

CUYAHOGA COUNTY BOARD OF HEALTH

AGENDA – DECEMBER 16, 2015

1. Call to Order.
2. Roll Call.
3. Motion to excuse absent Board Members.
4. Motion to adjourn to Executive Session to discuss personnel issues.
5. Approval of the Minutes of the Regular Board Meeting – November 24, 2015.
6. Motion to amend agenda items as highlighted on revised agenda.
7. Public Comments on Agenda Resolutions Only (three minute maximum).
8. Review of the Financial Statements.
9. Committee Reports.
10. Approval of Resolutions/Motions:

REGULAR ACTIONS OF THE BOARD:

- A. RESOLUTION (2015-208) Renew the Ohio Department of Health (ODH) 2016 Creating Healthy Communities (CHC) grant from January 1, 2016 through December 31, 2016. Amount to be received is not to exceed \$125,000.00.
- B. RESOLUTION (2015-209) Renew the Ohio Department of Health (ODH) 2016 Immunization Action Plan (IAP) grant from January 1, 2016 through December 31, 2016. Amount to be received is not to exceed \$361,775.00.
- C. RESOLUTION (2015-210) Renew the Ohio Department of Health (ODH) 2016 Injury Prevention grant from January 1, 2016 through December 31, 2016. Amount to be received is not to exceed \$135,000.00.
- D. RESOLUTION (2015-211) Accept addendum to the contract with Invest in Children/Office of Early Childhood for the 2014/2015 Newborn Home Visiting Program (Resolution 2014-82) from November 1, 2015 to December 31, 2015 to increase the amount to be received from \$906,000.00 to \$910,062.00.
- E. RESOLUTION (2015-212) Contract with Collaborative Research LLC, Inc. under the 2015/2016 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from November 24, 2015 through February 29, 2016. Amount to be paid to Collaborative Research LLC, Inc. is not to exceed \$9,180.00.

- F. RESOLUTION (2015-213) Contract with Signature Health, Inc. under the 2015/2016 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from December 1, 2015 through February 29, 2016. Amount to be paid to Signature Health, Inc. is not to exceed \$18,000.00.
- G. RESOLUTION (2015-214) Contract with The Food Trust under the 2015/2017 United States Department of Agriculture (USDA) Farm to School grant from December 1, 2015 through December 31, 2017. Amount to be paid to The Food Trust is not to exceed \$20,000.00.
- H. RESOLUTION (2015-215) Contract with the following agencies under the 2015/2018 HUD Lead Hazard Control (LHC) grant from November 16, 2015 through November 15, 2018.

	<u>Amount to be paid not to exceed:</u>
City of Cleveland Heights	\$562,417.00
Cuyahoga County Department of Development	\$328,265.00
Environmental Health Watch	\$ 50,000.00

- I. RESOLUTION (2015-216) Renew contract with the Ohio State University under the 2015/2016 Centers for Disease Control and Prevention (CDC) Racial and Ethnic Approaches to Community Health (REACH) grant from September 30, 2015 through September 29, 2016. Amount to be paid to the Ohio State University is not to exceed \$5,000.00.
- J. RESOLUTION (2015-217) Correction to Resolution 2015-82 contracting with Case Western Reserve University Prevention Research Center (CWRU PRC) for REACH grant services. Amount to be paid to CWRU PRC read not to exceed \$335,068.00 and should have read not to exceed \$355,068.00.
- K. RESOLUTION (2015-218) Renew contract with Wells Fargo Insurance Services USA, Inc. for health insurance consultant services from January 1, 2016 through December 31, 2016. Amount to be paid to Wells Fargo Insurance Services USA, Inc. is not to exceed \$20,000.00.
- L. RESOLUTION (2015-219) Approval for Winter/Spring 2016 tuition for the following employees and amounts approved at the December 1, 2015 meeting of the Tuition Assistance Review Committee:

Yvonne P. Clark, Administrative Specialist 2, AB	\$ 707.24
Wallace Chambers, Deputy Director, Ph.D	\$2,980.00

- M. RESOLUTION (2015-220) Authorization for the Health Commissioner, on behalf of the Cuyahoga County Board of Health, to enter into and execute a Memorandum of Agreement (MOA) with Cuyahoga County and the Cuyahoga County Department of Development related to membership and participation in the Northcoast Brownfield Coalition.
- N. RESOLUTION (2015-221) Authorization for the Health Commissioner to approve vouchers

paid after December 16, 2015 through December 31, 2015.

- O. RESOLUTION (2015-222) Approval to advance funds to the bank account established by Northwest Group Services, Inc. (NWGS) in care of CCBH's Flexible Spending Account (FSA) program, to maintain a required balance of approximately three months of anticipated activity. The amount to be transferred to the NWGS account is not to exceed \$35,000.00.
- P. RESOLUTION (2015-223) Approval of the 2016 Operating Budget as submitted.

BOARD ORDERS, RULES, FEES OR REGULATIONS:

FIRST READING:

N/A

SECOND READING:

- A. RESOLUTION (2015-202) Second reading to establish Lead Abatement Contractor Registration Fee of \$100.00.

THIRD READING:

- A. RESOLUTION (2015-182) Third reading to amend the Food Protection Program fees pursuant to the Ohio Revised Code Sections 3717.25 and 3717.45 effective January 1, 2016.
- 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 (1st Reading-December, 2nd Reading-January, 3rd 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 (1st Reading-December, 2nd Reading-January, 3rd 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 (1st Reading-December, 2nd Reading-January, 3rd Reading-February-Tabled).
11. RESOLUTION (2015-224) 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.

- 12. Health Commissioner's Report
 - (1) Tangent Recycled Water System Update
- 13. Public and Staff Comments (three minute maximum).
- 14. Miscellaneous Business.
- 15. Motion to adjourn the meeting.

SCHEDULE A
APPROPRIATION MEASURES

1. Establish Budgets

- A. Establish a budget for the 2016 Creating Healthy Communities (CHC) grant in the amount of \$125,000.00 (ref. enclosed).
- B. Establish a budget for the Immunization Action Plan (IAP) grant in the amount of \$361,775.00 (ref. enclosed).
- C. Establish a budget for the 2016 Ohio Department of Health Injury Prevention grant in the amount of \$135,000.00 (ref. enclosed).

2. Budget Revisions

- A. Budget revision in the 2014/2015 Newborn Home Visiting grant to increase the budget by \$4,062.00 (ref. enclosed).
- B. Budget revision in the 2014/2015 Racial and Ethnic Approaches to Community Health (REACH) grant to redistribute \$12,000.00 (ref. enclosed).

SCHEDULE B
CASH TRANSFERS

1. Operating Transfers

- A. Operating transfer from the General Revenue Fund to the Trust & Agency Fund (BH502005) in the amount of \$35,000.00 to cover minimum account balance requirement for funding the Board employee's Flexible Spending Account (FSA) (ref. enclosed).
- B. Operating transfer from the General Revenue Fund to the 2015/2016 Public Health Emergency Preparedness/Regional Public Health Coordinator (2015/2016 PHEP/RPHC) grant in the amount of \$22,940.26 to cover 2015 in-kind support (ref. enclosed).

2. Residual Equity Transfers

None

SCHEDULE C
ROUTINE PERSONNEL ACTIONS

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.

Ratify Appointments:

- A. Camille Herby, Grants Coordinator, Pay Grade 8, Step 1 \$45,160.00 annually, effective January 11, 2016.

Cancel Appointment:

- A. Mary Ellen Shannon, Substitute Public Health Nurse, effective December 9, 2015.

Steps:

- A. Carol Bostic, PHN 3, from Step X \$54,873.00 to Step X \$55,419.00 annually effective January 25, 2016.
- B. Anna Florencki, PHN 1, from Step 1 \$45,454.50 to Step 2 \$45,903.00 annually effective January 4, 2016.
- C. Cynthia Miller, PHN 2, from Step X \$52,747.50 to Step X \$53,274.00 annually effective January 25, 2016.
- D. Gayle Podoba, PHN 3, from Step X \$55,965.00 to Step X \$56,530.50 annually effective January 18, 2016.
- E. Michelle Rodgers, PHN 1, from Step 1 \$45,454.50 to Step 2 \$45,903.00 annually effective January 4, 2016.

- F. Sharon Senick, PHN 3, Step X, lump sum payment of \$795.00 effective January 18, 2016.

Resignations:

- A. Storm Sammon, Administrative Assistant 1, effective December 25, 2015.
- B. Rosemary Driessen, Substitute Public Health Nurse, effective December 3, 2015.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Administration

- a. Terry Allan to preparedness meetings and provide testimony at legislative hearings and committee meetings for 2016 - various locations.
- b. Terry Allan to Association of Health Commissioners (AOHC) meetings for 2016 - various locations.
- c. Terry Allan to National Association of County and City Health Officials (NACCHO) meetings for 2016 - various locations.
- d. Terry Allan to PHAB Accreditation Improvement Committee (AIC) in-person meeting January 20-21, 2016 – Alexandria, VA.

Epidemiology, Surveillance & Informatics

- a. Richard Stacklin to Ohio Infant Mortality Collaborative meetings from January 1, 2016 through December 31, 2016 – Columbus.
- b. Becky Gawelek to Ohio Partners for Cancer Control (OPCC) meetings from January 1, 2016 through December 31, 2016 – Columbus.
- c. Stacey Short to ODH for Body Art Program meetings for 2016 – various locations in Ohio.
- d. Stacey Short to Ohio Department of Health Ohio Uniform Food Safety Code training January 6, 2016 – Akron.

Environmental Public Health

- a. Authorization to pay routine out-of-county district travel expenses in the same manner as in district policy for 2016 to ODH Offices – Akron, Geauga, and Portage Counties, City of North Ridgeville, and Ohio EPA office – Twinsburg.
- b. Vince Caraffi and staff to the Ohio Injury Prevention Partnership meetings 2016 – various locations in Ohio.
- c. Vince Caraffi and Allisyn Leppla to Ohio Injury Prevention grant training meetings 2016 – Mahoning and Trumbull county.
- d. Suzanne Krippel (Vice President) and staff to OEHA Board and Committee activities for 2016

- various locations in Ohio.
- e. Environmental Public Health staff to Northeast Food Safety Round Table meetings for 2016 – various locations in Northeast Ohio.
 - f. Environmental Public Health staff to Water Quality (Beaches, Stormwater, Sewage Treatment, and Watershed) program related meetings and field activities for communities for 2016 – various locations in Northeast Ohio.
 - g. Nate McConoughey (Vice President) and staff to Ohio Onsite Wastewater Association's (OOWA) Board meetings for 2016 – various locations in Ohio.
 - h. Gerry Scott and staff to ODH for Body Art Program meetings for 2016 – various locations in Ohio.
 - i. Megan Conklin and staff to ODH for Private Water system meetings for 2016 – Columbus.
 - j. Greg Putka (President), Joe Lynch (Treasurer) and staff to Ohio Mosquito Control Association's Board meetings for 2016 – various locations in Ohio.
 - k. Environmental Public Health staff to related Smoke Free Ohio Enforcement activities for 2016 – various locations in Northeast Ohio.
 - l. Dane Tussel and staff to Materials Management/Solid Waste Program activities and meetings for 2016 – various locations in Ohio.
 - m. Megan Conklin and Domenica McClintock to Safe Routes to School program related meetings and trainings – various locations in Ohio.
 - n. Paul DeSario, Rick Melendez, and staff to training seminars by Ohio Department of Health and Ohio Department of Agriculture – various locations in Ohio.
 - o. Environmental Public Health staff to Retail Food Safety Advisory Council meetings – various locations in Ohio.
 - p. 27 Environmental Public Health staff to Ohio Department of Health Ohio Uniform Food Safety Code training January 6, 2016 – Akron.

Prevention and Wellness

- a. Angela Newman to OEI Face to Face meeting December 2, 2015 – Columbus.
- b. Melissa Rodrigo to Integrated HIV Prevention and Care Plan meeting December 11, 2015 – Columbus.

- c. Claire Boettler to monthly OPHA Executive Board & Governing Council meetings from January 1, 2016 through December 31, 2016 – Columbus.

*Professional education under ONA contract.

SCHEDULE F
AUTHORIZED CONTRACTS

- A. Accept addendums to the following contracts under the 2015/2016 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from March 1, 2015 through February 29, 2016.

	<u>Amount to be paid</u>	
	<u>Not to exceed:</u>	
	<u>From</u>	<u>To</u>
AIDS Healthcare Foundation (Resolution 2015-81 & 2015-151)	\$ 65,403.00	\$ 52,089.00
Cleveland Clinic Foundation (Resolution 2015-45 & 2015-129)	\$ 209,030.23	\$ 174,623.87
Elyria City Health District (Resolution 2015-81 & 2015-129)	\$ 47,000.00	\$ 22,000.00
Far West Center (Resolution 2015-45)	\$ 18,000.00	\$ 6,000.00
MetroHealth System (Resolution 2015-45 & 2015-151)	\$1,704,104.87	\$1,731,845.64
Near West Side Multi Service Corp (Resolution 2015-45)	\$ 7,000.00	\$ 14,712.31
Nueva Luz (Resolution 2015-45 & 2015-129)	\$ 461,968.81	\$ 423,259.49
ORCA House, Inc. (Resolution 2015-45 & 2015-129)	\$ 46,322.00	\$ 58,000.00
Silver Creek Strategies (Resolution 2015-45)	\$ 15,000.00	\$ 23,500.00
Tech-Logix Systems (Resolution 2015-47 & 2015-151)	\$ 48,588.95	\$ 55,740.00
University Hospitals (Resolution 2015-45 & 2015-129)	\$ 584,597.19	\$ 817,301.00