

Diversity Committee of the Board  
August 26, 2015

Members Present: Greg Hall, MD, Chair, Debbie Moss, Esq, Doug Wang

Staff in attendance: Terry Allan, Najeebah Shine, Tom O'Donnell, Judy Wirsching

The meeting was called to order at 12:05pm by Dr. Hall.

RECRUITMENT DEMOGRAPHICS UPDATE

New Hires Demographics starting January 1, 2015 through June 30, 2015

- Grant Coordinator External
- Communications Intern External
- Substitute PHN External (re-hire)
- Account Clerk External
- Grant Coordinator-PM Internal – Lateral
- Data Analyst External
- Substitute PHN External (re-hire)
- PHS – Supervisor Internal – Promotion
- PHS – Supervisor Internal – Promotion
- Summer Students 11 External
- Administrative Specialist External
- Public Health Nurses 3 External
- Fiscal Coordinator Internal – Promotion

Notes:

- 25 employees started between January 1, 2015 and June 30, 2015
- There were 3 promotions and 1 lateral transfer.
- We hired 11 summer students.
- We re-hired two Substitute PHN's.
- We hired 8 External candidates for 7 full-time positions and 1 part-time position.

Overall makeup of the starting employees (new, promotions, lateral transfer, subs):

19 Females (15 white females, 2 black females, 1 Asian female, 1 Hispanic female)

6 Males (6 white males)

A spreadsheet will be provided semi-annually to show progress toward goal of CCBH staff diversity matching our community service area.

The Committee discussed some of the challenges related to general recruitment of nurses and dietitians and also staff with informatics capacity. This is an overall recruitment issue, because of competition and higher salaries at area hospitals, academic institutions and private industry. All jobs are posted on Cleveland.com and on CCBH's webpage and Facebook page.

The Committee suggested reaching out to professional associations, engaging the community through distribution of job opportunities through our nonprofit network, working with groups like ASIA Inc and the Hispanic Alliance or African American professional associations.

Connecting with NEOMED/CSU Urban Health program might be a pathway to reach nurses, and CCBH has reached out to that program. Dr. Hall offered his assistance in speaking to these various constituencies.

The Committee agreed that we actually need to start in high school (example provided was the John Hay STEM program) as a means for reaching minority students and putting governmental public health on their radar as a career path.

#### CONTRACTOR RECRUITMENT UPDATE

There have been 31 new vendors thus far in 2015. Of the total, eleven were written into grants due to requirements of granting agency or were sole source vendors (media or RTA bus signs), 17 vendors were from Cuyahoga County and 3 were minority vendors.

The Committee discussed ways in which we could capture how much business, in terms of dollars, that the minority vendors are contracting for at CCBH. Judy Wirsching indicated that she could gather this information. Efforts to centralize purchasing at CCBH should allow for better coordination and outreach to increase the percentage of minority vendors. The Committee felt that if we could increase the number of contractors that wish to provide services to CCBH, we might reduce costs through competition. Identifying and utilizing additional web-based pathways to reach minority vendors should be helpful. The Committee also cautioned that we be conscious of overhead costs as we increase scope of recruitment efforts, to strike a balance.

CCBH currently taps the CMHA and Cuyahoga County small business enterprise databases in reaching out to contractors. County database helped to identify two new minority vendors recently. The Committee suggested that a procurement page be considered for the CCBH website. Questions about how CCBH vets the performance of contractors were discussed. Most performance in the grant work is based on contractors meeting deliverables and CCBH has terminated or discontinued work with contractors that have not performed in the past.

A clear distinction was made and agreed upon about the focus of this Committee specifically on vendors, and subgrantees on community projects. We want to increase the percentage of minority, in-county and small business vendors providing services for the CCBH buildings and infrastructure.

The Committee suggested that CCBH identify a way to gain feedback on vendor performance specifically. We also need to identify the total number or denominator of vendors currently in our system, independent of subgrantees. This will be a tracking capacity build-out over time.

The meeting was adjourned at 1:00pm.

The next meeting will be held after the February 24, 2016 Board meeting.