

CUYAHOGA COUNTY
BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

Diversity Committee

February 28, 2018

AGENDA

- I. Call to Order
- II. Approval of the Minutes from the 10.25.17 meeting
- III. Staffing Diversity Report – Najeebah Shine
- IV. Contractor Diversity Report – Judy Wirsching
- V. Other Business
- VI. Next meeting: May 23, 2018 - Equity, Diversity and Inclusion Committee to attend
- VII. Adjourn

Minutes

Committee Member Attendees: Greg Hall, MD, Chair, Debbie Moss, Vice Chair, Doug Wang

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

Terrence M. Allan, R.S., M.P.H. Health Commissioner

Staff Attendees: Terry Allan, Becki Burke, Najeebah Shine, Judy Wirsching, Chris Kippes, Rick Novickis, Claire Boettler

The meeting was called to order at 9:25 by Chairman Hall.

Chairman Hall moved and Debbie Moss seconded the approval of the minutes from the 10.25.17 meeting. The motion passed unanimously.

Staff & Contractor Diversity

Committee reports on staff and contractor diversity were provided by Najeebah Shine and Judy Wirsching and are attached to the minutes. Discussion focused on criteria for qualified candidates and how to define “qualified”. We encouraged considering a demographic as it relates to the community we serve (Growing up in East Cleveland may be considered as a positive “qualifier” for community outreach or restaurant inspection in East Cleveland.)

This would be a good discussion topic for the Supervisors workgroup, as they are often involved in the interview process and may need to expand their view of who’s *best qualified*. The seasonal employee recruitment and hiring efforts are an important feeder for creating opportunities for potential full time recruitment of diverse workforce.

Discussion also focused on identifying a diverse pool of qualified candidates and identifying best practices that lead to increased diversity of staff as candidates progress through the interview and hiring process. We agreed to more closely examine the final interview pool by demographics as well.

Staff Diversity:

Overall employee demographic summary as of December 31, 2017:

- Eighteen (18) new permanent full time employees hired since January 2017
- 152 permanent employees
 - Gender
 - 76% females
 - 24% males
- Race/ethnicity (see attachment – CCBH Demographic Trends 2013-2017)

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

Terrence M. Allan, R.S., M.P.H. Health Commissioner

Vendor Diversity:

01/01/17 – 12/31/17

Summary of Vendors

	% Distribution
43 Established Vendors (excluding sub-recipients)	
7 Diverse Vendor	16.3%
18 Cuyahoga County	41.9%
10 Outside Cuyahoga County but within Ohio	23.3%
15 Other States	34.9%

To date, 28 vendors are identified as diverse vendors in CCBH's accounting system. (We continue to identify existing vendors in our accounting system that are certified as a diverse vendor).

	2015	2016	2017
Total Established Vendors	69	51	47
Established Vendors excluding sub-recipients	60	51	43
Diverse Vendors	7	4	7
% of Established Vendors who are Diverse	12%	8%	16.3%
Vendors within Cuyahoga County	--	22	18
Vendors outside Cuyahoga County but within Ohio	--	--	10
Vendors outside Ohio	--	21	15

Vendor Diversity Goals Established by the Diversity Committee

2016	10%	} % of Expenditures incurred utilizing diverse vendors.
2017	15%	
2018	20%	

Vendor Diversity % (of expenditures) as of 12/31/17 is 19%

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

Terrence M. Allan, R.S., M.P.H. Health Commissioner

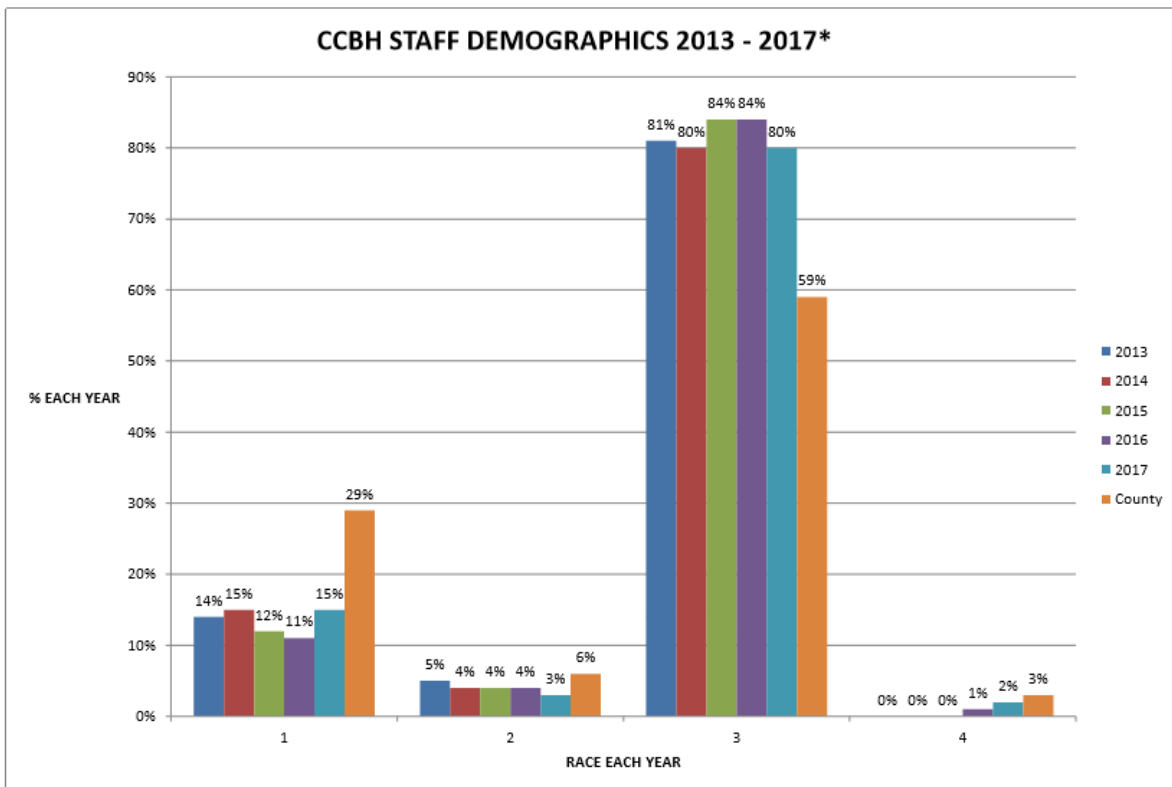
The next meeting of the Diversity Committee will be held on May 23rd. Directors and members of the EDI Committee will be invited to attend.

Chairman Hall adjourned the meeting at 10:00am.

CCBH STAFF DEMOGRAPHICS 2013 - 2017*

	African-American	Hispanic	Caucasian	Asian
Label on Chart	1	2	3	4
2013	14%	5%	81%	0%
2014	15%	4%	80%	0%
2015	12%	4%	84%	0%
2016	11%	4%	84%	1%
2017	15%	3%	80%	2%
County	29%	6%	59%	3%

Diversity Committee Meeting 02/28/2018



Note: *2017 data up to December 31, 2017