

CUYAHOGA COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING – October 26, 2016

Meeting called to order by Debbie L. Moss, President of the Board at 9:07 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 26, 2016.

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

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

BE IT RESOLVED to excuse Mr. Doug Wang from this meeting due to being out of town at the time of this meeting.

The Secretary called the roll:

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

The reading of the minutes of the September 28, 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.

It was moved by Dr. Hall, seconded by Ms. Moss, 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.

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

Review of the Financial Statements.

Legislative Updates – N/A

Committee Reports – N/A

Approval of Resolutions/Motions:

REGULAR ACTIONS OF THE BOARD:

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-137) be adopted:

BE IT RESOLVED to accept additional funding in the 2016/2017 Health Resources and Services Administration (HRSA) Ryan White Part A Program (Resolution 2016-30 & 2016-88) grant from March 1, 2016 through February 28, 2017. Increase the amount to be received from \$4,539,408.00 to \$4,679,630.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-138) be adopted:

BE IT RESOLVED to 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 28, 2017 (ref. enclosed):

	<u>Amount to be paid</u>	
	<u>Not to exceed:</u>	
	<u>From</u>	<u>To</u>
AIDS Healthcare Foundation (Resolution 2016-69 & 2016-106)	\$ 63,000.00	\$ 19,149.80
Cleveland Clinic Foundation (Resolution 2016-52 & 2016-106)	\$ 173,214.56	\$ 169,214.56
Mercy Regional Medical Center (Resolution 2016-69 & 2016-106)	\$ 223,995.00	\$ 253,326.20
MetroHealth System (Resolution 2016-69 & 2016-106)	\$1,519,521.70	\$1,637,850.70
Nueva Luz Urban Resource Center (Resolution 2016-52 & 2016-106)	\$ 452,654.78	\$ 484,702.48
ORCA House, Inc. (Resolution 2016-52 & 2016-106)	\$ 49,829.31	\$ 34,000.00
Recovery Resources (Resolution 2016-69 & 2016-106)	\$ 50,000.00	\$ 43,950.00
Signature Health, Inc. (Resolution 2016-69 & 2016-106)	\$ 306,589.12	\$ 136,145.59
University Hospitals of Cleveland (Resolution 2016-69 & 2016-106)	\$ 760,639.27	\$ 961,326.41

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2016-139) be adopted:

BE IT RESOLVED to accept grant from Ohio Department of Health (ODH) for the 2016/2017 Maternal and Child Health (MCH) grant from October 1, 2016 through September 30, 2017. Amount to be received is not to exceed \$571,701.57 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Ms. Moss, seconded by Dr. Hall, that the following RESOLUTION (2016-140) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into contract with University Hospitals Cleveland Medical Center under 2016/2017 Maternal and Child Health (MCH) grant from October 1, 2016 through September 30, 2017. Amount to be paid to University Hospitals Cleveland Medical Center is not to exceed \$120,000.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2016-141) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into a contract with Paragon CMS under the HUD Lead Hazard Control grant for lead remediation at 1369 Beach Pkwy. (Units 1-5), Lakewood, Ohio 44107 (CRC 2016-89). Amount to be paid to Paragon CMS is not to exceed \$57,370.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-142) be adopted:

BE IT RESOLVED to accept an addendum to the WageWorks Premium Only Plan for health benefit premiums (major medical/prescription coverage, dental, vision, life insurance, and FSA) from January 1, 2017 through December 31, 2017 for \$125.00 per year.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-143) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into agreement(s) to provide employees of the Board with dental; life insurance coverage; a flexible spending account; and COBRA administration with insurance carriers deemed appropriate by the Health Commissioner.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2016-144) be adopted:

BE IT RESOLVED to amend General Administration Policy 1-1.01, Development and Maintenance of

CCBH Policies and Procedures, to delegate approval authority for all Policies and Procedures to the existing Policy and Procedure Committee, unless otherwise required by statute or other authority (ref. enclosed).

The Secretary called the roll:

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

BOARD ORDERS, RULES, FEES OR REGULATIONS

FIRST READING:

RESOLUTION (2016-145) First Reading to amend the Cuyahoga County Board of Health's Food Protection Program Fees pursuant to the Ohio Revised Code Sections 3717.25 and 3717.45 (ref. enclosed).

SECOND READING:

RESOLUTION (2016-132) Second Reading to enact the Construction and Demolition Debris Processing Facility Regulations (First Reading-September 28, 2016).

RESOLUTION (2016-133) Second Reading to amend the Cuyahoga County Board of Health's Sewage Treatment System Nuisance/Non-Compliance Inspection Fee from \$225.00 to \$100.00 (First Reading-September 28, 2016).

THIRD READING:

None

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2016-146) 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.

Break – 9:57 a.m. – 10:07 a.m.

Health Commissioner's Report (10:07 a.m. – 10:44 a.m.)

- (1) 2017 Budget Update (10:07 a.m. – 10:23 a.m.)
- (2) Performance Management Update (ref. enclosed) (10:23 a.m. – 10:36 a.m.)
- (3) Review of November and December 2016 Board Meeting Dates (10:36 a.m. – 10:44 a.m.)

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

It was moved by Dr. Hall, 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.

Executive Session began at 10:47 a.m.

Executive Session ended at 11:25 a.m.

Miscellaneous Business –

Thereupon, it was also moved by Dr. Hall, seconded by Mr. Gatt, that the following Motion be adopted:

BE IT RESOLVED to change the December 28, 2016 Board meeting to December 21, 2016 due to the holidays.

The Secretary called the roll:

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

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 11:26 a.m.

The Secretary called the roll:

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

SCHEDULE A
APPROPRIATION MEASURES

1. Establish Budgets

- A. Establish a budget for the 2016/2017 Maternal and Child Health (MCH) grant in the amount of \$571,701.57 (ref. enclosed).

2. Budget Revisions

- A. General Revenue Fund revision of the 2016 Estimated Revenue to reduce Revenue by \$116,354.00 and reduce and redistribute Appropriations (Expenditures) by \$242,900.00 (ref. enclosed).
- B. Budget revision in the 2016/2017 Ryan White Part A Program grant to increase the budget by \$140,222.00 (ref. enclosed).
- C. Budget revision in the 2016 Starting Point grant to redistribute \$5,295.83 (ref. enclosed).
- D. Budget revision in the 2016 Child Fatality Review grant (CFR) to redistribute \$1,500.00 (ref. enclosed).
- E. Budget revision in the 2016/2017 Newborn Home Visiting Program grant to redistribute \$8,339.99 (ref. enclosed).

SCHEDULE B
CASH TRANSFERS

1. Operating Transfers

None

2. Residual Equity Transfers

None

SCHEDULE C
ROUTINE PERSONNEL ACTIONS

Rick Novickis, Director of Environmental Public Health, asking permission to post for 19 Summer Student positions.

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.

Appointments(s):

- a. Ashley Worthem, Sanitarian-in-Training, \$41,149.00 annually, effective November 14, 2016.

Step Increase(s):

- A. Elle Heeg, PHN 1 60 hours, from Step 1 \$36,363.60 annually to Step 2 \$36,722.40 annually, effective November 14, 2016.
- B. Nancy Schultek, PHN 2, from Step X \$52,728.00 annually to Step X \$53,254.50 annually, effective November 14, 2016.
- C. Janet Weiskittel, PHN 2, from Step 2 \$47,775.00 annually to Step 3 \$48,262.50 annually, effective November 21, 2016.

Resignation(s):

- A. DeLawrence Evans, Sanitarian-In-Training, effective October 28, 2016.
- B. Kathryn Jones-Stadler, Public Health Nurse – Program Manager, effective October 27, 2016.
- C. Molly Kirsch, Grant Program Manager, effective September 23, 2016.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Environmental Public Health

- a. Vince Caraffi to accept the U.S. Department of Justice Attorney General Award Ceremony for Outstanding Contributions to Community Partnerships for Public Safety November 10, 2016 – Washington D.C.
- b. Vince Caraffi and Allisyn Leppla to National RX Drug Abuse & Heroin Summit April 16-20, 2017 – Atlanta, GA - registration fee \$295.00 each.
- c. Wallace Chambers to Professional Advisory Committee Meeting October 17, 2016 – Kent.

Prevention and Wellness

- a. Camille Herby to Ohio Healthy Program-Head Start Menu meeting October 4, 2016 – Talmadge.
- b. Roger Sikes to 2016 Health Educator's Institute conference October 21, 2016 – Perrysville – registration fee \$125.00.
- c. April Vince to Personal Responsibility Education Program (PREP) refresher course November 16-18, 2016 – Pickerington.
- d. Marth Halko to Innovations 2.0: Building Healthier Communities November 21, 2016 – Warren.
- e. Claire Boettler to Ohio Public Health Association (OPHA) Public Health Nursing conference December 11-13, 2016 – Columbus – registration fee \$180.00.

*Professional education under ONA contract.

SCHEDULE F
CRC REPORT AND OTHER CONTRACTS

A. CRC Report

1. October 4, 2016 Meeting (ref. enclosed):

No Exchange of funds

- a. CRC 2016-81: Amendments – change in end date of contracts
Geauga County Health District
Lake County Health Department
Lorain City Health Department
Lorain County Health Department
- b. CRC 2016-82: Amendment – ODH – change in end date of contract
- c. CRC 2016-83: Addendum – CASE – change in reporting dates

Contract Authorizations (Lead and/or Household Sewage Program)

- a. CRC 2016-84: C.B. Mullins Construction Co. - \$13,850.00

Contract Approvals

- a. CRC 2016-85: Gateway Products Recycling, LLC - \$240.00

2. October 18, 2016 Meeting (ref. enclosed):

No Exchange of funds

- a. CRC 2016-86: MOU - Tuscarawas County General Health District (Rural Health Clinic) and the Ohio Department of Health (ODH)
- b. CRC 2016-87: Amendment – Ashtabula County Health Department - change in end date of contract

Bid/Quote Openings ≥ \$25,000.00

- a. CRC 2016-88: Breast and Cervical Cancer Project – Media and Social Marketing Plan
RFP# 2016-03
- b. CRC 2016-89: Lead Removal Abatement Project
1369 Beach Pkwy. (Units 1-5), Lakewood, OH 44107
RFP# 2016-04

Contract Authorizations (Lead and/or Household Sewage Program)

- a. CRC 2016-90: Green Home Solutions - \$11,005.00
- b. CRC 2016-91: Trademark Industries - \$5,600.00
- c. CRC 2016-92: BDL General Contracting - \$6,425.00
- d. CRC 2016-93: BDL General Contracting - \$12,150.00
- e. CRC 2016-94: BDL General Contracting - \$6,065.00

Contract Approvals

- a. CRC 2016-95: Contracts -
 - Family Planning Association of Northeast Ohio \$17,000.00
 - OhioGuidestone \$24,500.00
- b. CRC 2016-96: Ariel International Center, LLC - \$4,000.00

Other Business

- a. CRC 2016-89: Contract Recommendation – Paragon CMS - \$57,370.00


B. Other Contracts

None

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH



Terry Allan, Secretary



Ms. Debbie L. Moss, President