



**JEFFERSON COUNTY BOARD OF HEALTH**  
**Wednesday, August 9, 2023 - 5:00 p.m.**  
**5<sup>th</sup> Floor Board Room**

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

**ABSENT:** Jeffrey Dobyns, DO and Michele Kong, MD

**OTHERS**

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

**Call to Order**

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

Minutes of the July 12, 2023 meeting were approved as distributed.

**July 2023 Financial Statements**

Dr. Fancher noted that the July 2023 Financial Statements were included in the Board package. Rodney Holmes, CPA, Director of Finance and Administration, answered questions from the Board.

**Fiscal Year 2024 Budget Presentation**

Mr. Holmes presented the FY 2024 budget request.

**Budget – Fiscal Year 2023-2024**

The proposed General Fund budget totals \$62,395,213. This is a decrease of \$244,243 (0.4%) from the Fiscal Year (FY) 2023 budget.

**Revenue Highlights**

The budget includes \$8,800,000 of ad valorem tax revenue, a 2% decrease from Fiscal Year 2023. This amount is an estimate of two percent (2%) of the ad valorem taxes collected in Jefferson County for the County and its Municipalities, excluding those ad valorem taxes collected for the State of Alabama and all Boards of Education, and is the minimum percentage allowed in the funding legislation. The budget includes sales tax revenue of \$28,000,000, a 3% increase from Fiscal Year 2023.

Net Intergovernmental Revenue of \$2,062,692 is less than a 1% increase compared to the prior year's budget. Revenues for Service Charges (charges for services provided by the Department)

in Fiscal Year 2024 are budgeted to be \$14,843,557. Clinical Services revenue is budgeted higher (22%) due to a projected increase in patient encounters as compared to the prior fiscal year.

The \$3,793,234 amount budgeted for Other Revenue/Non-Operating Revenue is higher than the prior year's budget by 55%. This is due to projected increased investment earnings related to higher interest rates compared to the prior year.

An allocation of \$2,795,730 is expected from the Department's General Fund balance.

### **Expenditure Highlights**

Personnel costs of \$38,911,330 are higher than those budgeted for Fiscal Year 2023 and include a proposed 4% Cost-of-Living-Adjustment. Salaries are 73% of the personnel cost budget, with employee and retiree benefits representing 25% and 2% respectively.

Contractual Services of \$9,259,924 are lower by approximately \$3.2 million than those budgeted in 2023. This is due to contracts with third-party entities to perform work on violence reduction and health equity initiatives in the prior fiscal year. Materials and Supplies costs are projected to be \$13,023,959, a 16% increase from Fiscal Year 2023. This increase is primarily due to projected increased costs for utilities, medication, and laboratory fees.

The Capital Expenditure/Transfer budget of \$1,200,000 for capital asset replacement transfer remains unchanged from Fiscal Year 2023.

### **Capital Projects Fund**

Expenditures of approximately \$5.3 million are planned for Fiscal Year 2024. These include funds for repairs and improvements to each of the three JCDH buildings, the replacement of obsolete vehicles, and the replacement of some IT infrastructure.

### **Special Revenue Fund**

In addition to the General Fund Budget, the Department has seventeen active Special Revenue Funds expected to total approximately \$33.5 million. These funds are operated in accordance with the funding requirements of special grants and appropriations.

The General Fund, Capital Projects Fund, and Special Revenue Fund budgets for Fiscal Year 2024 total \$101,293,112.

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

### **Budget – Fiscal Year 2023-2024**

BE IT RESOLVED that the General Fund Budget of the Jefferson County Department of Health for fiscal year October 1, 2023 through September 30, 2024, in the amount of \$62,395,213 is adopted. This budget includes a 4% cost of living increase for eligible Jefferson County Department of Health employees effective September 23, 2023.

BE IT FURTHER RESOLVED that all Special Revenue Fund Budgets for fiscal year October 1, 2023 through September 30, 2024 are adopted.

**Transfer of Funds**

BE IT RESOLVED that the Health Officer of the Jefferson County Department of Health is authorized to transfer funds from one category or line item to another within the General Fund and all Special Revenue Funds, as necessary, to improve Department efficiency, as long as the General Fund Budget is not exceeded for the fiscal year October 1, 2023 through September 30, 2024.

**Holiday Schedule 2023-2024**

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

BE IT RESOLVED by the Jefferson County Board of Health that the following are hereby declared as official holidays for eligible Jefferson County Department of Health employees for fiscal year 2023-2024.

|  |                                      |
|--|--------------------------------------|
| November 10, 2023 (Friday)                   | Veterans Day                         |
| November 23 & 24, 2023 (Thursday and Friday) | Thanksgiving                         |
| December 25 & 26, 2023 (Monday and Tuesday)  | Christmas                            |
| January 1, 2024 (Monday)                     | New Year’s Day                       |
| January 15, 2024 (Monday)                    | Martin Luther King, Jr. Day          |
| May 27, 2024 (Monday)                        | Memorial Day                         |
| June 19, 2024 (Wednesday)                    | Juneteenth National Independence Day |
| July 4, 2024 (Thursday)                      | Independence Day                     |
| September 2, 2024 (Monday)                   | Labor Day                            |
| 2 Days                                       | Variable Days                        |

**Contracts**

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

A new contract with David B. Hicks, DO (payee) to serve as Health Officer for Jefferson County at a rate equivalent to the Personnel Board of Jefferson County’s Medical Salary Schedule, Grade 47, Step 10, from October 1, 2023 through September 30, 2026.

A new contract with Bessemer Redevelopment Corporation (payee) to create and enhance a natural residential-industrial buffer zone along 5<sup>th</sup> Avenue in Bessemer between the Northside residential community and the industrial and non-residential property south of 4<sup>th</sup> Avenue; not to exceed \$221,000 from July 1, 2023 through June 30, 2026.

Renewal of a contract with Global Resources, LLC a/k/a Employment Screening Services, Inc. (payee) to provide high quality reporting on background checks, drug screens and monthly Fraud and Abuse Control Information System reporting at a rate not to exceed \$14,999 from July 9, 2023 through July 9, 2024.

An amendment to a contract with Carr, Riggs & Ingram, LLC (payee) for additional services rendered for JCDH fiscal year 2022 audit at a rate not to exceed \$25,000 from February 26, 2021 through September 30, 2023.

Renewal of a contract with Fontenot Benefits and Actuarial Consulting, LLC (payee) for written actuarial valuation report setting forth results of the calculations and information required by Governmental Accounting Standards Board (GASB) Statement 75 for Other Postemployment Benefits; not to exceed \$7,000 from October 1, 2023 through September 30, 2025.

A new contract with BadgePass, Inc. (payee) for an online subscription for phone and remote support for all software components and latest versions of BadgePass software; not to exceed \$570 from May 24, 2023 through May 23, 2024.

Renewal of a contract with the Board of Trustees of the University of Alabama for the University of Alabama at Birmingham (payee) to establish an agreement with the Division of Infectious Disease at UAB, staff and associates to provide clinical support to JCDH Sexually Transmitted Disease program; not to exceed \$95,494 from October 1, 2023 through September 30, 2024.

A new contract with American Trainco d/b/a TPC Training (payee) to provide Mechanical Fundamentals and Troubleshooting training services to General Services maintenance technicians; not to exceed \$9,790 from June 20, 2023 through June 19, 2024.

A new bid contract with Allsteel Fence Company (payee) to provide and install two sliding gates for JCDH annex pavilion per bid #23-06-13; not to exceed \$46,695 from July 11, 2023 through July 10, 2024.

A new contract with Hill's Janitorial Service, Inc. (payee) to provide construction cleaning services for JCDH Annex facility; not to exceed \$12,155 from August 1, 2023 through August 31, 2023.

A new contract with iOn Integrated Solutions, LLC d/b/a 1 Point USA (payee) to provide and install magnetic locks for double doors at Western Health Center; not to exceed \$2,049.28 from May 22, 2023 through May 21, 2024.

A new contract with iOn Integrated Solutions, LLC d/b/a 1 Point USA (payee) to provide, install, and relocate security cameras during the JCDH Annex construction; not to exceed \$4,759.73 from August 2, 2023 through August 1, 2024.

Renewal of a contract with the Alabama Department of Public Health (payor) to scale up HIV prevention services in dedicated Sexually Transmitted Disease clinics offering pre-exposure prophylaxis (PrEP), non-occupational post-exposure prophylaxis (nPEP) and strengthening clinics and laboratory capacity with HIV medical care; not to exceed \$666,667 from August 1, 2023 through May 31, 2024.

A new contract with the City of Birmingham, Al (payor) will use funds from the American Rescue Plan Act of 2021 to reimburse JCDH for costs incurred and paid for the Hospital-linked Violence Intervention Program which is aimed at reducing gun violence. Offender Alumni Association will serve as the case manager provider; not to exceed \$2,103,312 from July 13, 2023 through July 13, 2026.

### **Health Officer Report**

#### **JCDH 2023-2026 Strategic Plan**

Dr. Wilson provided a handout, *JCDH Strategic Plan: At-A-Glance*, which is a condensed version of the JCDH 2023-2026 Strategic Plan. He noted the longer version was emailed to the Board prior to the meeting. He said work began on the plan in October 2022. The Executive Management

Team (EMT) chose Women Entrepreneurs in Public Health (WE Public Health) to help facilitate the plan. WE Public Health is nationally recognized and has worked with many public health organizations throughout the country.

Dr. Wilson stated the EMT and WE Public Health engaged all employees at some point throughout the strategic planning process, but the majority of work was done by the EMT and a larger group of second tier managers, who provided feedback during several planning sessions. He said although a lot of vision-casting for the future was done, the plan itself is more front-loaded the first two years with the realization that things change and we must adapt as we go along. Although this strategic plan is more of an adaptive plan, it does have specific projects and initiatives. The plan focuses more on how we can improve the structure of the Department, the overall capabilities of the Department and its employees, and improving the culture of the Department. It also focuses on strengthening partnerships and our role as community health strategists to collaborate with partners to work together and align our efforts to improve the overall health in the community. Dr. Wilson reviewed the Strategic Directions, Goals, and Strategies contained in the handout.

### **Bluestone Coke Consent Decree**

Dr. Wilson mentioned, as discussed in previous Board meetings, Bluestone Coke was ordered to pay JCDH \$925,000 in twelve installments, at a minimum of every month, for civil penalties due to violations of the Alabama Air Pollution Control Act of 1971. He said due to Bluestone Coke's failure to make several of the payments, JCDH took them back to court on August 3 for failure to comply with the settlement agreement. Although Bluestone Coke did catch up on the payments, the judge ordered them to pay JCDH \$356,000 in late penalties and said JCDH is entitled to seek payment for attorney fees. Bluestone Coke owes five more installments in addition to the late penalties.

### **Hospital-linked Violence Intervention Program**

Dr. Wilson stated the referral process for the Hospital-linked Violence Intervention Program (HVIP) has been slow. One possible barrier is that gunshot wound victims receiving care at UAB Trauma and Acute Care Surgery (UAB) are informed about the program by professionals who are not necessarily representatives from the community that is most affected by gun violence. The Offender Alumni Association (OAA) staff, who are representatives of the community, are unable to approach the patient without consent. Because of this barrier, the City of Birmingham helped create a video which shows OAA's Violence Intervention Specialists explaining the HVIP program and ways they can help the victim.

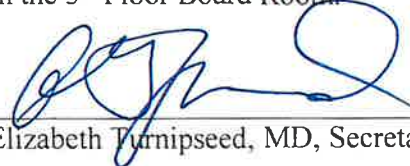
Dr. Wilson noted one stipulation when the HVIP began was the target age for eligibility would be 19-39 years. JCDH recently worked with UAB and OAA to expand the target age of eligibility to 16-49 years due to missed opportunities of people who wanted to be engaged but were not eligible and because we are seeing younger victims of gunshot violence.

Dr. Wilson said a couple of physicians and a representative at Children's Hospital of Alabama (COA) reached out to him expressing interest in starting a violence intervention program. He will convene a group which will include him, Bryn Manzella, COA representatives, and a consultant with the Health Alliance for Hospital Intervention (HAVI) to discuss how COA can get their program started.

### **Deputy Health Officer Position**

Dr. Wilson said the position for Deputy Health Officer was posted by the Personnel Board of Jefferson County on July 30. Dr. Wilson will send the Board a copy of the job description and encouraged them to help spread the word.

There being no further business the meeting adjourned at 6:06 p.m. The next Board meeting is scheduled for Wednesday, September 13, 2023 at 5:00 p.m. in the 5<sup>th</sup> Floor Board Room.



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Elizabeth Turnipseed, MD, Secretary

Approved:



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Iris Fancher, MD, Chair