MEETING MINUTES
Tulsa City-County Board of Health
May 19, 2021 at 6:00pm
Teleconference
Dial (for higher quality, dial a number based on your current location):
US: +1(650)2424929
+1(720)9027700 (US Central)

Board Members Present:  Ann Paul, DrPH; Chair
                        Mike Jones, DVM; Chair
                        Regina Lewis, DO
                        Emily Odom
                        Krystal Reyes, MPA
                        Mike Stout, PhD
                        Aimee Boyer, J.D., CFP

Staff Present:          Reggie Ivey, Chief Operating Officer
                        Chanteau Orr, Legal Counsel
                        Scott Buffington, Employee Resources & Development
                        Adam Austin, Environmental Health
                        Priscilla Haynes, Preventative Health
                        Leanne Stephens, Marketing & Communication
                        Kelly VanBuskirk, Health Data & Policy
                        Jumao Wang, Finance Department
                        Monica Rogers, Information Systems
                        Heaven Kupiec, Coordinator
                        Makeda Thompson, Executive Assistant

Others Present:        Scott Adkins, Legislative Consultant
I. Call to Order and Welcome

Ann Paul called the meeting to order at 6:05 pm.

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 the Tulsa County Clerk, the Tulsa City Clerk, and the Tulsa City-County Library on May 17, 2021.

Approval of the Meeting Minutes

Ann Paul entertained a motion to approve the April 21, 2021 minutes. A motion was made by Dr. Mike Stout and seconded by Dr. Regina Lewis. The April 21, 2021 minutes were approved:

- Dr. Paul aye
- Dr. Jones aye
- Dr. Stout aye
- Ms. Boyer aye
- Dr. Lewis aye
- Mrs. Odom aye
- Dr. Evans not present
- Dr. Schumann not present
- Dr. Stout aye

II. Chair’s Report

Healing History
Hannibal B. Johnson

Unfortunate history,
Unpardonable sin,
Wretched deeds,
Where to begin?

Riots and lynchings,
And dastardly deeds,
Here in America,
Sowing seeds.

Hate and violence,
Darkness and despair,
Moments in time,
Lacking in care.

Untold stories
Of privation and pain,
Unheralded heroes,
Insoluble stain.

Lies and deceptions,
Some great, some small,
Diminish our standing,
Not one, but all.

Cuts and bruises,
Scraps and scars,
Pages of history,
Legacy of wars.

Festering wounds,
Unhealed by time,
Regret and remembrance,
Of actors and crimes.

History remains,
Inconvenient, perhaps,
Our ignorance, though,
Sets its own traps.

Healing our history,
Knowing the truth,
Binds us together,
Elder and youth.

Dr. Ann Paul also pointed out some critical leadership traits that Hannibal B. Johnson points out in his book; which are self-awareness, empathy, Communication skills, listening skills, personal responsibility, creativity, intellectual curiosity, courage, focus, respect, humor, determination, adaptability, self-discipline, humility, and passion.
III. THD Reports/Action Items

A. Public Health Threats and/or Opportunities: COVID-19

Kelly VanBuskirk talked about the positivity rates and how the rates were the lowest since the Tulsa Health Department started swabbing in March 2020. She stated that she was excited because the low positivity rate reflected the vaccines that have been provided. The number of tests is lower in April and May. The symptomatic people are the ones seeking testing. The Tulsa Health Department is still maintaining its operations, such as phone bank, vaccinations, and swabbing. The Tulsa Health Department has completed administering second doses of vaccine at the Expo center. All vaccinations are occurring at the Tulsa Health Department locations.

The Community Vaccination Center started back in April, and they’re going to be at TCC NE for eight weeks. The CVC is being run from Tuesday thru Sunday from 10 am until 7 pm. Appointments can be made through the State portal, but they’re accepting walk-ins. The CVC has administered 2,741 vaccines from April 20 to May 17. The population that is being seen at the CVC is 52.06% male and 47.54% female. The percentage of people that are being vaccinated at the CVC according to ethnicity is 23.04% of Hispanics, 10.20% of African Americans, 4.7% of Asians, 3.37% American India or Native American, 0.20% Native Hawaiian or other Pacific Islander, 46.10% White, 1.24% Other race and 10.02% for other and unknown. The percentage vaccinated according to age was 5-17 years old is 13.39%, 18-29 years old is 21.93%, 30-39 years old is 17.78%, 40-49 years old is 17.58%, 50-64 years old is 22.06%, 65-74 is 5.12%, 75-84 years old is 1.24%, and 88 years old and older is 0.33%.

Kelly talked about the Tulsa Health Department partnering with Tulsa Transit to increase COVID-19 vaccine access. Tulsa Transit riders who receive a free COVID19 vaccination at three local vaccine clinics will receive a free 10-day bus pass to return for their second dose, along with an additional 24-hour bus pass once they receive their second dose. She also talked about the vaccination rates per Capita. Oklahoma’s 12 and older population is at 38.2% of being fully vaccinated, and Tulsa, Oklahoma, is at 36.6% fully vaccinated. Oklahoma’s 65 and older population is at 65.9%, and Tulsa, OK, is at 68.8%. The Tulsa Health Department has a partnership with DHS for the Homebound population. Individuals who are homebound can call the phone bank, and the Tulsa Health Department provides their information to DHS. There is a home health agency in Tulsa that will reach out to them and schedule an appointment. They will coordinate with the Tulsa Health Department to receive vaccines to go out and administer vaccines to the individuals who are homebound. And they have been mostly administering Johnson and Johnson because it's one dose.

B. New Initiatives/Programming: THD Clinical Operations Update

Priscilla Haynes talked about how the staff was obligated to fulfill activities supporting public health emergency operations, so it decreased the number of staff available to provide clinical services. The clinical staff played a significant role in the administration of a lot of the operations.
Some of the roles that were required to run the COVID response was staff triage, client triage, SWOD POD (Nursing staff, Scribed, Greeter/Runner), CoVax POD, EPI roles/Contact Tracing, Long Term Care/Assistance Living/Residential Facilities, Phone Bank(scheduling), and Interpreting. At the beginning of the COVID-19 response, the Tulsa Health Department was very concerned with the safety of its staff. A lot of things still impacted the number of staff that was working the response. The Tulsa Health Department had restrictions on gatherings; all of this affected how many people we could have in our waiting areas, and there was a fear factor. We had staff that did not want to return or couldn’t return. Some employees contracted COVID-19 there were COVID exposures, so they had to quarantine at home, and all of this impacted whether or not staff was available to work the COVID-19 response.

The Clinical services impacted were the STD & STI services, Tuberculosis, Immunizations, Family Planning, and Adult Health/Take Charge. Some of the clinical services were put on pause, and some just modified the way they provided services. On March 6, 2020 the first case of COVID-19. On March 16, 2020, there were no services provided by the Tulsa Health Department through Oklahoma Caring Foundation. On March 23, 2020, the client and staff triage was implemented. March 25, 2020, Collinsville and Sand Springs Health Center temporarily closed. April 6, 2020, North Regional Center closed for services. On April 15, 2020, there was an isolation room for services. April 24, 2020 immunizations were done by appointment only. May-June, the Tulsa Health Department did the COVID-19 testing at the SWOD PODS and Long Term care facilities. On June 23-24, a lot of the staff was getting COVID-19, so the employee Health Nursing for COVID exposures was established. During this whole time, Tulsa Health Department was monitoring their waiting room capacity. In December 2020, the COVAX was started at the Expo Center, and the Health Department had an increased need for staff, so the Tulsa Health department started using Temp agencies.

Some services were temporarily suspended in March and April, which was Adult Health screenings, including the Take Charge. TB and STI services are available at Central Regional Health Center only. Family Planning, Routine Childhood Immunizations, and Overseas Immunization are available at Central Regional Health Center and James Goodwin Health Center. In addition, a modification was made to the STI services. A nurse consultation for clients in need of service who were potentially at higher risk for exposure, isolation room so that if they needed to provide services to a client that was at a higher risk, the Tulsa Health Department was able to do that. And the Tulsa Health Department also offered expedited partner therapy.

In Family Planning, the Tulsa Health Department started offering fewer comprehensive services. The annual exams were rescheduled/postponed. Additional birth control was provided, an early start was increased to delaying routine well women examinations, and then the Tulsa Health Department made any problem visits a priority. Those were either seen in tee clinic or received a phone call from the nurse or nurse practitioner. When it was time for back-to-school because of COVID-19, most back-to-school events were canceled. The caring van clinics were canceled. When
Flu season came around, the Tulsa Health Department made sure the shots were administered by appointments only. Extended hours were offered, and people were allowed to make appointments at other THD locations (NRHC, SSHC, Collinsville). COVID-19 vaccines are being administered at four of the Tulsa Health Department locations: James O. Goodwin Health Center, Central Regional Health Center, North Regional Health and Wellness Center, and the Sand Springs Health Center. Immunizations, Family Planning, STD, and TB services are being offered at the James O. Goodwin Health Center and Central Regional Health Center locations.

C. Budget/Financial Status: FY22 Budget

Reggie Ivey talked about capital expenditures as it relates to technology. He listed the technology upgrades that have taken place in FY2020, which were 60 Dell laptops, 14 surface laptops, five dell desktops, 30 surface laptops donated by the George Kaiser Family Foundation, FORTIGATE9(network firewall), new audio-video system (NRHC, CRHC, & JGHC), ASEMIO software-Environmental Health and the security system upgrade which was a total of $548,821.00. He also stated that the Tulsa Health Department is in the process of migrating to Microsoft Office 365. In addition, the Qualtrics Software was purchased with the CARES funding that was used to help with the COVID response. Ring Central was also a technology upgrade for FY2021. Ring Central, M365 Enterprise E3, and Qualtrics software will come up to $881,814.00.

The FY2022 budget includes a total of 552,000 capital expenditures which include 150,000 dollars for the ICP-MS machine for EHS lab, $123,600 on the data processing equipment, $113.500 on remodeling & improvements, $35,000 on awnings on the JGHC walkway, $27,000 on furniture & fixtures, $16,000 on vector fogger and $86,900 on all other expenditures such as chiller maintenance, refrigerator, freezer, storage containers, etc. As of FY22 & FY23, the Tulsa Health Department will be receiving funding from the Center for Disease funding these grants have to be spent in FY22 and FY23 and the technology upgrades, which is Qualtrics upgrades $660, 00.00, Data Transmission and Networking Hardware $226,00.00, Data archives and backup of client text messaging tool $10,000.00, laptops (replacement laptops will be needed across THD by 2023) $400,000.00 and On-prem Deduplication Data Storage which brings everything to a grand total of $1,371,000.

The estimated capital expenditures for FY2023 include reconstructing the entry ramp(North Entrance- James Goodwin Health Center) $190,00.00, Replace Maintenance vehicle (North Regional Health and Wellness Center) $30,000.00, Replace air handler 6 (James Goodwin Health Center) $185,000.00, repair and reseal north parking lot(James Goodwin Health Center) $18,000.00 and Improve the drainage concern north of the James Goodwin Health Center $15,000.00 which is a grand total of $438,000. The estimated capital expenditures for FY2024 include chiller replacement (James Goodwin Health Center) $640,000.00, chiller engineering design firm $25,000.00, satellite paving project $30,000.00, replace air handler 6 (James Goodwin Health
Center) $185,000.00, Mail Van(Facilities Maintenance) $25,000 and THD Public Health Conference Center(40,000 square foot facility) which would be $6 to 10 million dollars. The Tulsa Health Department has 25,623,829 dollars in the bank. FY2022 budget increased for the following grants/programs. TSET Healthy Living program by 11%, Child Guidance Center by 16%, WIC by 4%, and Immunizations: Supplement COVID grant by $116,667. The FY2022 budget includes the following: Medical premiums decrease 3.5%, COLA increases 3%, budget for Ad Valorem Taxes revenue which increased 3%.

D. Budget/ Financial Status: FY22 Budget

Dr. Ann Paul entertained a motion to approve the budget for FY22. A motion was made by Dr. Mike Jones and seconded by Dr. Mike Stout. The FY22 budget was approved:

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<td>Dr. Schumann</td>
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<td>Dr. Stout</td>
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IV. Current Business- Action Items

A. THD Executive Director’s Annual Contract

Dr. Ann Paul entertained a motion to approve the Executive Director Contract. A motion was made by Dr. Mike Jones and seconded by Aimee Boyer. The Executive Director’s Contract was approved:

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V. Announcements
VI. Adjournment

The meeting adjourned at 7:50pm.

APPROVED:

[Signature]
Ann Paul, DrPH, MPH, Board of Health Chair

ATTESTED:

[Signature]
Makeda Thompson, Tulsa Health Department Assistant