



## **JEFFERSON COUNTY BOARD OF HEALTH**

**Wednesday, December 11, 2013 - 5:00 p.m.  
5<sup>th</sup> Floor Board Room**

**PRESENT:** Laura Kezar, M.D., Katisha Vance, M.D., Steven Kulback, M.D., and Nicole Redmond, M.D., Ph.D., M.P.H.

**ABSENT:** Commissioner David Carrington and Jennifer R. Dollar, M.D.

**OTHERS** Carolyn Dobbs, M.D., Kim Cason, Heather Hogue, PharmD, Mary Michael

**PRESENT:** Kelley, Rodney Holmes, Judy Madison, Bryn Manzella, David Maxey, Esq., Jonathan Stanton, Amanda Storey, and Denisa Pridmore

### **Call to Order**

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

### **Minutes**

Minutes of the November 13, 2013 meeting were approved as distributed.

### **Community Food Bank of Central Alabama**

Mary Michael Kelley, Executive Director of the Community Food Bank of Central Alabama, and Amanda Storey, Director of the Community Food Programs & Initiatives, gave an overview of the services their organization provides to the community. Their mission is to store and distribute food and household items to the needy free of charge.

Ms. Storey discussed programs carried out at the Food Bank that try to reach individuals who are missed through the general distribution. They partner with area schools for a "Weekenders Backpack" program that sends nutritious food home over the weekends for the chronically hungry children. Ms. Storey said they also work on "Produce in Pantries" to distribute fresh produce to communities to help fight obesity and encourage healthy eating. A "Mobile Pantry Program" was established earlier this year to help bring food to underserved areas.

Ms. Kelley shared that they have partnered with North Texas Milk Bank to establish and operate a milk bank to accept and pasteurize donated human milk, and dispense it by prescription to infants in the Birmingham area. She plans for the Milk Bank to be in operation by 2015.

Ms. Storey stated the Community Food Bank of Central Alabama is one of our Health Action Partners and they Chair the Healthy Food Choices priority group. They are working on

piloting a Double Bucks Program to help stretch the federal Supplemental Nutritional Assistance Program (SNAP) funds. If you use a SNAP Electronic Benefits Transfer (EBT) card for purchases at retail farmers markets, you can get a one-to-one match to make the most of the money and receive Alabama grown produce.

### **Financial Statement**

Ms. Judy Madison, Chief Accountant, discussed the November 2013 Financial Report.

A motion to accept the financial report was made, seconded and approved.

### **Contracts**

On the motion of Dr. Kezar, and seconded by Dr. Redmond, the following contracts were approved:

Renewal of a contract with Crystal Wallace (payee) to provide telephone support for breastfeeding eligible WIC participants for 10-12 hours per week at \$7.25 per hour not to exceed \$5,000 from October 1, 2013 through October 1, 2014 pending legal review.

A new contract with Bio-Medics, LLC (payee) for the inspection of JCDH microscopes and bio-medical equipment, electrical safety and ground testing at a rate of \$1,250 for initial fee that includes two visits per year; not to exceed \$15,000 for additional visits from November 20, 2013 through September 30, 2014 pending legal review.

A new contract with Human Resource Management, Inc. (payee) to develop structured performance improvement plan; set organizational alignment and leadership targets; and leadership assessments for executive management at a rate not to exceed \$25,000 from December 1, 2013 through November 30, 2014.

### **Appointment of Rabies Officer**

On the motion of Dr. Kezar, and seconded by Dr. Kulback, the following resolution was approved:

Whereas, Thomas P. Dawkins, D.V.M., has confirmed that he is desirous of being appointed the Rabies Officer for Jefferson County for the year 2014 as evidenced by his letter dated November 19, 2013.

Therefore, be it resolved that Thomas P. Dawkins, D.V.M., be appointed as the Rabies Officer for Jefferson County for the year 2014.

### **Election of 2014 Officers**

Dr. Kulback was elected as Chair of the Board. Dr. Dollar was named to serve on the General Liability Claims & Investment Committee, and Dr. Redmond on the Grants & Policy Committee. The new Board of Health member, Dr. Max Michael, III, will serve as Secretary.

The Board unanimously approved the election of the officers for 2014.

### **Board of Health Self-Evaluation**

Bryn Manzella, M.P.H., Director of Quality Improvement, asked the Board members to complete the Self-Evaluation forms in their Board package and to return them to her by the

January Board meeting. She has re-designed the surveys to a Likert-type scale and additional questions have been added.

**Deputy Health Officer Report**

**Dental Health Update**

Dr. Dobbs reported that Dr. Nathan Smith, JCDH Dental Director, has received approval for a contract with the Jefferson County Board of Education for the Sealant Program. Dr. Smith will be meeting next week with the Board of Education to determine which schools will receive these services. The program should be launched after the first of the year.


**New Western Health Center (WHC)**

Rodney Holmes, Director of Finance & Administration, reported that construction on the new WHC should begin soon. We are waiting on two permits to be issued. Jefferson County has to issue their sewer impact permit and then the City of Midfield will issue the building permit. We will notify the contractor to proceed at that point.


**Recognition of Dr. Laura Kezar**

Dr. Vance expressed her appreciation to Dr. Kezar for serving on the Board of Health for the past six years. Dr. Kezar agreed to serve an additional year as Chair of the Board to fill the vacant slot when Dr. Mark Wilson became Health Officer in 2011. Dr. Dobbs presented Dr. Kezar with a plaque to acknowledge the Department's gratitude.

The next Board of Health meeting is scheduled for Wednesday, January 8, 2014 at 5:00 p.m. in the Fifth Floor Board Room. There being no further business, the meeting adjourned at 5:50 p.m.

  
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Nicole Redmond, M.D., Ph.D., Secretary

Approved:

  
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Katisha Vance, M.D., Chair