

**TULSA CITY-COUNTY BOARD OF HEALTH
REGULAR MEETING MINUTES**

June 21, 2017 at 6:00 p.m.

**North Regional Health & Wellness Center
5635 N Martin Luther King Jr Blvd, Room 208
Tulsa, Oklahoma 74126**

Board Members Present:

Kian Kamas, M.S., Chair
Deb Greubel, DNP
Patrick Grogan, DVM
Larry Lander, D.D.S., J.D.
Regina Lewis, D.O.
Emily Odom
Ann Paul, MPH

Staff Present:

Bruce Dart, Ph.D., Executive Director
Reggie Ivey, Chief Operating Officer
Priscilla Haynes, Preventative Health
Chanteau Orr, J.D., Legal Services
Pam Rask, Adolescent & Child Health
Kaitlin Snider, Marketing
Kelly VanBuskirk, Health Data & Policy
Jumao Wang, Finance
Pam Holt, WIC Manager
Leslie Pelton, Little by Little Program Coordinator
Roshini Muralidharan, Organizational Development Coordinator
Jenna Grant, Executive Assistant

Others Present:

Tina Johnson, Oklahoma State Department of Health
Scott Adkins, Legislative Consultant

I. CALL TO ORDER AND WELCOME

Kian Kamas called the meeting to order at 6:00 p.m. The meeting notice was posted at the north and south entrances of the James O. Goodwin Health Center and the west entrance of the North Regional Health and Wellness Center and the Tulsa City-County Health Department website on June 16, 2017. The agenda was emailed to and posted by the Tulsa County Clerk, the Tulsa City Clerk, the Tulsa County Clerk, and the Tulsa City-County Library on June 16, 2017.

II. APPROVAL of May 17, 2017 MINUTES

Kian Kamas entertained a motion to approve the previous meeting minutes. A motion was made by Larry Lander and seconded by Deb Greubel. *The minutes were approved:*

Ms. Bell	not present
Mr. Goodwin	not present
Ms. Greubel	aye
Dr. Grogan	aye
Ms. Kamas	aye
Dr. Lander	aye
Dr. Lewis	aye
Mrs. Odom	aye
Mrs. Paul	abstain

III. CHAIR’S REPORT

Kian Kamas shared several updates. The Oklahoma Academy Town Hall forum would be June 28 from 2-3pm; Jenna would email the Board an invitation with details. Tulsa Health Department is continuing its work on a smoke-free initiative for city parks. MyHealth had hired a project manager to oversee the Accountable Health Communities (AHC) grant; AHC would be featured at a July 18th healthcare forum hosted by the Tulsa Chamber and everyone was welcome to attend.

Kian and the full Board thanked Dr. Pat Grogan for his 13 years of service on the Tulsa Board of Health. He was instrumental on the THD Executive Director Search Committee and on the Legislative Committee. Bruce Dart said Pat was the first person he met when interviewing for the Executive Director job and he had been an excellent board member.

Grogan said term limits were put into place about five years before and are beneficial, but he was still sorry that his term was ending. The Board of Health was the first public entity he had served on and he was amazed by the talent of the people who work at Tulsa Health Department (THD) and on the Board. THD was a healthy organization, which made oversight easier. Grogan agreed to serve as an Emeritus Board Member going forward.

IV. DIRECTOR’S REPORT

Bruce appreciated that Tina Johnson from the Oklahoma State Department of Health attending from Oklahoma City

V. CURRENT BUSINESS – Information Items

A. Little by Little Grant – Pam Holt & Leslie Pelton

Pam Holt oversees WIC and the new Little by Little Program, which is grant funded and provides books to expectant moms, infants and kids enrolled in WIC. The George Kaiser Family Foundation gave a generous \$406,000 for books and program staffing. If it was successful, the program may be expanded. Leslie Pelton was newly hired to manage Little by Little. The program has been shown to improve kindergarten literacy rates in

LA and other locations. Since being launched in Tulsa the previous week, 625 books had been distributed. Because of budget limitations it is currently limited the Central, Mingo and Bixby locations, which serve the most WIC clients at the Health Department. Kids get 4-6 high quality, age appropriate books per year, available in English and Spanish. The only client complaint was they needed an extra bag to carry all their new books! Staff loved that it gave parents and kids reading time together while they waited for their WIC appointments.

B. THD Diversity & inclusion Plan – Roshini Muralidharan

Being diverse and inclusive would improve operations by including different perspectives to meet clients’ needs and helping the organization be more cohesive. THD has been effective in building a diverse team, but needed help to make it more inclusive. Research showed that a diverse team that is not inclusive performs worse than a team that is not diverse at all.

Staff had been asked to complete a survey rating THD in these areas and 60% participated. A Diversity & Inclusiveness team would meet in July to evaluate and prioritize the results. THD leadership and staff were developing a culture statement to be used in marketing and training. Going forward all staff would participate in one baseline training, taught in conjunction with OCCJ or other organizations that provides specialized training. Managers and supervisors would have additional mandatory training that other employees could attend too. There may also be mentorship programs.

Kian Kamas said this initiative shows that THD is planning for the future and making sure the organization is sustainable and successful.

VI. CURRENT BUSINESS – Action Items

A. Cancellation of the July Board of Health Meeting

Kian Kamas entertained a motion to cancel the July meeting. A motion was made by Ann Paul and seconded by Deb Greubel. ***The July 2017 Board of Health Meeting was cancelled:***

Ms. Bell	not present
Mr. Goodwin	not present
Ms. Greubel	aye
Dr. Grogan	aye
Ms. Kamas	aye
Dr. Lander	aye
Dr. Lewis	not present
Mrs. Odom	aye
Mrs. Paul	aye

B. Executive Session

Kian Kamas entertained a motion to call an Executive Session. A motion was made by Pat Grogan and seconded by Larry Lander. ***An Executive Session was called:***

Ms. Bell	not present
Mr. Goodwin	not present
Ms. Greubel	aye
Dr. Grogan	aye
Ms. Kamas	aye
Dr. Lander	aye
Dr. Lewis	not present
Mrs. Odom	aye
Mrs. Paul	aye

The Board went into Executive Session at 6:35pm. The Regular Meeting resumed at 7:00pm.

C. THD Executive Director’s Annual Contract

Kian Kamas said there was a general consensus that Board of Health members are pleased with the Tulsa Health Department operations and leadership. There was a positive momentum at THD, the city, and county. Kamas entertained a motion to approve the amended contract of Executive Director, Bruce Dart. A motion was made by Deb Greubel and seconded by Larry Lander. ***The Executive Director’s contract was renewed:***

Ms. Bell	not present
Mr. Goodwin	not present
Ms. Greubel	aye
Dr. Grogan	aye
Ms. Kamas	aye
Dr. Lander	aye
Dr. Lewis	not present
Mrs. Odom	aye
Mrs. Paul	aye

Chanteau Orr would have the Executive Director’s contract ready the following day.

V. ANNOUNCEMENTS

The next Board of Health meeting was scheduled August 16, 2017 at the James O. Goodwin location.

VI. ADJOURNMENT

The meeting adjourned at 7:20 p.m.

APPROVED:

A handwritten signature in blue ink, appearing to read 'Kian Kamas', written over a horizontal line.

Kian Kamas, Board of Health Chair

ATTESTED:

A handwritten signature in blue ink, appearing to read 'Jenna Grant', written over a horizontal line.

Jenna Grant, Tulsa Health Department Assistant