

**CUYAHOGA COUNTY BOARD OF HEALTH**  
**MINUTES OF THE MEETING – SEPTEMBER 23, 2015**

Meeting called to order by Debbie L. Moss, President of the Board at 9:10 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 23, 2015.

Roll Call: The following members were present: Ms. Debbie L. Moss, Mr. James T. Gatt, Dr. Gregory L. Hall, and Mr. Doug Wang.

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

BE IT RESOLVED to excuse Mr. Jonathan D. Greenberg from this meeting due to a religious holiday at the time of this meeting.

The Secretary called the roll:

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

The reading of the minutes of the August 26, 2015, 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 Dr. Hall, seconded by Mr. Wang, that the minutes be approved.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Dr. Hall, 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. Gatt, Dr. Hall, Mr. Wang.

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

Review of the Financial Statements.

Committee Reports

A. Diversity Committee

Approval of Resolutions/Motions:

**REGULAR ACTIONS OF THE BOARD:**

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2015-158) be adopted:

BE IT RESOLVED to Authorize 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 2016 at the rate of \$3.92 per capita

The Secretary called the roll:

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

It was moved by Mr. Wang, seconded by Ms. Moss, that the following RESOLUTION (2015-159) be adopted:

BE IT RESOLVED to contract with Case Western Reserve University (CWRU) under the 2015/2016 Teen Pregnancy Prevention (TPP) grant from July 1, 2015 through June 30, 2016. Amount to be paid to CWRU is not to exceed \$95,270.00.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Wang and Dr. Hall abstained due to affiliations with CWRU.

It was moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2015-160) be adopted:

BE IT RESOLVED to contract with Tracy Johnson under the 2015/2016 Prevent Premature Fatherhood (PPF) grant from October 1, 2015 through June 30, 2016. Amount to be paid to Tracy Johnson is not to exceed \$1,000.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2015-161) be adopted:

BE IT RESOLVED to renew contracts with the following individuals under the 2015/2016 Prevent Premature Fatherhood (PPF) grant from July 1, 2015 through June 30, 2016.

	<u>Amount to be paid</u>
	<u>not to exceed:</u>
Jerrold Nash	\$4,000.00
Muqit Sabur	\$2,000.00

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2015-162) be adopted:

BE IT RESOLVED to accept an addendum to the contract with K. Seidman Consulting, LLC (Resolution 2015-108) for consulting services to increase the amount paid to K. Seidman Consulting, LLC from \$11,000.00 to \$11,875.00.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2015-163) be adopted:

BE IT RESOLVED to Contract with K Seidman Consulting, LLC to serve as a consultant pertaining to providing services for individuals with functional needs from October 1, 2015 through June 30, 2016. Amount to be paid to K Seidman Consulting, LLC is not to exceed \$20,000.00.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2015-164) be adopted:

BE IT RESOLVED to renew public liability insurance with Public Entities Pool of Ohio (PEP) from October 1, 2015 through September 30, 2016. Amount to be paid to PEP is not to exceed \$44,710.00.

The Secretary called the roll:

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

It was moved by Ms. Moss, seconded by Mr. Wang, that the following RESOLUTION (2015-165) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into a contract with a vendor TBD to provide a flexible spending account and COBRA administration from January 1, 2016 through December 31, 2016 for employees. Amount to be paid is not to exceed \$6,000.00.

The Secretary called the roll:

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

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

### **FIRST READING:**

**SECOND READING:****THIRD READING:**

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 (ref. enclosed) (1<sup>st</sup> Reading-December, 2<sup>nd</sup> Reading-January, 3<sup>rd</sup> Reading-February-Tabled). EPHS-6

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 (ref. enclosed) (1<sup>st</sup> Reading-December, 2<sup>nd</sup> Reading-January, 3<sup>rd</sup> Reading-February-Tabled). EPHS-6

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 (ref. enclosed) (1<sup>st</sup> Reading-December, 2<sup>nd</sup> Reading-January, 3<sup>rd</sup> Reading-February-Tabled). EPHS-6

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2015-166) 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. (Available upon request)
Schedule F	Authorized Contracts.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Dr. Hall, Mr. Greenberg, Mr. Wang.

Break from 10:20-10:28

Health Commissioner's Report

- (1) Legionnaires' Disease Update
- (2) Lead Grant Update
- (3) Food Protection Program Fees
- (4) Website Update
- (5) 2014 Audit Report

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

Miscellaneous Business

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2015-167) be adopted:

BE IT RESOLVED to waive the 2014 post audit conference due to no anticipated findings or recommendations by the State Auditor.

The Secretary called the roll:

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

Tom O'Donnell suggested to the Board in order to minimize management level contractual discussions contracts of nominal value could be moved to Schedule F for approval. This would allow more meeting time for more policy level discussions instead of day-to-day issues. There will be further discussions to come on this item.

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

BE IT RESOLVED that the meeting be adjourned at 11:25 a.m.

The Secretary called the roll:

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

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

1. Establish Budgets
  - A. Establish a budget for the Cleveland MetroParks – Seneca Project grant in the amount of \$4,176.00.
2. Budget Revisions
  - A. Budget revision in the 2015 ODH Beach grant to redistribute \$74.65 (ref. enclosed).

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

1. Operating Transfers

None

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.

Appointments:

- A. Christina Mack, Account Clerk, Grade 2, Step 1, \$28,898.00 annually, effective October 19, 2015.

Educational Leave of Absence:

- A. Kathryn Jones-Stadler, PHN 4, effective October 1, 2015 through February 15, 2016.



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

Administration

- a. Terry Allan to Fall 2015 Open Forum for Quality Improvement in Public Health October 13-16, 2015 – Seattle, WA
- b. Terry Allan to STLT Subcommittee Meeting October 19-21, 2015 – Atlanta, GA.
- c. Terry Allan to AOHC 2015 Fall Conference September 29-30, 2015 – Columbus - \$330.00 registration fee.
- d. Najeebah Shine to AOHC 2015 Fall Conference September 29, 2015 – Columbus - \$180.00 registration fee.
- e. Tom O'Donnell to AOHC 2015 Fall Conference September 30, 2015 – Columbus - \$330.00 registration fee.
- f. Kevin Brennan to NEOEHA Fall Educational Conference October 12-14, 2015 – Painesville – registration \$100.00 each.

Epidemiology, Surveillance & Informatics

- a. Chris Kippes to AOHC 2015 Fall Conference September 29-30, 2015 – Columbus - \$330.00 registration fee.
- b. Stacey Short to 49<sup>th</sup> Annual Ohio Mosquito Control Association (OMCA) Meeting October 26-27, 2015 – Richfield - \$125.00 registration fee.
- c. Becky Gawelek to Ohio Colorectal Cancer Leadership Summit: Reaching 80% Screened by 2018 October 21, 2015 – Dublin.

Environmental Public Health

- a. Domenica McClintock to National Brownfield Conference August 30 – September 4, 2015 Chicago, IL – registration \$200.00.
- b. Vince Caraffi and Allisyn Leppla to Unite To Face Addiction October 4-5, 2015 – Washington D.C.
- c. John Sobolewski to Environmental Law Institute October 8-11, 2015 – Washington D.C.
- d. 12 Environmental Health Staff to NEOEHA Fall Educational Conference October 12-14, 2015 – Painesville – registration \$100.00 each.

- e. Stephanie McConoughey, Marlene Skovenski, and John Sobolewski to New Grantee Orientation meeting for the Lead grant October 19-21, 2015 – Washington D.C.
- f. Wallace Chambers, Tim Hitchcock, Barry Grisez, Joe Lynch, and Greg Putka to Ohio Mosquito Control Association meeting October 26-27, 2015 – Richfield – registration \$100.00 each.
- g. Allisyn Leppla presenting at Midwest Injury Prevention Alliance conference November 7-9, 2015 – Madison WI.

#### Prevention and Wellness

- a. Gloria Agosto, Brandy Eaton and Elle Heeg to the Adolescent Sexual Health Conference October 26-27, 2015 – Columbus.
- b. Gloria Agosto and Brandy Eaton to the Office of Adolescent Health (OAH) Teen Pregnancy Prevention (TPP) Grantee Orientation November 15-18, 2015 – Washington, D.C.
- c. Claire Boettler to AOHC 2015 Fall Conference September 28-30, 2015 – Columbus - \$330.00 registration fee.
- d. Correction to travel from August Agenda item c - Erin Dodds to Project KIND Train-the-Trainer August 26-28, 2015 – Medina. Should have read September 14-16, 2015 and Warren.
- e. Joy Gordon\* to 4<sup>th</sup> Annual Heal the Healer Symposium October 16, 2015 – Mayfield Village - \$95.00 registration fee.
- f. Martha Halko to The Ohio Regional Convergence Partnership (ORCP) 2015 Equity Summit October 27-29, 2015 – Los Angeles, CA (all expenses paid for by ORCP except hotel and travel incidentals).
- g. Angela Newman to Ohio Collaborative to Prevent Infant Mortality (OCPIM) meeting September 18, 2015 – Columbus.
- h. Roger Sikes to Creating Healthy Communities All Project meeting November 4-5, 2015 – Columbus.
- i. Katie Stadler to Association of Women's Health, Obstetric and Neonatal Nurses (AWHONN) 10<sup>th</sup> Annual Ohio Section Conference September 17-18, 2015 – Independence - \$180.00 registration fee.
- j. School Nursing Staff to New Day Academy Schools August 1, 2015 through June 30, 2016 – various locations.

\*Professional education under ONA contract.

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

- A. Accept an addendum to the contract with the Ohio Department of Transportation (ODOT) 2014/2015 Safe Routes to School (SRTS) East Cleveland program (Resolution 2014-150) to change the end date of the grant period from August 31, 2015 through August 31, 2016. Amount to be received to remain the same.
  
- B. Accept an addendum to the contract with the Ohio Department of Transportation (ODOT) 2014/2015 Safe Routes to School (SRTS) South Euclid-Lyndhurst program (Resolution 2014-151) to change the end date of the grant period from August 31, 2015 through August 31, 2016. Amount to be received to remain the same.
  
- C. Contract with Massage Heights to provide chair massages for CCBH employees from October 1, 2015 through May 31, 2016. No exchange of funds.

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**



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Terry Allan, Secretary



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Ms. Debbie L. Moss, President