

**CUYAHOGA COUNTY BOARD OF HEALTH**  
**MINUTES OF THE MEETING – August 24, 2016**

Meeting called to order by Debbie L. Moss, President of the Board at 9:05 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on August 24, 2016.

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

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

BE IT RESOLVED to excuse Mr. Doug Wang from this meeting due to illness at the time of this meeting.

The Secretary called the roll:

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

The reading of the minutes of the July 27, 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 Dr. Hall, seconded by Mr. Gatt, that the minutes be approved.

The Secretary called the roll:

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

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.

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

Review of the Financial Statements.

Legislative Updates

SB 333 -

Mr. O'Donnell provided an update to the Board regarding SB 333, which is proposed legislation introduced by State Senator Hite to regulate Construction and Demolition Debris (C&DD) temporary or processing facilities. He advised that there was a meeting at the Ohio EPA offices in Columbus on August 3, 2016. The meeting was attended by public health representatives, Ohio EPA staff,

legislative staff and C&DD industry representatives. The purpose of the meeting was to discuss the draft of SB 333 including any objections or recommended changes. He reported that the meeting was well attended; that Ohio EPA hopes to attach SB 333 to the biennium budget bill for the Ohio EPA which gives it a good chance of success at passage. The bill is supported by the C&DD industry who seeks to level the playing field with the unregulated part of the industry. Many suggestion for change were presented and the Ohio EPA agreed to prepare another draft with the generally agreed to modifications. They hope to get into hearings in November and passage in December. As a result, Mr. O’Donnell advised the Board that he did not place on the agenda the prospered Rules and Regulations that staff have been working on that mimic SB 333.

HB 390 – Section 501.10 (ref. enclosed) -

John Sobolewski provided information on Ohio Substitute House Bill 390. One section of the bill deals with lead in school drinking water and establishes the Lead Plumbing Fixture Replacement Assistance Grant Program. This program will be in effect from September 27, 2016 through June 30, 2018 and will make a total of \$12,000,000 available on a first-come first-served basis for traditional public schools, community schools, and chartered non-public schools to help cover the costs associated with drinking water lab sampling and analysis, along with the replacement of plumbing fixtures that deliver drinking water and some limited connecting piping associated with the replacement of eligible fixtures. School systems will be able to apply for a total of \$15,000 per eligible school. The grant program will be administered by the Ohio School Facilities Commission, with technical assistance from the Ohio Environmental Protection Agency. CCBH is in the process of identifying the most appropriate role we can play in assisting the school administrators in the process. Several school systems, including Beachwood and Rocky River, have already contacted our office requesting guidance in how they should respond to water samples with elevated lead levels.

Committee Reports – Diversity Committee Report.

Approval of Resolutions/Motions:

**REGULAR ACTIONS OF THE BOARD:**

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2016-113) be adopted:

BE IT RESOLVED to contract with the following agencies under the 2016/2017 Teen Wellness Initiative (TWI) grant from July 1, 2016 through June 30, 2017.

	Amount to be paid <u>not to exceed:</u>
Beech Brook	\$395,360.00
Case Western Reserve University	\$ 95,270.00
LGBT Center of Greater Cleveland	\$120,523.00
The Fairmount Group	\$125,000.00

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2016-114) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into a contract with MCM Home Services under the HUD Lead Hazard Control grant for lead remediation at 15102 Clifton Blvd. (Units 1, 2, 3, 4) Lakewood, Ohio 44107 (CRC 2016-46). Amount to be paid to MCM Home Services is not to exceed \$31,475.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-115) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into a contract and related documents in substantially the same form as on file in the office of the Board with AT&T for a thirty six month term commencing on or after August 1, 2016 for the purpose of managing internet services and related infrastructure at a cost of \$3,841.67/month and for providing high speed internet access at a cost of \$1,407.00/month.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2016-116) be adopted:

BE IT RESOLVED to approve Fall 2016 tuition for the following employees and amounts approved at the August 2, 2016 meeting of the Tuition Assistance Review Committee:

Vince Caraffi, Sanitarian Supervisor, MSW	\$1,300.00
Yvonne P. Clark, Administrative Specialist, AB	\$ 313.62+books (not to exceed \$645.76)
Wallace Chambers, Deputy Director, PhD	\$ 177.00
Samantha Smith, Data Analyst, MS Data Analytics	\$4,000.00

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2016-117) be adopted:

BE IT RESOLVED to approve the revised Tuition Assistance Policy effective August 24, 2016 (ref enclosed).

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-118) be adopted:

BE IT RESOLVED to approve increasing the Licensed Practical Nurse Substitute rate from \$12.50/hour to \$18.04/hour and Public Health Nurse Substitute rate from \$20.00/hour to \$23.31/hour effective September 5, 2016. In the event the non-bargaining minimum salary rates for the pay grade applicable to LPN and PHN1 changes, then the new minimum rate will apply to the respective positions without the requirement for additional board action.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-119) be adopted:

BE IT RESOLVED to honor Shirley Leggette for 28 years of dedicated public health service to the Cuyahoga County Board of Health.

The Secretary called the roll:

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

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

### **FIRST READING:**

None

### **SECOND READING:**

None

### **THIRD READING:**

None

It was moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2016-120) 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, Dr. Hall.

Break 9:59 a.m. – 10:14 a.m.

Health Commissioner’s Report (9:59 a.m. – 11:34 a.m.)

- (1) Food Service Operation Survey Update (10:14 a.m. – 10:32 a.m.)
- (2) Oral Rabies Vaccine Program Update (10:32 a.m. – 10:36 a.m.)
- (3) Strategic Planning Update (ref. enclosed) (10:36 a.m. – 10:54 a.m.)
- (4) CCBH Space Planning Project Update (ref. enclosed) (10:54 a.m. – 11:34 a.m.)

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

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

Executive Session ended at 12:23 p.m.

Miscellaneous Business – N/A.

Thereupon, it was also moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-121) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into a master agreement and related documents with Van Auken Akins Architects, LLC (VAA) for a twenty four month term commencing on or after September 1, 2016 for space planning and design services. Amount to be paid to VAA for phase one of the project is not to exceed \$21,000.00.

The Secretary called the roll:

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

Thereupon, it was also moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2016-122) 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 2017 at the rate of \$4.12 per capita.

The Secretary called the roll:

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

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

BE IT RESOLVED that the meeting be adjourned at 12:27 p.m.

The Secretary called the roll:

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

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

1. Establish Budgets

None

2. Budget Revisions

- A. Budget revision in the 2015/2016 Child and Family Health Services (CFHS) grant to redistribute \$148,911.50 (ref. enclosed).
- B. Budget revision in the 2016/2017 Newborn Home Visiting Program to redistribute \$7,500.00 (ref. enclosed).
- C. Budget revision in the 2015/2017 Saint Luke's Foundation Safe Routes to School & HIP-C grant to redistribute \$17,931.56 (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.

Increase In Hours:

- A. Allisyn Leppla, Grant Program Manager, from 60 hours bi-weekly \$47,652.46 annually to 75 hours bi-weekly, \$59,572.50 annually effective September 19, 2016.
- B. Annie Stahlheber, Grant Program Manager, from 60 hours bi-weekly \$41,135.17 annually to 75 hours bi-weekly, \$55,047.36 annually effective September 19, 2016.

Resignation:

- A. Greg Putka, Sanitarian, effective September 2, 2016.
- B. Paulette Cotleur, L.P.N., effective August 12, 2016.

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

Administration

- a. Terry Allan to AOHC Fall Conference: Impacting Policy and Systems and Surviving Change September 21-23, 2016 – Columbus – registration fee \$330.00.

Environmental Public Health

- a. Annie Bartosh, Paul Desario, Michelle Healey, Suzanne Krippel, Allisyn Leppla and Rebecca Sara to 2016 NEOEHA Fall Conference September 13 and 14, 2016 – Wadsworth, Ohio – registration fee \$110.00 each.
- b. Vince Caraffi and Allisyn Leppla to Ohio Psychiatric Nurse Administration September 16, 2016 – Columbus, Ohio – registration fee \$25.00 each.
- c. Megan Symanski to GIS Conference August 25, 2016 – Cleveland, Ohio – registration fee \$99.00.

Prevention and Wellness

- a. Cynthia Miller\* and Angela Newman to State of Disparities in African American Communities August 19, 2016 – Mayfield Heights – registration fee \$50.00 each.
- b. Gloria Agosto-Davis to The Out in Ohio Tour September 8-9, 2016 – Cleveland – registration fee \$25.00.
- c. Angela Newman to 2016 Rural Health conference August 25-26, 2016 – Columbus.
- d. Angela Newman to Ohio Collaborative to Prevent Infant Mortality meeting September 20, 2016 – Columbus.

\*Professional education under ONA contract.

**SCHEDULE F**  
**CRC REPORT AND OTHER CONTRACTS**

A. CRC Report

1. August 2, 2016 Meeting (ref. enclosed):

No Exchange of funds

None

Contract Authorizations (Lead and/or Household Sewage Program)

- a. CRC 2016-43: Contract – BDL General Contracting - \$20,665.00  
b. CRC 2016-44: Contract – BDL General Contracting - \$2,920.00

Contract Approvals

None

2. August 16, 2016 Meeting (ref. enclosed):

No Exchange of funds

- a. CRC 2016-45: Amendment – University of Pittsburgh

Contract Authorizations (Lead and/or Household Sewage Program)

- a. CRC 2016-47: Contract – BDL General Contracting - \$10,145.00  
b. CRC 2016-48: Contract – BDL General Contracting - \$10,155.00

Contract Approvals

- a. CRC 2016-49: Contracts -
- |                              |            |
|------------------------------|------------|
| Cleveland Rape Crisis Center | \$4,250.00 |
| Lushun Collins               | \$2,000.00 |
| Tracy Johnson                | \$1,750.00 |

- b. CRC 2016-50: Contract – Radio One – \$3,996.00

Other Business

- a. CRC 2016-46: Contract Recommendation – MCM Home Services - \$31,475.00

B. Other Contracts

1. Authorize the Health Commissioner or his designee to enter into a contract with the Ohio Environmental Protection Agency (OEPA) which recognizes the Cuyahoga County Board of Health as the OEPA's representative in performing the duties and obligations associated with the administration of the semi-public sewage disposal system program for a time period from July 1, 2016 through June 30, 2021.

The following contracts were approved at the April 19, 2016 Contract Review Committee (CRC) Meeting prior to the Rule change that became effective April 27, 2016 and therefore need to be ratified:

2. Ratify contract, approved by the Contract Review Committee (CRC), C.B. Mullins Construction (CRC 2016-2) for lead remediation 4510 Woodway Ave., Parma, Ohio. Amount to be paid to C.B. Mullins Construction is not to exceed \$12,735.00.
3. Ratify contract, approved by the Contract Review Committee (CRC), C.B. Mullins Construction (CRC 2016-3) for lead remediation 10318 Manoa Ave., Brooklyn, Ohio. Amount to be paid to C.B. Mullins Construction is not to exceed \$11,790.00.

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**



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Terry Allan, Secretary



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Ms. Debbie L. Moss, President