



JEFFERSON COUNTY BOARD OF HEALTH
Wednesday, March 8, 2023 - 5:00 p.m.
5th Floor Board Room

PRESENT: Kenny Murray, MD, Iris Fancher, MD, Michele Kong, MD, Elizabeth Turnipseed, MD, and Commissioner Jimmie Stephens

ABSENT: Jeffrey Dobyns, DO

OTHERS

PRESENT: Mark Wilson, MD, David Maxey, Esq., Kim Cason, David Hicks, DO, Bryn Manzella, Senitra Blackburn, Rodney Holmes, and Terrie Hartley

Call to Order

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

Minutes of the February 8, 2023 meeting were approved as distributed.

February 2023 Financial Statements

Dr. Murray noted the February 2023 Financial Statements were emailed to Board members prior to the meeting. There were no questions from the Board.

Contracts

On the motion of Dr. Fancher, and seconded by Dr. Kong, the following contracts were approved:

Renewal of a contract with Walker Tracker, Inc. (payee) to provide JCDH with an online platform for wellness activity challenges and tracking; not to exceed \$8,000 from April 1, 2023 through April 1, 2024.

An amendment to a contract with UniFirst Corporation (payee) to increase price of existing lab coats from \$0.18 per coat per week to \$0.50 per coat per week; not to exceed \$10,000 per year from January 26, 2023 through March 31, 2026.

A new contract with Modular Connections, LLC (payee) who will design, assemble, deliver and install two prefabricated modular buildings to be used for air monitoring shelters at McAdory and Tarrant; not to exceed \$170,000 from December 1, 2022 through December 1, 2023.

An amendment to a contract with Royal Restrooms of Alabama, LLC (payee) to provide mobile restrooms to JCDH during Annex renovation. Amendment is to extend the date of agreement; not to exceed \$19,000 from September 1, 2022 through April 30, 2023.

An amendment to a contract with Access Corporation (payee) to convert paper charts to electronic, digital version. Amendment is to extend contract terms with no cost increase; not to exceed \$20,000 from October 1, 2022 through June 30, 2023.

An amendment to a contract with the National Association of County and City Health Officials (NACCHO) (payor) for an extension of NACCHO Implementing Overdose Prevention Strategies at the Local Level activities with no cost increase; not to exceed \$412,573.41 from November 25, 2020 through July 31, 2023.

An amendment to a contract with the Alabama Department of Public Health (payor) for funding for Disease Intervention Specialist in the STD Program to conduct case investigations. Amendment is to amend the original grant amount and authorize JCDH to claim 31% indirect cost on salary; not to exceed \$570,001 from February 1, 2023 through December 31, 2023.

An amendment to a contract with the Alabama Department of Public Health (payor) for grant funding to establish a leadership level health equity office and provide for the employment of leadership, support and consultants. Amendment is to extend date of agreement; not to exceed \$4,000,000 from February 1, 2023 through May 31, 2024.

A new contract with Rock Creek Pharmacy, Inc. which will allow JCDH Mobile Health Services mobile unit to park at Rock Creek Pharmacy to provide services to those in rural parts of Jefferson County, with no funds exchanged from February 21, 2023 through February 20, 2026.

Adjusting the Pay Rate of JCDH Hearing Officers

Dr. Wilson stated JCDH uses hearing officers, many of whom are retired judges, to preside over contested cases mostly involving regulatory work. In order to make sure JCDH is competitive, the following resolution would increase the hearing officers pay rate to \$245 per hour and increase the minimum compensation to \$2,450 per case appointed and accepted.

On the motion of Dr. Turnipseed, and seconded by Dr. Kong, the following resolution was approved:

WHEREAS, the Jefferson County Board of Health (the “Board”) functions as a county board of health under the laws of the state of Alabama, including, without limitation, section 22-3-1 et seq of the Code of Alabama; and

WHEREAS, under said laws, the Board supervises the enforcement of the health laws of the state and elects and advises the Health Officer of Jefferson County who is responsible for the operations of the Jefferson County Department of Health (the “Department”); and

WHEREAS, the Board utilizes the contractual services of hearing officers to preside over the hearing of contested cases and who may be asked to rule on dispositive, discovery, evidentiary, and other motions as required under applicable Alabama laws, regulations, and procedures, including the Department’s regulations; and

WHEREAS, the Board desires to increase the pay rate of its hearing officers to ensure its continued utilization of experienced, qualified, and impartial individuals in the competitive marketplace; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby:

- (1) Authorizes an increase in the pay rate of hearing officers the Board and Department utilize from **\$180** to **\$245 per hour**.
- (2) Authorizes an increase in the minimum compensation of a hearing officer from **\$1,800 per case appointed and accepted** to **\$2,450 per case appointed and accepted**, reflecting a **minimum of ten hours** of compensation per case appointed and accepted.

Amendment to Fiscal Year 2023 General Fund Budget

Dr. Wilson noted the following resolution would amend the Fiscal Year 2023 General Fund budget approved by the Board of Health on August 10, 2022, by an additional \$705,000.00 for a total of \$63,344,456. He said funds have already been committed by the Board of Health for the Freshwater Land Trust Trail System and Environmental Protections Projects, but there are four additional projects that were not included in the original budget. The additional funds will be used for the following.

- Freshwater Land Trust Trail System and Environmental Projects
 - 1) Forest Hills Park Trail System
 - 2) Tarrant Flood Mitigation Project Trail
 - 3) Valley Creek Rails-to-Trails
 - 4) Project Litter Gitter
- City of Irondale Beacon Park walking track resurfacing (see resolution below).
- Smoke-free Signage – “No Smoking” signs placed at street corners within the Smoke-free Health District area. JCDH would cover the cost of signage for those that are not adjacent to properties of other health institutions within the Health District.
- Air Quality Monitoring Devices – Place air quality monitoring devices at schools throughout Jefferson County to help monitor particulate matter levels. Devices can also be used as an educational tool for students and families, and possibly provide an early detection system and preemptive monitoring system for fire smoke, including illegal burning or other landfill or mulch pile fires.

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

BE IT RESOLVED BY THE JEFFERSON COUNTY BOARD OF HEALTH that the Board wishes to amend its Fiscal Year 2023 General Fund Budget by \$705,000.00 (Seven hundred five thousand dollars) to a total of \$63,344,456. The budget addition will be used to fund additional Freshwater Land Trust projects, the City of Irondale Beacon Park Walking Track resurfacing, Health District Smoke-Free signage, and Air Quality Monitoring Devices for Jefferson County Schools.

Authorizing the Transfer of Funds to the City of Irondale for the Purpose of Repairing a Walking Track in Irondale, Alabama

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

WHEREAS, physical inactivity contributes to chronic obesity, diabetes, heart disease, and other chronic diseases, and premature death; increasing physical activity can reduce morbidity and mortality associated with these diseases, reduce health care costs, and improve mental well-being;

WHEREAS, creating a built environment conducive to physical activity, including trails, is an established public health strategy;

WHEREAS, the 2014-2019 Community Health Improvement Plan for Jefferson County, called "Community Matters 20/20", includes strategic priorities to optimize the built environment and to promote physical well-being through healthy lifestyles;

WHEREAS, the Jefferson County Department of Health and partners facilitated the development of a master plan for trails, greenways, and street-based connectors throughout Jefferson County during 2010-2012 using grant funds from the Centers for Disease Control and Prevention to prevent obesity, and the Department has subsequently actively promoted the building of trails in Jefferson County,

WHEREAS, the City of Irondale in Jefferson County is lacking in public parks and trails,

WHEREAS, the City of Irondale in Jefferson County owns the real property that comprises Beacon Park,

WHEREAS, the citizens of the City of Irondale in Jefferson County utilize the Beacon Park walking track for physical activities, namely walking and running,

WHEREAS, the Jefferson County Department of Health recognizes the repair of the Beacon Park walking track as an opportunity to enhance the built environment and promote physical well-being for the Jefferson County public,

WHEREAS, the City of Irondale desires and agrees to the repair of the Beacon Park walking track,

WHEREAS, the Jefferson County Department of Health desires to support the City of Irondale by providing additional funds that could be used by the City of Irondale to assist in the maintenance of outdoor recreation in the City of Irondale.

BE IT RESOLVED that the Jefferson County Department of Health, through the Health Officer, is authorized to take appropriate steps to evaluate the proposed repairs, enter into a contract with the City of Irondale, and transfer an amount not to exceed \$60,000 from its unrestricted General Fund net assets to the City of Irondale to repair and enhance the park and outdoor recreation facilities in the City of Irondale thereby benefiting the public of Jefferson County, Alabama.

Empowering the Health Officer to Make Credentialing Determinations

Dr. Wilson said the following resolution would authorize the Health Officer to provide credentialing/privileging determinations for JCDH to prevent future delays in hiring licensed independent practitioners (LIPs). David Maxey, Esq., stated the Health Officer is the chief executive officer of the Department and involved in disciplinary matters, which includes credentialing. Unlike hospitals, there is no law requirement for the Board of Health to approve credentialing for a LIP. He said after credentialing is verified and approved by the medical director

and reviewed and signed off by Dr. Wilson, the credentialing would be presented to the Board of Health as information.

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

WHEREAS, the Jefferson County Board of Health (the “Board”) functions as a county board of health under the laws of the state of Alabama, including, without limitation, sections 22-2-1 and 22-2-3 of the Code of Alabama; and

WHEREAS, under said laws, the Board supervises the enforcement of the health laws of the state and elects and advises the Health Officer of Jefferson County who is responsible for the operations of the Jefferson County Department of Health (the “Department”); and

WHEREAS, the Department’s Credentialing/Privileging Policy (JCDH Policy No. 3104) provides that the Board “approves the appointment, re-appointment of licensed independent practitioners (LIPs) and the granting and renewal/revision of delineated clinical privileges based on documented evidence of current licensure, relevant education, training, and experience, recommendations from appropriate professional staff and peer review”; and

WHEREAS, the Department’s Credentialing/Privileging Policy provides certain competencies and standards to be evaluated in granting clinical privileges, including education, licensure, training, experience, current professional competency, physical and mental ability to perform the duties, professional ethics, and professional judgment; and

WHEREAS, the Department’s Credentialing/Privileging Policy provides that “the Board of Health shall review each applicant and make the final decision on the credentialing and re-appointment of LIPs, including the granting of specific clinical privileges”; and

WHEREAS, the Board wishes to ensure that the Department can perform its function at the highest level possible while maintaining these credentialing/privileging standards and criteria. It also wishes to enable the Health Officer to grant credentials/privileges to new hires and renewals of credentials/privileges.

WHEREAS, the Board believes that granting the Health Officer authority to grant credentials/privileges to Department practitioners subject to the above standards and criteria will be beneficial to the Department.

NOW THEREFORE, BE IT RESOLVED, that the Board hereby:

- (1) Authorizes the Health Officer to provide credentialing/privileging to Department practitioners.
- (2) Requires that the Health Officer take certain steps to ensure departmental and program integrity in determining whether a practitioner should be granted provisional credentials/privileges, including:
 - (a) The Health Officer must evaluate the practitioner using the same criteria outlined in the Credentialing/Privileging Policy and record such evaluation in writing.

- (b) The Health Officer must receive the written approval from the medical or dental director who will oversee the credentialed/privileged practitioner.
- (c) The Health Officer must grant the credentials/privileges to the practitioner in writing and maintain such documentation.

Health Officer Report

Hospital-linked Violence Intervention Program

Dr. Wilson announced the Hospital-linked Violence Intervention Program (HVIP), named “Violence Intervention and Prevention Partners” (VIP²) had a kick-off meeting on February 14 and began seeing their first clients in UAB Hospital’s trauma center. This was a soft launch of the program. A more public announcement and news conference will be held at a later date once the program has been up and running for a while.

Cool Green Trees

Dr. Wilson noted representatives of Cool Green Trees met with the pastor of Bethel Baptist Church in Collegeville and other community representatives in North Birmingham about planting trees in that area. There was enthusiastic support, and there are plans to plant trees in the fall. There are also plans to include bioswales, which are designed depressions in the ground to capture storm water runoff while filtering out debris and pollution. Cool Green Trees has a technical committee that includes JCDH Environmental Health Director Jonathan Stanton and other local experts. The committee did a walkthrough of the site yesterday, along with representatives from the City of Birmingham’s planning department and the County’s planning division.

Cool Green Trees is building the foundation for its program, building partnerships, and tweaking its new website before publicizing itself more broadly.

Fiscal Year 2022 Audit Report

Dr. Wilson announced representatives with Carr, Riggs, & Ingram, LLP is scheduled to present the FY2022 annual financial audit at the April Board of Health meeting.

Health Officer Recruitment

Dr. Wilson reminded the Board that after the Executive Session ended during last month’s meeting, the Board made a request to see what the Department could do to assist in the health officer recruitment process. Senitra Blackburn, Director of Human Resources, David Maxey, Esq., and Dr. Wilson met and composed “Health Officer Recruitment Options”, included in the Board materials. The Board reviewed and discussed options for each category.

On the motion of Dr. Fancher, and seconded by Dr. Turnipseed, the Board decided on the following:

Receiving Applications

- Board of Health Administrative Assistant, Terrie Hartley, will receive applications at her email address.
- Ms. Hartley will forward resumes/CVs to designated Board of Health member(s).

Screening Applications

- Dr. Wilson will assist the Board of Health by reviewing the applications for completeness and screen out applicants who do not meet minimum requirements.

- If the Board of Health wishes to narrow down the number of applicants to interview, the current health officer can assist the Board by applying Preferred Qualifications, and if needed other criteria approved by the Board.
- If needed, request additional information from applicants.

Interviewing

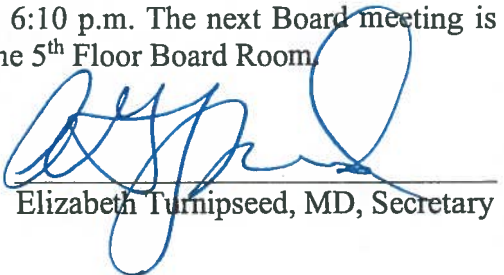
- JCDH Human Resources (HR) will assist the Board with developing structured interview questions.
- HR will prepare the interview format including the Board of Health selected structured interview questions and any additional questions the Board would like to include.
- JCDH staff will reserve a space for interviews (if the Board would like to conduct the interviews onsite at JCDH).
- JCDH staff will schedule the interviews.

Advertising

- Advertise for the health officer position with the following:
 - American Public Health Association
 - Journal of Public Health Management and Practice
 - National Association of County and City Health Officials (NACCHO)
 - LinkedIn
 - Medical Association of the State of Alabama
 - Word of mouth

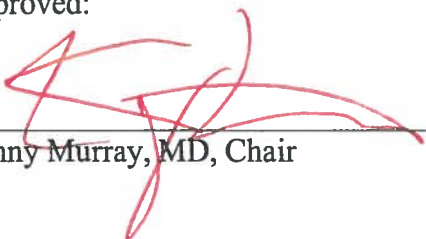
In response to a question from a Board member, Mr. Maxey stated if a new health officer is not in place before Dr. Wilson retires, the duties would fall to the deputy health officer, which is the rule currently in place if the health officer is out of commission. If there is no health officer after thirty days, the Board would vote to ask the State Health Officer to appoint someone to fill in as interim.

There being no further business the meeting adjourned at 6:10 p.m. The next Board meeting is scheduled for Wednesday, April 12, 2023 at 5:00 p.m. in the 5th Floor Board Room.



Elizabeth Turnipseed, MD, Secretary

Approved:



Kenny Murray, MD, Chair