

**DeKalb County Board of Health
Regular Meeting Minutes
September 22, 2016
3:00 p.m. – 4:00 p.m.
Bohan Auditorium**

Board Members Present

The Honorable Jeff Rader, by phone
Delphyne Lomax by phone
Jacqueline Davis, Vice Chair
The Honorable Edward Terry by phone
Vasanne Tinsley, EdD
Camara P. Jones, MD, MPH, PhD by phone
Clyde Watkins, MD

Board Members Absent

n/a

Staff and Guests Present

S. Elizabeth Ford, M.D., M.B.A., District Health Dir.
Althea Dixon
DaJuana Turman
Dwayne Turner
Angela Bines
Don Brundage
Ryan Cira
Retha Williams
Phuong Le
Sage Chapman
Leslie Richmond, MD
Alicia Cardwell Alston
Angelle Rozier
Brenda K. Smith
Sedessie Spivey
Doris Thomas

Jackie Davis
Ed Prime
Kenn Jones
Mandy Seaman
Kristina Lai
Jessica Grippo
Althea Otuata
Portia Turman
Norma Crudup
Beth Ruddiman
Dianne McWethy
Paul Spadafora
Patricia Joseph
Kassie Bennett
Stefani Carter
Brenda Smith

The regular meeting of the DeKalb County Board of Health was called to order by Board Chair Jeff Rader at 3:24 p.m.

Approval of Board Meeting Minutes

A motion was made by board member Ted Terry to defer approval of the minutes for the Regular Board Meeting held on May 26, 2016 and the Special Called Board Meeting held on August 18, 2016; it was seconded by board member Camara P. Jones. The motion was unanimously approved.

Contract Discussion

Janitorial Contract

Kenn Jones, Internal Services and Operations Manager re-caped the bid and review process for the Janitorial Services Contract. Chairman Rader asked for clarification as to the \$338,000 pricing, if the company currently providing services is the incumbent, and if there is a plan for transition and training. Kenn Jones explained the agency is bound by a sixty-day notification clause, for transition and turnover. Board member Delphyne Lomax noted a typo on page twenty-two (the capitalization of the “p” in Day Porter).

Chairman Rader called for the question to vote on the Janitorial Services Contract; a motion was made by board member Clyde Watkins and seconded by board member Vasanne Tinsley. The motion was unanimously approved.

Fleet Vehicle Procurement

Dr. Ford recapped the bid information selection process and reminded board members that staff was asked to present options for vehicle lease and/or purchase options of the agency’s fleet; she highlighted the approximate \$72,000 savings a lease option would provide. Board member Ted Terry asked for clarification on the not to exceed, funding budget and lease terms. Board member Ted Terry also inquired about alternate fuel sources [electric, gas, propane] in relation to the vehicles listed. Board member Camara P. Jones asked if consideration had been given to the actual usage of the vehicles in terms of savings; citing that all end costs were not clear. Kenn Jones explained that the base cost of the lease was in fact factored, as well as gas usage. Further, the agency would still see a savings even with fuel use. Kenn Jones addressed the variances in the types/models of vehicles presented and cited that the BOH fleet includes some larger vehicles. Dr. Ford pointed out the conversation had not factored in start-up costs for electric cars, which would include charging stations. Board member Ted Terry asked if the cars could be charged at County facilities? Chairman Rader suggested the County is not set-up for certain alternative vehicles. Chairman Rader then asked if the State of Georgia could service the agency’s larger vehicle’s and tasked the staff to develop a strategy to support alternative fuel types. Board member Ted Terry offered information he learned during a conference in Savannah covering the issue of fleet maintenance. Discussion continued amongst the board as to whether the agreement should be deferred. Board member Delphyne Lomax asked if services would be delayed and if there would be any cost increase by deferring a vote. Dr. Ford noted there are costs to the agency to reimburse employees for mileage. Further discussion continued, topics included: consultation with the County fleet maintenance, use of charging stations, possible modifications of existing vehicles, the types of vehicle powering options presented [hybrid, electric, gas, etc.]. Dr. Ford expressed appreciation for the important discussion. Board member

Watkins expressed concerns regarding the financial implications of continuing to rent cars and reimburse staff for mileage, and added that perhaps there should be more time for planning to implement a hybrid program. Board member Ted Terry said that he wanted to be sure the agency was saving money as well as making an educated decision in an effort to have a greater impact on clean air. Mayor Ted Terry also asked if the state held any agreements with electric vehicle entities. Chairman Rader noted that one's fleet certification distinguished the type of vehicle, for example light passenger. Dr. Ford stated that BOH vehicle types are selected based on the needs of the health centers; and provided the example of vehicles travelling considerable distances during certain campaigns like that of the Flu vaccinations. Board member Delphyne Lomax stated for the record that she wanted to be sure the agency would recognize the maximum savings by making the decision promptly and that the agency had done its due diligence.

Board member Camara Jones made a motion to delay a vote on the agreement by one month; the motion was seconded by board member Ted Terry.

Board member Clyde Watkins made a motion to move forward with a vote on the agreement; the motion was seconded by board member Vasanne Tinsley.

Chairman Rader called for the vote on the motion to delay the vote on the agreement by one month. Dr. Ford asked for clarification given the existing motion on the table.

Board member Clyde Watkins offered to withdraw the initial motion; the motion to withdraw was seconded by board member Delphyne Lomax.

Chairman Rader called for a vote on motion to delay the vote on the agreement by one month. These are the recorded votes: Board member Tinsley opposed; board member Jones supported; board member Watkins opposed; board member Davis opposed; board member Lomax opposed; board member Terry supported and said for the record that there had not been enough discussion. Chair Rader reserved a neutral position. As the vote passed, the motion to delay a vote on the agreement failed.

Board member Clyde Watkins made a motion to adopt the agreement; the motion was seconded by board member and Vice-Chair Jacqueline Davis.

Chairman Rader called for a vote to adopt the agreement. These are the recorded votes: Board member Tinsley voted yes; board member Jones abstained; board member Watkins voted yes; board member Davis voted yes; board member Lomax voted I; board member Terry vote no. Chair Rader abstained reserving neutrality.

Security Services

Dr. Ford introduced the bid process and provided an overall summary. Chair Rader asked for clarification of the termination clause. Board member Jones asked for clarification on rates and if there were any increases in pricing. Dr. Ford explained the fixed rate price structure and the termination clause. Chair Rader asked if there were questions from the Board and for a motion.

Board member Watkins made a motion which was seconded by board member and Vice-Chair Davis. The vote unanimously passed.

NOTE: 4:12pm Chairman Rader and Board member Ted Terry departed the meeting (call); 4:14pm Board member Delphyne Lomax departed the meeting (call).

Announcements

Angela Bines received her 20-year service award.

Dr. Ford recognized the M.O.R.E. Moms program, and the staff for hard work during its recent event. Dr. Ford gave a special expression of gratitude to Ms. Kassie Bennett.

Dr. Ford also thanked and acknowledged the success of all Health Centers during the Immunization Rush.

NOTE: 4:32pm Board member Camara P. Jones departed the meeting (call).

Financial Status A verbal summary of the Financial Status Report was provided by CFO Brenda K. Smith at 4:45pm.

Public Comments

No public comments.

Board Comments

Dr. Camara P. Jones stressed the importance of voter registration efforts and reminded everyone of the upcoming election. Dr. Ford agreed but stressed the importance of the BOH maintaining neutrality given the agency status as a governmental entity.

Dr. Camara P. Jones noted the state of Indiana Public Health PHAB initiative and its efforts to create a more breast feeding friendly module for all local boards of health. She requested DeKalb pursue a similar initiative.

In response, Dr. Ford offered the BOH should consider the creation of a gold star certification for day care centers and other public facilities. Dr. Ford proposed the Board and staff begin to explore what this program would look like, and suggested the DeKalb Chamber of Commerce as a potential partner.

Board member Camara P. Jones cited a typo on page 2 of the May 26 Regular Meeting minutes (the spelling of her name).

Adjournment

Board member and Parliamentarian Clyde Watkins motioned to adjourn. The motion was seconded by board member Vasanne Tinsley and the meeting adjourned at 4:49pm.

Respectfully submitted,

Approved by:

Erica M. Brooks
Recording Secretary

The Honorable Jeff Rader, Chairman