health may enter an agreement with the Community Foundation of Greater Birmingham under which, and subject to the required annual budget review and approval process, the Board will provide funds to the Community Foundation of Greater Birmingham for use in public health work projects in Jefferson County if the Board determines that the agreement will further the Board's purposes;” and,

WHEREAS, a coalition of community stakeholders in Jefferson County including the Jefferson County Health Officer, substance abuse treatment providers, and advocates for people with addiction, has determined that there is a need for a centralized location where people with addiction and their families can obtain information about addiction treatment resources and assistance in navigation to those resources; and,

WHEREAS, on August 10, 2016 the Board approved the Department’s 2017-2021 Strategic Plan including work with partners to develop capacity to offer information and navigation services to Jefferson County residents in need of substance abuse treatment; and,

WHEREAS, on August 12, 2020 the Board approved the Department’s fiscal year 2021 budget, which included Two hundred fifty-seven thousand nine hundred sixty-one dollars (\$257,961) in expenses for a Recovery Resource Center program to offer information and navigation services to Jefferson County residents in need of substance abuse treatment; and,

WHEREAS, the CFGB intends to offer grants to help sustain a Recovery Resource Center program in Jefferson County; and,

WHEREAS, the Department requests the Board to authorize the Department to transfer funds to the Advised Fund to fund grants for the Recovery Resource Center in the projected amount of Two hundred fifty-seven thousand nine hundred sixty-one dollars (\$257,961) for fiscal year 2021;

THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Health authorizes disbursement of Jefferson County Department of Health funds as specified above to the Jefferson County Public Health Fund of The Community Foundation of Greater Birmingham (Advised Fund) for funding of the Recovery Resource Center program in Jefferson County to further the Board's public health work in Jefferson County.

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

**Nurse-Family Partnership Program**

WHEREAS, the Jefferson County Board of Health (Board), on August 10, 2005 resolved to establish the Public Health Community Projects Fund (PHCP Fund) and provide that certain Jefferson County Department of Health funds be transferred to the Community Foundation of Greater Birmingham (CFGB) to manage and administer grants under CFGB Fund Policies; and,

WHEREAS, CFGB and Board entered Advised Fund Agreement, dated August 14, 2006, that established the terms that CFGB will manage the Jefferson County Public Health Fund (Advised Fund) and administer grants from the Advised Fund to preserve, protect and enhance the general health and environment in Jefferson County, Alabama; and,

WHEREAS, the Attorney General of the State of Alabama, Honorable Troy King, on February 13, 2007 issued the Attorney General Opinion 2007-047, concluding:

“The Jefferson County Board of Health may enter an agreement with the Community Foundation of Greater Birmingham under which, and subject to the required annual budget review and approval process, the Board will provide funds to the Community Foundation of Greater Birmingham for use in public health work projects in Jefferson County if the Board determines that the agreement will further the Board's purposes.”

WHEREAS, on August 10, 2016 the Board approved the Department's 2017-2021 Strategic Plan including a Nurse-Family Partnership Program in Jefferson County to invest in and deliver targeted services to improve birth outcomes and foster optimal infant health and development;

WHEREAS, on August 12, 2020 the Board approved the Department's fiscal year 2021 budget, which included Six hundred twenty-one thousand and twenty dollars (\$621,020) in expenses for funding the Nurse-Family Partnership program in Jefferson County.

WHEREAS, the CFGB intends to offer grants to help sustain the Nurse-Family Partnership program in Jefferson County; and,

WHEREAS, the Department requests the Board to authorize the Department to transfer funds to the Advised Fund to fund grants for the Nurse-Family Partnership in the projected amount of Six hundred twenty-one thousand and twenty dollars (\$621,020) for fiscal year 2021;

THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Health authorizes disbursement of Jefferson County Department of Health funds as specified above to the Jefferson County Public Health Fund of The Community Foundation of Greater Birmingham (Advised Fund) for funding the Nurse-Family Partnership program in Jefferson County to further the Board's public health work.

**Contracts**

On the motion of Dr. Walley, and seconded by Dr. Clayton, the following contracts were approved:

A new contract with Honorable R. O. Hughes (payee) to serve as Hearing Officer for contested cases regarding environmental and public health matters with JCDH at a rate of \$180 per hour; minimum of 10 hours from July 13, 2020 through May 11, 2023.

A new contract with Steven Barclay Agency (payee), agent for David Sheff, best-selling author, who will provide a virtual lecture and question and answer session in recognition of International Overdose Awareness Day on August 31, 2020; not to exceed \$5,000 from August 13, 2020 through August 31, 2020.

Renewal of a contract with Sheila Moore (payee) to provide training and consultation to JCDH employees in human research policy and regulations at a rate of \$60 per hour; not to exceed \$30,000 from October 1, 2020 through September 30, 2021.

A new contract with The Clarus Consulting Group, Inc. (payee) to provide Population Health planning and consulting services; not to exceed \$40,360 from July 27, 2020 through October 31, 2020.

A new contract with KJM Consulting, Inc. (payee) to provide COVID-19 test site logistics equipment and labor support services for COVID-19 Unified Command emergency response for two test sites; not to exceed \$155,000 from August 21, 2020 through September 4, 2020.

A new contract with Navi Enterprises, LLC (payee) to provide staffing for COVID-19 community testing services at a minimum of five days per week and four hours per day, or as mutually agreed upon at a rate of \$14.00 per hour per staff member; not to exceed \$13,440 from August 1, 2020 through December 31, 2020.

A new contract with HWB Community Development Corporation (payee) to provide traffic control services at COVID-19 community testing sites as mutually agreed upon and provide site setup and take down services; not to exceed \$190,000 from August 10, 2020 through December 31, 2020.

A new contract with Birmingham Broadcasting, LLC (WVTM-TV) (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$7,000 from August 21, 2020 through September 7, 2020.

A new contract with Gray Media Group, Inc. d/b/a WBRC (TV) (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$7,000 from August 21, 2020 through September 7, 2020.

A new contract with Cumulus Media, Inc. (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$7,000 from August 21, 2020 through September 7, 2020.

A new contract with Rivera Communications, LLC (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$3,500 from August 21, 2020 through September 7, 2020.

A new contract with Birmingham Times Media Group, LLC (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$2,354 from August 21, 2020 through September 7, 2020.

A new contract with Sinclair Television Stations, LLC (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$7,000 from August 21, 2020 through September 7, 2020.

A new contract with Summit Media Management, Inc. (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$7,000 from August 21, 2020 through September 7, 2020.

A new contract with Courtney French Broadcasting, LLC (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$3,000 from August 21, 2020 through September 7, 2020.

A new contract with iHeart Media Management Services, Inc. (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$7,000 from August 21, 2020 through September 7, 2020.

A new contract with Trussville Tribune (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$1,000 from August 21, 2020 through September 7, 2020.

A new contract with The Western Star News (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$600 from August 21, 2020 through September 7, 2020.

A new contract with CBS 42 News, Inc. (WIAT) (payee) to provide specific information to the general public regarding the Hoover and Center Point COVID-19 testing sites that have been designated by the U. S. Department of Health and Human Services and White House Coronavirus Task Force; not to exceed \$7,000 from August 21, 2020 through September 7, 2020.

Renewal of a contract with Samford University-McWhorter School of Pharmacy (payee) for JCDH to provide assigned students and postgraduate residents educational experience opportunities through assisting physicians, nurses, and/or other Department employees in their duties and responsibilities in order to provide the students and residents with exposure to Public Health practice, at a rate of \$16,250 quarterly; not to exceed \$65,000 from July 1, 2020 through June 30, 2021.

Renewal of a contract with Navex Global, Inc. (payee) to provide dedicated Ethics and Compliance Hotline Subscription for approximately 450 JCDH employees at a rate of \$9,550.40 for 3 year subscription plus a 3% annual increase; not to exceed \$14,999.99 from September 1, 2020 through August 31, 2023.

An amendment to a contract with iOn Integrated Solutions, LLC d/b/a 1 Point USA (payee) to provide security system installation and network infrastructure installation; not to exceed \$231,430.37. The amendment is to extend term of agreement from August 1, 2020 through October 31, 2020.

A new contract with Nelbran Glass, LLC (payee) to replace cracked glass at Eastern Health Center; not to exceed \$1,296 from July 21, 2020 through September 21, 2020.

Renewal of a bid contract with SanGuard Security Services (payee) to provide unarmed security services to JCDH per bid #20-07-16 at a rate of \$12.50 per hour; not to exceed \$210,000 from September 1, 2020 through August 31, 2023.

A new contract with Hill's Janitorial Service, Inc. (payee) to provide fogging and disinfectant cleaning services to JCDH; not to exceed \$7,750 from August 21, 2020 through December 31, 2020.

Renewal of a contract with United States Geological Survey (USGS) (payee) for continuous monitoring of water-quality parameters of pH, turbidity, specific conductance, temperature, and dissolved oxygen at USGS streamflow gaging stations at Cahaba River 02423380, White's Chapel 02423160, Shades Creek 02423160, Shades Creek 02423571 and Valley Creek 02461405; not to exceed \$94,475 from October 1, 2020 through September 30, 2021.

Renewal of a contract with Alabama Department of Public Health-Family Health Services (payor) for JCDH to provide Family Planning services under the Title X Family Planning grant; not to exceed \$587,133 from April 1, 2020 through March 31, 2021.

Renewal of a contract with Alabama Department of Public Health (payor) for funding for Disease Intervention Specialist to conduct case investigations within the Sexually Transmitted Disease Program; not to exceed \$112,500 from October 1, 2020 through September 30, 2021.

A new contract with Alabama Department of Public Health (payor) to establish or enhance ability to aggressively identify cases, conduct contact tracing and follow up, as well as implement recommended containment measures, improve morbidity and mortality surveillance; not to exceed \$999,647.79 from January 20, 2020 through April 23, 2022.

A new contract with Alabama Department of Public Health (payor) to provide the Department a written work plan with milestones, timeline, and responsible party for Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC) COVID-19 Enhanced Detection activities for Department review and approval; not to exceed \$9,419,185.77 from January 20, 2020 through December 31, 2022.

Renewal of a contract with The Board of Trustees of the University of Alabama for the University of Alabama at Birmingham (payor) for Sexually Transmitted Disease/HIV Training Center; not to exceed \$23,379 from April 1, 2020 through March 31, 2021.

**Report of the Health Officer**

Dr. Wilson provided an update on activities at JCDH during the past month. A more detailed summary will be included in the final minutes.

The next Board of Health meeting is scheduled for Wednesday, October 14, 2020 at 5:00 p.m. in the Fifth Floor Board Room or via telephone conference (announcement will be made prior to the meeting date). There being no further business, the meeting adjourned at 6:07 p.m.

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Susan Walley, MD, Secretary

Approved:

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Sylvie Stacy, MD, Chair

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