

**CUYAHOGA COUNTY BOARD OF HEALTH**

**AGENDA – JANUARY 27, 2016**

1. Call to Order.
2. Roll Call.
3. Motion to excuse absent Board Members.
4. Approval of the Minutes of the Regular Board Meeting – December 16, 2015.
5. Motion to amend agenda items as highlighted on revised agenda.
6. Public Comments on Agenda Resolutions Only (three minute maximum).
7. Review of the Financial Statements.
8. Committee Reports.
9. Approval of Resolutions/Motions:

**REGULAR ACTIONS OF THE BOARD:**

- A. RESOLUTION (2016-01) That the Board of Health be in compliance with Title II of the Americans with Disabilities Act of 1990 (ref. enclosed).
- B. RESOLUTION (2016-02) That the Board of Health be in compliance with Title VI and VII of the Civil Rights Act of 1964 (ref. enclosed).
- C. RESOLUTION (2016-03) Renew contract with Summit County General Health District under their 2016 Ohio Department of Health (ODH) Dental Sealant grant from January 1, 2016 through December 31, 2016. Amount to be received is not to exceed \$32,742.00.
- D. RESOLUTION (2016-04) Renew contract with David Knight, DDS for delivery of dental sealant services under the Ohio Department of Health (ODH) 2016 Dental Sealant grant from January 1, 2016 through December 31, 2016. Amount to be paid to David Knight, DDS is not to exceed \$130.00.
- E. RESOLUTION (2016-05) Accept the 2015/2017 Saint Luke's Foundation Safe Routes to School Coalition and HIP-Cuyahoga grant from December 17, 2015 through December 16, 2017. Amount to be received is not to exceed \$200,000.00.
- F. RESOLUTION (2016-06) Contract with the City of East Cleveland to provide matching Community Development Block (CDB) grant funds in support of the HUD Lead Hazard Control grant from January 27, 2016 through November 15, 2018. Amount to be received is not

to exceed \$75,000.00.

- G. RESOLUTION (2016-07) Contract with the Cleveland/Cuyahoga County Workforce Development Board (CCWDB) under the 2015/2018 HUD Lead Hazard Control grant from November 16, 2015 through November 15, 2018. Amount to be paid to CCWDB is not to exceed \$15,000.00.
- H. RESOLUTION (2016-08) Contract with Accurate Analytical Testing, LLC for lead analytical services February 1, 2016 through December 31, 2016. Amount to be paid to Accurate Analytical Testing, LLC is not to exceed \$8,046.25.
- I. RESOLUTION (2016-09) Contract with The Ohio State University (OSU) under the 2015/2016 Child and Family Health Services (CFHS) grant from January 1, 2016 through June 30, 2016. Amount to be paid to OSU is not to exceed \$20,000.00.
- J. RESOLUTION (2016-10) Contract with the following agencies under the 2015/2017 USDA Farm to School grant from December 1, 2015 through December 31, 2017.

	Amount to be paid <u>not to exceed:</u>	In-Kind <u>requirement:</u>
Quarry Hill Orchards	\$20,000.00	\$35,316.00
The Ohio State University (OSU)	\$16,000.00	\$ 0.00

- K. RESOLUTION (2016-11) Contract with Jane Caruso under the 2015/2016 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from January 1, 2016 through February 29, 2016. Amount to be paid to Jane Caruso is not to exceed \$2,500.00.
- L. RESOLUTION (2016-12) Contract with Trumbull County Combined Health District under the 2016 ODH Injury Prevention grant from January 1, 2016 through December 31, 2016. Amount to be paid to Trumbull County Combined Health District is not to exceed \$15,000.00.
- M. RESOLUTION (2016-13) Renew contract with the Cuyahoga County Planning Commission under the 2016 Creating Healthy Communities (CHC) grant January 1, 2016 through December 31, 2016. Amount to be paid to Cuyahoga County Planning Commission is not to exceed \$18,000.00.
- N. RESOLUTION (2016-14) Renew contract with HOTT Associates, Inc. for housekeeping and facility maintenance services from February 1, 2016 through December 31, 2017. Amount to be paid to HOTT Associates, Inc. is not to exceed \$2,500.00 per month for housekeeping and \$1,310.00 per month for facility maintenance/management (parts and material not included).
- O. RESOLUTION (2016-15) Accept an addendum to the contract with Tracy Johnson (Resolution 2015-160) under the 2015/2016 Prevent Premature Fatherhood (PPF) grant to increase the amount paid to Tracy Johnson from \$1,000.00 to \$2,250.00.
- P. RESOLUTION (2016-16) Accept an addendum to the contract with the East Cleveland Police Department (ECPD) (Resolution 2014-170) to increase the amount paid to ECPD for

2014/2015 Safe Routes to School from \$13,454.89 to \$14,154.89.

- Q. RESOLUTION (2016-17) Authorize the Health Commissioner to prepare and execute an application for the Ohio Department of Transportation (ODOT) Safe Routes to School (SRTS) funds for the following SRTS projects. The total cost of each project is not to exceed \$15,000.00 (ref. enclosed).
- City of East Cleveland  
Cities of South Euclid and Lyndhurst (combined application)
- R. RESOLUTION (2016-18) Authorize the Health Commissioner to renew, enter and execute an agreement with Cuyahoga County by and through its Department of Health and Human Services to administer the Cuyahoga County Child Fatality Review (CFR) program from January 1, 2016 through December 31, 2016. Amount to be received is not to exceed \$125,000.00 (ref. enclosed).
- S. RESOLUTION (2016-19) Authorize the Health Commissioner to apply for, accept, and enter into a Water Pollution Control Loan Fund agreement on behalf of the Cuyahoga County District Board of Health for the repair and replacement of home sewage treatment systems within the jurisdiction of the Cuyahoga County District Board of Health. Amount to be received is not to exceed \$300,000.00 (ref. enclosed).
- T. RESOLUTION (2016-20) Authorize the Health Commissioner to enter into a contract with The Fairmount Group, LLC to provide social marketing services for the Teen Pregnancy Prevention (TPP) program from February 1, 2016 through June 30, 2016. Amount to be paid to The Fairmount Group, LLC is not to exceed \$140,000.00.
- U. RESOLUTION (2016-21) Approval to decrease the mileage rate from 57.5 cents to 54 cents per mile to conform to the current IRS regulations for expenses incurred in operating a passenger auto for business effective January 1, 2016.
- V. RESOLUTION (2016-22) Approval of the Alternate Work Schedule policy 4-7.5 to be named Chapter 7, Section 7.5 Flextime; Flex Schedules in the CCBH Personnel Policy Manual effective March 1, 2016 (ref. enclosed).
- W. RESOLUTION (2016-23) Approval of the revised Family Medical Leave Act (FMLA) policy 4-10 to be named Chapter 10 Family Medical Leave Act (FMLA) in the CCBH Personnel Policy Manual effective February 1, 2016 (ref. enclosed).
- X. RESOLUTION (2016-24) Authorize the Chief Financial Officer to make changes as appropriate to the presentation and reporting of the Other Comprehensive Basis of Accounting (OCBOA) statements for fiscal year 2015.
- Y. RESOLUTION (2016-25) Authorize the issuance of a Request for Proposal (RFP) for audio visual equipment for the Board's conference room.

- Z. RESOLUTION (2016-26) Authorize the issuance of a Request for Proposal (RFP) for the Child and Family Health Services grant program.
- AA. RESOLUTION (2016-27) Honoring Carol Campbell for 17 years of dedicated public health service to the Cuyahoga County Board of Health.

**BOARD ORDERS, RULES, FEES OR REGULATIONS:**

**FIRST READING:**

- A. RESOLUTION (2016-28) First reading to amend CCBH Swimming Pool Program License fees pursuant to Ohio Revised Code Sections 3717.25 and 3717.45 effective March 23, 2016 (ref. enclosed).

**SECOND READING:**

N/A

**THIRD READING:**

- A. RESOLUTION (2015-204) Third reading to establish Lead Abatement Contractor Registration Fee of \$100.00 effective January 28, 2016 (ref. enclosed).
- B. RESOLUTION (2013-246) Third reading to approve the written decision of proposed denial of the application by Rosby Resource Recycling, Inc. for renewal of its Construction, Debris and Demolition Landfill Operating License for calendar year 2014 pursuant to the recommendation of the OEPA (1<sup>st</sup> Reading-December, 2<sup>nd</sup> Reading-January, 3<sup>rd</sup> Reading-February-Tabled).
- C. RESOLUTION (2013-247) Third reading to approve the written decision of proposed denial of the application by Rosby Resource Recycling, Inc. for renewal and/or modification of its Construction, Debris and Demolition Landfill Operating License for calendar year 2013 pursuant to the recommendation of the OEPA (1<sup>st</sup> Reading-December, 2<sup>nd</sup> Reading-January, 3<sup>rd</sup> Reading-February-Tabled).
- D. RESOLUTION (2013-248) Third reading to approve the written decision of proposed denial of the application by Rosby Resource Recycling, Inc. for renewal of its Compost Operating License for calendar year 2014 pursuant to the recommendation of the OEPA (1<sup>st</sup> Reading-December, 2<sup>nd</sup> Reading-January, 3<sup>rd</sup> Reading-February-Tabled).
10. RESOLUTION (2016-29) Approval of the Consent Agenda as set forth in the attached schedules:
- |            |  |
|------------|--|
| Schedule A | Appropriation Measures.                        |
| Schedule B | Cash Transfers.                                |
| Schedule C | Routine Personnel Actions.                     |
| Schedule D | Employee Training and Travel Expenses.         |
| Schedule E | Approval of Vouchers. (Available upon request) |

Schedule F Authorized Contracts.

11. Health Commissioner's Report
  - (1) Child Fatality Review Program Update
  - (2) Update on Trails Leadership Network
12. Public and Staff Comments (three minute maximum).
13. Miscellaneous Business.
14. Motion to adjourn the meeting.

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

1. Establish Budgets

- A. Establish a budget for the 2016 Dental Sealant grant in the amount of \$32,742.00 (ref. enclosed).
- B. Establish a budget for the 2015/2017 Saint Luke's SRTS Coalition & HIP-C grant in the amount of \$200,000.00 (ref. enclosed).
- C. Establish a budget for the 2016/2018 Community Development Block grant in the amount of \$75,000.00 (ref. enclosed).

2. Budget Revisions

- A. Budget revision in the 2015/2016 Child and Family Health Services (CFHS) grant to redistribute \$67,318.37 (ref. enclosed).
- B. Budget revision in the 2015/2016 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant to redistribute \$2,516.40 (ref. enclosed).
- C. Budget revision in the 2015/2016 Teen Wellness Initiative grant to redistribute \$1,200.00 (ref. enclosed).
- D. Budget revision in the 2015/2016 Safe Routes to School grant to redistribute \$700.00 (ref. enclosed).
- E. Budget revision in the 2015/2016 PHEP/RPHC Grant to redistribute \$2,650.41 (ref. enclosed).
- F. Budget revision in the 2015 Child Fatality Review (CFR) grant to redistribute \$45.00 (ref. enclosed).
- G. Budget revision in the 2015 Dental Sealant grant to increase the budget by \$6,006.00 (ref. enclosed).
- H. Budget revision in the 2015 Personal Responsibility Education Program (PREP) to reduce the budget by \$64.51 (ref. enclosed).
- I. Budget revision in the 2015 Mill Creek grant to reduce the budget by \$686.30 (ref. enclosed).
- J. Budget revision in the 2015 NACCHO MRC Grant to redistribute \$34.16 (ref. enclosed).
- K. Budget revision in the 2015 ODH Injury Prevention Grant to redistribute \$276.34 (ref. enclosed).

enclosed).

- L. Budget revision in the 2014/2015 Child and Family Health Services (CFHS) grant to reduce the budget by \$7,570.63 (ref. enclosed).
- M. Budget revision in the 2014/2015 Racial and Ethnic Approaches to Community Health (REACH) grant to reduce the budget by \$52,171.18 (ref. enclosed).
- N. Budget revision in the 2014/2015 Reproductive Health and Wellness grant to reduce the budget by \$2,166.43 (ref. enclosed).
- O. Budget revision in the 2014/2015 Community Development Block grant to reduce the budget by \$25,245.00 (ref. enclosed).
- P. Budget revision in the 2014/2015 Active Monitoring/Direct Active Monitoring (AM/DAM) grant to redistribute \$1,104.09 (ref. enclosed).
- Q. Budget revision in the 2011/2012 Newborn Home Visiting grant to reduce the budget by \$32.75 (ref. enclosed).
- R. Budget revision in the 2011/2012 Title X Family Planning Services grant to reduce the budget by \$1,000.00 (ref. enclosed).

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

1. Operating Transfers

None

2. Residual Equity Transfers

None

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

Claire Boettler, Director of Prevention & Wellness, asking permission to post for an Administrative Specialist 1, Grant Coordinator and PHN 1 position.

Rick Novickis, Director of Environmental Public Health, asking permission to post for a Deputy Director and Sanitarian-In-Training/Sanitarian position.

Unless otherwise specifically indicated, said appointments shall be effective as of the beginning of the next pay period following completion and satisfaction of any post offer requirements and signature as determined by the Director of Organizational Development.

Appointments:

- A. Erin Lark, Grants Coordinator, Pay Grade 8, Step 1 \$45,160.00 annually, effective February 8, 2016.

Retirement:

- A. Carol Campbell, Public Health Nurse 2, effective February 1, 2016.

**SCHEDULE D**  
**EMPLOYEE TRAINING AND TRAVEL EXPENSES**

Administration

- a. Terry Allan to Institute of Medicine (IOM) – Population Health and Public Health Practice February 4-5, 2015 – Washington, DC (IOM to pay all expenses).
- b. Terry Allan to Public Health National Center for Innovations (PHNCI) - National Advisory Committee meeting – March 1-2, 2016 – Alexandria, VA (PHNCI to pay all expenses).
- c. Rebecca Burke to Facilities Management Comprehensive Course March 3-4, 2016 – Cleveland – registration fee \$399.00.

Epidemiology, Surveillance & Informatics

- a. Chris Kippes to Public Health Informatics Training Network meeting January 27, 2016 – Bethesda, MD.
- b. Richard Stacklin to 2016 Ohio Collaborative to Prevent Infant Mortality (OCPIM) quarterly meetings January 28-December 31, 2016. – Columbus.
- c. Richard Stacklin to CFR/FIMR State Collaboration meeting February 4, 2016 – Columbus.

Environmental Public Health

- a. Megan Conklin, Jenni Friedoff, Sarah Kevany, Domenica McClintock, and Nate McConoughey to Industrial Wastes Seminars February 18, 2016 – Richfield – registration fee \$55.00 each.
- b. Tom Barsa to Integrated Pest Management for Bed Bugs meeting February 29, 2016 – Urbana, OH.
- c. Megan Conklin and Domenica McClintock to Safe Routes to School National Conference April 4-7, 2016 – Columbus – registration fee \$407.95 each.
- d. Stephanie McConoughey, Marlene Skovenski, and John Sobolewski to 2016 Lead and Healthy Housing Conference May 2–6, 2016 – Albuquerque, NM – registration fee \$150.00 each.
- e. Gerry Scott and staff to ODH for Swimming Pools Program meetings for 2016 – various locations in Ohio.

Prevention and Wellness

- a. Camille Herby to OHP Health Children Healthy Weight Train the Trainer January 19-January

21, 2016 – Mansfield.

- b. Martha Halko and Nichelle Shaw to What Will It Really Take to Improve Population Health conference February 2, 2016 – Cleveland – registration fee \$35.00 each.
- c. Lorrie Considine, Erin Dodds and Angela Newman to CFR/FIMR State Collaboration meeting February 4, 2016 – Columbus.
- d. Jackie Lewison to Excel 2013 II February 26, 2016 – Middleburg Heights - \$95.00 registration fee.
- e. Jackie Lewison to Excel 2013 III March 4, 2016 – Middleburg Heights - \$95.00 registration fee.
- f. Roger Sikes and Ann Stahlheber to 2016 Creating Health Communities (CHC) All-Project meetings – Columbus.
- g. Alison Patrick to 2016 Quarry Hill Orchards visits for the USDA Farm to School grant – Berlin Heights, Ohio.
- h. Ryan White (HRSA) staff to 2015/2016 Quarterly Ohio Department of Health Care Part A and Part B meetings – Columbus.
- i. Ryan White (HRSA) staff to 2015/2016 Quarterly Ohio Department of Health Prevention meetings – Columbus.
- j. Ryan White (HRSA) staff to 2015/2016 Ohio Department of Health Medical Case Management Personnel and Supervisor meetings – Columbus.
- k. Ryan White (HRSA) staff to 2015/2016 Quarterly H4C meetings – Columbus.
- l. Ryan White (HRSA) staff to 2015/2016 Monthly State Comprehensive Plan meetings – Columbus.

\*Professional education under ONA contract.

**SCHEDULE F**  
**AUTHORIZED CONTRACTS**

- A. Accept addendums to the following contracts to provide plumbing inspector services in accordance with CCBH plumbing regulations to extend the end of the contract period from August 31, 2015 to December 31, 2017. Amount to be paid to contractors to remain the same.

Traci Gallagher-Bonvenuto (Resolution 2013-161)

Robert DeLorenzo (Resolution 2013-160)

Timothy McDonough (Resolution 2013-159)

- B. Contract with HealthSource Chiropractic to provide chair massages for CCBH employees from January 1, 2016 through December 31, 2016. No exchange of funds.