

CUYAHOGA COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING – September 28, 2016

Meeting called to order by Debbie L. Moss, President of the Board at 9:45 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 28, 2016.

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

The reading of the minutes of the August 24, 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; Mr. Wang abstained due to his absence from the August 24, 2016 Board meeting.

It was moved by Dr. Hall, seconded by Mr. Wang, 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, Mr. Wang.

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

Review of the Financial Statements.

Legislative Updates –

SB 333 -

Tom O'Donnell, General Counsel, provided a brief summary of the status of drafting and revisions to proposed SB 333 concerning enactment of a new statute and future regulations to regulate Construction and Demolition Debris Temporary Processing and/or Recycling facilities. He advised that additional teleconferences are scheduled with counsel for the Ohio EPA and delegated authorities concerned and involved in dealing with present processing facilities that have been operating without regulation for over two years to discuss revisions to the proposed law to tighten up on language considered to be vague or subject to loose interpretation. He expects a vote on the law in November or December, 2016.

Committee Reports – N/A.

Approval of Resolutions/Motions:

REGULAR ACTIONS OF THE BOARD:

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-123) be adopted:

BE IT RESOLVED to renew the 2016/2017 ODH Personal Responsibility Education Program (PREP) grant from August 1, 2016 through July 31, 2017. Amount to be received is not to exceed \$174,000.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-124) be adopted:

BE IT RESOLVED to renew the 2016/2017 Centers for Disease Control and Prevention (CDC) Racial and Ethnic Approaches to Community Health (REACH) grant from September 30, 2016 through September 29, 2017. Amount to be received is not to exceed \$997,349.00.

The Secretary called the roll:

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

It was moved by Ms. Moss, seconded by Mr. Wang, that the following RESOLUTION (2016-125) be adopted:

BE IT RESOLVED to renew the Ohio Department of Transportation 2016/2017 Safe Routes to School Program grant to implement enforcement, encouragement, and education activities that promote walking and biking in the East Cleveland School District from September 1, 2016 through August 31, 2017. Amount to be received not to exceed \$15,000.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-126) be adopted:

BE IT RESOLVED to renew the Ohio Department of Transportation 2016/2017 Safe Routes to School Program grant to implement enforcement, encouragement, and education activities that promote walking and biking in the South Euclid-Lyndhurst School District from September 1, 2016 through August 31, 2017. Amount to be received not to exceed \$15,000.00.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Mr. Wang, that the following RESOLUTION (2016-127) be adopted:

BE IT RESOLVED to renew contract with Cuyahoga County Department of Senior and Adult Services under the 2016/2017 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from March 1, 2016 through February 28, 2017. Amount to be paid to Cuyahoga County Department of Senior and Adult Services is not to exceed \$26,184.14 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-128) be adopted:

BE IT RESOLVED to renew contract with Collaborative Research, LLC under the 2016/2017 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from October 1, 2016 through February 28, 2017. Amount to be paid to Collaborative Research, LLC is not to exceed \$14,760.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-129) be adopted:

BE IT RESOLVED to contract with Area Temps, Inc. for temporary staffing services from September 1, 2016 through August 31, 2019. Amount to be paid to Area Temps, Inc. is based on the hourly rate associated with any temporary staff placed at CCBH and will be paid to Area Temps, Inc. for hours worked by the assigned temporary staff.

The Secretary called the roll:

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

It was moved by Ms. Moss, seconded by Mr. Wang, that the following RESOLUTION (2016-130) be adopted:

BE IT RESOLVED to renew public liability insurance with Public Entities Pool of Ohio (PEP) from October 1, 2016 through September 30, 2017. Amount to be paid to PEP is not to exceed \$47,356.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-131) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to accept the rates for Major Medical and Prescription Coverage with the Cuyahoga County Benefits Regionalization Program from January 1, 2017 through December 31, 2017.

The Secretary called the roll:

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

BOARD ORDERS, RULES, FEES OR REGULATIONS

FIRST READING:

RESOLUTION (2016-132) First Reading to enact the Construction and Demolition Debris Processing Facility Regulations (ref. enclosed).

RESOLUTION (2016-133) First Reading to amend the Cuyahoga County Board of Health’s Sewage Treatment System Nuisance/Non-Compliance Inspection Fee from \$225.00 to \$100.00 (ref. enclosed).

SECOND READING:

None

THIRD READING:

None

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-134) 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, Mr. Wang.

Break 10:44 a.m. – 10:53 a.m.

Health Commissioner’s Report (10:53 a.m. – 11:19 a.m.)

(1) Harmful Algal Blooms Update (10:53 a.m. – 11:02 a.m.)

- (2) Vector Control Update (11:02 a.m. – 11:06 a.m.)
- (3) Organizational Development Update (11:06 a.m. – 11:20 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, Mr. Wang.

Executive Session began at 11:21 a.m.

Executive Session ended at 12:16 p.m.

Miscellaneous Business –

Thereupon, it was also moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-135) be adopted:

BE IT RESOLVED to amend Schedule C to add permission to post for a Human Resources Supervisor and a Human Resources Generalist.

The Secretary called the roll:

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

Thereupon, it was also moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-136) be adopted:

BE IT RESOLVED to approve Schedule C as amended.

The Secretary called the roll:

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

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 12:20 p.m.

The Secretary called the roll:

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

SCHEDULE A
APPROPRIATION MEASURES

1. Establish Budgets

- A. Establish a budget for the 2016/2017 Personal Responsibility Education Program (PREP) grant in the amount of \$174,000.00 (ref. enclosed).
- B. Establish a budget for the 2016/2017 Racial and Ethnic Approaches to Community Health (REACH) grant in the amount of \$997,349.00 (ref. enclosed).
- C. Establish a budget for the 2016/2017 Safe Routes to School East Cleveland grant in the amount of \$15,000.00. (ref. enclosed)
- D. Establish a budget for 2016/2017 Safe Routes to School South Euclid-Lyndhurst grant in the amount \$15,000.00. (ref. enclosed)

2. Budget Revisions

- A. Budget revision in the 2016 Immunization Action Plan (IAP) grant to redistribute \$32,983.89 (ref. enclosed).
- B. Budget revision in the 2016/2017 Breast and Cervical Cancer Project (BCCP) grant to redistribute \$164,577.74 (ref. enclosed).
- C. Budget revision in the 2016 Dental Sealant grant to increase the budget by \$12,671.60 (ref. enclosed).
- D. Budget revision in the 2015/2016 Teen Wellness Initiative (TWI) grant to decrease budget by \$57,079.66 (ref. enclosed).
- E. Budget Revision in the 2015/2016 Safe Routes to School East Cleveland grant in the amount of \$314.74 (ref. enclosed).
- F. Budget Revision in the 2015/2016 Safe Routes to School South Euclid Lyndhurst grant in the amount of \$120.08 (ref. enclosed).
- G. Budget Revision in the 2016 Bathing Beach grant in the amount of \$25.11 (ref. enclosed).

SCHEDULE B
CASH TRANSFERS

1. Operating Transfers

None

2. Residual Equity Transfers

None

SCHEDULE C
ROUTINE PERSONNEL ACTIONS

Najeebah Shine, Director of Organizational Development, asking permission to post for a Human Resources Supervisor and Human Resources Generalist position.

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.

Step Increase(s):

- A. Barbara Manley, PHN 3 50 hours, from Step X \$1,464.00 to Step X \$1,478.50 biweekly, effective September 5, 2016.

Increase in Hours:

- A. Scott Zele, Sanitarian, from 37.5 hours biweekly, \$30,694.56 annually to 45 hours biweekly, \$36,833.42 annually effective October 3, 2016.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Administration

- a. Terry Allan to Culture of Health Leaders orientation meeting September 24-26, 2016 – Washington, DC (Robert Wood Johnson Foundation to pay all expenses).
- b. Terry Allan to Institute of Medicine (IOM) –Roundtable on Population Health Improvement Population Health workshop October 18-19, 2016 – Washington, DC (IOM to pay all expenses).
- c. Terry Allan to Public Health National Center for Innovations (PHNCI) Learning Community meeting November 9-11, 2016 – Alexandria, VA (Ohio Public Health Partnership to pay all expenses).
- d. Terry Allan to speak at OPHA – PHN Section Conference December 13, 2016 – Dublin, OH.

Environmental Public Health

- a. Kathy Schoch to PHBPP Work Group Fall Meeting October 18, 2016 – Columbus.
- b. Gerry Scott to present at World Aquatic Health Conference October 18-22, 2016 – Nashville TN. – registration fee \$416.50.
- c. Annie Bartosh, Barry Grisez, Joe Lynch and Rebecca Sara to Ohio Mosquito Vector Control Association meeting October 26-27, 2016 – Columbus – registration fee \$100.00 each.

Epidemiology, Surveillance & Informatics

- a. Sagar Jha and Carl Preusser to a meeting with other Ohio public health informatics personnel September 20, 2016, Columbus.
- b. Sagar Jha and Carl Preusser to the Ohio Digital Government Summit October 25-26, 2016, Columbus – registration fee \$50.00 each.

Prevention and Wellness

- a. Amy Geiss* and Michelle Rodgers* to Changing How We Feel, By Changing How We Think conference September 22, 2016 – Cleveland – registration fee \$79.00 each.
- b. Alison Patrick to Ohio Farm to School Advisory board meeting September 28, 2016 – Columbus.
- c. Gayle Podoba to 10th Annual North Coast Breast Cancer conference October 1, 2016 – Sandusky – registration fee \$100.00.

- d. Kate Burnett-Bruckman and Melissa Kolenz to Transforming Care conference October 20-21, 2016 – Columbus – registration fee \$45.00 each.
- e. Claire Boettler to Medicaid Budget and Training Academy November 14-16, 2016 – Columbus – registration fee \$250.00.
- f. Staff and Public Health Nurses* to 12th Statewide Immunization conference November 16, 2016 – Wadsworth - registration fee \$75.00 each.
- g. Antionette Waltman to 12th Statewide Immunization conference November 15-16, 2016 – Wadsworth - registration fee \$75.00.
- h. Personal Responsibility Education Program (PREP) staff to various program meetings and trainings from August 1, 2016 through July 31, 2017 – Ashtabula, Lorain, Geauga and Lake counties.
- i. Debbie Busdiecker, Amy Geiss* and Michelle Rodgers* to Opiate Addiction conference September 29, 2016 – Cleveland – registration fee \$35.00 each.
- j. Claire Boettler to OPHA PHN Section meeting October 13, 2016 – Columbus.

*Professional education under ONA contract.

SCHEDULE F
CRC REPORT AND OTHER CONTRACTS

A. CRC Report

1. September 6, 2016 Meeting (ref. enclosed):

No Exchange of funds

- a. CRC 2016-51: MOU – Cleveland Heights/University Heights School District
- b. CRC 2016-52: MOU – Moss-Card Consulting, Inc.
- c. CRC 2016-53: Letter of Agreement – Cuyahoga County
- d. CRC 2016-54: MOU - Village of Oakwood
- e. CRC 2016-55: BAA – James B. Oswald Company

Bid/Quote Openings ≥ \$25,000.00

- a. CRC 2016-56: Maternal and Child Health Program – Community Engagement
RFP# 2016-02

Contract Authorizations (Lead and/or Household Sewage Program)

- a. CRC 2016-57: C.B. Mullins Construction Co. - \$13,000.00
- b. CRC 2016-58: Green Home Solutions - \$4,950.00
- c. CRC 2016-59: Green Home Solutions - \$15,550.00

Contract Approvals

- a. CRC 2016-60: Contracts -
 - Jerrold Nash \$3,000.00
 - Melvin White \$2,500.00
- b. CRC 2016-61: State Auto Insurance Companies - \$6,180.00
- c. CRC 2016-62: LexisNexis - \$14,040.00
- d. CRC 2016-63: Davey Resource Group - \$6,105.00

Revenue Generating Agreement Approvals

- a. CRC 2016-64: Montessori Children's School - \$8,426.00

2. September 20, 2016 Meeting (ref. enclosed):

No Exchange of funds

- a. CRC 2016-65: Addendum – Cuyahoga County Planning Commission
- b. CRC 2016-66: Amendment – Food and Drug Administration

Tabled Items – Contract Recommendation

- a. CRC 2016-56: Neighborhood Leadership Institute - \$55,000.00

Contract Authorizations (Lead and/or Household Sewage Program)

- a. CRC 2016-67: C.B. Mullins Construction Company, Inc. - \$15,200.00
- b. CRC 2016-68: Green Home Solutions - \$9,450.00
- c. CRC 2016-69: C.B. Mullins Construction Company, Inc. - \$24,300.00
- d. CRC 2016-70: Allenbey Construction Company, LLC - \$20,475.00
- e. CRC 2016-71: MAE Construction, LLC - \$14,500.00
- f. CRC 2016-72: Withdrawn to complete RPF process due to bids exceeding \$25,000.00
- g. CRC 2016-73: BDL General Contracting - \$9,030.00
- h. CRC 2016-74: MAE Construction, LLC - \$7,315.00
- i. CRC 2016-75: Allenbey Construction Company, LLC - \$8,090.00
- j. CRC 2016-76: C.B. Mullins Construction Company, Inc. - \$9,835.00

Contract Approvals

- a. CRC 2016-77: Moved to the September 28, 2016 Board Agenda for approval due to the potential to exceed \$25,000.00 in expenditures during the term of the contract
- b. CRC 2016-78: Addendum-Tucker Landscaping, Inc. – time and rate extension - \$4,500.00
- c. CRC 2016-79: Correction to Resolution 2015-144 on payment terms - \$8,400.00

Revenue Generating Agreement Approvals

- a. CRC 2016-80: Addendum – Cigna – addition of ancillary services billable by CCBH

B. Other Contracts

1. Approval to enter into an MOU agreement with Ryan White Part A Planning Council (PC) per the recommendation made in the HRSA post-site visit report in 2015. This MOU agreement includes creating a shared understanding of the relationship between the PC and CCBH; delineating roles and responsibilities of each entity; and encouraging a mutually beneficial relationship between the PC and CCBH. No exchange of funds.
2. Accept addendums to the following contracts under the 2016/2017 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from March 1, 2016 through February 29, 2017.

	Amount to be paid <u>not to exceed:</u>	
	From	To
AIDS Healthcare Foundation (Resolution 2016-69 & 2016-106)	\$100,000.00	\$ 63,000.00
Mercy Regional Medical Center (Resolution 2016-69 & 2016-106)	\$186,995.00	\$223,995.00

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH



Terry Allan, Secretary



Ms. Debbie L. Moss, President