

CUYAHOGA COUNTY BOARD OF HEALTH

AGENDA – December 19, 2018

1. Call to Order.
2. Roll Call.
3. Motion to excuse absent Board Members.
4. Approval of the Minutes of the Regular Board Meeting – November 28, 2018.
5. Motion to amend agenda items as highlighted on revised agenda.
6. Public Comments on Agenda Resolutions Only (three minute maximum).
7. Review of the Financial Statements.
8. Legislative Updates – N/A
9. Committee Reports – N/A
10. Approval of Resolutions/Motions:

REGULAR ACTIONS OF THE BOARD:

- A. RESOLUTION (2018-131) Accept the 2019 Ohio Department of Health (ODH) Injury Prevention grant from January 1, 2019 through September 30, 2019. Amount to be received from ODH is not to exceed \$125,000.00.
- B. RESOLUTION (2018-132) Accept the 2018/2019 National Network of Public Health Institutes (NNPHI) Adverse Childhood Experiences (ACEs) grant from December 1, 2018 through September 30, 2019. Amount to be received from NNPHI is not to exceed \$90,000.00.
- C. RESOLUTION (2018-133) Accept the HealthComp Foundation grant from January 1, 2019 through December 31, 2019. Amount to be received from HealthComp is not to exceed \$318,971.00. CCBH to provide \$15,000.00 in-kind match.
- D. RESOLUTION (2018-134) Renew the Ohio Department of Health (ODH) 2019 Creating Healthy Communities (CHC) grant from January 1, 2019 through December 31, 2019. Amount to be received is not to exceed \$135,000.00.
- E. RESOLUTION (2018-135) 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, 2019 through December 31, 2021. Amount to be received from the District is not to exceed \$313,744.00 in 2019 and \$322,687.00 in 2020 and \$340,012.00 in 2021.

- F. RESOLUTION (2018-136) Contract with Donald Bohning & Associates under the Silver Oak Landfill project from December 19, 2018 through December 19, 2019. Amount to be paid to Donald Bohning & Associates is not to exceed \$35,000.00.
- G. RESOLUTION (2018-137) Authorize the Health Commissioner to enter a contract with Cuyahoga County Department of Development (DOD) under the 2018/2021 HUD Lead Hazard Control grant from January 1, 2019 through September 3, 2021. Amount to be paid to DOD is not to exceed \$278,250.00.
- H. RESOLUTION (2018-138) Contract with Hott Associates, Inc. (CRC 2018-159, RFP# 2018-01) for housekeeping and facility maintenance services from January 1, 2019 through December 31, 2020. Amount to be paid to Hott Associates, Inc. is not to exceed \$3,005.00 per month for housekeeping and \$1,045.00 per month for facility maintenance/management (parts and material not included).
- I. RESOLUTION (2018-139) Approval for Winter/Spring 2019 tuition for the following employees and amounts approved at the November 30, 2018 meeting of the Tuition Assistance Review Committee:
- | | |
|--|-------------------------|
| Wallace Chambers, Deputy Director, MPH | \$4,000.00 |
| Erik Hamilton, Administrative Services Supervisor, MBA | \$4,000.00 |
| Andrew Heffron, PHN Supervisor, MPA
(Amount not to exceed \$4,000.00) | \$2,197.80 + books/fees |
| Rebecca Karns, Data Analyst,
Social Work/Counseling Program Coursework
(Amount not to exceed \$4,000.00) | \$2,197.80 + books/fees |
| Lavone Lee, Sanitarian, MA | \$4,000.00 |
| Erika Smith, PHN 2, BSN
(Amount not to exceed \$2,675.00) | \$ 720.00 + books/fees |
| Richard Stacklin, Data Analyst, MPH
(Amount not to exceed \$4,000.00) | \$1,877.16 + books/fees |
- J. RESOLUTION (2018-140) Approval to revise the CCBH Position Complement effective January 1, 2019.
- K. RESOLUTION (2018-141) Authorize the Health Commissioner to approve vouchers paid after December 19, 2018 through December 31, 2018.
- L. RESOLUTION (2018-142) Authorize the Chief Financial Officer to close out grants that have not had activity for at least two years by reducing appropriations (budget) for any unspent funds and completing operating transfers that do not exceed \$100.00 per transaction.
- M. RESOLUTION (2018-143) Approval of the 2019 Operating Budget as submitted.

BOARD ORDERS, RULES, FEES OR REGULATIONS:

FIRST READING:

None

SECOND READING:

None

THIRD READING:

- A. 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) (ref. enclosed).
 - B. RESOLUTION (2018-117) To establish the Cuyahoga County Board of Health's Campground Licenses Fees pursuant to the Ohio Revised Code sections 3709.09 and 3729.05 effective January 1, 2019 (First Reading-October 24, 2018, Second Reading-November 28, 2018) (ref. enclosed).
 - C. RESOLUTION (2018-118) 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 1, 2019 (First Reading-October 24, 2018, Second Reading-November 28, 2018) (ref. enclosed).
 - D. RESOLUTION (2018-119) To amend the Cuyahoga County Board of Health's Household Sewage Program Fees pursuant to the Ohio Revised Code sections 3709.09 and 3718.06 effective January 1, 2019 (First Reading-October 24, 2018, Second Reading-November 28, 2018) (ref. enclosed).
 - E. RESOLUTION (2018-120) To amend the Cuyahoga County Board of Health's Private Water Program Fees pursuant to the Ohio Revised Code sections 3709.09 and 3701.344 effective January 1, 2019 (First Reading-October 24, 2018, Second Reading-November 28, 2018) (ref. enclosed).
11. RESOLUTION (2018-144) Approval 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.

12. Health Commissioner's Report – N/A
13. Public and Staff Comments (three minute maximum).
14. Motion to adjourn to Executive Session to discuss personnel issues.
15. Miscellaneous Business.
16. Motion to adjourn the meeting.

SCHEDULE A
APPROPRIATION MEASURES

1. Establish Budgets

- A. Establish a budget for the 2018/2019 NNPHI ACEs grant in the amount of \$90,000.00 (ref. enclosed).
- B. Establish a budget for the 2019 ODH Injury Prevention grant in the amount of \$125,000.00 (ref. enclosed).
- C. Establish a budget for the 2019/2021 HealthComp grant in the amount of \$333,971.00 (ref. enclosed).
- D. Establish a budget for the 2019 Creating Healthy Communities (CHC) grant in the amount of \$135,000.00 (ref. enclosed).
- E. Establish a budget for the 2018/2019 Reproductive Health and Wellness (RHW) grant in the amount of \$95,000.00 (ref. enclosed).

2. Budget Revisions

- A. Budget revision in the 2015/2018 HUD Lead Hazard Control grant to redistribute \$34,271.38 (ref. enclosed).
- B. Budget revision in the 2018/2019 PHEP grant to redistribute \$400.00 (ref. enclosed).
- C. Budget revision in the 2018 Women in Recovery (WIRe) grant to redistribute \$22.87 (ref. enclosed).
- D. Budget revision in the 2018 Starting Point grant to redistribute \$768.18 (ref. enclosed).
- E. Budget revision in the 2018 Creating Healthy Communities (CHC) grant to redistribute \$596.27 (ref. enclosed).
- F. Budget revision in the 2017/2020 Early Ages Healthy Stages (EAHS) grant to redistribute \$2,000.00 (ref. enclosed).
- G. Budget revision in the 2018/2019 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant to redistribute \$128.00 (ref. enclosed).
- H. Budget revision in the 2017/2018 Teen Wellness Initiative grant to decrease the budget by \$110,336.59 (ref. enclosed).
- I. Budget revision in the 2017/2018 Immunization Action Plan (IAP) grant to decrease the budget

by \$4,400.00 (ref. enclosed).

- J. Budget revision in the 2018 Dental Sealant grant to increase the budget by \$2,813.84 (ref. enclosed).
- K. Budget revision in the 2018 ODH Injury Prevention Grant to redistribute \$371.92 (ref. enclosed).
- L. 2018 General Revenue Fund revision to redistribute Estimated Revenue and Appropriations (Expenditures). No change in totals.

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 \$11,289.46 (ref. enclosed).
- B. Operating transfer from the General Revenue Fund to the 2018/2019 PHEP grant in the amount of \$33,048.01 (ref. enclosed).
- C. Operating transfer from the General Revenue fund to the 18/19 ODH Breast and Cervical Cancer Project (BCCP) grant in the amount of \$38,175.38 (ref. enclosed).
- D. Operating transfer from the General Revenue fund to the 2018 Dental Sealant grant in the amount of \$17,367.24 (ref. enclosed).
- E. Operating Transfer to close out various in-active grants according to the attached schedule (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.

Ratify Appointment(s):

- A. Daniel Murphy, Sanitarian In Training, Grade C, \$41,149.00, effective January 7, 2019.

Appointments(s):

- A. Stephanie Sutilla, Sanitarian In Training, Grade C, \$41,149.00, effective January 7, 2019.
- B. Brittani Flory, Public Health Nurse, \$46,371.00 annually, effective January 7, 2019.

Rescind Appointment(s):

- A. Joseph Kollar, Sanitarian In Training, Grade C, \$41,149.00, effective January 7, 2019.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Administration

- a. Terry Allan to preparedness meetings and provide testimony at legislative hearings and committee meetings for 2019 - various locations.
- b. Terry Allan to Association of Health Commissioners (AOHC) meetings for 2019 - various locations.
- c. Terry Allan to ACEs and Opioids CDC project kickoff meeting January 29, 2019 – Columbus.

Environmental Public Health

- a. Authorization to pay routine out-of-county district travel expenses in the same manner as in district policy for 2019 to Ohio Department of Health (ODH) Offices; Summit, Geauga, and Portage Counties; City of North Ridgeville; and the Ohio Environmental Protection Agency (EPA) office – Twinsburg.
- b. Vince Caraffi and staff to the Ohio Injury Prevention Partnership meetings 2019 – various locations in Ohio.
- c. Environmental Public Health staff to Ohio Environmental Health Association (OEHA) Board and Committee activities for 2019 – various locations in Ohio.
- d. Environmental Public Health staff to Northeast Food Safety Round Table meetings for 2019 – various locations in Northeast Ohio.
- e. Environmental Public Health staff to Water Quality (Beaches, Stormwater, Sewage Treatment, and Watershed) program related meetings and field activities for communities for 2019 – various locations in Northeast Ohio.
- f. Nate McConoughey and staff to Ohio Onsite Wastewater Association (OOWA) Board meetings for 2019 – various locations in Ohio.
- g. Environmental Public Health staff to ODH coordinated Body Art Program meetings for 2019 – various locations in Ohio.
- h. Environmental Public Health staff to ODH coordinated Swimming Pool Program rule review committee meetings for 2019 – various locations in Ohio.
- i. Joe Lynch (Treasurer) and staff to Ohio Mosquito Control Association Board meetings for 2019 – various locations in Ohio.

- j. Environmental Public Health staff to Smoke Free Ohio Enforcement related activities for 2019 – various locations in Northeast Ohio.
- k. Dane Tussel and staff to Materials Management/Solid Waste Program activities and meetings for 2019 – various locations in Ohio.
- l. Rick Novickis and staff to Northeast Ohio Environmental Health Directors Work Group meetings for 2019 – various locations in Northeast Ohio.
- m. Megan Conklin and Domenica McClintock to Safe Routes to School Program related meetings and trainings for 2019 – various locations in Ohio.
- n. Environmental Public Health staff to Food Protection Program training seminars coordinated by Ohio Department of Health and Ohio Department of Agriculture for 2019 – various locations in Ohio.
- o. Environmental Public Health staff to Retail Food Safety Advisory Council meetings for 2019 – various locations in Ohio.
- p. 8 Environmental Public Health staff to 2019 Ohio Onsite Wastewater Association Conference January 8-10, 2019 – Mt. Sterling – registration fee \$335.00 each.
- q. Domenica McClintock to Ohio Commercial Pesticide Applicator 2019 Recertification Conference January 15, 2019 – Akron – registration fee \$89.00.
- r. April Vince to ACEs and Opioids CDC project kickoff meeting January 29, 2019 – Columbus.

Epidemiology, Surveillance and Informatics

- a. Staff to Ohio Infant Mortality Collaborative meetings from January 1, 2019 through December 31, 2019 – Columbus.
- b. Becky Karns to Ohio Partners for Cancer Control (OPCC) meetings from January 1, 2019 through December 31, 2019 – Columbus.

Prevention and Wellness

- a. Shayla Davis to Ohio Healthy Programs Train the Trainer December 18-19, 2018 – Columbus.
- b. P&W Staff to 2019 Ohio Infant Mortality Collaborative meetings – Columbus.
- c. Roger Sikes and Ann Stahlheber to 2019 Creating Health Communities (CHC) All-Project meetings – Columbus.
- d. Claire Boettler to 2019 OPHA Board and Governing Council meetings – Columbus.

- e. Claire Boettler to 2019 OPHA PHN Section Quarterly meetings – Columbus.
- f. Claire Boettler to 2019 Ohio Public Health Partnership Board meetings – Columbus.
- g. Vino Sundaram to 2019 CMS Quality conference January 28-31, 2019 – Baltimore, MD.
- h. Maurice Cole and Erin Lark to PREP Curriculum Training February 4-7, 2019 – Columbus.
- i. Zachary Levar to 2019 Health Systems Process Improvement conference February 20-22, 2019 – San Antonio, TX. – registration fee \$1,185.00.

*Professional education under ONA contract.

SCHEDULE F
CRC REPORT AND OTHER CONTRACTS

A. CRC Report

1. November 20, 2018 Meeting (ref. enclosed):

Tabled Items

CRC 2018-100
7208 Broadview Rd.
Parma, Ohio 44134

No action at this time.

CRC 2018-123
7454 Bronson Rd.
Olmsted Township, Ohio 44138

No action at this time.

CRC 2018-142 Epidemiology, Surveillance and Informatics Services submitting an agreement with the Association of Ohio Health Commissioners (AOHC) to secure an emergency preparedness consultant from July 1, 2018 to June 30, 2019. Amount to be paid to AOHC is not to exceed \$5,500.00.

Purpose: To allow AOHC to secure an emergency preparedness consultant on behalf of CCBH to serve as a liaison for emergency preparedness planning functions as outlined by the BTeam.

Funding Source: 100% reimbursable through the FY2019 PHEP grant

No action at this time.

CRC 2018-160
27912 Pergl Rd.
Solon, Ohio 44139

Item CRC 2018-160 was tabled due to incomplete bids being received. The RFQ has been re-issued.

CRC 2018-161
27605 Pergl Rd.
Glenwillow, Ohio 44139

Item CRC 2018-161 was tabled due to incomplete bids being received. The RFQ has been re-issued.

CRC 2018-162
6845 Richmond Rd.
Glenwillow, Ohio 44139

Item CRC 2018-161 was tabled due to incomplete bids being received. The RFQ has been re-issued.

Bid/Quote Openings ≥ \$25,000.00

CRC 2018-159: Sealed bids:

Crystal Clear Building Services	11/20/18 @ 10:43am	\$4,060.00 per month
Choice Commercial	DISQUALIFIED	
Felix Cleaning Services	11/14/18 @ 12:39pm	\$4,130.00 per month
Hott Associates	11/19/18 @ 1:29pm	\$4,050.00 per month
Ozone Cleaners	11/14/18 @ 3:06pm	\$4,129.38 per month

The bids listed above were provided to the program staff for completion of the evaluation process.

Contract Authorizations

CRC 2018-99: Klarich Farms, LLC - \$19,948.00

CRC 2018-137: Klarich Farms, LLC - \$19,948.00

CRC 2018-148: Klarich Farms, LLC - \$18,050.00

CRC 2018-149: Klarich Farms, LLC - \$17,849.00

CRC 2018-163: Dynamerican - \$6,879.00

CRC 2018-164: Dynamerican - \$13,450.00

Contract Approvals

CRC 2018-165: The Baldwin Group, Inc. - \$865.17

CRC 2018-166: Addendum - Cleveland Rape Crisis Center - to increase the amount to be paid from \$9,000.00 to \$11,100.00

CRC 2018-167: Addendums -

	From	To
Far West Center	\$ 1,447.00	\$ 3,176.00
Near West Side	\$ 10,334.00	\$ 26,500.00
Nueva Luz	\$495,174.00	\$504,838.00

2. December 4, 2018 Meeting (ref. enclosed):

No Exchange of Funds

CRC 2018-167: Addendum - Circle Health - to revise Exhibit A. Amount to be paid to remain the same.

CRC 2018-168: Addendum - Kim Jovanov - to extend the end of the contract period from December 31, 2018 to December 31, 2019 - No funds will be provided by the Board.

CRC 2018-169: Data use agreement - Dr. Na'Tasha Evans, Assistant Professor at Kent State University - No exchange of funds.

Tabled Items

CRC 2018-100
7208 Broadview Rd.
Parma, Ohio 44134

No action at this time.

CRC 2018-123
7454 Bronson Rd.
Olmsted Township, Ohio 44138

No action at this time.

CRC 2018-142 Epidemiology, Surveillance and Informatics Services submitting an agreement with the Association of Ohio Health Commissioners (AOHC) to secure an emergency preparedness consultant from July 1, 2018 to June 30, 2019. Amount to be paid to AOHC is not to exceed \$5,500.00.

Purpose: To allow AOHC to secure an emergency preparedness consultant on behalf of CCBH to serve as a liaison for emergency preparedness planning functions as outlined by the BTeam.

Funding Source: 100% reimbursable through the FY2019 PHEP grant

No action at this time.

CRC 2018-160
27912 Pergl Rd.
Solon, Ohio 44139

No action today.

CRC 2018-161
27605 Pergl Rd.

Glenwillow, Ohio 44139

No action today.

CRC 2018-162
6845 Richmond Rd.
Glenwillow, Ohio 44139

No action today.

CRC 2018-173
24421 Barrett Rd.
Olmsted Township, Ohio 44138

Item CRC 2018-173 was tabled due to no bids being received. The RFQ has been re-issued.

Contract Recommendations for Board Approval

CRC 2018-159: Hott Associates, Inc. – housekeeping & maintenance services

Contract Authorizations

CRC 2018-170: Bull Construction Services - \$7,550.00

CRC 2018-171: KMU Trucking & Excavating - \$6,750.00

CRC 2018-172: Bull Construction Services - \$13,700.00

Contract Approvals

CRC 2018-174: Addendums -

	From	To
Department of Senior and Adult Services	\$31,352.00	\$51,352.00
Family Planning Services of Lorain County	\$15,375.00	\$16,887.00
Tech Logix Systems	\$50,000.00	\$57,000.00

CRC 2018-175: Addendum - Alyssa Wagner-Sherer - to increase the amount paid from \$12,337.00 to \$14,377.11

CRC 2018-176: Premier Protective Services, Inc. - Reimbursement for security services provided at the rate of \$15.88 per hour for regular hours and \$23.82 per hour for overtime hours.

B. Other Contracts

None