

**CUYAHOGA COUNTY BOARD OF HEALTH**  
**MINUTES OF THE MEETING – FEBRUARY 22, 2012**

The Cuyahoga County District Board of Health met in regular session at 9:00 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on February 22, 2012. The following members were present:

Ms. Debbie L. Moss  
Mr. Charles T. Riehl  
Mr. James T. Gatt  
Dr. Gregory L. Hall

Absent: Dr. Ye-Fan W. Glavin

The reading of the minutes of the January 25, 2012, regular Board meeting was dispensed with as copies had previously been received by each member. Inasmuch as there were no corrections, it was moved by Mr. Riehl, seconded by Dr. Hall, that the minutes be approved. EPHS-11

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Dr. Hall. Mr. Gatt abstained.

Financial Statements. EPHS-11

It was moved by Mr. Riehl, seconded by Dr. Hall, that the following RESOLUTION (2012-27) be adopted:

BE IT RESOLVED to accept additional funding from the Ohio Department of Health (ODH) 2011/2012 Breast and Cervical Cancer Project (BCCP) grant from June 30, 2011 through June 29, 2012. Increase the amount to be received from \$371,579.00 to \$391,676.00. Pending ODH approval. EPHS-3, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2012-28) be adopted:

BE IT RESOLVED to contract with Summit County Health District under their 2012 ODH Dental Sealant grant from January 1, 2012 through December 31, 2012. Amount to be received is not to exceed \$43,835.00. EPHS-2, 3, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Ms. Moss, seconded by Dr. Hall, that the following RESOLUTION (2012-29) be adopted:

BE IT RESOLVED to renew contract with Melvyn Diamond, DDS to provide dental services under the 2012 Dental Sealant grant from January 3, 2012 through December 31, 2012. Amount to be paid to Melvyn Diamond, DDS is not to exceed \$5,850.00. EPHS-2, 3, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Riehl, seconded by Dr. Hall, that the following RESOLUTION (2012-30) be adopted:

BE IT RESOLVED to contract with the University of Akron to provide nutrition students experience in public health nutrition from January 1, 2012 through December 31, 2012. No exchange of funds. EPHS-3, 8

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2012-31) be adopted:

BE IT RESOLVED to contract with Radio One to advertise the CCBH Family Planning Clinic under the 2011/2012 Title X Family Planning Services grant from March 5, 2012 through March 31, 2012. Amount to be paid to Radio One is not to exceed \$5,000.00. EPHS- 3, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2012-32) be adopted:

BE IT RESOLVED to renew contract with Ann Avery, MD to serve as Medical Director under the 2011/2012 Title X Family Planning Services grant from October 1, 2011 through March 31, 2012. Amount to be paid to Ann Avery, MD is not to exceed \$900.00. EPHS-3, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2012-33) be adopted:

BE IT RESOLVED that approval be given to amend the Family Planning Services clinic fee schedule (ref. enclosed). EPHS-1, 2, 3, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Riehl, seconded by Mr. Gatt, that the following RESOLUTION (2012-34) be adopted:

BE IT RESOLVED to contract with Northeast Ohio Regional Sewer District (NEORS) for water quality lab services from March 1, 2012 through February 28, 2015. Amount to be paid to NEORS shall be consistent with the attached pricing schedule outlined in the contract. EPHS-1, 2, 3, 4, 6, 10

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Riehl, seconded by Dr. Hall, that the following RESOLUTION (2012-35) be adopted:

BE IT RESOLVED to contract with City of Cleveland Making Greater Cleveland Lead Safe & Healthy Program from December 15, 2011 through December 14, 2012. Amount to be received is not to exceed \$64,000.00. EPHS-1, 2, 3, 4, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Dr. Hall, seconded by Mr. Riehl, that the following RESOLUTION (2012-36) be adopted:

BE IT RESOLVED to renew contract with Cuyahoga County Fairgrounds for use of their facilities at the 2012 CCBH Run for Your Life event April 14, 2012. No exchange of funds. EPHS-3, 4

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Riehl, seconded by Ms. Moss, that the following RESOLUTION (2012-37) be adopted:

BE IT RESOLVED to renew contract with Geauga County Health District under the 2011/2012 Cities Readiness Initiative (CRI) grant from August 10, 2011 through August 9, 2012. Amount to be paid to the Geauga County Health District is not to exceed \$15,095.00. The Geauga County Health District is to provide \$1,162.00 in-kind match. EPHS-2, 3, 4, 5, 10

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2012-38) be adopted:

BE IT RESOLVED to accept an amendment to the 2011/2012 Smoke-Free Workplace Subsidy Agreement with ODH (Resolution 2011-179) to extend the end of the contract period from December 31, 2012 through June 30, 2013. Amount to remain the same. EPHS-6

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Riehl, seconded by Mr. Gatt, that the following RESOLUTION (2012-39) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into a Successor-In-Interest agreement with Cuyahoga County and the Health Resources and Services Administration (HRSA) Division of Grants Management for the transfer of the Ryan White Part A Program/Grant #H89HA00045 effective March 1, 2012. EPHS-3, 4, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Riehl, seconded by Mr. Gatt, that the following RESOLUTION (2012-40) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into an agreement with Cuyahoga County for the transfer of assets for the Ryan White Part A Program/Grant #H89HA00045. EPHS-3, 4, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Riehl, seconded by Ms. Moss, that the following RESOLUTION (2012-41) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into an Intergovernment agreement with Cuyahoga County for consulting services to be provided by Laurie Atkins to assist in the transfer of the Ryan White Part A Program from March 1, 2012 through May 31, 2012. Amount to be paid to the County is not to exceed \$15,001.00. EPHS-3, 4, 7

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2011-268) be adopted:

BE IT RESOLVED to approve the third and final reading to increase Swimming Pool, Spa, Special Use Pool license fee pursuant to the Ohio Revised Code Section 3709.09 and Ohio Administrative Code Section 3701-31 effective March 5, 2012 (ref. enclosed). EPHS-2, 3, 6, 8, 9

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Gatt, seconded by Mr. Riehl, that the following RESOLUTION (2011-269) be adopted:

BE IT RESOLVED to approve the third and final reading to amend the annual Sewage Treatment System Operation and Management Permit fee pursuant to the Ohio Revised Code Section 3709.09 to \$70.00 for systems without Ohio EPA general NPDES permit coverage effective September 1, 2012 (ref. enclosed). EPHS-1, 2, 3, 4, 6

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

RESOLUTION (2012-42) First reading to adopt the Ohio Plumbing Code, institute a Cuyahoga County Plumbing Program, establish Plumbing Program fees, and to enter into a contract with one or more certified plumbing inspectors for required program activities and inspections within the townships of the Cuyahoga County General Health District. EPHS-3, 5, 6

It was moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2012-43) be adopted:

BE IT RESOLVED that approval be given to revise the Probationary Period and Performance Evaluation Policies to reflect changes to comply with Ohio Revised Code effective February 23, 2012 (ref. enclosed). EPHS-11

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

It was moved by Mr. Riehl, seconded by Mr. Gatt, that the following RESOLUTION (2012-44) be adopted:

BE IT RESOLVED that approval be given of the Consent Agenda as set forth in the attached schedules:

Schedule A	Appropriation Measures. EPHS-11
Schedule B	Cash Transfers.

Schedule C	Routine Personnel Actions. EPHS-11
Schedule D	Employee Travel Expenses. EPHS-8
Schedule E	Approval of Vouchers. EPHS-11

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

Health Commissioner's Report

(1) Transformational School Health Committee Update

(2) 2012 Budget Update

(3) Indirect Cost Rate Allocation Plan

It was moved by Mr. Gatt, seconded by Mr. Riehl, that pursuant to Resolution 1993-43 and O.R.C. Sec 121.22, the Board adjourn to Executive Session to discuss personnel issues.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

Thereupon, it was moved by Mr. Gatt, seconded by Dr. Hall, that the meeting be adjourned.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall.

The meeting was adjourned at 11:42 a.m.

**SCHEDULE A**  
**APPROPRIATION MEASURES**

1. Establish Budgets

- A. Establish a budget for the 2012 ODH Dental Sealant grant in the amount of \$43,835.00 (ref. enclosed).
- B. Establish a budget for the 2011/2012 Making Greater Cleveland Lead Safe (MGCLS) program in the amount of \$64,000.00 (ref. enclosed).

2. Budget Revisions

- A. Budget revision in the 2011/2012 Breast and Cervical Cancer Project (BCCP) grant to increase the budget by \$20,097.00. Pending ODH approval (ref. enclosed).
- B. Budget revision in the 2011/2012 Susan G. Komen Breast Cancer Foundation NorthEast Ohio Affiliate grant to redistribute \$1,247.09 (ref. enclosed).
- C. Budget revision in the 2011 Starting Point grant to reduce the budget by \$7,217.00 (ref. enclosed).
- D. Budget revision in the 2011 Dental Sealant grant to reduce the budget by \$33,840.00 (ref. enclosed).
- E. Budget revision in the 2011 Immunization Action Plan (IAP) grant to reduce the budget by \$99.27 (ref. enclosed).

**SCHEDULE B**  
**CASH TRANSFERS**

1. Operating Transfers

None

2. Residual Equity Transfers

None



**SCHEDULE C**  
**ROUTINE PERSONNEL ACTIONS**

Permission from the Board for Claire Boettler, Director, Prevention & Wellness to backfill the job position of Kate Burnett (Grant Coordinator 1). The position will be posted as a Grant Coordinator. Also, Claire Boettler asked permission to backfill for a PHN for the Help Me Grow Program and a PHN for the IAP Program.

Prevention and Wellness

Resignation:

- A. Michele King, PHN 2, effective March 16, 2012.
- B. Cynthia Rossman, PHN 3-Program Manager, effective March 5, 2012.

Appointments:

- A. Jennifer Astronskas, Account Clerk 2, Step Start \$1,222.50 biweekly effective March 12, 2012.
- B. Teresa Batkiewicz, Substitute Licensed Practical Nurse, \$12.50 per hour effective February 27, 2012.
- C. Jackie Blowes, Substitute Licensed Practical Nurse, \$12.50 per hour effective February 27, 2012.
- D. Amy Bodnar, PHN 1, Step Start \$1,614.75 biweekly effective March 26, 2012.
- E. Molly Kirsch, Grant Coordinator 2 Program Manager, Step Start \$2,130.75 biweekly effective March 26, 2012.
- F. Melissa Rodrigo, Grant Coordinator Administrator-Supervisor, Step Start \$2,448.00 biweekly effective March 1, 2012.

Lateral Appointment:

- A. Jacqueline Lewis, PHN 2, Step 2 \$1,818.75 biweekly effective February 27, 2012.

Promotion:

- A. Catherine Burnett, from Grant Coordinator 1, Step 6 \$1,932.75 to Grant Coordinator 2-Program Manager Step Start \$2,130.75 biweekly effective March 12, 2012.

Step Increases:

- A. Melissa Jones, PHN 2, from Step 1 \$1,748.25 to Step 2 \$1,783.50 biweekly effective March 12, 2012.
- B. Michele King, PHN 2 60-hour, from Step 1 \$1,398.60 to Step 2 \$1,426.80 biweekly effective March 12, 2012.
- C. Barbara Reddy, PHN 3 70-hour, from Step 3 \$1,801.10 to Step 4 \$1,837.50 biweekly effective March 26, 2012. (prorated)

### Environmental Public Health

#### Increase in Hours:

- A. Eileen Nageotte-Wilk, PHN 3, from 60 hours Step 3 \$1,543.80 to 75 hours Step 3 \$1,929.75 biweekly effective March 12, 2012.

**SCHEDULE D**  
**EMPLOYEE TRAVEL EXPENSES**

**Administration**

- a. Terry Allan to NACCHO Leadership Conference March 12-15, 2012 – Washington, DC.
- b. Annie Dunham and Shirley Leggette to the Northern Ohio Human Resource Conference March 9, 2012 – Cleveland – registration fee \$195.00 (Dunham) and \$225.00 (Leggette).

**Epidemiology, Surveillance & Informatics**

- a. Heidi Scaife to the Emergency Management Institutes (EMI) Master Exercise Practitioner Program (MEPP) in Series #19 E136 Exercise Development – April 30-May 3, 2012 – Emmitsburg, MD-Airfare and lodging covered by FEMA. CCBH to cover tolls and meals.
- b. Jim Coates to participate as a docent at the Healthcare Information and Management System Society (HIMSS) conference February 19-24, 2012 – Las Vegas, NV-All costs covered by HIMSS.

**Environmental Public Health**

- a. Colin Johnson and Dane Tussel to OEPA, CDAO, AOHC and OEHA C&DD rule meeting February 24, 2012 – Columbus.
- b. Nate McConoughey and Colin Johnson to ODH Sewage Rule Advisory Committee March 8 and March 29, 2012 – Columbus.
- c. Domenica McClintock to State and Federal Resources to Redevelop Blighted Properties meeting March 14, 2012 – Richfield.
- d. Megan Dunleavy to Ohio Certified Volunteer Naturalist Program March 23, 30, April 13, 20 and May 4, 2012 – Peninsula – registration fee \$250.00.
- e. Meiring Borchers to Ohio Watershed Academy Professional Development Course (on-line) registration fee \$ 125.00 & book fee \$50.00.
- f. Jill Lis and staff to Watershed related activities and Stakeholder meetings for 2012 - various locations in Ohio.

**Prevention and Wellness**

- a. Authorization to pay routine out-of-county district travel expenses in the same manner as in district policy for Breast and Cervical Cancer Project (BCCP) grant personnel to Ashtabula, Geauga, Lake, Lorain, Medina, and Trumbull counties from January 1, 2012 through June 29, 2012.
- b. Claire Boettler (458612) to Northeast Public Health Nursing Directors meeting February 23,

2012 – Stow.

- c. Claire Boettler (458612) to Nursing Section Quarterly meeting March 2, 2012 – Columbus.
- d. Claire Boettler (458612) and Sandi Hoch (459180) to Cost Analysis for Family Planning-Ohio Department of Health February 29, 2012 – Columbus.
- e. Kate Burnett (703413) to Personal Responsibility Education Program (PREP) project meeting January 19, 2012 – Pickerington.
- f. Aisha Cody and Sandi Hoch (703413) to Ohio Personal Responsibility Education Program (PREP) Train-the-Trainer Course February 16-17, 2012 – Stow.
- g. Lorrie Considine to Infant Mortality Collaborative meetings February 29, August 29, and November 28, 2012 – Columbus.
- h. Martha Halko (458612) to Place Matters Action Lab 1 February 28-March 2, 2012 – Fresno, CA-All costs covered by Place Matters except for baggage fees.
- i. Melissa Jones (458372) to Northeast Area Town Hall meeting February 24, 2012 – Ravenna.
- j. Barbara Manley (458018) to coordinate medications and health needs for Brooklyn City School District students during Mohican Outdoor Education Program February 21-24, 2012 – Loudonville.
- k. Barbara Manley (458018) to coordinate medications and health needs for Brooklyn City School District students during Washington, D.C. class trip May 23-25, 2012 – Washington, D.C.
- l. Barbara Manley\* (458018) to Sports Injuries A Multigenerational Approach March 14, 2012 – Beachwood – registration fee \$179.00 and book fee \$19.95.
- m. Barbara Manley to Healthy School Leadership Institute grant meeting February 27, 2012 – Columbus – time only.
- n. Teresa Martin (458018) to ODH Free Regional Training: Hearing and Vision Screening for School-Aged Children February 29, 2012 – Sandusky.
- o. Cindy Rossman and Antoinette Waltman (703504) to 2012 MOBI Train-the-Trainer Workshop March 22, 2012 – Columbus.
- p. Christine Vento (458018) to ODH Free Regional Training: Hearing and Vision Screening for School-Aged Children March 14, 2012 – Medina.

\*Professional education under ONA contract.

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

---

Terry Allan, Secretary

---

Ms. Debbie L. Moss, President