

CUYAHOGA COUNTY  
BOARD OF HEALTH

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Diversity Committee

October 25, 2017

AGENDA

- I. Call to Order
- II. Approval of the Minutes from the 05.24.17 meeting
- III. Staffing Diversity Report – Najeebah Shine
- IV. Contractor Diversity Report – Judy Wirsching
- V. Other Business
- VI. Next meeting – February 28, 2018
- VII. Adjourn

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

# Minutes

Committee Members Present: Greg Hall, Chair, Debbie Moss, Doug Wang

Staff Present: Terry Allan, Judy Wirsching, Najeebah Shine, Becki Burke, and Tom O'Donnell

Meeting called to order at 12:45 pm By Chairman Hall.

Staffing Diversity Report – Najeebah Shine:

## New Hire Demographics starting January 1, 2017 through September 30, 2017:

- Permanent employee summary:  
Twelve (12) new permanent full time employees hired since May 2017
  - Grant Coordinator 1 External; 1 female (White)
  - Grant Program Manager 1 External; 1 female (Asian)
  - Public Health Nurse 1 3 External; 3 female (1 Black; 2 White)
  - Public Health Nurse Prog Mgr 1 External; 1 female (White)
  - SIT 5 External; 2 female (1 Black; 1 Asian) 3 male (3 White)
  - School Health LPN 1 External; 1 female (White)

### Race/ethnicity

- 2 Asian females
  - 2 Black females
  - 5 White females
  - 3 White males
- Temporary employee summary:  
1 student intern appointments (ESI Network Admin Intern)  
Gender
    - 1 Black male student

## Overall employee demographic summary as of September 30, 2017:

- 149 permanent employees  
Gender
  - 112 (75%) females
  - 36 (24%) males  
Race/ethnicity
  - 21 (14%) Black
  - 7 (5%) Hispanic

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- 3 (2%) Asian
- 118 (79%) White
- Eight (8) employee separations including one (1) retirement in 2017
  - Overall demographics: 8 white females in 2017
- Eleven (11) employee separations including two (2) retirements in 2016
  - Overall demographics: 8 females (2 Black; 6 White); 3 males (1 Black; 2 White)
- Eleven (11) employee separations including two (2) retirements in 2015
  - Overall demographics: 9 females (2 Black; 7 White); 2 males (2 White)

Committee Discussion on Employee and Hiring Demographics:

- 12 new hires since last report in May 2017
- 8 separations since January 2017 (8 white females) compared to:  
11 separations in 2016 (2 Black females; 1 Black male; 6 White females and 2 White males)  
11 separations in 2015 (2 Black females; 7 White females and 2 White males)
- Overall demographics:
  - Maintained female population as a majority
  - Percentage of Black employees increased from 13% to 14%
  - Percentage of Asian employees increased from 1% to 3%
  - Percentage of White employees decreased from 82% to 79%

Additional Report attached.

Contractor Diversity Report – Judy Wirsching

**Vendor Diversity Report**  
**01/01/17 – 09/30/17**

Summary of Vendors

40 Established Vendors (excluding subrecipients)	% Distribution
7 Diverse Vendor	17.5%
17 Cuyahoga County	42.5%
9 Outside Cuyahoga County but within Ohio	22.5%
14 Other States	35.0%

To date, 28 vendors are identified as diverse vendors in CCBH's accounting system. (We continue to identify existing vendors in our accounting system, that are certified as a diverse vendor).

	2015	2016	2017
Total Established Vendors	69	51	44
Established Vendors excluding subrecipients	60	51	40
Diverse Vendors	7	4	7
% of Established Vendors who are Diverse	12%	8%	17.5%
Vendors within Cuyahoga County	--	22	17
Vendors outside Cuyahoga County but within Ohio	--	--	9
Vendors outside Ohio	--	21	14

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Vendor Diversity Goals Established by the Diversity Committee

2016	10%	} % of Expenditures incurred utilizing diverse vendors.
2017	15%	
2018	20%	

Vendor Diversity % (of expenditures) as of 09/30/17 is 13%

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Committee Discussion on Vendor Diversity:

- Judy discussed trying to get diversity among the diverse vendor pool. (e.g. FBE, MBE, SBE, etc.)
- Judy stated that we continue to identify existing vendors as being diverse but the total expenditures in prior reporting does not reflect them.
  - Judy discussed strategic planning work with the EDI group related to identifying existing vendors that are diverse based on querying for active vendors (active is defined as being paid for products or services within the last 3 years)
- Judy discussed adding a column to the existing established vendors table to report on the accumulative of established vendors since 2015.
- Judy stated that she would provide the Committee with the definition of a diverse vendor as outlined in CCBH's approved Procurement Policy.

Meeting was adjourned by Chairman Hall at 1:25 pm.

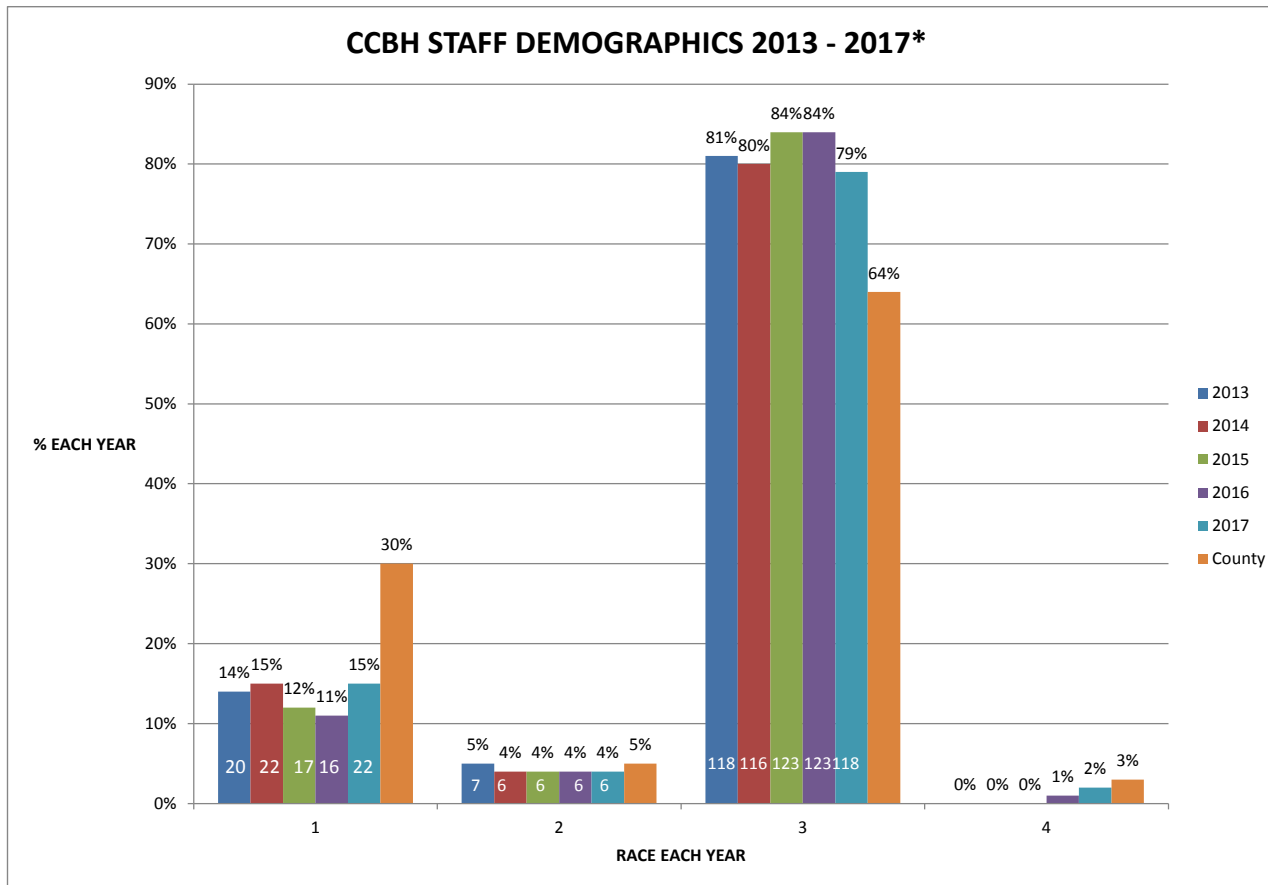
Meeting schedule for 2018:

February Board, 2018  
 May Board, 2018  
 October Board, 2018

CCBH STAFF DEMOGRAPHICS 2013 - 2017\*

	African-American	Hispanic	Caucasian	Asian
2013	14%	5%	81%	0%
2014	15%	4%	80%	0%
2015	12%	4%	84%	0%
2016	11%	4%	84%	1%
2017	15%	4%	79%	2%
County	30%	5%	64%	3%

Diversity Committee Meeting 10/25/2017



Note: \*2017 data up to September 30, 2017