

CUYAHOGA COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING – APRIL 23, 2025

Meeting called to order by Dr. Gregory Hall, President of the Board at 9:02 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on Wednesday, April 23, 2025.

Roll Call: The following members were present: Dr. Gregory L. Hall, Ms. Sonja Rajki, and Mr. Daniel Richards. The Secretary called the roll. Ayes: Dr. Hall, Ms. Rajki, Mr. Richards.

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

BE IT RESOLVED to excuse Mr. Wang and Dr. Williams due to a schedule conflicts at the time of the meeting. Ayes: 3, Nays: None – motion carries.

The reading of the minutes of the March 26, 2025 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 Ms. Rajki, seconded by Mr. Richards, that the minutes be approved. Ayes: 3, Nays: None – motion carries.

It was moved by Mr. Richards, seconded by Ms. Rajki, that the following Motion be adopted:

BE IT RESOLVED to amend agenda items as highlighted on revised agenda. Ayes: 3, Nays: None – motion carries.

Public Comments on Agenda Resolutions Only (three-minute maximum) – None.

Review of the Financial Statements.

Ms. Wirsching reviewed the financial statements. Ms. Wirsching discussed the different revenue categories and detailed the revenue that has been received for the 2025 fiscal year so far. Ms. Rajki asked about how the state subsidy was applied, and Ms. Wirsching replied that the amount is based off of a per capita calculation and would provide more information in the future.

Ms. Wirsching went on to explain that we are closely monitoring our grant expenditures so that CCBH can request payment as soon as possible, and that CCBH is still unable to make a payment request from the EPA because their payment system has been closed. Mr. Mills went on to explain the legalities surrounding the revocation of the EPA grant because the funds were congressionally appropriated. Mr. Mills advised that CCBH has filed a formal notice of dispute through an administrative appeal process with the Chicago office of the USEPA, without any response to date. Mr. Mills has been in touch with the Prosecutor's Office to discuss the possibility of litigation.

Ms. Rajki asked about the status of receiving a summary regarding CCBH's grants that may be affected by federal actions that may affect funding and Ms. Wirsching stated that the creation of that document is in process.

Legislative Updates – None
Committee Reports – None
Approval of Resolutions/Motions:

REGULAR ACTIONS OF THE BOARD:

Ms. Turcoliveri, Program Supervisor, presented Resolution 2025-036 a contract with AJ Boggs to manage the administration of the Careware software in which all Ryan White Part A and Ending the HIV Epidemic partners input their data. Additionally, the contract provides technical assistance for the program's partners and in-house staff.

It was moved by Ms. Rajki, seconded by Mr. Richards, that the following RESOLUTION 2025-036 be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to enter into and execute a contract with A. J. Boggs & IXN Inc. under the 2025/2026 Ending HIV Epidemic-Care and 2025/2026 Ryan White grants from March 1, 2025 through February 28, 2026 in the amount not to exceed \$50,085.00. Ayes: 3, Nays: None – motion carries.

Ms. Turcoliveri, Program Supervisor, presented Resolution 2025-037 a contract with the Cleveland Clinic Foundation to provide care and support for people living with HIV.

It was moved by Mr. Richards, seconded by Dr. Hall, that the following RESOLUTION 2025-037 be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to enter into and execute a contracts with the Cleveland Clinic Foundation under the 2025/2026 Ending HIV Epidemic-Care grant from March 1, 2025 through February 28, 2026 in the amount not to exceed \$128,411.00. Ayes: 3, Nays: None – motion carries

Ms. Halko, Director of Population Health, presented Resolution 2025-038 contracts with service providers for the Ryan White Part A program. The subcontracted providers will provide care and support service for people living with HIV.

It was moved by Ms. Rajki, seconded by Dr. Hall, that the following RESOLUTION 2025-038 be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to enter into and execute contracts with the following agencies under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026:

AIDS Taskforce of Greater Cleveland	\$ 44,000.00
Mercy Health Regional Medical Center	\$ 55,300.00
MetroHealth System	\$ 206,600.00
Nueva Luz Urban Resource Center	\$ 107,676.00
Signature Health, Inc.	\$ 71,834.00
University Hospitals Cleveland Medical Center	\$ 158,046.00

Ayes: 2, Nays: None, Abstained: Mr. Richards – motion carries.

Ms. Harris, Nursing Supervisor, presented Resolution 2025-039 accepting funding for the Reproductive Health and Wellness program which helps to address gaps in our family planning services by funding education, family planning, contraception options and assistance, and HIV/STI training. Ms. Eaton, Director of Nursing and Clinical Services, stated this is an increase

in funding in an amount of \$33,000.00 over the previous year's funding. Ms. Eaton mentioned that we had previously been a sub-recipient of the Cleveland Department of Public Health, and were able to apply independently directly to the Ohio Department of Health for this year's funding request.

It was moved by Ms. Rajki, seconded by Mr. Richards, that the following RESOLUTION 2025-039 be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to accept the 2025/2026 Reproductive Health and Wellness grant funding from the Ohio Department of Health from April 1, 2025 through March 31, 2026 in the amount not to exceed \$153,750.00. Ayes: 3, Nays: None – motion carries.

Mr. Johnson, Director of Environmental Health, presented Resolution 2025-040 accepting funding from the Ohio Environmental Protection Agency to provide financial assistance for residential connections to sanitary sewers, or replacement of home septic systems for those who qualify based on the Housing and Urban Development's poverty guidelines. The funding is on a first come first serve basis and is enough to offer assistance to approximately 10 – 11 properties.

It was moved by Mr. Richards, seconded by Ms. Rajki, that the following RESOLUTION 2025-040 be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to enter into and execute a contract with the Ohio Environmental Protection Agency for the 2025 Water Pollution Control Loan Fund assistance program in the amount of \$150,000.00. Ayes: 3, Nays: None – motion carries.

Mr. Sobolewski, Deputy Director of Environmental Health, presented Resolution 2025-041, a routine lead abatement job on a two family home. The contract comes to the full board because it exceeds the delegated dollar limit.

It was moved by Mr. Richards, seconded by Ms. Rajki, that the following RESOLUTION 2025-041 be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to enter into and execute a contract with Lead Guru Ohio for lead remediation work at 1362-64 E. 133rd St., East Cleveland, Ohio 44112 in an amount not to exceed \$46,005.00 (CRC 2025-065). Ayes: 3, Nays: None – motion carries.

Ms. Wirsching, Chief Financial Officer, presented Resolution 2025-042 explaining that as of when these charges occurred a purchase order had not been pulled encumbering the funds, and being over the \$3,000.00 this charge has come to the Board for the Board's authorization for payment.

It was moved by Mr. Richards, seconded by Ms. Rajki, that the following RESOLUTION 2025-042 be adopted:

BE IT RESOLVED to authorize payment(s) for the contract(s) and/or orders with the following vendor(s):

VENDOR

AMOUNT

DATE

PURPOSE

Roderick Harris \$3,066.85 4/4/2025 Relocation Expenses
 Ayes: 3, Nays: None – motion carries.

Ms. Wirsching, Chief Financial Officer, presented Resolution 2025-043. Ms. Wirsching explained that due to non-payment of CCBH's PNC credit card, the card was canceled and MS. Wirsching put these charges on her personal credit card to later be reimbursed. At the time of the original purchase, purchase order were pulled, but not in the subsequent years as related to Judy's own reimbursement of the funds. Ms. Wirsching went on to explain that she still has additional reimbursement to submit for this same reasoning.

Commissioner Harris confirmed that, per the Board's request, CCBH policies have been updated to clarify that staff seeking reimbursement for authorized purchases must submit the request for reimbursement within 30 days of the purchase. Board members expressed concern regarding the fact that staff would be charging large amounts to their personal credit cards and asked that a solution be found to have a CCBH credit card so that this does not occur in the future. There was also discussion of issues with CCBH's late payment on previous company credit cards and Board members expressed concern in general with late payment issues.

Ms. Wirsching affirmed that she is working with banks to implement purchase cards for CCBH.

Board members asked that the purchases made on Ms. Wirsching's card be independently verified before any reimbursement is made. Dr. Harris affirmed that those steps would take place before any reimbursement is made pursuant to the proposed resolution.

It was moved by Ms. Rajki, seconded by Mr. Richards, that the following RESOLUTION 2025-043 be adopted:

BE IT RESOLVED to authorize payment(s) for the contract(s) and/or orders with the following vendor(s) only after the purchases are verified and confirmed as accurate by the Health Commissioner:

<u>VENDOR</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>PURPOSE</u>
Judy Wirsching	\$16,075.28	12/29/22	Reimbursement for Microsoft Azure
Judy Wirsching	\$9,127.99	06/12/2023	Reimbursement for Go Daddy renewals

Ayes: 3, Nays: None – motion carries.

BOARD ORDERS, RULES, FEES OR REGULATIONS

Mr. Mills, General Counsel, presented Resolution 2025-044 and asked to table this resolution. CCBH and the operator are working together to correct the issues with the facility's operations. Instead of withdrawing the resolution now, CCBH would like to ensure progress is sustained on the operator's end.

It was moved by Mr. Richards, seconded by Dr. Hall, that the following RESOLUTION 2025-044 be Tabled:

BE IT RESOLVED to approve the Board's Final Findings and Orders suspending the pool and spa Operator's license of Doubletree Hotel as Owner/Manager of Doubletree Hotel pursuant of Ohio Revised Code Section 3749. Ayes: 3, Nays: None – motion carries.

FIRST READING:

Ms. Harris, Nursing Supervisor, presented Resolution 2025-045 as a First Reading of the annual submission of the updated Clinic Fee Schedule.

In response to a request by Board members, Ms. Harris summarized the material changes being proposed for the Clinic Fee Schedule.

RESOLUTION 2025-045 To amend the CCBH Provider Fees for clinical services effective June 30, 2025 (ref enclosed).

SECOND READING:

None

THIRD READING:

None

It was moved by Dr. Hall, seconded by Ms. Rajki, that the following RESOLUTION 2025-046 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.

Ayes: 2, Nays: None, Abstained: Mr. Richards – motion carries.

Health Commissioner's Report

(1) Health Commissioner Report

Dr. Harris, Health Commissioner, provided an update to the Board on some of the recent activities in the agency. Dr. Harris mentioned that CCBH is hosting Medical Reserve Core (MRC) volunteers on-site on April 25, and CCBH's agency-wide all staff meeting is scheduled for May 15th. In the Environmental Public Health Department, 15 Sanitarians will be conducting a solid waste survey with the OEPA. In the Population Health department, the Ending the HIV Epidemic program have been promoting their Love Leads Here promotional campaign with the CAVS with their ads air at the venue, and they were also able secure promotions at the Cleveland Monster's games as well. The Feed our Future program supervisor, Alison Patrick, was recognized at their annual meeting.

(2) Infectious Diseases Report (Full report attached)

Mr. Soberano, Data Analyst, and Ms. Napolitano, Epidemiologist presented the Infectious Disease Report. For full report please see attached.

800 confirmed measles cases nationally across 25 states, 10 states of which have outbreaks. An outbreak is defined as three or more cases which have been linked.

Respiratory virus is at low levels this season. Flu levels are low, but deaths are high. Total deaths related to flu in 2024 were 13, and so far this year in 2025 a total of 45 flu related deaths.

Ms. Rajki asked if absenteeism in schools related to flu is tracked. Ms. Napolitano responded explaining that when parents call out their children from school that they are to report the reason why, and when that happens it is tracked, but on average about 20 schools in our jurisdiction actual report.

Ms. Fuller stated that participation in reporting is down significantly from during COVID, but at that time reporting was mandated. CCBH is attempting to rekindle those relationships for reporting, resources, and tool kits, along with Prevention messaging on how to call off sick and what kinds of signs and symptoms to look for.

Mr. Richards asked about the levels of whooping cough this season, to which Mr. Soberano replied that whooping cough levels have been elevated this season.

(3) Medical Director Report

Clinical Oversight and Support

1. Civil surgeon services: Collaborating with Neighborhood Family Practice to facilitate permanent residency applications for refugee communities by processing I-693 documents and administering vaccines under our blanket civil surgeon authority. Implementation scheduled to begin May 7th following completion of detailed procedural development.
2. Providing clinical consultation to staff on complex cases, protocols, and evidence-based practices. (ongoing)

Disease Surveillance and Response

1. Syphilis POC Use Case Testing and Treatment Pilot
 - a) Met with NACCHO STI Director regarding strategic implementation of point-of-care syphilis and HIV testing in high-risk populations, with emphasis on correctional facilities and women of reproductive age to reduce congenital syphilis transmission.
 - b) Secured commitment from Metro Health to pilot our program in correctional facilities, with initial planning meetings completed to establish implementation protocols for the jail system.
 - c) Developing next steps for technical assistance coordination and pilot project implementation.
2. Providing technical guidance on clinical protocols for Haemophilus influenzae case management at UH Rainbow, specifically defining exposure criteria, contact tracing procedures, and prophylaxis requirements.

Media and Communications

No reportable activities this period

Community Engagement and Education

1. LGBTQ+ Health Initiatives: Serving on the steering committee for the 5th Annual Thrive with Pride Health and Wellness Day hosted by the LGBT Center of Cleveland, providing strategic guidance for the June 25th health fair.
2. On April 10, participated in the ACT UP Cleveland meeting at the LGBT Center to advocate against potential federal budget cuts threatening HIV care, treatment, and prevention programs.
3. MPH Academic Leadership Preparing curriculum for summer urban public health course featuring:
 - Third consecutive year of course leadership
 - Public health leadership emphasis
 - Guest presentations from distinguished public health officials and community organizations including CCBH and CDPH leadership, former health commissioner Terry Allan, Birthing Beautiful Communities, First Year Cleveland, and departmental directors.
4. Medical Education Leadership Continuing role as Program Director for Preventive Medicine Residency training, overseeing:
 - Comprehensive educational programming
 - CCBH-integrated training experiences
 - Professional communication skills development

(4) REDMAP Presentation

Ms. Panakkal gave a presentation of REDMAP software and CCBH's partnerships with Cleveland Clinic Foundation, MetroHealth, and University Hospitals.

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

It was moved by Ms. Rajki, seconded by Mr. Richards, that pursuant to Resolution 1993-43 and O.R.C. Sec 121.22 the Board Adjourn to Executive Session to discuss appointment, employment, promotion, discipline or compensation of a public employee, and to consider matters of collective bargaining, or pending litigation. The Secretary called the roll. Ayes: Dr. Hall, Ms. Rajki, Mr. Richards.

Executive Session began at 10:38 a.m.

Executive Session ended at 11:41 a.m.

Miscellaneous Business

It was also moved by Ms. Rajki, seconded by Mr. Richards, that the following RESOLUTION 2025-047 to authorize the Health Commissioner to enter into and execute a contract with Cleveland Psychological Testing, LLC in an amount not to exceed \$1,500.00.

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

BE IT RESOLVED that the meeting be adjourned at 11:41 a.m. Ayes: 3, Nays: None – motion carries.

SCHEDULE A
APPROPRIATION MEASURES

1. Budget Establishment(s):

- A. Establish a budget for the 2025/2026 Reproductive Health and Wellness grant in the amount of \$153,750.00 (ref. enclosed).
- B. Establish a budget for the 2025 Starting Point grant in the amount of \$118,255.00 (ref. enclosed).

2. Budget Revision(s):

- A. Budget revision for the 2024/2025 Cribs for Kids grant to redistribute funds (ref. enclosed).
- B. Budget revision for the 2024/2025 Ohio Equity Initiative grant to redistribute funds (ref. enclosed).
- C. Budget revision for the 2023/2024 ODNR Urban Tree Canopy grant to redistribute funds (ref. enclosed).
- D. Budget revision for the 2024 MRC STTRONG grant to redistribute funds (ref. enclosed).
- E. Budget revision for the 2024 Health Comp grant to redistribute funds and increase the budget by \$20,000.00 (ref. enclosed).

SCHEDULE B
CASH TRANSFERS

1. Operating Transfer(s):

A. Operating transfer from the General Revenue Fund to the 2023/2025 ODNR Urban Tree Canopy grant in the amount of \$25,000.00 (ref. enclosed).

2. Residual Equity Transfer(s):

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.

Ratify Appointment(s):

- A. Katherine Birdsell, Public Health Nurse Supervisor, Pay Grade F, \$73,233.00 annually, effective April 21, 2025.
- B. Megan Ross, Payroll Specialist, Pay Grade C, \$43,991.00 annually, effective April 21, 2025.

Ratify Student Appointment(s):

- A. Chase Manson, Student Environmental Worker – Vector Program, \$15.00/hour, effective May 19, 2025.
- B. Jordan Watson, Student Environmental Worker – Vector Program, \$15.00/hour, effective May 19, 2025.
- C. Margaret Shane, Student Environmental Worker – Water Quality Program, \$15.00/hour, effective June 2, 2025.
- D. Hayden McGee, Student Environmental Worker – Water Quality Program, \$15.00/hour, effective May 19, 2025.
- E. Jacob Diefendorff, Student Environmental Worker – Water Quality Program, \$15.00/hour, effective May 19, 2025.

Appointment(s):

- A. Avalnoor Bhullar, Environmental Health Specialist in Training (EHSIT), Pay Grade C, \$43,991.00 annually, effective May 19, 2025.
- B. TBD, Environmental Health Specialist in Training (EHSIT)/Registered Environmental Health Specialist (REHS), Pay Grade C/D, \$43,991.00/\$50,420.00 annually.
- C. TBD, Disease Intervention Specialist, Pay Grade D, \$50,420.00 annually.
- D. TBD, Administrative Specialist, Pay Grade A, \$32,136.00 annually.

Lateral Appointment(s):

- A. Trina Perry-Rhodes, Administrative Specialist, Pay Grade A, \$34,043.87 annually, effective May 5, 2025.

Promotion(s):

A. Jeff Hanchar, Registered Environmental Health Specialist (REHS) Program Manager, Pay Grade E, \$74,593.01 annually plus a one-time lump sum payment of 4% (\$2,983.72), effective April 21, 2025.

B. Denise Romano, Registered Environmental Health Specialist (REHS) Program Manager, Pay Grade E, \$74,021.66 annually plus a one-time lump sum payment of 4% (\$2,960.87), effective April 21, 2025.

Resignation(s):

A. Shan Marie Purdy, Administrative Services Supervisor, effective April 9, 2025.

B. Pamela Ditlevson, Account Clerk, effective April 18, 2025.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Administration

- a. Erik Hamilton and La'Keisha James to the Lean Six Sigma training: April 2, April 16, May 14, and June 18, 2025. Cambridge, OH.

Environmental Public Health

- b. Tom Fink and Mary Schueneman to Lorain County Health Department: March 19, 2025. Lorain, OH.
- c. Kathy Schoch and Mary Schueneman to Childhood Lead Poisoning Case Training: May 29, 2025. Medina, OH.

Epidemiology, Surveillance and Informatics

- d. Clarence Williams to the Lean Six Sigma training: April 2, April 16, May 14, and June 18, 2025. Cambridge, OH.
- e. Takisha Fuller to the 2025 NACCHO Preparedness Summit and Pre-Conference MRC Workshop: April 27, 2025 – May 3, 2025. San Antonio, TX (scholarship funded).

Nursing & Clinical Services

Population Health

- f. Zach Levar to the Ohio RWHAP HRSA Meeting: June 9-11, 2025. Columbus, OH.

*Professional education under ONA contract.

SCHEDULE F
CRC REPORT AND OTHER CONTRACTS

A. CRC Report

1. April 1, 2025 CRC Meeting (ref. enclosed):

No Exchange of Funds

CRC 2025-062: City of Middleburg Heights - Room Rental

CRC 2025-064: REDMAP – Data Use Agreements:

Case Western Reserve University
University Hospitals of Cleveland

Contract Recommendations for Board Approval

CRC 2025-065: Lead Guru - \$46,500.00 - to be submitted to Board for approval

Contract Authorizations

CRC 2025-066: Lead Guru - \$10,550.00.

CRC 2025-067: Lead Guru - \$13,175.00.

Contract Approval

CRC 2025-068: American National Red Cross – \$5,021.20

CRC 2025-069: Addendum - Paragon CMS – increase the amount to be paid from \$45,210.00 to \$47,210.00.

CRC 2025-070: Phillip Bartosh - \$8,000.00

CRC 2025-071: Canal Way Center - \$467.50

CRC 2025-072: 2025/2026 Ryan White grant – following contracts:

The Centers	\$28,900.00
Near West Side Multi Service Corp	\$ 5,100.00
Neighborhood Health Care	\$33,500.00

CRC 2025-073: Upward Spiral Coaching & Consulting, LLC - \$21,060.00

CRC 2025-063: Azalea Health – decrease the amount to be paid from \$125,441.00 to \$109,481.00

2. April 15, 2025 CRC Meeting (ref. enclosed):

No Exchange of Funds

CRC 2025-074: Agreement with Ohio Department of Health (ODH) to allow the CCBH Family Planning Clinic to provide testing and medications to treat Sexually Transmitted Infections (STIs) from July 1, 2023 through June 30, 2028.

CRC 2025-075: Addendum - Cleveland Department of Public Health - 2023/2024 Overdose Data to Action grant to revise the end of the contract from August 31, 2024 to August 31, 2025.

Contract Authorizations

CRC 2025-076: American Builders & Applicators - \$24,300.00

CRC 2025-077: Paragon CMS - \$30,768.00

CRC 2025-078: American Builders & Applicators - \$14,450.00

Contract Approval

CRC 2025-079: Davey Resource Group, Inc. - \$31,315.00.

CRC 2025-080: Muse Content Group – to increase the amount paid from \$64,570.00 to \$77,358.78.

CRC 2025-081: Lamar Advertising of Cleveland - \$20,000.00

CRC 2025-082: Creation Garden, Inc. – to increase the amount paid from \$33,000.00 to \$60,410.25.

CRC 2025-083: Urban One Cleveland - \$34,999.00

Contracts Rescissions

CRC 2024-174: Install Tech - \$48,485.00 – 2004 South Belvoir Blvd, South Euclid, Ohio 44121

B. Other Contracts

CUYAHOGA COUNTY BOARD OF HEALTH



Roderick L. Harris, Secretary



Dr. Gregory L. Hall, President