CUYAHOGA COUNTY BOARD OF HEALTH

MINUTES OF THE MEETING – SEPTEMBER 25, 2013

Meeting called to order at 9:00 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 25, 2013.

Roll Call: The following members were present: Ms. Debbie L. Moss, Mr. Charles T. Riehl, Dr. Ye-Fan W. Glavin, Mr. James T. Gatt and Dr. Gregory L. Hall.

The reading of the minutes of the August 28, 2013, 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. Gatt, seconded by Dr. Hall, that the minutes be approved. EPHS-11

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall. Dr. Glavin abstained due to being absent from last months meeting.

It was moved by Dr. Hall, seconded by Ms. Moss, that the following Motion be adopted:

BE IT RESOLVED to amend agenda items as highlighted on revised agenda.

The Secretary called the roll:

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

Public Comments on Agenda Resolutions Only (three minute maximum)-N/A.

Review of the Financial Statements.

Committee Reports – Diversity Committee Report – Dr. Hall reviewed the Minutes of the Meeting held August 28, 2013. (Minutes will be posted on CCBH website).

Approval of Resolutions/Motions:

It was moved by Dr. Hall, seconded by Dr. Glavin, that the following RESOLUTION (2013-181) be adopted:

BE IT RESOLVED to contract with the Ohio Department of Education (ODE) under the 2013/2014 Team Nutrition Smarter Lunchroom grant to implement sustainable environmental changes in school lunchrooms in South Euclid-Lyndhurst and Mayfield Schools from July 1, 2013 through June 30, 2014. Amount to be received is not to exceed $2,000.00. EPHS-4, 5, 10

The Secretary called the roll:

Ayes: Ms. Moss, Dr. Glavin, Mr. Gatt, Dr. Hall. Mr. Riehl abstained due to affiliation with listed contractor.

It was moved by Mr. Gatt, seconded by Mr. Riehl, that the following RESOLUTION (2013-182) be adopted:

BE IT RESOLVED to contract with the following agencies under the 2013/2014 Safe Routes to School grant from September 25, 2013 through August 31, 2014. EPHS-3, 4, 5, 6

	Amount to be paid not to exceed:
Brooklyn City Schools	$13,600.00
City of East Cleveland Police Department	$ 9,765.76

The Secretary called the roll:

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

It was moved by Mr. Riehl, seconded by Dr. Glavin, that the following RESOLUTION (2013-183) be adopted:

BE IT RESOLVED to renew public liability insurance with Public Entities Pool of Ohio (PEP) from October 1, 2013 through September 30, 2014. Amount to be paid to PEP is not to exceed $27,520.00. EPHS-11

The Secretary called the roll:

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

It was moved by Mr. Riehl, seconded by Dr. Glavin, that the following RESOLUTION (2013-184) be adopted:

BE IT RESOLVED to renew the contract with Wells Fargo Insurance Services USA, Inc. for health insurance consultant services from November 1, 2013 through December 31, 2014. Amount to be paid to Wells Fargo Insurance Services USA, Inc. is not to exceed $20,000.00. EPHS-11

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2013-185) be adopted:

BE IT RESOLVED to renew contract with the Cuyahoga County Department of Senior and Adult Services (DSAS) under the 2013/2014 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from March 1, 2013 through February 28, 2014. Amount to be paid to DSAS is not to exceed $56,500.00. EPHS-1, 2, 3, 4, 5, 6, 7, 9

The Secretary called the roll:

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

It was moved by Mr. Riehl, seconded by Mr. Gatt, that the following RESOLUTION (2013-186) be adopted:

BE IT RESOLVED to accept an addendum to the contract with Collaborative Research, LLC under the 2013/2014 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant (Resolution 2013-75) to increase the amount to be paid to Collaborative Research, LLC from $100,000.00 to $134,550.00. EPHS-1, 2, 3, 4, 5, 6, 7, 9

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Dr. Glavin, that the following RESOLUTION (2013-187) be adopted:

BE IT RESOLVED to renew contract with Montessori Children's School for school health services from July 1, 2013 through June 30, 2014. Amount to be received is not to exceed $4,822.00. EPHS-1, 2, 3, 4, 5, 6, 7, 8

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2013-188) be adopted:

BE IT RESOLVED to renew contracts with the following agencies under the 2013/2014 Child and Family Health Services (CFHS) grant from July 1, 2013 through June 30, 2014. EPHS-1, 3, 7

	Amount to be paid not to exceed:
MetroHealth System	$260,240.00
NorthEast Ohio Neighborhood Health Services (NEON)	$209,000.00
University Hospitals/Cleveland Regional Perinatal Network	$ 70,000.00

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Riehl, Mr. Gatt, Dr. Hall. Dr. Glavin abstained due to affiliations with listed contractors.

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2013-189) be adopted:

BE IT RESOLVED to accept an amendment to the 2012/2013 Educational Service Center of Cuyahoga County Help Me Grow Part C Services contract (Resolution 2012-206, Resolution 2013-133) to enable CCBH to store past Help Me Grow client records on site. EPHS-3, 7

The Secretary called the roll:

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

It was moved by Mr. Riehl, seconded by Dr. Hall, that the following RESOLUTION (2013-190) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter and execute a Business Associate Agreement related to paying medical bills with Cuyahoga County. No exchange of funds. EPHS-11

The Secretary called the roll:

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

It was moved by Mr. Riehl, seconded by Mr. Gatt, that the following RESOLUTION (2013-191) be adopted:

BE IT RESOLVED to approve the creation of certain Health Insurance Portability and Accountability Act (HIPAA) policies numbered 6.6.1 through 6.6.6 and 6.6.10 to comply with HIPAA and HITECH Privacy Rules and their amendments, including the Omnibus Rule (ref. enclosed). EPHS-11

The Secretary called the roll:

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

It was moved by Mr. Riehl, seconded by Ms. Moss, that the following RESOLUTION (2013-192) be adopted:

BE IT RESOLVED to contract with Connecticut General Life Insurance Company (Cigna) to accept CCBH as a network/participating provider to deliver all covered services beginning on or about September 25, 2013. Amount to be received shall be consistent with approved network/participating provider rates. EPHS-11

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Dr. Glavin, that the following RESOLUTION (2013-193) be adopted:

BE IT RESOLVED that approval be given to amend the Clinic Fee Schedule effective September 25, 2013 as set forth on the attached Clinic Fee Schedule. EPHS-7

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Riehl, that the following RESOLUTION (2013-194) be adopted:

BE IT RESOLVED that approval be given to amend Rule 6 of the Board Rules and Regulations to provide for explaining the Consent Agenda and expanding the Consent Agenda to include certain forms of routine contracts (ref. enclosed). EPHS-11

The Secretary called the roll:

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

It was moved by Mr. Riehl, seconded by Dr. Glavin, that the following Motion be adopted:

BE IT RESOLVED that approval be given to extend the time for a decision on the variance requested by Alojz Kurincic, 8700 Riverview Road, Brecksville, Ohio to the November 20, 2013 Board meeting. EPHS-11

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2013-195) be adopted:

BE IT RESOLVED that approval be given 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.
Schedule F	Contract Review Committee-Approved Contracts.

The Secretary called the roll:

Ayes: Ms. Moss, Dr. Glavin, Mr. Gatt, Dr. Hall. Mr. Riehl abstained due to affiliations with listed contractors.

Health Commissioner's Report
(1) Influenza Update
(2) Agency & Individual Program Goal Updates

Public and Staff Comments (three minute maximum)-N/A.

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, Dr. Glavin, Mr. Gatt, Dr. Hall.

Miscellaneous Business-N/A.

Thereupon, it was moved by Mr. Riehl, and seconded by Dr. Glavin, that the following RESOLUTION (2013-196) be adopted:

BE IT RESOLVED that authorization be given to the Chairman of the District Advisory Council to enter into a contract for services with any city that is located in the Cuyahoga County General Health District for the calendar year 2014 at the rate of $3.92 per capita. EPHS-11

The Secretary called the roll:

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

Thereupon, it was moved by Mr. Riehl and seconded by Dr. Hall, that the following RESOLUTION (2013-197) be adopted to approve the following personnel items:

BE IT RESOLVED to authorize the Health Commissioner to enter into agreement(s) to provide employees of the Board with major medical and prescription coverage; vision; dental; life insurance coverage; a flexible spending account; short term disability; and an employee assistance program (at a rate not to exceed 5% over the 2013 costs) with insurance carriers deemed appropriate by the Health Commissioner. EPHS-11

The Secretary called the roll:

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

Thereupon, it was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2013-198) be adopted:

BE IT RESOLVED that approval be granted to recognize the day after Thanksgiving, Friday, November 29, 2013, as a paid holiday to all Board of Health employees. EPHS-11

The Secretary called the roll:

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

Thereupon, it was moved by Dr. Hall, seconded by Mr. Gatt, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 12:06 p.m.

The Secretary called the roll:

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

SCHEDULE A
APPROPRIATION MEASURES

1. Establish Budgets

   A. Establish a budget for the Ohio Department of Education (ODE) 2013/2014 Team Nutrition Smarter Lunchroom grant in the amount of $2,000.00 (ref. enclosed).

   B. Establish a budget for the 2013/2014 Safe Routes to School – Brooklyn School grant in the amount of $20,000.00 (ref. enclosed).

   C. Establish a budget for the 2013/2014 Safe Routes to School – East Cleveland School grant in the amount of $20,000.00 (ref. enclosed).

   D. Establish a budget for the 2013/2014 Safe Routes to School – South Euclid/Lyndhurst grant in the amount of $20,000.00 (ref. enclosed).

2. Budget Revisions

   A. Budget revision in the 2012/2013 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant to reduce the budget by $289,034.15 (ref. enclosed).

   B. Budget revision in the 2011/2014 Cleveland Municipal School District (CMSD) K-12 Responsible Sexual Behavior (RSB) grant to redistribute $500.00 (ref. enclosed).

SCHEDULE B
CASH TRANSFERS

1. Operating Transfers

   None

2. Residual Equity Transfers

   None

SCHEDULE C
ROUTINE PERSONNEL ACTIONS

John McLeod, Director of Environmental Public Health asked permission from the Board to post for a Program Manager and RS/SIT positions.

Environmental Public Health

Resignation:

A. Timothy Gourley, Sanitarian 1 Senior, effective September 13, 2013.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Epidemiology, Surveillance & Informatics

a. Amy Anter to 10th Ohio Statewide Immunization Conference October 18, 2013 – Cleveland – registration fee $75.00.

b. Becky Gawelek to ESRI Health Conference October 14-16, 2013 – Boston, MA – registration fee $549.00.

Environmental Public Health

a. John McLeod to NOACA's Annual meeting September 13, 2013 – Cleveland – registration fee $50.00.

b. Meiring Borcherds to STREAM 1-day workshop September 26, 2013 – Berea – registration fee $25.00.

c. Meiring Borcherds and John McLeod to 2013 Sustainable Cleveland Summit October 3-4, 2013 – Cleveland – registration fee $40.00 each.

d. Stephanie McConoughey (703660) and John Sobolewski (703660) to Environmental Law Institute October 3-6, 2013 – Washington D.C.

e. Four Environmental Public Health staff to Ohio Mosquito Control Association Annual meeting October 21, 213 – Richfield – registration fee $75.00 each.

f. Sixteen Environmental Public Health staff to NEOEHA Fall Educational Conference – October 15-16, 2013 – Concord – registration fee $100.00 each.

g. Domenica McClintock & one staff to Ohio's Strategic Highway Safety Plan meeting– October 25, 2013 – North Canton.

h. Kathy Schoch to 10th Statewide Immunization Conference October 18, 2013 – Cleveland – registration fee $75.00.

i. Erv Ball and Dane Tussel to Renewable Energy from Organics Recycling AEC October 21 – 22, 2013 – Columbus – registration fee $495.00 each.

Prevention and Wellness

a. School Nursing Staff to Education Alternatives and New Day Academy Schools August 1, 2013 through June 30, 2014 – various locations.

b. Carol Anderson*, Deborah Barrow, Claire Boettler, Romona Brazile, Carol Campbell*, Veronica Clayton, Amy Geiss*, Mary Hallman*, Brenda Marshall, Shalahna McConico*,

Maria Morales, Gayle Podoba*, Nancy Schultek*, Sharon Senick, Christine Vento*, Sheri Verhotz, Debbie Weisbarth, and Janet Weiskittel* to 10th Ohio Statewide Immunization Conference October 18, 2013 – Cleveland - registration fee $75.00 each.

c. Kate Burnett to Ryan White Part A Vanguard meeting September 23-24, 2013 – Rockville, MD.

d. Aisha Cody to Ohio PREP Orientation Training for Parents, Caregivers and Agency Staff Working with PREP Youth September 6, 2013 – Springfield.

e. Aisha Cody to Ohio Adolescent Health Partnership Symposium September 24, 2013 – Columbus.

f. Aisha Cody to Child & Youth Behavioral Health Leadership Summit October 22, 2013 – Columbus.

g. Amy Geiss* and Hannah McMonagle* to 2nd Annual Heal the Healer Symposium: Inspiring Purpose, Passion and Performance October 11, 2013 – Solon – A. Geiss: registration fee $95.00, H. McMonagle: registration fee $125.00.

h. Martha Halko to 2013 Sustainable Cleveland Summit October 3-4, 2013 – Cleveland - registration fee $40.00.

i. Monica Mitchell to Positive Education Program (PEP) Symposium with Bruce D. Perry, MD, PhD October 18, 2013 – Mayfield Heights - registration fee $35.00.

j. Alison Patrick to Tackling Childhood Obesity September 25, 2013 – Columbus.

k. Alison Patrick to Ohio Farm to School Advisory Committee meeting October 1, 2013 – Columbus.

l. Michele Benko to Community Commons Training October 8-10, 2013 Columbia, MO (All expenses paid by CWRU Prevention Research Center (PRC)).

*Professional education under ONA contract.

SCHEDULE F
CONTRACT REVIEW COMMITTEE-APPROVED CONTRACTS

CRC#	Contractor Name	Address	Amount
2013-2	C.B. Mullins Construction	13706 S. Parkway Garfield Hts, 44017	$ 8,000.00 CCBH
			$ 9,050.00 DOD
		Contract Total:	$17,050.00

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Terry Allan, Secretary

Ms. Debbie L. Moss, President