

CUYAHOGA COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING – December 21, 2016

Meeting called to order by Debbie L. Moss, President of the Board at 9:05 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on December 21, 2016.

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

It was moved by Mr. Gatt, seconded by Dr. Hall, 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 9:05 a.m.

Executive Session ended at 10:35 a.m.

The reading of the minutes of the November 23, 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 Mr. Gatt, seconded by Mr. Wang, that the minutes be approved.

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 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 proposed SB 333 concerning enactment of a new statute and future regulations to regulate Construction and Demolition Debris Temporary Processing and/or Recycling facilities. The legislature failed to pass SB 333. As a result, the proposed law essentially dies at the end of the legislative session. The Ohio EPA will have

to have a new law introduced in the 2017 session in both the House and the Senate for it to get a vote and get to the Governor's desk for approval. Meanwhile, we will proceed with the CCBH C&DD proposed regulations after attempting to obtain further comments from the industry.

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 (2016-159) be adopted:

BE IT RESOLVED to approve a variance from Section 3701-29-06(G)(3)(a) of the Ohio Administrative Code (Ohio Department of Health Sewage Treatment System Rules) for the minimum isolation distance for components of a Sewage Treatment System and Ohio Administrative Code Section 3701-29-12 (P)(2) for the material utilized as a building sewer for the Guest House at 7480 Main Street, Gates Mills (PPN#843-17-002) (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 (2016-160) be adopted:

BE IT RESOLVED to renew the Ohio Department of Health (ODH) 2017 Creating Healthy Communities (CHC) grant from January 1, 2017 through December 31, 2017. Amount to be received is not to exceed \$125,000.00.

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 (2016-161) be adopted:

BE IT RESOLVED to renew contract with Summit County General Health District under the 2017 Ohio Department of Health (ODH) Dental Sealant grant from January 1, 2017 through December 31, 2017. Amount to be received is not to exceed \$29,594.00.

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 (2016-162) be adopted:

BE IT RESOLVED to authorize the Heath Commissioner to enter into a contract with the Northeast Ohio Regional Sewer District (District) to provide Phase II Stormwater Services to communities within the District's Regional Stormwater Management Program from January 1, 2017 through December 31, 2018. Amount to be received from the District is not to exceed \$427,091.97 in 2017 and \$428,299.22 in 2018.

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 (2016-163) be adopted:

BE IT RESOLVED to contract with Prosper for Purpose under the 2016/2017 Breast and Cervical Cancer (BCCP) grant (CRC 2016-88) from January 1, 2017 through June 29, 2017. Amount to be paid to Prosper for Purpose is not to exceed \$65,041.40.

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 (2016-164) be adopted:

BE IT RESOLVED to contract with the following agencies under the 2016/2017 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from November 1, 2016 through February 28, 2017 (ref. enclosed).

	Amount to be paid <u>not to exceed:</u>
Lorain County General Health District	\$ 6,644.00
The Center for Community Solutions	\$18,000.00

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2016-165) be adopted:

BE IT RESOLVED to accept an addendum with Cuyahoga County Department of Senior and Adult Services (Resolution 2016-127) under the 2016/2017 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant to increase the amount paid to Cuyahoga County Department of Senior and Adult Services from \$26,184.14 to \$47,073.66 (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 (2016-166) be adopted:

BE IT RESOLVED to renew contract with AJ Boggs & IXN for CAREWare hosting services under the Ryan White Part A Program grant from March 1, 2017 to February 28, 2018. Amount to be paid to AJ Boggs & IXN is not to exceed \$15,937.00.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Ms. Moss, that the following RESOLUTION (2016-167) be adopted:

BE IT RESOLVED to renew contracts with the following agencies under 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.

	<u>Amount to be paid</u> <u>not to exceed:</u>
Better Health Partnership (BHP)	\$241,848.00
Case Western Reserve University Prevention Research Center	\$358,542.00
Fairhill Partners	\$ 36,675.00

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt and Mr. Wang; Dr. Hall abstained due to affiliations with CWRU.

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-168) be adopted:

BE IT RESOLVED to approve the re-appointment of Dan B. Brown to serve as the Health Commissioner's appointment to the Sewage Treatment Systems Appeal Board pursuant to the requirements of §3718.11 of the Ohio Revised Code from February 1, 2017 through January 31, 2019. No exchange of funds (ref. enclosed).

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2016-169) be adopted:

BE IT RESOLVED to approve an amendment of the contract with EyeMed (Resolution 2013-217 & Resolution 2014-228) for a voluntary Vision Program to extend the end of the contract term from

December 31, 2016 through December 31, 2017. Amount to be paid by each employee monthly for 2017 will remain the same:

Employee	\$ 6.18
Employee + Spouse	\$11.73
Employee + Children	\$12.35
Employee + Family	\$18.16

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 (2016-170) be adopted:

BE IT RESOLVED to approve the revision of the mileage rate to conform to the current IRS regulations and any amendments for expenses incurred in operating a passenger auto for business.

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 (2016-171) be adopted:

BE IT RESOLVED to approve increasing the Environmental Public Health (EPH) Student Worker rate from \$10.00/hour to \$11.00/hour effective January 1, 2017. Student Workers that return in subsequent years shall receive the same rate increase that was approved by the Board for all employees in that year.

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 (2016-172) be adopted:

BE IT RESOLVED to approve Winter/Spring 2017 tuition for the following employees and amounts approved at the December 5, 2016 meeting of the Tuition Assistance Review Committee:

Yvonne P. Clark, Administrative Specialist, AB	\$ 313.62+book
Wallace Chambers, Deputy Director, Ph.D.	\$ 177.00
Anna Florenki, PHN, MSN-Family Nurse Practitioner	\$4,000.00
Elle Heeg-Miller, PHN, MSN	\$4,000.00
Samantha Smith, Data Analyst, MS Data Analytics	\$4,000.00

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 (2016-173) be adopted:

BE IT RESOLVED to honor Brenda Marshall for over 24 years of dedicated public health service in the community including 10 years of dedicated service to the Cuyahoga County Board of Health.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2016-174) be adopted:

BE IT RESOLVED to approve the 2017 Operating Budget as submitted.

The Secretary called the roll:

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

BOARD ORDERS, RULES, FEES OR REGULATIONS

FIRST READING:

RESOLUTION (2016-175) First Reading to amend the Cuyahoga County Board of Health's Temporary Park Camp License fee from \$75.00 to \$130.00 (ref. enclosed).

SECOND READING:

RESOLUTION (2016-156) Second Reading to approve the application of Rosby Resource Recycling, Inc. for exemption pursuant to ORC 3714.04 (First Reading-November 23, 2016).

THIRD READING:

RESOLUTION (2016-132) Third Reading to enact the Construction and Demolition Debris Processing Facility Regulations (First Reading-September 28, 2016, Second Reading-October 26, 2016, Third Reading-November 23, 2016 - Tabled).

RESOLUTION (2016-145) Third 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 effective January 9, 2017 (ref. enclosed) (First Reading-October 26, 2016, Second-Reading-November 23, 2016, Third Reading-December 21, 2016).

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-145) be adopted:

BE IT RESOLVED 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 effective January 9, 2017 (ref. enclosed).

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 (2016-176) 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.

Health Commissioner's Report – N/A.

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

Miscellaneous Business -

Thereupon, it was also moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2016-156A) be adopted:

BE IT RESOLVED to approve Rosby Resource Recycling, Inc.'s Operating License for calendar year 2017 for its Construction, Debris and Demolition Landfill with the same conditions as their operating license for calendar year 2016.

The Secretary called the roll:

Ayes: Ms. Moss, Dr. Hall, Mr. Wang; Mr. Gatt abstained due to community involvement.

Thereupon, it was also moved by Mr. Gatt, seconded by Mr. Wang, that the following RESOLUTION (2016-177) be adopted:

BE IT RESOLVED to approve the application of an Across-the-Board 2017 salary increase of 2% for employees except ONA bargaining unit employees, contract employees, intermittent employees and student appointments, and the Health Commissioner effective January 8, 2017.

The increases for 2017 shall be applied as follows:

- 1) Employees whose salary is between the minimum and midpoint of their pay grade, shall receive a 2% increase onto their base salary;
- 2) Employees whose salary is between the midpoint and maximum of their pay grade, shall receive a 1% increase onto their base salary and a 1% increase as a one-time lump sum payment that does not alter their base pay;
- 3) Employees whose salary is above the maximum of their pay grade, shall receive a 2% increase as a one-time lump sum payment that does not alter their base pay;

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 11:55 a.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 2017 Creating Healthy Communities (CHC) grant in the amount of \$125,000.00 (ref. enclosed).
- B. Establish a budget for the 2017 Dental Sealant grant in the amount of \$29,594.00 (ref. enclosed).
- C. Establish a budget in the 2016/2017 Water Pollution Control Loan Fund in the amount of \$300,000.00 (ref. enclosed).
- D. Establish a budget for the 2015/2016 Active Monitoring/Direct Active Monitoring Phase II award in the amount of \$6,812.61 (ref. enclosed).

2. Budget Revisions

- A. Budget Revision in the 2016/2017 Racial and Ethnic Approaches to Community Health (REACH) grant to redistribute \$3,534.00 (ref. enclosed).
- B. Budget revision in the 2016 Child Fatality Review (CFR) grant to redistribute \$651.12 (ref. enclosed).
- C. Budget revision in the 2016/2017 Ryan White Part A Program grant to redistribute \$26,423.19 (ref. enclosed).
- D. Budget revision in the 2015/2016 Food Defense grant to redistribute \$1,617.16 (ref. enclosed).
- E. Budget revision in the 2016 Mill Creek grant to decrease the budget by \$15,918.94 (ref. enclosed).
- F. Budget revision in the 2012/2016 Seneca Golf Course grant to decrease the budget by \$1,770.80 (ref. enclosed).
- G. Budget revision in the FY2014 Urban Area Security Initiative (UASI) grant to decrease the budget by \$10,587.50 (ref. enclosed).
- H. Budget revision in the 2016 Injury Prevention grant to redistribute \$25.28 (ref. enclosed).

SCHEDULE B
CASH TRANSFERS

1. Operating Transfers

- A. Operating transfer from the General Revenue Fund to the 2015/2018 Lead Hazard Control grant in the amount of \$10,310.00 (ref. enclosed).
- B. Operating transfer from the General Revenue Fund to the 2016/2017 Public Health Emergency Preparedness (PHEP) grant in the amount of \$22,834.21 (ref. enclosed).
- C. Operating transfer from the General Revenue Fund to the 2015/2017 USDA Farm to School grant in the amount of \$2,015.00 (ref. enclosed).

2. Residual Equity Transfers

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.

Appointments(s):

- A. Zachary Levar, Grant Coordinator, \$41,149.00 annually, effective January 9, 2017.
- B. Robert Brand, Watershed Program Manager, \$53,968.00 annually.

Step(s):

- A. Carol Bostic, PHN 3, from Step X \$55,965.00 to Step X \$56,530.50 annually, effective January 30, 2017.
- B. Cynthia Miller, PHN 2, from Step X \$53,800.50 to Step X \$54,346.50 annually, effective January 30, 2017.
- C. Gayle Podoba, PHN 3, from Step X \$57,096.00 to Step X \$57,661.50 annually, effective January 23, 2017.
- D. Sharon Senick, PHN 3, Step X, lump sum payment of \$795.00 effective January 23, 2017.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Administration

- a. Terry Allan to preparedness meetings and provide testimony at legislative hearings and committee meetings for 2017 - various locations.
- b. Terry Allan to Association of Health Commissioners (AOHC) meetings for 2017 - various locations.
- c. Terry Allan to National Association of County and City Health Officials (NACCHO) meetings for 2017 - various locations.

Environmental Public Health

- a. Authorization to pay routine out-of-county district travel expenses in the same manner as in district policy for 2017 to ODH Offices – Summit, Geauga, and Portage Counties, City of North Ridgeville, and Ohio EPA office – Twinsburg.
- b. Vince Caraffi and staff to the Ohio Injury Prevention Partnership meetings 2017 – various locations in Ohio.
- c. Vince Caraffi and Allisyn Leppla to Ohio Injury Prevention grant training meetings 2017 – Mahoning and Trumbull County.
- d. Suzanne Krippel (Vice President) and staff to OEHA Board and Committee activities for 2017 – various locations in Ohio.
- e. Environmental Public Health staff to Northeast Food Safety Round Table meetings for 2017 – various locations in Northeast Ohio.
- f. Environmental Public Health staff to Water Quality (Beaches, Stormwater, Sewage Treatment, and Watershed) program related meetings and field activities for communities for 2017 – various locations in Northeast Ohio.
- g. Nate McConoughey (Director) and staff to Ohio Onsite Wastewater Association's (OOWA) Board meetings for 2017 – various locations in Ohio.
- h. Gerry Scott and staff to ODH for Body Art Program meetings for 2017 – various locations in Ohio.
- i. Gerry Scott and staff to ODH for Swimming Pool rule review committee meetings for 2017 – various locations in Ohio.
- j. Megan Conklin and staff to ODH for Private Water system meetings for 2017 – Columbus.
- k. Joe Lynch (Treasurer) and staff to Ohio Mosquito Control Association's Board meetings for

2017 – various locations in Ohio.

- l. Environmental Public Health staff to related Smoke Free Ohio Enforcement related activities for 2017 – various locations in Northeast Ohio.
- m. Dane Tussel and staff to Materials Management/Solid Waste Program activities and meetings for 2017 – various locations in Ohio.
- n. Rick Novickis to Northeast Ohio Environmental Health Directors Group meetings 2017 – various locations in Northeast Ohio.
- o. Megan Conklin and Domenica McClintock to Safe Routes to School program related meetings and trainings for 2017 – various locations in Ohio.
- p. Paul DeSario, Rick Melendez, and staff to training seminars by Ohio Department of Health and Ohio Department of Agriculture for 2017 – various locations in Ohio.
- q. Environmental Public Health staff to Retail Food Safety Advisory Council meetings for 2017 – various locations in Ohio.
- r. Heather Grisez, Michelle Healey, Sarah Kevany, Nate McConoughey, Domenica McClintock, and Rebecca Sara to Ohio Onsite Wastewater Annual Conference January 10 -12, 2017 – Mount Sterling – registration fee \$245.00 each.
- s. La 'Keisha James and Stephanie McConoughney to the 2017 National Lead and Healthy Housing Conference March 27 – 30, 2017 – Indianapolis, IN – registration fee \$165.00 each.

Epidemiology, Surveillance & Informatics

- a. Richard Stacklin to Ohio Infant Mortality Collaborative meetings from January 1, 2017 through December 31, 2017 – Columbus.
- b. Becky Gawelek to Ohio Partners for Cancer Control (OPCC) meetings from January 1, 2017 through December 31, 2017 – Columbus.

Prevention and Wellness

- a. Claire Boettler to monthly OPHA Executive Board & Governing Council meetings from January 1, 2017 through December 31, 2017 – Columbus.
- b. Alison Patrick to 2017 Quarry Hill Orchards visits for the USDA Farm to School grant – Berlin Heights, OH.
- c. Alison Patrick to Collective Impact Learning Collaborative January 9-12, 2017- Denver, CO.
- d. Alison Patrick to the Ohio Produce Growers and Marketers Association (OPGMA) conference January 17-18, 2017 – Sandusky.

- e. Gloria Agosto-Davis and Erin Lark to Teen Wellness Initiative Curriculum Training April 24-April 29, 2017 – Oakland, CA – registration fee \$2,500.00 each.

*Professional education under ONA contract.

SCHEDULE F
CRC REPORT AND OTHER CONTRACTS

A. CRC Report

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

No Exchange of funds

CRC 2016-110: Amendments – SRTS Extensions – change in end date of contract

FY2015 SRTS East Cleveland Grant (Resolution 2014-150)
FY2016 SRTS East Cleveland Grant (Resolution 2015-136)
FY2016 SRTS South Euclid – Lyndhurst Grant (Resolution 2015-137)

CRC 2016-111: MOU – Consortium of Eastern Ohio Master of Public Health

Tabled Items

CRC 2016-106: Lead Removal Abatement Project
13601 and 13603 Milan Ave.
East Cleveland, Ohio 44112
RFP# 2016-06

No Action at this time

Contract Authorizations (Lead and/or Household Sewage Program)

CRC 2016-112: BDL General Contracting - \$13,850.00

CRC 2016-113: American Builders and Applicators - \$17,075.00

CRC 2016-114: Green Home Solutions - \$22,900.00

CRC 2016-115: BDL General Contracting - \$8,935.00

Contract Approvals

CRC 2016-116: Contract – East Cleveland Police Department - \$5,181.81

CRC 2016-117: Contract – Premier Protective Services, Inc. - \$14.89/hour

B. Other Contracts

None

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH



Terry Allan, Secretary



Ms. Debbie L. Moss, President