

MEETING MINUTES

Tulsa City-County Board of Health

April 17, 2019 at 6:00pm

North Regional Health & Wellness Center

5635 N. Martin Luther King Jr. Blvd

Tulsa, OK 74126

Board Members Present:

Ann Paul, DrPH; Chair

Heath Evans, DDS

Emily Odom

Sarah-Anne Schumann, MD, MPH

Staff Present:

Bruce Dart, PhD, Executive Director

Reggie Ivey, Chief Operating Officer

Chanteau Orr, Legal Counsel

Scott Buffington, Employee Resources & Development

Bernard Dindy, Environmental Health

Alicia Etgen, Emergency Response & Preparedness

Elizabeth Nutt, Environmental Health

Priscilla Haynes, Preventative Health

Pam Rask, Adolescent & Child Health

Leanne Stephens, Marketing & Communications

Carrie Suns, Medical Reserve Corp

Kelly VanBuskirk, Health Data & Policy

Jumao Wang, Finance

Kendra Wise, Environmental Health

Jenna Grant, Executive Assistant

Others Present:

I. Call to Order and Welcome

Ann Paul called the meeting to order at 6:13pm.

The meeting notice and agenda were posted at the James Goodwin Health Center, the North Regional Health and Wellness Center, and the Tulsa City-County Health Department (THD) website, and emailed to and posted by the Tulsa County Clerk, the Tulsa City Clerk, and the Tulsa City-County Library on April 12, 2019.

- II. **Approval of the Meeting Minutes** February 20, 2019 Minutes
Because a quorum was not present no vote was taken.

III. **Chair's Report**

Congratulations to Heath Evans and his wife on the birth of their baby. A number of other board members had to cancel at the last minute because of unexpected issues. Ann Paul wanted everyone to know their work on the board and at THD is appreciated.

At the May meeting the Board Charter would be reviewed. Please take time to read it in advance and share any recommendations with Ann Paul or with Bruce Dart.

IV. **THD Reports/Action Items**

A. Community/Health Improvement: Safe and Healthy Homes

Bruce Dart said THD recognizes that housing is an issue affecting social determinants of health and he was pleased to introduce THD Environmental Health Inspector, Kendra Wise, who was launching the Safe and Health Homes program.

Earlier in the day Kendra hosted a Housing 101 event for landlords and tenants and had 79 attendees. The session was shared on Facebook Live and had already had 230 views. The Safe and Health Homes idea came from a CHIP (Community Health Improvement Plan) meeting and Kendra had worked with property owners in developing it. Landlords were offered voluntary inspections and those that pass earn a THD Safe and Healthy Homes seal of approval. It helps landlords and renters have consensus on safety issues like smoke detectors and proper heating, electrical, and plumbing. Information would also be available to help renters to be better tenants. Data would be collected to see if Safe and Healthy Homes rated facilities had lower turnover and vacancy rates. It would also help THD build better relationships with landlords.

Sarah-Anne Schumann asked if landlords can get assistance in making repairs. Kendra Wise said that there are not a lot of resources available, that landlords have to be able to maintain the properties they rent and resolve health hazards within 10 days. Sometimes THD Environmental Health staff help property owners understand they are not able to be effective landlords, so they can sell a property to someone is better equipped.

B. Community Engagement/Partnerships: Medical Reserve Corp

Carrie Suns oversees the Medical Reserve Corp (MRC) as part of her job with THD's Emergency Preparedness and Response program. The Corp is part of a national program created after September 11, 2001 as a way to credential and background

check volunteers in advance of an emergency. Oklahoma has 6,200 volunteers, with about 1,000 of them in the Tulsa area. Volunteers must be at least 18-years-old and can serve as much or as little as they want; both medical and non-medical volunteers are needed. Current groups are: Nursing; Stress Response (mental health); Animal Response Team; and the Choctaw Nation.

To stay trained, the MRC volunteers help other states experiencing disasters, staff the first aid stations at community events, share storm preparedness information in the community, teach CPR and Stop the Bleed training, and volunteer at the THD Community Garden and other places. The Animal Response Team recently responded to an animal hoarding situation where 87 unsocialized dogs were kept in a single-wide trailer. In 13 days volunteers gave over 1,000 hours to care for and place the animals.

Tulsa MRC had recently won a \$20,000 award and had been asked to develop best practices for Medical Reserve Corps across the nation.

Ann Paul asked how volunteers are recruited and how the MRC is activated. Carrie Suns said anyone interested can contact her at CSuns@tulsa-health.org. Recruiting is done primarily by word of mouth and through media coverage during disaster responses. Oklahoma's MRC is statewide and the branches have good communication, so it usually just takes a phone call to activate Tulsa volunteers.

C. Budget/Financial Status: FY20 Draft Budget

Reggie Ivey and the Board of Health Finance Committee had reviewed a draft FY20 budget. THD uses a zero-based budget and bases income and expense estimates on three-year averages. Some items of note:

- For the first time capital improvements were included in the annual budget, instead of being approved as needed throughout the year.
- Employee benefit expenses would be almost the same as FY19, except for an estimated \$6,000 increase to cover the new telemedicine service which THD was required to offer as a Tulsa County agency.
- A 3% cost of living salary increase was included in the proposed budget.
- 2.77% more was expected in income compared to last year, primarily due to higher licensing fees and higher ad valorem revenue expected. Ad valorem tax estimates were increased to 3%, since they were 2.5 – 3.5% in recent years.
- The Oklahoma State Department of Health recently notified THD there would be a 12% decrease in funding for Family Planning, so budgets would be cut there.
- There were equipment expenditures needed in FY20, including \$160,000 to replace computers at the end of their lifespan, \$104,000 to replace AV equipment at the three main THD locations, a \$40,000 x-ray machine for the Tuberculosis program, and \$30,000 for a new security vehicle.
- \$500,000 was also budgeted to be transferred to the emergency fund, so it would be fully funded at \$1 million in the event of a county-wide emergency.

There were no questions on the budget. The budget would be finalized and shared with the Finance Committee and the full Board of Health in May.

V. Director's Report

Plans were being finalized for the Saint Francis Health System-funded project to establish a community health center in Tulsa zip codes with the highest morbidity and mortality rates. The program will initially be housed at Morton Healthcare, and eventually will have its own facility. A project manager and community health workers would be hired to reach out to people recently released from Saint Francis and connect them to resources to reduce hospital readmissions.

VII. Announcements

A. Next Board Meeting Wednesday, May 15, 2019 at 6:00pm | JGHC 231

B. Board Retreat June 14-15, 2019 | MyHealth at 201 W. 5th St., 6th floor

VIII. Adjournment

The meeting adjourned at 7:27pm.

APPROVED:



Ann Paul, DrPH, MPH, Tulsa Board of Health Chair

ATTESTED:



Jenna Grant, Tulsa Health Department Executive Assistant