

CUYAHOGA COUNTY  
BOARD OF HEALTH

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Diversity Committee

February 24, 2016

AGENDA

- I. Call to Order
- II. Approval of the Minutes from the 8.26.15
- III. Culturally and Linguistically Appropriate Services (CLAS) Committee Report – Monica Baker
- IV. Staffing Diversity Report – Najeebah Shine
- V. Contractor Diversity Report – Judy Wirsching
- VI. Discussion on setting agency goals
- VII. Other Business
- VIII. Scheduling next meeting
- IX. Adjourn

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Terrence M. Allan, R.S., M.P.H. Health Commissioner

# Minutes

Committee Attendees: Greg Hall, MD, Chair, Debbie Moss, Doug Wang

Staff Participants: Terry Allan, Najeebah Shine, Judy Wirsching, Monica Baker

The meeting was brought to order by Dr. Hall at 12:45pm.

The minutes from the 8.26.15 Diversity Committee meeting were unanimously approved by the Committee.

Report on the CLAS Committee: Monica Baker, CLAS Committee Chair

Monica shared the CLAS Committee Goals for 2016-17:

- Refine CCBH CLAS webpage:
- Provide 4 educational opportunities for all staff:
- Develop CCBH Violence Prevention Task Force
- Provide diverse imagery throughout CCBH facility

The various activities that will support these goals are included in the attachments, along with material related to a Community Forum held by the City of Cleveland on 10/13/15, homicide data from the Child Fatality Review Data and examples of other community violence initiatives.

The Committee discussed ways to develop linkage with existing community activities related to HIP Cuyahoga and how to best add public health's voice to the range of exiting activities to address violence that are already underway. Community policing activities and health impact assessment work may be pathways for public health to define a role in this work.

The Committee requested that the entire CLAS Committee meet with the Board annually to discuss the collective work on the two committees.

Staffing Diversity Report: Najeebah Shine

Najeebah provided some graphic representations on trends in staff demographics that are attached to this report.

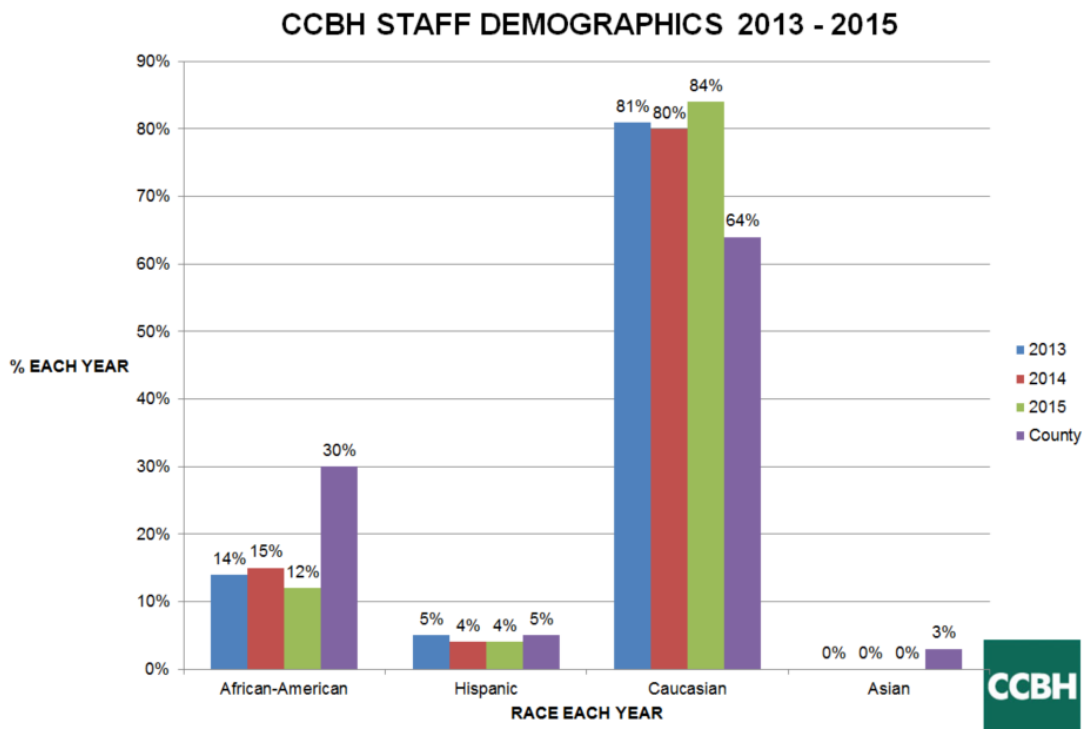
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Some general observations from Najeebah and members of the Committee:

- Comparisons of staff demographics to the demographics of Cuyahoga County include the City of Cleveland
- Since the changes in the number of staff by gender and race are small from year to year, the overall percent change may appear large
- Recent departures of several nurses who left to work in health care settings has impacted progress. This also presents an opportunity to increase diversity through future recruitment in replacing positions
- Recent retirements of staff also create opportunities to recruit a diverse pool of applicants that will increase our overall agency diversity.
- We discussed changing the nursing job descriptions (as appropriate) with only minimal requirements, not "suggested" or "preferred" added as many will self exclude from applying.
- Our goal is to build a workforce that represents the diversity of Cuyahoga County (in purple below):



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Committee discussed potential novel recruitment pathways through social media or various associations, such as the Black Nurses Association.

### Contractor Diversity Report: Judy Wirsching

#### 2016 Goals:

- Enhance the identification and tracking of vendors
  - Continue to update the list of vendors to track diversity and designation (ie., minority-owned, female-owned)
  - Build vendor page on the new website
- Increase opportunities for diverse vendors to compete for business with CCBH
  - Assure that diverse vendors receive RFP's and RFQ's
- Set inclusion goals for diverse vendors as a % of our total annual contractor expenditure
  - Committee to identify goals
  - Identify diverse vendors by both # and % of expenditure
  - *Visually* identify minority vendors as well as use "registered" identification

#### 2015:

- Tracking process in 2015 was not effective
- Established 64 new contractors in 2015 and 4 were diverse vendors (6%)
- Don't have a number on how much \$ that represents

The Committee discussed the reality that some contractors are not registered as minority or female-owned, so we need to find a way to reach them. The Committee suggested the following goals for contractor diversity:

2016: 10%

2017: 15%

2018: 20%

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With reports concluded, the Dr. Hall adjourned the Committee at 1:30pm. The next meeting is scheduled for June 22<sup>nd</sup> following the Board meeting.

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