

CUYAHOGA COUNTY

BOARD OF HEALTH

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Minutes of the 04/20/2015 Diversity Committee Meeting

Attendees: Greg Hall, MD, Chair, Debbie Moss, Esq., member; Doug Wang, member

Staff: Terry Allan, Thomas O'Donnell, Maurice Cole (CLAS committee representative), Najeebah Shine, and Judy Wirsching.

The meeting was called to order by Chairman Hall at 10:47am.

Vendor Survey – Judy Wirsching

- Tracking all vendors prospectively, rather than retroactively, for practical purposes
- Tracking minority-owned, women-owned, small, and in-county businesses
- Since January 1, working with seven new companies, mostly pre-identified by funder.
- Working to centralize the establishment of new vendors in Administration
- Using Cuyahoga County Procurement and Diversity website and database to track and solicit businesses designated according to bullet 2 above.
- Vendor section on website needs to be enhanced
- Link to RFP Bids page and county procurement and diversity page
- Link for vendors to page where they can seek certification as a minority or female-owned business.
- Dr. Hall suggested soliciting small business owners through the WUAB Bounce station.

Recruitment – Najeebah Shine

The year-end hiring report includes the following:

- 12 appointments (all external hires)
 - 11 female employees and 1 male employee
- 6 internal promotions
 - 1 female employee and 5 male employees
- 5 resignations
- 2 retirements

Najeebah reported that several strategies have been successful to increase our applicant number, quality and diversity:

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- All jobs posted for thirty days
- All jobs posted to CCBH social media sites (Facebook, Twitter, etc...)
- Job postings available through link on Cuyahoga County Executive website
- Jobs posted either on Cleveland.com or other job websites as appropriate
- Recruitment for students through nine college and alumni websites

Najeebah reported working with community-based organizations and career fairs for high school and/or college students to target additional populations for new hires and summer jobs.

Culturally and Linguistically Appropriate Services (CLAS) Committee – Maurice Cole

- Maurice described the goals and work of the CLAS Committee (see attachments).
- The Diversity Committee discussed the best design for the Community Forum and the important issues related to a transition to a Community Advisory Board.
- Dr. Hall encouraged upfront discussion with the HIP Cuyahoga staff to assure that the two processes were not duplicative, but linked toward a common goal, as many of the same people would be participating in two separate initiatives.
- Maurice noted that he would take this back to the CLAS committee and they will connect with HIP Cuyahoga.

Next Meeting Date: July 22, 2015, immediately following the Board meeting.

Dr. Hall adjourned the meeting at 11:27am.

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