

CUYAHOGA COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING – March 22, 2017

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 March 22, 2017.

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

It was moved by Mr. Gatt, seconded by Dr. Hall, 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, Dr. Williams.

Report from Terry Allan, Health Commissioner, regarding the District Advisory Council meeting held March 15, 2017. Recognition of Dr. Sherrie Dixon-Williams for appointment by the District Advisory Council for a five-year term and the signing of the oath of office.

Motion for elections of Office of the Board - President and President Pro Tem. A motion was made by Dr. Hall, seconded by Mr. Wang, to nominate Ms. Debbie L. Moss, Esq., as President of the Board. There being no other nominations, the Secretary called the roll:

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

It was then moved by Mr. Gatt, seconded by Mr. Wang, to nominate Dr. Gregory Hall, as President Pro Tem. There being no other nominations, the Secretary called the roll:

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

The reading of the minutes of the February 22, 2017, 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; Dr. Williams abstained due to being newly appointed to the Board.

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. Wang, that the following RESOLUTION (2017-24) be adopted:

BE IT RESOLVED to accept the Mt. Sinai Healthcare Foundation 2017/2020 Early Ages Healthy Stages (EAHS) grant from March 6, 2017 through March 6, 2020. Amount to be received is not to exceed \$293,323.00.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Mr. Wang, that the following RESOLUTION (2017-25) be adopted:

BE IT RESOLVED to renew contract with Starting Point to provide child care training and technical assistance from January 1, 2017 through December 31, 2017. Amount to be received is not to exceed \$182,487.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2017-26) be adopted:

BE IT RESOLVED to renew the Ohio Department of Health (ODH) 2017/2018 Immunization Action Plan (IAP) grant from April 1, 2017 through June 30, 2018. Amount to be received is not to exceed \$462,970.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2017-27) be adopted:

BE IT RESOLVED to renew contract with the City of Cleveland Department of Public Health (CDPH) under the 2017/2018 Immunization Action Plan (IAP) grant from April 1, 2017 through June 30, 2018. Amount to be paid to CDPH is not to exceed \$157,409.80.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2017-28) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into and execute a third amendment to the contract between Cuyahoga County Board of Health and Cuyahoga County by and through its Office of Health and Human Services for the purpose of extending the contract through December 31, 2017 for the Prevent Premature Fatherhood (PPF) grant and accepting additional funding in the amount of \$35,000.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Mr. Wang, that the following RESOLUTION (2017-29) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to, on behalf of the Cuyahoga County District Board of Health, accept and enter into a Water Pollution Control Loan Fund agreement with the Ohio EPA to assist homeowners with the cost of the repair or replacement of home sewage treatment systems or connection to a sanitary sewer within the jurisdiction of the Cuyahoga County District Board of Health. Amount to be received is not to exceed \$300,000.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2017-30) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into and execute an agreement with Cuyahoga County under their FY16 Urban Area Security Initiative (UASI) grant from January 1, 2017 through May 31, 2019. Amount to be received is not to exceed \$10,000.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2017-31) be adopted:

BE IT RESOLVED to accept an addendum to the contract with Centers for Families and Children (CFC) (Resolution 2015-26) for the Employee Assistance Program (Ease@Work) to extend the end date of the contract term from March 31, 2017 to April 30, 2017. The monthly rate to be paid to CFC is to remain the same at \$1.50 per employee.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2017-32) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into and execute an agreement with a vendor for an Employee Assistance Program (EAP) at a monthly rate not to exceed \$1.50 per employee.

The Secretary called the roll:

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

It was moved by Ms. Moss, seconded by Dr. Hall, that the following RESOLUTION (2017-33) be adopted:

BE IT RESOLVED to contract with Lincoln National Life Insurance Company for life insurance coverage from April 1, 2017 through March 31, 2019 for \$4.80 per employee/month.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Dr. Williams, that the following RESOLUTION (2017-34) be adopted:

BE IT RESOLVED to approve the following revised job descriptions effective March 22, 2017 (ref enclosed):

Environmental Public Health Student Worker - Vector Control
Environmental Public Health Student Worker - Water Quality

The Secretary called the roll:

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

It was moved by Ms. Moss, seconded by Dr. Williams, that the following RESOLUTION (2017-35) be adopted:

BE IT RESOLVED to authorize a Then and Now Certificate for purchase order A-9550 with Master Printing for design and printing of the 2016 CCBH Annual Report in the amount of \$3,206.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2017-36) be adopted:

BE IT RESOLVED to approve the appropriation of the annual estimated expense and revenue budget for the year 2018 in accordance with the ORC 3709.28 (ref. enclosed).

The Secretary called the roll:

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

BOARD ORDERS, RULES, FEES OR REGULATIONS

FIRST READING:

None

SECOND READING:

None

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).

It was moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2017-37) 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, Dr. Williams.

Break – 10:33 a.m. – 10:43 a.m.

Health Commissioner's Report – (10:43 a.m. – 11:55 a.m.)

(1) Strategic Plan Update Part II (10:43 a.m. – 11:20 a.m.)

Communications & Marketing
Healthy Eating/Active Living

Technology

(2) Website/Customer Service Update (11:20 a.m. – 11:27 a.m.)

(3) 2016 MBO/Performance Management Update (11:27 a.m. – 11:55 a.m.)

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

It was moved by Dr. Hall, seconded by Dr. Williams, 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, Dr. Williams.

Executive Session began at 11:55 a.m.

Dr. Hall and Dr. Williams left the meeting at 12:40 p.m.

Executive Session ended at 12:45 p.m.

Miscellaneous Business – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 12:45 p.m.

The Secretary called the roll:

Ayes: Ms. Moss, Mr. Gatt, Mr. Wang; Dr. Hall and Dr. Williams were absent.

SCHEDULE A
APPROPRIATION MEASURES

1. Establish Budgets

- A. Establish a budget for 2017/2020 Early Ages Healthy Stages (EAHS) grant in the amount of \$293,323.00 (ref. enclosed).
- B. Establish a budget for the 2017 Starting Point grant in the amount of \$182,487.00 (ref. enclosed).
- C. Establish a budget for the 2017/2018 Immunization Action Plan (IAP) grant in the amount of \$560,885.46 (includes \$97,915.46 in-kind match) (ref. enclosed).

2. Budget Revisions

- A. Budget revision in the 2016/2017 Reproductive Health and Wellness (RHW) grant to increase the budget by \$2,270.15 (ref. enclosed).
- B. Budget revision in the 2016/2017 Immunization Action Program (IAP) grant to redistribute \$6,627.36 (ref. enclosed).

SCHEDULE B
CASH TRANSFERS

1. Operating Transfers

None

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.

Step(s):

- A. Amy Geiss, PHN 3, from Step X \$59,397.00 annually to Step X \$59,982.00 annually, effective April 24, 2017.
- B. Erika Smith, PHN 1, from Step 1 \$45,903.00 annually to Step 2 \$46,371.00 annually, effective April 10, 2017.

Resignation(s):

- A. Ellen Vierheller, PHN 1, effective March 28, 2017.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Environmental Public Health

- a. Robert Brand to Urban Land Institute Conference March 7, 2017 – Cleveland – registration fee \$55.00.
- b. Megan Conklin, Michelle Healey, Domenica McClintock, Nate McConoughey, and Laura Travers to Annual Midwest Workshop March 20 - 23, 2017 – Columbus - registration fee \$68.00 each.
- c. Robert Brand to 2017 Great Lakes Area of Concern Conference March 29 - 30, 2017 – Grand Rapids, MI - registration fee \$80.00.
- d. 11 EPH staff to the Ohio Environmental Health Association's (OEHA) 71st Annual Educational Conference April 6-7, 2017 – Worthington – registration fee \$220.00 (non-member), \$150.00 (member) each.

Epidemiology, Surveillance and Informatics

- a. Jackie Napolitano and Stacey Short to the Ohio Environmental Health Association's (OEHA) 71st Annual Educational Conference April 6-7, 2017 – Worthington – registration fee \$220.00 (non-member), \$150.00 (member) each.
- b. Sagar Jha to Cybersecurity Training March 22, 2017 – Elyria.
- c. Carl Preusser to the 2017 Visual Studio Live (vslive) Conference May 13-18, 2017 – Austin, TX - registration fee \$1,395.00.

Prevention and Wellness

- a. Ryan White Program staff to various program meetings from March 1, 2017 through February 29, 2018 – Ashtabula, Geauga, Lake, Lorain and Medina counties.
- b. Ryan White Program staff to Quarterly Ohio Department of Health Care Part A and Part B meetings from March 1, 2017 through February 28, 2018 – Columbus.
- c. Ryan White Program staff to Quarterly Ohio Department of Health Prevention meetings from March 1, 2017 through February 28, 2018 – Columbus.
- d. Ryan White Program staff to Ohio Department of Health Medical Case Management Personnel and Supervisor meetings from March 1, 2017 through February 28, 2018 – Columbus.
- e. Ryan White Program staff to Quarterly H4C meetings from March 1, 2017 through February 28, 2018 – Columbus.

- f. Ryan White Program staff to Monthly State Integrated Plan meetings from March 1, 2017 through February 28, 2018 – Columbus.
- g. Alison Patrick to Bauman Orchards Partner meeting March 9, 2017 – Rittman.
- h. Claire Boettler to OPHA PHN Section Quarterly meeting March 17, 2017 – Columbus.
- i. Claire Boettler to Climate Action Fly-In conference March 21-24, 2017 – Washington, D.C. – time only.
- j. Alison Patrick to Ohio Farm to School Advisory meeting March 23, 2017 – Columbus.
- k. Claire Boettler to OPHA Public Policy Institute meeting April 19, 2017 – Columbus – registration fee \$70.00.
- l. Lorrie Considine to Cribs for Kids National conference April 25-28, 2017 – Pittsburgh, PA – registration fee \$400.00.
- m. Angela Newman to Maternal and Child Health Project Director meeting May 2, 2017 – Columbus.

*Professional education under ONA contract.

SCHEDULE F
CRC REPORT AND OTHER CONTRACTS

A. CRC Report

1. February 21, 2017 Meeting (ref. enclosed):

Tabled Items

CRC 2016-121 Ryan White Part A Program – Direct Services
RFP# 2016-08

No Action at this time.

Contract Recommendations for Board Approval

CRC 2016-122: Promesa Consulting Group - \$30,677.50

No Exchange of Funds

CRC 2017-26: MOUs –
City of Berea
City of Brooklyn
City of East Cleveland
Village of Highland Hills
City of Independence
City of Lyndhurst
Village of Valley View

Contract Authorizations (Lead and/or Household Sewage Program)

CRC 2017-27: Green Home Solutions - \$17,750.00

CRC 2017-28: C.B. Mullins Construction Company, Inc. - \$8,250.00

2. March 7, 2017 Meeting (ref. enclosed):

Contract Recommendations for Board Approval

CRC 2016-121: Ryan White Part A Direct Service Providers (see references)

No Exchange of Funds

CRC 2017-29: MOUs –
City of Bedford Heights
City of Brecksville
Village of Brooklyn Heights
City of Maple Heights

Village of Moreland Hills
City of North Royalton
City of Seven Hills
City of University Heights

CRC 2017-30: BDL General Contracting – contract period extension

Contract Authorizations

CRC 2017-31: Cinecraft Productions, Inc. - \$12,000.00

CRC 2017-32: Liberty Ford, Inc. - \$20,139.56

Lead Program

CRC 2017-33: MCM Home Services - \$6,750.00

CRC 2017-34: Green Home Solutions - \$7,570.00

Contract Approvals

CRC 2017-35: Contract – Cuyahoga County Planning Commission – \$10,000.00

CRC 2017-36: Contract – Lamar Advertising - \$20,000.00

CRC 2017-37: Contracts -
Medina County Health District - \$15,000.00
The MetroHealth System - \$17,532.66
Recovery Resources - \$8,000.00

B. Other Contracts

None

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH



Terry Allan, Secretary



Ms. Debbie L. Moss, President