

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

**March 7, 2018 at 6:00 p.m.**  
James O. Goodwin Health Center  
5051 S. 129<sup>th</sup> East Ave., Room 231  
Tulsa, Oklahoma 74134

**Board Members Present:**

Kian Kamas, MS, Chair  
Chris Bell, JD, RN, Vice Chair  
Health Evans, DDS  
Jim Goodwin, JD  
Mike Jones, DVM  
Larry Lander, DDS  
Regina Lewis, DO  
Emily Odom  
Ann Paul, MPH

**Staff Present:**

Bruce Dart, PhD, Executive Director  
Reggie Ivey, Chief Operating Officer  
Scott Buffington, Employee Resource & Development  
Elizabeth Nutt, Environmental Health  
Pam Rask, Adolescent & Child Health  
Leanne Stephens, Marketing & Communications  
Kelly VanBuskirk, Health Data & Policy  
Jumao Wang, Finance  
Jennifer Haddaway, Project Manager  
Bernard Dindy, Environmental Health Services  
Adam Austin, Environmental Health Services  
Jenna Grant, Executive Assistant

**Others Present:**

Scott Adkins, Consultant  
Terry Simonson, Tulsa County

**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 February 23, 2018. 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 February 23, 2018.

## II. OLD BUSINESS

### A. Approval of December 6, 2017 Minutes

Kian Kamas entertained a motion to approve the December 6<sup>th</sup> meeting minutes. A motion was made by Chris Bell and seconded by Regina Lewis. ***The minutes were approved:***

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

### B. Approval of January 17, 2018 Minutes

Kian Kamas entertained a motion to approve the previous meeting minutes. A motion was made by Mike Jones and seconded by Emily Odom. ***The minutes were approved:***

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

### C. Resolution to Modify Public Nuisance Rules and Regulations

At the January Board of Health meeting, Chanteau Orr presented a resolution to update public nuisance rules and regulations. They give THD staff the ability to hold property holders more accountable and help them to comply. Kian added that the Executive Committee had reviewed the recommendation in depth with Bruce Dart and Chanteau. Bruce said that most members also attended a special briefing to be sure they fully understood the changes proposed.

Terry Simonson from Tulsa County said the County Commissioners received many public nuisance complaints, and on investigation learned that 53 properties had exhausted the process. The regulations had not been updated for 37 years and were not effective. There was no money to enforce the regulations. If the Tulsa Board of Health approved the resolution, the changes would be taken to the Board of County Commissioners for their vote. Not only would these changes clearly outline how

nuisance properties were addressed, they would also help violators since a mediation component was a part of the proposed rules and regulations. Any fees collected would be returned to THD to enforce the regulations.

Kian Kamas entertained a motion to approve the resolution. A motion was made by Emily Odom and seconded by Regina Lewis. ***The Resolution to Modify Public Nuisance Rules and Regulations was approved:***

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

**III. CHAIR’S REPORT**

Kian Kamas thanked everyone for making time to attend the special meeting. She was sorry the February 21<sup>st</sup> Board of Health meeting was cancelled, but knew it was the best decision since road conditions were icy that night.

She welcomed a new board member, Dr. Health Evans, DDS. He was appointed by Mayor Bynum and practiced at Eastern Oklahoma Oral & Maxillofacial Surgery with Dr. Lander.

Later in the meeting Scott Adkins would give an overview of issues in the legislative session that could impact healthcare. Tulsa Health Department (THD) was watching specific bills on the Tobacco Settlement Endowment Trust (TSET) funding, governance of the Oklahoma State Department of Health, and shell bills that could become public health bills.

Kamas noted the valuable contributions made to the Joint Commission on Public Health by Ann Paul, Bruce Dart, Reggie Ivey, Priscilla Haynes, and Kelly VanBuskirk. Everyone hoped to see the commission’s recommendations be implemented.

The previous Saturday THD held a free flu clinic at Woodland Hills Mall and vaccinated over 300 people. Special thanks to all the volunteers and THD staff who worked the event. This has been in most serious flu season in Tulsa County in over a decade and it was not too late to get a flu shot for anyone who had not had one.

**IV. DIRECTOR’S REPORT**

Bruce Dart said that in recent months there had been a lot of focus on the Joint Commission for Public Health. The group was appointed by Governor Fallin to make a plan for improving public health in our state and correcting mismanagement at the Oklahoma State Department of Health (OSDH). Once the Oklahoma State Board of Health, the governing body of OSDH, hears the recommendations then it will be time to implement

them. This was expected to be a difficult time for OSDH as they had recently had another round of layoffs and would also have a 15% cut in the fiscal year budget beginning July 2018. It was unclear how these issues would affect THD; our budget planning process for the upcoming fiscal year would include a buffer to account for that uncertainty.

The Birth through Eight Strategy for Tulsa and Accountable Health Communities grants were still on track to open soon. They are some of the first programs to address the social determinants of health in Tulsa.

## **V. CURRENT BUSINESS – Information Items**

### **A. Legislative Update**

Scott Adkins worked as a legislative consultant for THD and Tulsa Dental Association. The session was in its fifth week and about half of the proposed bills had died. There were still some of concern.

Mismanagement at OSDH created several bills, primarily to change how leadership should be appointed and board qualifications. There was a push to make senior leadership at state agencies (like OSDH) governor appointed, which would make one person accountable, instead of a board. It could also make the boards more political.

The recommendations from the Joint Commission on Public Health did not appear to require legislative changes, but that could change going forward. Legislators' main goal was to finalize a budget, provide a teacher pay raise, and adjourn early.

There were several initiatives to reallocate TSET funds, which would require a constitutional change. TSET funds were currently used for tobacco cessation and decreasing obesity rates. Because of the budget crisis this issue continued to come up. It was unknown how it would play out. Especially since the state was \$185 million short on the FY18 budget.

The Step Up Plan failed, but some parts may come to a vote of the people, including a cigarette tax increase. Kian asked if the proposed 75 cent cigarette tax would be effective. Proponents of the tax had the upper hand until this last vote, but it required 76 votes, which was almost impossible if there was any opposition. Scott said it would not improve health if the cigarette tax was lower than \$1, and that \$1.50 was ideal.

Mr. Goodwin heard that the state board of health could be eliminated and wondered what the impact of that would be. Scott Adkins said it is possible but unlikely. He did not see a lot of changes being made by the legislature. Bruce said OSDH needed to be more accountable, but making the leadership governor appointed may not bring the right change. The recommendations of the Joint Commission may prevent needing to do this, since they are focused on accountability and better serving people. There needed to be a consensus on what accountability was and how to show it. Scott and Bruce had met with legislators about these issues.

Heath Evans asked if there were any conversation about outsourcing Oklahoma Health Authority. Scott Adkins said in recent years there was a push to make Oklahoma a Managed Cared Medicaid model, like back in the 1990's. It did not work well then. The latest proposal died last week. The only ways for managed care systems to budget are:

1. Reduce overhead (currently is 4.4%, which is very low).
2. Lower reimbursement rate.
3. Limit the types or number of procedures.

Surprises were expected in the upcoming gubernatorial and congressional elections. Adkins expected the run off races to be more impactful than primaries.

He also expected surprises with the medical marijuana ballot issue that would be up for a vote on June 26<sup>th</sup>. If the bill passed, OSDH would provide oversight and regulation for medical marijuana.

**B. THD Budget Development Process – Reggie Ivey and Jumao Wang**

Bruce Dart said it was important for the board to know how the budget was developed each fiscal year, and asked Reggie Ivey and Jumao Wang to share the process.

A preliminary budget for FY19 would be presented at the April 18, 2018 Board of Health Meeting. The goal was to have a zero based budget, so income and expenses equal by end of each fiscal year. The budget preparation was a five-month process with 17 steps. THD staff, the Board of Health, and Tulsa County Commissioners all have a part in it.

Personnel is biggest expense. Managers are given a three-year average of revenue and expenses for their program. They are then asked to estimate their department's staff retirements, salary increases, and income from grants and other outside sources. Each of the 41 programs has expenses, but not all have revenue. Reggie Ivey reviews each manager's proposed budget against historical spending, and meets with managers to discuss any questions. Typically he meets with about 20 programs in a given year to prepare the preliminary budget.

The budget is then reviewed by the BOH Finance Committee and the full BOH. Once final updates are made, it is again reviewed by the BOH Finance Committee and voted on by the full BOH, before being sent to Tulsa County Excise Board for approval. Before the new fiscal year begins on July 1<sup>st</sup>, the final budget is sent to program managers. Each month throughout the year, program managers are given current revenue and expense reports so they can monitor the status of their individual budgets.

This year's budgeting process was unique because funding decreases are expected in programs linked to OSDH. It was not known which specific programs would be affected or how much of a funding shortfall there could be.

Ann Paul asked if there were controls for filling vacant staffing positions. Reggie explained that any time a manager wanted to fill an opening, they must complete a form explaining why the position is essential and why the work cannot be done by

existing staff. Reggie Ivey, Bruce Dart, and Scott Buffington (Director of Employee Resources & Development) must all sign off on the hiring justification before the request moves forward.

Ann asked if there were foundational benchmarks for how other county health departments staff. Bruce said there were not. Benchmarks are in services provided.

Scott Adkins asked if the city or county ever question the final budget. Bruce Dart said that with the Board of Health's approval, city and county officials feel due diligence has been done. Bruce said it was possible for a member of the public, or for city or county officials to protest the budget, but it had not happened in the past.

## **VI. CURRENT BUSINESS – Action Items**

### **A. Resolution in Support of Draft Recommendations to the Joint Commission on Public Health**

Bruce Dart said Governor Fallin appointed the commission with the goal of modernizing the public health system and creating accountability so funds could not be mismanaged, as had been done at OSDH. THD staff did a tremendous amount of work, especially in the Joint Commission committees. Ann Paul was also an integral part of the team. Reggie Ivey, who co-chaired the Finance Committee of the Joint Commission, provided extraordinary leadership in developing the recommendations.

As part of the process, Bruce and Gary Cox, Director of the Oklahoma City-County Health Department (OCCHD), traveled to rural health departments for town hall forums to get recommendations from the frontline staff. There were also online portals for anyone to make anonymous suggestions. The recommendations were a compilation of all of those ideas, as well as public health best practices from other states. The recommendations were already approved by OCCHD and would be voted on soon by the Oklahoma State Board of Health. If all three board of health approved, it would be sent to the Governor.

As part of the recommendations, counties would be more autonomous. They have ad valorem taxes, but were not notified by OSDH what their funding allocation was each year. OSDH had a very outdated data system, which has made it difficult to get financial information.

If legislative changes were needed to implement any of the recommendation, the shell bills Scott Adkins mentioned could be used. Nothing has been identified yet, but if needed, the Joint Commission's Legislative committee would address those issues.

Bruce hoped to have unanimous support from all three boards. Kian said it seemed like an unwise move for the Oklahoma State Board of Health to raise opposition, since they mishandled the situation in the past. They were not given full information, but the board also did not take a leadership role. Jim Goodwin asked what would happen if the recommendations do not move forward.

Bruce said there's not a plan B. The recommendations are the solution needed. He originally got involved with the Joint Commission because he wanted state and federal funding for Tulsa to come directly to THD, instead of having to pass through OSDH. That would require a legislative change. Bruce explained it would be better for THD to be completely autonomous from the state, but he supported having population based funding with a weighted formula to provide more money to rural areas that do not have the same support system as a large community like Tulsa. He has been working closely with legislators to make sure there is unity between the boards and governors.

There was no further discussion, so Kian Kamas entertained a motion to support the resolution. The motion was made by Jim Goodwin and seconded by Ann Paul. ***The Resolution to Support the Joint Commission on Public Health Recommendations was unanimously approved:***

Ms. Bell	aye
Dr. Evans	aye
Mr. Goodwin	aye
Dr. Jones	aye
Ms. Kamas	aye
Dr. Lander	aye
Dr. Lewis	aye
Mrs. Odom	aye
Mrs. Paul	aye

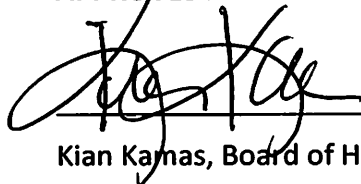
**VII. ANNOUNCEMENTS**

- A. Next Board of Health Meeting: Wednesday, April 18, 2018 at 6pm (JGHC)
- B. Board Retreat: Saturday, May 5, 2018 from 9am – 4pm (at Post Oak Lodge)

**VIII. ADJOURNMENT**

The meeting adjourned at 7:15 p.m.

**APPROVED:**



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Kian Kamas, Board of Health Chair

**ATTESTED:**



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Jenna Grant, Tulsa Health Department