

**MEETING MINUTES**  
**Tulsa City-County Board of Health**

August 20, 2025, at 6:00 pm

North Regional Health & Wellness Center  
5635 N. Martin Luther King, Jr. Blvd.,  
Tulsa, OK 74126

**Board Members Present:**

**Regina Lewis, D.O., Chair**  
**Mousumi Som, D.O.**  
**Mike Stout, PhD.**  
**Krystal Reyes, M.P.A.**  
**Mike Jones, D.V.M.**  
**Jana Bingman, M.D.**

**Staff Present:**

**Bruce Dart, Executive Director**  
**Sara Rodriguez, Executive Assistant**  
**Chanteau Orr, Assoc. Director, Office of HR & Legal Services**  
**Marcus Anderson, Assoc. Director of the Office of Maternal & Child Health**  
**Leslie Carroll, Assoc. Director of the Office of Community Health & Quality Improvement**  
**Julia Profit-Williams, Assoc. Director of the Office of Preventive Health Services**  
**Adam Austin, Assoc. Director, Office of Environmental Health Services**  
**Kelly VanBuskirk, Assoc. Director of the Office of Prevention, Preparedness, and Response**  
**Joann Conley, Executive Assistant**  
**Kathy Kleine, Maternal Child Health Outreach Manager**  
**Kendra Wise, Environmental Health Services**  
**Jessica Rice, Epidemiology Manager**  
**Scott Buffington, Senior Director of Human Resources**  
**Todd Maxwell, Associate Attorney**  
**Leanne Stephens, Senior Director Marketing & Creative Services**

### 1) Call to Order & Roll Call – Dr. Regina Lewis

Dr. Lewis called the meeting to order at 6:04 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 August 15, 2025.

### 2) Approval of Minutes – Dr. Regina Lewis

Dr. Lewis entertained a motion to approve the June 18, 2025, minutes. A motion was made by Dr. Mo Som and seconded by Dr. Jana Bingman. **June 18, 2025, meeting minutes were approved:**

Dr. Lewis	aye
Dr. Som	aye
Ms. Boyer	not present
Dr. Stout	abstain
Ms. Reyes	aye
Dr. Paul	not present
Dr. Jones	aye
Dr. Bingman	aye
Dr. Galles	not present

### 3) Chair's Report – Dr. Regina Lewis

Tulsa Health Department is doing a fantastic job supporting families and students with their back-to-school initiatives. Dr. Lewis mentioned that these initiatives include back-to-school immunization clinics with extended walk-in hours at certain locations, such as James O. Goodwin and Central, to make it easier for students to get their required vaccinations before school starts.

Additionally, the 2025 back-to-school bash, which will be held in September, is a free event offering childhood immunizations, sports physicals, free food, school supplies, kids' activities, and door prizes. The THD mobile vaccination clinics will also provide immunization services at school and community locations to eliminate barriers for families.

The event is designed to be a one-stop shop to help families check off their back-to-school list, with services like ordering birth certificates, shot records, and various giveaways. It promises to be packed with helpful services and fun activities for the whole family, gearing up for the school year.

### 4) Director's Report – Bruce Dart

Dr. Dart shared that the remodel will be completed by September 1<sup>st</sup>, and the Mayor of Tulsa has created an Office of Health and Well-being, which had a successful kick-off event. Dr. Dart also discussed the ongoing appropriation talks in DC and mentioned his meeting with Congressman Hern, where he expressed concerns about budget cuts and specific programs. Despite the challenges, Dr. Dart is determined to focus on the mission and the work ahead.

## **5) THD Mission Moments - Epidemiology in the Community – Jessica Rice**

Jessica Rice, the Epidemiology Manager at the Tulsa Health Department, shared the achievements of her team. The team consists of eight members and is divided into three categories: disease and data, case investigation and outbreak, and community engagement. Each category informs and influences the others, creating a cohesive and collaborative environment.

One notable aspect is that one of the community members is bilingual, which enhances their ability to reach a diverse audience. Jessica emphasized the community engagement part of the team, which focuses on building relationships and maintaining a presence in the community. This team has been active, creating five campaigns, participating in 68 events, and engaging with 5,000 individuals.

Additionally, all resources and materials available to the epidemiological team are shared with the community, with some materials printed in Spanish and other languages to ensure accessibility. Distributing these materials at community engagement events further demonstrates their commitment to community outreach and support.

## **6) Current Business | Information Items & THD Reports**

### **A. Addressing Housing and Code Enforcement: Safe Homes Stronger Communities – Kendra Wise & Adam Austin**

Adam Austin shared with the Board that in 1960, the City of Tulsa adopted the Housing Code, which was met with some resistance due to the new accountability measures for existing structures and requirements for new homes. The Tulsa Health Department (THD) played a significant role in the shutdown of the Camelot Hotel, which had become unsafe with exposed wires, a flooded basement with electrical panels, and fires started by vagrants trying to keep warm.

Moving forward to 2019, the Chateau at 68<sup>th</sup> and Lewis faced a major boiler issue, and THD issued orders for repairs. The repairs were not made promptly, leaving many tenants without heat in December and January. This highlighted the importance of the code enforcement process.

Recently, the Vista Shadow apartments have been undergoing efforts to rehouse and remodel to make them livable again. Eaton Square apartments are currently experiencing water shut offs, and the Studio Extended Stay at 51st and Yale was closed because the owner could not afford the necessary changes to keep it open. These hotels often house individuals who cannot afford other options.

THD works under both state-mandated lodging codes and city housing codes to ensure these facilities are brought up to appropriate standards or, in some cases, shut down with the hope of reopening with updated codes.

Kendra Wise shared some important insights about the collaborative efforts between THD and the City of Tulsa. They are working together to address issues in the neighborhood, particularly focusing on large complexes to ensure efficiency and community well-being.

One of the challenges mentioned is that some hotels are being used as apartments, and in some cases, owners lock the doors, leading individuals to break in and start fires. Environmental Health receives complaints from tenants about landlords not repairing violations in rental properties, whether they are apartments or single-family homes. When investigations reveal that issues are widespread within an apartment complex, it becomes clear that it is an apartment-wide issue.

THD collaborates with multi-family units in the City of Tulsa, including code enforcement, the fire marshal, and city utility inspectors, to address these issues and ensure violations are taken care of. They use similar inspection reports for titles 55 and 25, which speeds up the response and allows for efficient referral of properties between departments.

The neighborhood work involves handling abatement and nuisance issues within city limits, such as high grass, weeds, trash, and debris. Unless a vector is involved, these issues are referred to THD for response. The lodging inspection program at THD handles routine inspections and addresses any fire code violations by contacting the fire marshal for assistance

THD also plays a role in community education through the Safe and Healthy Homes program and weekly social media posts to inform the community about public health and environmental health. They work closely with Tulsa County, handling abatement for properties outside city limits. When properties are abandoned, burned, or overgrown, THD uses a fund to address violations and place liens on the properties. Although the fund is \$65,000, which is not sufficient, they have started sending letters to property owners to prompt responses and bids.

### **B. Community Baby Shower – Kathy Kleine**

The Baby Shower event, organized by Kathy Kleine and her team, is a comprehensive initiative aimed at addressing infant mortality and providing prevention information. Here are some key points from the event:

**Purpose and Role:** The event is part of the Maternal Child Health Outreach, focusing on community-based prevention education for pregnant individuals and parents of young infants at high risk of mortality. The goal is to connect individuals to services, case management, and programs that can help them reach their goals.

**Event Activities:** The event includes fun activities, goodie bags, and a passport system to connect attendees with long-term services. It has been held at four different locations with various sponsors, including Healthy Start, GKFF BEST, and Humana.

**Survey and Impact:** Last year, the event aimed to serve 100 family units, and 122 completed the survey. The survey results showed that 99% of attendees felt the event met or exceeded their expectations. Additionally, 84% of attendees planned to make changes in the care of their babies and children based on what they learned at the event.

**Support and Collaboration:** The event is supported by various THD internal programs and community partners, including Healthy Start, Children First, WIC, Parent Pro, Child Guidance, Emergency Infant Services, Family and Children's Maternal Mental Health, Safe Kids, and Parent Child Center. This year, Sooner Select provider and a Fatherhood Hub led by Byron Dixon will also participate.

**New Additions:** This year, a doctor will be present to answer attendees' questions, and there will be a demonstration on how to wear a seatbelt during pregnancy.

The 9th annual Baby Shower will be held at the Tulsa Community College North East campus on September 20<sup>th</sup> from 11 am to 2 pm.

### **C. THD Board Engagement – Dr. Mike Stout**

Dr. Mike Stout shared some valuable insights with the Board about strengthening engagement and focusing on the new Strategic Plan that the Tulsa Health Department (THD) has developed. The extended session will be an opportunity to become more familiar with each other, understand what drives us, and why we are passionate about our roles. This session will also help us become more familiar with the updated vision, mission, and values of THD. The session aims to interact with THD leadership and align the Board's passions with the areas of THD's strategic plan. This will provide opportunities for Board members to become more involved and engaged. Since January, each Board meeting has included a note about national and state-level events affecting the local health department. This helps the Board engage in ways that support Dr. Dart and

HD leadership while holding them accountable. The extended work session, proposed as a half-day discussion, will focus on engaging the Board and supporting the THD strategic plan. It aims to ensure the plan is sustainable by engaging Board members around their passions and THD leadership's activities. The proposed dates for the extended session are October 15<sup>th</sup> and 22<sup>nd</sup>. Sara will assist with scheduling and note-taking. This extended session is an opportunity to enhance Board engagement and support the THD strategic plan.

## 7) Current Business | Action Items

### A. Proposed Executive Session – Dr. Regina Lewis

Dr. Regina Lewis entertained a motion for the Proposed Executive Session to be opened. A motion was made by Dr. Regina Lewis and seconded by Ms. Krystal Reyes to open the Proposed Executive Session.

Time the Proposed Executive Session Opened: 7:04 pm

Dr. Stout	aye
Dr. Lewis	aye
Dr. Paul	not present
Ms. Boyer	not present
Dr. Som	aye
Dr. Jones	aye
Dr. Bingman	aye
Ms. Reyes	aye
Dr. Galles	not present

Dr. Regina Lewis entertained a motion for the Proposed Executive Session to be closed. A motion was passed by acclamation.

Time the Proposed Executive Session Closed: 7:28 pm

Dr. Stout	aye
Dr. Lewis	aye
Dr. Paul	not present
Ms. Boyer	not present
Dr. Som	aye
Dr. Jones	aye
Dr. Bingman	aye
Ms. Reyes	aye
Dr. Galles	not present

Dr. Regina Lewis asked if anyone would like to entertain a motion regarding the Director's Contract. Dr. Mo Som made a motion to approve the Director's contract, which includes two weeks of administrative leave, a 3% cost-of-living increase, a 7% merit increase, and a 360-degree evaluation. Dr. Jana Bingman seconded the motion. The motion was approved.

Dr. Stout	aye
Dr. Lewis	aye
Dr. Paul	not present
Ms. Boyer	not present
Dr. Som	aye

Dr. Jones	aye
Dr. Bingman	aye
Ms. Reyes	aye
Dr. Galles	not present

**8) Old Business – Dr. Regina Lewis**

None

**9) Future Business – Dr. Regina Lewis**

None

**10) Announcements – Dr. Regina Lewis**

**The Next Board Meeting** will be held on Wednesday, September 17, 2025, at 6:00 pm at the James O. Goodwin Health Center – Room 200.

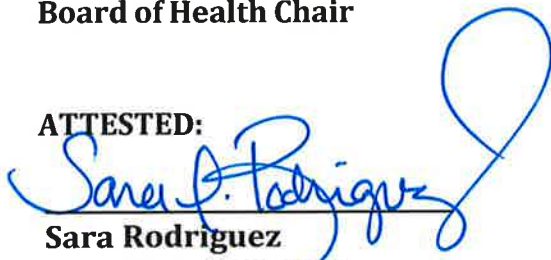
**9) Adjournment**

The meeting was adjourned at 7:30 pm.

**APPROVED:**

  
\_\_\_\_\_  
**Regina Lewis, D.O.**  
**Board of Health Chair**

**ATTESTED:**

  
\_\_\_\_\_  
**Sara Rodriguez**  
**Executive Assistant**  
**Tulsa Health Department**