

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

Meeting called to order by Debbie L. Moss, President of the Board at 9:02 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on November 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. Sherrie Williams.

The reading of the minutes of the October 25, 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 Dr. Hall, 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 her absence from the October 25, 2017 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, Dr. Williams.

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

Review of the Financial Statements.

Legislative Updates - N/A

Committee Reports – Diversity Committee

Approval of Resolutions/Motions:

**REGULAR ACTIONS OF THE BOARD:**

It was moved by Mr. Gatt, seconded by Dr. Williams, that the following RESOLUTION (2017-134) be adopted:

BE IT RESOLVED to renew the 2018 Ohio Department of Health (ODH) Injury Prevention grant from January 1, 2018 through December 31, 2018. Amount to be received is not to exceed \$215,000.00.

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 (2017-135) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter into a contract with the Ohio Department of Health (ODH) for the Ryan White Part A Program grant from the date of execution through June 30, 2018. Amount to be received is not to exceed \$650,000.00.

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 (2017-136) be adopted:

BE IT RESOLVED to renew the Ohio Department of Health (ODH) 2018 Creating Healthy Communities (CHC) grant from January 1, 2018 through December 31, 2018. Amount to be received is not to exceed \$135,000.00.

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 (2017-137) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter and execute the contract between Cuyahoga County Board of Health and Cuyahoga County by and through its Office of Health and Human Services from January 1, 2018 through December 31, 2018 for the Prevent Premature Fatherhood (PPF) grant. Amount to be received is not to exceed \$70,000.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Dr. Williams, seconded by Ms. Moss, that the following RESOLUTION (2017-138) be adopted:

BE IT RESOLVED to renew contract with Case Western Reserve University (CWRU) under the 2017/2018 Centers for Disease Control and Prevention (CDC) Racial and Ethnic Approaches to Community Health (REACH) grant from September 30, 2017 through September 29, 2018. Amount to be paid to CWRU is not to exceed \$244,771.00.

The Secretary called the roll:

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

It was moved by Dr. Williams, seconded by Ms. Moss, that the following RESOLUTION (2017-139) be adopted:

BE IT RESOLVED to accept an addendum to the contract with Kurtz Brothers (Resolution 2017-64 & Resolution 2017-103) under the 2017 Ohio EPA ARCO project to increase the amount to be paid to Kurtz Brothers from \$1,840,000.00 to \$3,075,000.00.

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 (2017-140) be adopted:

BE IT RESOLVED to accept an addendum to the contract with Waste Management (Resolution 2017-104) under the 2017 Ohio EPA ARCO project to increase the amount to be paid to Waste Management from \$2,500,000.00 to \$2,925,000.00.

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 (2017-141) be adopted:

BE IT RESOLVED to approve the revised 2017 CCBH Position Complement effective November 22, 2017 (ref enclosed).

The Secretary called the roll:

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

It was moved by Dr. Williams, seconded by Dr. Hall, that the following RESOLUTION (2017-142) be adopted:

BE IT RESOLVED to authorize a Then and Now Certificate for the following purchase order:

<u>PO Number</u>	<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>
A- 9953	AOHC	\$3,407.00	annual membership dues

The Secretary called the roll:

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

## **BOARD ORDERS, RULES, FEES OR REGULATIONS**

### **FIRST READING:**

RESOLUTION (2017-143) To grant a variance from Section 3701-29-12 (P)(2) of the Ohio

Administrative Code for the material utilized as a building sewer for the residence at 2657 Chagrin River Road in Hunting Valley (PPN: 881-35-002) (ref. enclosed).

It was moved by Dr. Hall, seconded by Dr. Williams, that the following RESOLUTION (2017-143) be adopted:

BE IT RESOLVED to grant a variance from Section 3701-29-12 (P)(2) of the Ohio Administrative Code for the material utilized as a building sewer for the residence at 2657 Chagrin River Road in Hunting Valley (PPN: 881-35-002) (ref. enclosed).

The Secretary called the roll:

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

### **SECOND READING:**

RESOLUTION (2017-131) 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) (First Reading-October 25, 2017, Second Reading-November 22, 2017).

RESOLUTION (2017-132) To approve a Consent Agreement between the Board and North Pointe Towers, LTD. and RHM Real Estate Group (Respondents) regarding remedial action required of Respondents to abate a nuisance at property owned or managed by Respondents at 26151 Lake Shore Blvd., Euclid, Ohio (First Reading-October 25, 2017, Second Reading-November 22, 2017).

### **THIRD READING:**

RESOLUTION (2017-69) To approve the application for exemption pursuant to ORC 3714.04 by Boyas Excavating, Inc. for approval of the plan modification of its Construction Debris and Demolition Landfill Operating License pursuant to the recommendation of the Ohio EPA as set forth in the Board's Findings and Orders incorporated herein fully by reference (First Reading-May 24, 2017, Second Reading-June 28, 2017, Third Reading-July 26, 2017 – Tabled).

It was moved by Dr. Hall, seconded by Dr. Williams, that the following RESOLUTION (2017-144) 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 – 9:50 a.m. – 10:00 a.m.

Health Commissioner’s Report – (10:00 a.m. – 10:22 a.m.)

- (1) 2016 Audit (10:00 a.m. – 10:06 a.m.)
- (2) 2018 Budget (10:06 a.m. – 10:11 a.m.)
- (3) Accreditation Update (10:11 a.m. – 10:22 a.m.)

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

It was moved by Mr. Gatt, 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 10:22 a.m.

Executive Session ended at 11:27 a.m.

Miscellaneous Business –

It was moved by Dr. Hall, seconded by Dr. Williams, that the following RESOLUTION (2017-145) be adopted:

BE IT RESOLVED to approve the option three scope of work for the CCBH Space Planning Project.

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 11:30 a.m.

The Secretary called the roll:

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

**SCHEDULE A**  
**APPROPRIATION MEASURES**

1. Establish Budgets
  - A. Establish a budget for the Ohio Department of Health (ODH) 2018 Injury Prevention grant in the amount of \$215,000.00 (ref. enclosed).
  - B. Establish a budget for the Ohio Department of Health (ODH) Ryan White Part A Program grant in the amount of \$650,000.00 (ref enclosed).
  - C. Establish a budget for the Ohio Department of Public Health (ODH) 2018 Creating Healthy Communities (CHC) grant in the amount of \$135,000.00 (ref. enclosed).
  - D. Establish a budget for the 2017 Ohio EPA Water Pollution Control Loan Fund in the amount of \$300,000.00 (ref. enclosed).
  
2. Budget Revisions
  - A. General Revenue Fund revision of the 2017 Estimated Revenue to reduce revenue by \$61,857.73 and reduce and redistribute Appropriations by \$231,883.82 (ref. enclosed).
  - B. Budget revision in the 2017/2018 Ohio EPA Mosquito Control grant to redistribute \$973.38 (ref. enclosed).
  - C. Budget revision in the 2017/2018 Public Health Emergency Preparedness (PHEP) grant to increase the in kind match requirement by \$1,563.00 (ref. enclosed).
  - D. Budget revision in the 2015/2017 USDA Farm to School grant to redistribute \$277.59 (ref. enclosed).
  - E. Budget revision in the 2017 Creating Healthy Communities (CHC) grant to redistribute \$300.75 (ref. enclosed).
  - F. Budget revision in the 2017 Child Fatality Review (CFR) grant to redistribute \$1,456.85 (ref. enclosed).
  - G. Budget revision in the 2016/2017 Newborn Home Visiting grant to redistribute \$12,530.37 (ref. enclosed).
  - H. Budget revision in the 2017 Ohio Healthy Program grant to redistribute \$295.49 (ref. enclosed).
  - I. Budget revision in the 2017/2018 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant to redistribute \$42,235.21 (ref. enclosed).
  - J. Budget revision in the 2017/2018 Reproductive Health and Wellness (RHW) grant to increase

the budget by \$13,848.08 (ref. enclosed).

- K. Budget revision in the 2017/2018 Immunization Action Plan (IAP) grant to decrease the budget by \$37,038.46 (ref. enclosed).
- L. Budget revision in the 2017/2018 Breast and Cervical Cancer Project (BCCP) grant to decrease the budget by \$65,865.18 (ref. enclosed).
- M. Budget Revision in the 2015/2017 Saint Luke's Foundation SRTS/HIP C grant to redistribute \$8,804.49 (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.

Chris Kippes, Director of Epidemiology, Surveillance, and Informatics, asking permission to post for a Communicable Disease Investigator position.

Ratify Appointment(s):

- A. Joyce Forristell, Licensed Practical Nurse, Grade B, \$35,170.00 annually effective November 27, 2017.

Appointments(s):

- A. Gertrude Burtin, Account Clerk, Grade A, \$30,060.00 annually.

**SCHEDULE D**  
**EMPLOYEE TRAINING AND TRAVEL EXPENSES**

Environmental Public Health

- a. 8 EPH Staff to the 2018 Ohio Onsite Wastewater Association Conference January 9-11, 2018 – Mount Sterling – registration fee \$310.00 each.

Epidemiology, Surveillance and Informatics

- a. Richard Stacklin to Ohio Equity Institute Meeting December 4, 2017 – Columbus.
- b. Richard Stacklin to Ohio Collaborative to Prevent Infant Mortality Meeting December 4-5, 2017 – Columbus.

Prevention and Wellness

- a. Kate Burnett-Bruckman, Zachary Levar and Vino Sundaram to On-Line Course: Take the Lead on Healthcare Quality Improvement – registration fee \$49.00 each.
- b. Eileen Nageotte-Wilk and Antionette Waltman to Immunization Action Plan training October 26, 2017 – Columbus.
- c. Melissa Cermak and Erin Lark to HIV Prevention Counseling training November 7-8, 2017 – Columbus.
- d. Alison Patrick to Ohio Healthy Program Council meeting November 28, 2017 – Columbus.
- e. Camille Verbofsky to Ohio Early Childhood Health Network meeting November 28, 2017 – Columbus.
- f. Erin Dodds and Angela Newman to Ohio Equity Institute (OEI) meeting December 4, 2017 – Columbus.
- g. Angela Newman to Ohio Collaborative to Prevent Infant Morality meeting December 4-5, 2017 – Columbus.
- h. Zachary Levar to the IHI National Forum on Quality Improvement December 10-13, 2017 – Orlando, FL – registration fee \$1,950.00.
- i. Claire Boettler to OPHA PHN Annual conference December 13-15, 2017 Dublin, OH – registration fee \$162.00.
- j. Kate Burnett-Bruckman to 2018 CMS Quality Conference February 11-14, 2018 – Baltimore, MD.
- k. Gloria Agosto-Davis to ETR Training of Trainers February 21-24, 2018 – Oakland, CA – registration fee \$1,500.00.

1. Zachary Levar to Lean and Six Sigma conference February 22-March 1, 2018 – Phoenix, AZ – registration fee \$4,990.00.

\*Professional education under ONA contract.

**SCHEDULE F**  
**CRC REPORT AND OTHER CONTRACTS**

A. CRC Report

1. November 6, 2017 Meeting (ref. enclosed):

No Exchange of Funds

No Exchange of Funds

CRC 2017-214: MOU - Village of North Randall

CRC 2017-215: Amendment - University of Pittsburgh of the Commonwealth System of Higher Education

CRC 2017-216: MOU - Cleveland Furniture Bank

CRC 2017-217: Addendum - Broadview Chiropractic and Health Center

Tabled Items

Household Sewage Program

CRC 2017-175  
7242 W 130th St.  
Middleburg Heights, Ohio 44130

No Action at this time.

CRC 2017-224 MOU - OhioGuidestone

No Action at this time.

Contract Authorizations

CRC 2017-205: BDL General Contracting - \$14,455.00

CRC 2017-218: BDL General Contracting - \$5,620.00

CRC 2017-219: Suburban Septic Service, Inc. - \$14,625.00

Contract Approvals

CRC 2017-220: South Euclid-Lyndhurst City Schools - \$9,936.00

CRC 2017-221: Amendment - Accurate Analytical Testing LLC - increase amount from \$10,925.00 to \$15,925.00

CRC 2017-222: Addendum - Gateway Products Recycling - increase the amount from \$240.00 to \$480.00

CRC 2017-223: Service Agreement - Cummins, Inc. - \$3,476.61

B. Other Contracts

None

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**



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Terry Allan, Secretary



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Ms. Debbie L. Moss, President