

CUYAHOGA COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING – June 22, 2016

Meeting called to order by Debbie L. Moss, President of the Board at 8:05 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on June 22, 2016.

Roll Call: The following members were present: Ms. Debbie L. Moss, Mr. James T. Gatt and Mr. Jonathan D. Greenberg.

It was moved by Mr. Gatt, seconded by Mr. Greenberg, that the following Motion be adopted:

BE IT RESOLVED to excuse Dr. Gregory L. Hall, due to a schedule conflict and Mr. Doug Wang, due to being out of town, from this meeting.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

It was moved by Mr. Greenberg, seconded by Ms. Moss, 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. Gatt, Mr. Greenberg.

The meeting was reconvened at 8:40 AM.

The reading of the minutes of the May 25, 2016, 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 Ms. Moss, that the minutes be approved.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

It was moved by Mr. Gatt, seconded by Mr. Greenberg, 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, Mr. Greenberg.

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

Review of the Financial Statements.

Legislative Updates

(1) Senate Bill 333 (ref. enclosed)

Committee Reports – N/A

Approval of Resolutions/Motions:

REGULAR ACTIONS OF THE BOARD:

It was moved by Mr. Gatt, seconded by Mr. Greenberg, that the following RESOLUTION (2016-88) be adopted:

BE IT RESOLVED to accept the final report of the classification and compensation study conducted by Richardson Compensation Consulting, LLC and approve the new classification and compensation plan and salary administration guidelines per the attached schedule effective August 8, 2016 (ref. enclosed).

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

Thereupon, it was moved by Ms. Moss, seconded by Mr. Gatt, that the following RESOLUTION (2016-89) be adopted:

BE IT RESOLVED to approve the following personnel items:

Promotion:

John Sobolewski, Deputy Director, Grade G, at a salary of \$83,967.00 annually with a one-time lump sum payment of 3% (\$2,519.01) effective August 8, 2016.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2016-90) be adopted:

BE IT RESOLVED to accept additional funding in the 2016/2017 Health Resources and Services Administration (HRSA) Ryan White Part A Program (Resolution 2016-30) grant from March 1, 2016 through February 28, 2017. Increase the amount to be received from \$2,524,989.00 to \$4,539,408.00.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2016-91) be adopted:

BE IT RESOLVED to renew the 2016/2017 ODH Breast and Cervical Cancer Project (BCCP) grant from June 30, 2016 through June 29, 2017. Amount to be received is not to exceed \$665,414.00.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

It was moved by Ms. Moss, seconded by Mr. Greenberg, that the following RESOLUTION (2016-92) be adopted:

BE IT RESOLVED to renew the Ohio Department of Health (ODH) 2016/2017 Public Health Emergency Preparedness (PHEP) and Regional Public Health Coordinator (RPHC) grant from July 1, 2016 through June 30, 2017. Amount to be received is not to exceed \$658,108.00. CCBH to provide \$37,029.00 in-kind match.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2016-93) be adopted:

BE IT RESOLVED to contract with Heidi Gullett, M.D. to serve as Assistant Medical Director from June 1, 2016 through May 30, 2017. Amount to be paid to Heidi Gullett, M.D. is not to exceed \$10,000.00.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2016-94) be adopted:

BE IT RESOLVED to rescind (Resolution 2016-74) that read to accept an addendum to the contract with Planned Parenthood (Resolution 2015-145) under the 2015/2016 Personal Responsibility Education Program (PREP) to decrease the amount paid to Planned Parenthood from \$23,597.00 to \$18,287.99 and to change the end of the term from July 31, 2016 to May 20, 2016. Cuyahoga County Board of Health will assume remaining scope of services from May 21, 2016 through July 31, 2016.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

It was moved by Mr. Gatt, seconded by Mr. Greenberg, that the following RESOLUTION (2016-95) be adopted:

BE IT RESOLVED to contract with CareSource Management Group Company including entering into a Business Associates Agreement (BAA) to complete asthma trigger remediation and education services within the residences of target CareSource Members in Cuyahoga County from June 22, 2016 through June 21, 2017. Amount to be received from CareSource Management Group Company is not to exceed \$135,000.00.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

BOARD ORDERS, RULES, FEES OR REGULATIONS

FIRST READING:

RESOLUTION (2016-96) First reading to approve the application for exemption pursuant to ORC 3714.04 by Rosby Resource Recycling, Inc. for approval of the plan modification and license of its Construction, Debris and Demolition Landfill Operating License for calendar year 2016 pursuant to the recommendation of the OEPA (ref. enclosed).

SECOND READING:

N/A

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) (1st Reading-December, 2nd Reading-January, 3rd Reading-February-Tabled).

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) (1st Reading-December, 2nd Reading-January, 3rd Reading-February-Tabled).

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) (1st Reading-December, 2nd Reading-January, 3rd Reading-February-Tabled).

It was moved by Mr. Greenberg, seconded by Ms. Moss, that the following RESOLUTION (2016-97) 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 CRC Report and Other Contracts.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

Health Commissioner's Report

(1) Emergency Preparedness Update (9:08 a.m. – 9:11 a.m.)

(2) CWRU Population Health Liaison Update (9:11 a.m. – 9:29 a.m.)

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

Miscellaneous Business – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 9:32 a.m.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Greenberg.

SCHEDULE A
APPROPRIATION MEASURES

1. Establish Budgets

- A. Establish a budget for the 2016/2017 Breast and Cervical Cancer Project (BCCP) grant in the amount of \$665,414.00 (ref. enclosed).
- B. Establish a budget for the Cuyahoga County 2016 Child Fatality Review (CFR) grant in the amount of \$125,000.00 (ref. enclosed).
- C. Establish a budget for the 2016/2017 Public Health Emergency Preparedness and Regional Public Health Coordinator (PHEP/RPHC) grant in the amount of \$695,137.00 (ref. enclosed).

2. Budget Revisions

- A. Budget revision in the 2016/2017 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant to increase the budget by \$2,014,419.00 (ref. enclosed).
- B. Budget revision in the 2015/2016 Personal Responsibility Education Program (PREP) grant to redistribute \$4,171.55 (ref. enclosed).
- C. Budget revision in the 2015/2016 Breast and Cervical Cancer Project (BCCP) grant to redistribute \$2,724.54 (ref. enclosed).
- D. Budget revision in the 2015/2016 Safe Routes to School East Cleveland grant to redistribute \$200.00 (ref. enclosed).
- E. Budget revision in the 2015/2016 Safe Routes to School South Euclid – Lyndhurst grant to redistribute \$272.75 (ref. enclosed).
- F. Budget revision in the 2012/2016 FDA Voluntary Standards grant to redistribute \$283.62 (ref. enclosed).
- G. Budget revision in the 2015/2016 Public Health Emergency Preparedness and Regional Public Health Coordinator (PHEP/RPHC) grant to redistribute \$4,507.27 (ref. enclosed).
- H. Budget revision in the 2015/2016 Cities Readiness Initiative (CRI) grant to redistribute \$3,144.96 (ref. enclosed).

SCHEDULE B
CASH TRANSFERS

1. Operating Transfers

- A. Operating transfer from the General Revenue Fund to the 2014/2015 Public Health Emergency Preparedness and Regional Public Health Coordinator (PHEP/RPHC) grant in the amount of \$15,909.74 (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.

Appointment(s):

- A. Holly Galicki, PHN 1, Step 1, 60 hours bi-weekly, \$36,363.60 annually.
- B. Deedra Hein, PHN 1, Step 1, \$45,454.50 annually.

Ratify Student Appointment(s):

- A. Maria Colmenares, \$10.00 per hour, effective June 13, 2016.

Resignation(s):

- A. Johannes M. Borchers, Watershed Coordinator, effective June 17, 2016.
- B. Jennifer Brindle, Grant Coordinator, effective June 10, 2016.
- C. Ayana Jones, Sanitarian-in-Training, effective July 1, 2016.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Administration

- a. Terry Allan to Culture of Health Leaders Program June 9-10, 2016 – Washington, DC (CHL to pay all expenses).

Epidemiology, Surveillance & Informatics

- a. Staff to Association for Professionals in Infection Control (APIC) meetings from July 1, 2016 through June 30, 2017 – Northeast Ohio Region (Ashtabula, Geauga, Lake, and Lorain counties), and Northeast Ohio Central Region (Medina and Summit counties) – registration fee not to exceed \$40.00 per meeting.
- b. Staff to bioterrorism education, training, and exercises July 1, 2016 through June 30, 2017 – Northeast Ohio Region.
- c. Staff to quarterly State Public Health Emergency Preparedness Epidemiologists meetings from July 1, 2016 through June 30, 2017 – Columbus.
- d. Staff to combined Regional Public Health, Regional Public Information Officers (PIO) and Regional Epi meetings from July 1, 2016 through June 30, 2017 – Northeast Ohio Region.
- e. Staff to Regional Steering Committee meetings from July 1, 2016 through June 30, 2017 – Northeast Ohio Region.
- f. Staff to Regional Infection Control Coordinators (RICC) meetings from July 1, 2016 through June 30, 2017 – Northeast Ohio Region.
- g. Staff to Northeast Ohio Metropolitan Medical Response System (NEOMMRS) meetings from July 1, 2016 through June 30, 2017 – Northeast Ohio Region.
- h. Staff to Strategic National Stockpile (SNS) meetings from July 1, 2016 through June 30, 2017 – Northeast Ohio Region.
- i. Staff to State Coordinators meetings from July 1, 2016 through June 30, 2017 – Columbus.
- j. Staff to regional drill planning meetings from July 1, 2016 through June 30, 2017 – Northeast Ohio Region.
- k. Staff to provide assistance in the Northeast Ohio Region while serving as the Public Health Regional Coordinator from July 1, 2016 through June 30, 2017 – Northeast Ohio Region.
- l. Staff to Epi Work Group meetings July 1, 2016 through June 30, 2017 – Columbus.
- m. Staff to various meetings to support the Cleveland Metropolitan Statistical Area under the

Cities Readiness Initiative Grant from July 1, 2016 through June 30, 2017 – Cleveland MSA (Defined by the US Census Bureau as Cuyahoga, Geauga, Lake, Lorain and Medina Counties.

- n. Staff to Public Health Emergency Preparedness Standards Workgroup meetings from July 1, 2016 through June 30, 2017 – various locations in Ohio.
- o. Samantha Smith to 2016 Northeast Ohio GIS Symposium August 25, 2016 – Cleveland – registration fee \$75.00.

Prevention and Wellness

- a. Martha Halko to present at the American Public Health Association Annual Meeting October 29-November 2, 2016 – Denver, CO - registration fee \$730.00 (\$510.00 meeting registration, \$220.00 required membership).
- b. Angela Newman to Medical Technical Assistance and Policy Program (MedTAPP) meeting June 7, 2016 – Rootstown.
- c. Breast and Cervical Cancer Project (BCCP) staff to various program meetings and screenings from June 30, 2016 through June 29, 2017 – Ashtabula, Carroll, Columbiana, Geauga, Harrison, Holmes, Jefferson, Lake, Lorain, Mahoning, Medina, Portage, Stark, Summit, Trumbull, Tuscarawas and Wayne counties.

*Professional education under ONA contract.

SCHEDULE F
CRC REPORT AND OTHER CONTRACTS

A. CRC Report

1. June 7, 2016 Meeting (ref. enclosed):

No Exchange of funds

- a. CRC 2016-17: MAA – Northeast Ohio Region
- b. CRC 2016-18: Addendum – Moss-Card Consulting, Inc.

Contract Authorizations (Lead and/or Household Sewage Program)

- a. CRC 2016-19: Contract – BDL General Contracting - \$4,985.00
- b. CRC 2016-20: Contract – Paragon CMS - \$8,925.00
- c. CRC 2016-11: Contract – BDL General Contracting - \$3,690.00

Contract Approvals

- a. CRC 2016-21: Addendum – The Centers For Families and Children – term extension & increase of \$10,000.00
- b. CRC 2016-22: Addendum – Jerrold Nash – increase of \$250.00
- c. CRC 2016-23: Contract – Audio Visual Innovations, Inc. - \$10,492.09

B. Other Contracts

None

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH



Terry Allan, Secretary



Ms. Debbie L. Moss, President