

CUYAHOGA COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING – August 28, 2019

Meeting called to order by Ms. Debbie L. Moss, President of the Board at 9:05 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on August 28, 2019.

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

The reading of the minutes of the July 24, 2019, 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.

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

At the conclusion of the review of the financial statements, Judy Wirsching provided the Board with a status update on the 2018 Financial Audit. Mrs. Wirsching stated that the audit process is on track to conclude by the filing deadline. Further, she informed the Board that they will be receiving an email communication regarding the desire to hold a post-audit meeting. The Board members will need to indicate whether they would like a meeting scheduled or waived. It was discussed that there has not been a post-audit meeting in at least five years and it would be the desire of the Board to schedule one. Mrs. Wirsching stated that she would work with the State Auditor's office to schedule the post-audit meeting for the September Board meeting date.

Legislative Updates – Opioid Litigation Legislation

Mr. O'Donnell provided a status report on the recent news concerning the Ohio Attorney General who is seeking state legislation to take control of all opioid litigation in the State of Ohio. Mr. O'Donnell expressed the opinion that such a move could be challenged on constitutional grounds both in State courts and in Federal Courts. If challenged, the litigation challenging the takeover attempt would likely tie up the litigation in Ohio for a number of years.

Committee Reports – Finance Committee.

Approval of Resolutions/Motions:

REGULAR ACTIONS OF THE BOARD:

It was moved by Mr. Gatt, seconded by Dr. Williams, that the following RESOLUTION (2019-70) be adopted:

BE IT RESOLVED to approve the Performance & Quality Administrator job description effective September 1, 2019.

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 (2019-71) be adopted:

BE IT RESOLVED to approve the revised CCBH base pay structure to include the Performance & Quality Administrator position effective September 1, 2019.

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 (2019-82) be adopted:

BE IT RESOLVED to approve the revised CCBH Position Complement effective September 1, 2019 (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 Dr. Williams, that the following RESOLUTION (2019-83) be adopted:

BE IT RESOLVED to accept the Center for Disease Control (CDC) Overdose Data to Action (OD2A) grant from September 1, 2019 through August 31, 2020. Amount to be received is not to exceed \$4,411,596.00.

The Secretary called the roll:

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

It was moved by Mr. Wang, seconded by Dr. Hall, that the following RESOLUTION (2019-84) be adopted:

BE IT RESOLVED to accept an addendum with the Department of Administrative Services on the behalf of the Ohio Department of Youth Services 2017/2020 Personal Responsibility and Education Program (PREP) (Resolution 2017-55 & 2019-65) grant to decrease the amount to be received from \$522,000.00 to \$362,500.00 and change the end date from July 31, 2020 to August 31, 2019.

The Secretary called the roll:

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

It was moved by Ms. Moss, seconded by Mr. Wang, that the following RESOLUTION (2019-85) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter and execute the amended contract with Cuyahoga County by and through its Office of Early Childhood to administer the Cuyahoga County Invest in Children (IIC) 2018/2019 Newborn Home Visiting Program to increase the amount to be received from \$981,470.00 to \$1,048,393.04.

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 (2019-86) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to enter and execute the amended contract between Cuyahoga County Board of Health and Cuyahoga County by and through its Office of Health and Human Services (Resolution 2017-137 & 2018-94) to extend the Prevent Premature Fatherhood (PPF) grant contract from December 31, 2019 to December 31, 2020 and to increase the amount to be received from \$140,000.00 to \$210,000.00.

The Secretary called the roll:

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

It was moved by Mr. Wang, seconded by Dr. Williams, that the following RESOLUTION (2019-87) be adopted:

BE IT RESOLVED to Contract with the following agencies under the 2019/2020 Teen Wellness Initiative (TWI) grant from July 1, 2019 through June 30, 2020.

	Amount to be paid <u>not to exceed:</u>
Beech Brook	\$325,000.00
Case Western Reserve University	\$110,000.00

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Dr. Williams, that the following RESOLUTION (2019-88) be adopted:

BE IT RESOLVED to approve Fall 2019 tuition for the following employees and amounts approved on August 1, 2019 by the Tuition Assistance Review Committee:

Annie Bartosh, Sanitarian, MPH	\$4,000.00
Romona Brazile, Deputy Director, MSN	\$3,150.00 + books/fees
Richard Stacklin, Data Analyst, MPH	\$2,122.84

The Secretary called the roll:

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

BOARD ORDERS, RULES, FEES OR REGULATIONS

It was moved by Dr. Hall, seconded by Dr. Williams, that the following RESOLUTION (2019-89) 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 29749 North Hilltop Road in Orange Village, OH (PPN: 901-22-024) (ref. enclosed).

The Secretary called the roll:

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

FIRST READING:

RESOLUTION (2019-90) To amend the Cuyahoga County Board of Health Sewage Treatment System Operation and Management Fees pursuant to Ohio Revised Code Sections 3709.09 and 3718.06 and Ohio Administrative Code Section 3701-29-05 effective November 4, 2019 (ref. enclosed) (First Reading-August 28, 2019).

RESOLUTION (2019-91) To adopt a Cuyahoga County Board of Health Sewage Treatment System Site Review Consultation Fee pursuant to Ohio Revised Code Sections 3709.09 and 3718.06 and Ohio Administrative Code Section 3701-29-05 effective November 4, 2019 (ref. enclosed) (First Reading-August 28, 2019).

SECOND READING:

RESOLUTION (2019-80) First Reading to amend the Cuyahoga County Board of Health Body Art Program Fees pursuant to Ohio Revised Code Sections 3730.03 and 3909.09 effective October 7, 2019 (First Reading-July 24, 2019, Second Reading-August 28, 2019).

THIRD READING:

None

It was moved by Mr. Wang, seconded by Dr. Hall, that the following RESOLUTION (2019-92) 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 – 11:02 a.m. – 11:13 a.m.

Health Commissioner's Report – 11:13 a.m. – 11:30 a.m.

- (1) Tobacco 21 Program Update (11:13 a.m. - 11:25 a.m.)
- (2) Oral Rabies Vaccination (ORV) Program Update (11:25 a.m. – 11:28 a.m.)
- (3) Food Service Program Fee Update (11:28 a.m. – 11:30 a.m.)

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

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, Dr. Williams.

Executive Session began at 11:31 a.m.

Executive Session ended at 11:51 a.m.

Miscellaneous Business – N/A

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 11:51 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 2019/2020 Overdose Data to Action (OD2A) grant in the amount of \$4,411,596.00 (ref. enclosed).

2. Budget Revisions

- A. Budget revision in the 2019/2021 Tobacco 21 grant to redistribute \$125.00 (ref. enclosed).
- B. Budget revision in the 2019 Dental Sealant grant to increase the budget by \$4,125.00 (ref. enclosed).
- C. Budget revision in the 2019/2020 Personal Responsibility and Education Program (PREP) grant to decrease the budget by \$159,500.00 (ref. enclosed).
- D. Budget revision in the 2018/2019 Reproductive Health and Wellness grant to reduce the budget by \$28,977.57 (ref. enclosed).
- E. Budget revision in the 2018/2019 Ohio Equity Institute (OEI) grant to redistribute \$1,160.88 (ref. enclosed).
- F. Budget revision in the 2017/2019 Personal Responsibility Education Program (PREP) to redistribute \$50.07 (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.

Appointment(s):

- A. Frank Varga, Sanitarian, Grade D, \$46,991.00 annually, effective September 16, 2019.
- B. Anbu Adilakshmi Shanmugam Muthuchamy, Informatician/Programmer, Grade E, \$53,968.00 annually, effective September 16, 2019.
- C. Damaris Cornier, Human Resources Generalist, Grade D, \$46,991.00 annually, effective September 16, 2019.
- D. Adelaide Goodrich, Sanitarian in Training, Grade C, \$41,149.00 annually, effective September 16, 2019.

Resignation(s):

- A. Jennifer Friedhoff, Sanitarian, effective August 15, 2019.
- B. Joyce Forristell, Licensed Practical Nurse, effective September 13, 2019.
- C. Shayla Davis, Grant Coordinator, effective August 30, 2019.

SCHEDULE D
EMPLOYEE TRAINING AND TRAVEL EXPENSES

Administration

- a. Terry Allan to Public Health Accreditation Board Data/Surveillance/Informatics Think Tank September 9-12, 2019 - Decatur, GA (travel expenses paid for by PHAB).
- b. Terry Allan to AOHC Fall Conference September 16-18, 2019 – Dublin – registration fee \$330.00.
- c. Najeebah Shine to AOHC Fall Conference September 18, 2019 – Dublin – registration fee \$180.00.
- d. Rebecca Burke to Accreditation Learning Committee meeting September 16, 2019 – Lewis Center.

Environmental Public Health

- a. Rick Novickis to AOHC Fall Conference September 16-18, 2019 – Dublin – registration fee \$330.00.
- b. April Vince to a CDC/NNPHI grantee meeting September 4 -6, 2019 Atlanta, GA.
- c. Vince Caraffi to Community Naloxone Distribution Conference “Project DAWN & Beyond” September 13, 2019 Columbus – registration fee \$40.00.
- d. 12 EPH Staff to the OEHA Fall Educational Conference October 15 – 16, 2019 Twinsburg – registration fee \$195.00 each.
- e. Nate McConoughey and Domenica McClintock to the National Onsite Wastewater Conference October 13-16, 2019 - Loveland, CO – registration fee \$395.00 each.

Epidemiology, Surveillance and Informatics

- a. Becky Karns to ACEs project Evaluation Meeting September 4-6, 2019 – Atlanta, GA – time only.
- b. Becky Karns to Overdose Fatality Review Data Collection/Review Meeting September 16-18, 2019 – New York, NY.
- c. Rebecca Hysing and Heidi Scaife to the 25th Annual Cuyahoga County Conference on Aging September 13 – Mayfield Village – registration fee \$65.00 each.

Prevention and Wellness

- a. Claire Boettler and Martha Halko to AOHC Fall Conference September 16-18, 2019 – Dublin – registration fee \$330.00 each.
- b. Alison Patrick to Feed Our Future Leadership Council meeting July 30, 2019 – Berlin Heights.

- c. Shayla Davis to Introduction to Trauma-Informed Biographical Timeline July 31, 2019 – Columbus – registration fee \$25.00.
- d. Theresa Henderson to Ohio Healthy Programs Council meeting August 13, 2019 – Columbus.
- e. Romona Brazile to Accreditation Learning Committee meeting September 16, 2019 – Lewis Center.
- f. Alison Patrick to USDA Farm to School grant meeting September 18-20, 2019 – New Orleans, LA.
- g. Erika Smith to International Human Trafficking conference September 19-20, 2019 – Toledo – registration fee \$200.00.
- h. Alison Patrick to Ready, Set, Evaluate Your Coalition September 24, 2019 – Dublin – registration fee \$75.00.
- i. Deidra Hein*, Jackie Lewis*, Jackie Malik*, Lori Quirino* and Sheena Killings*, to Lactation Counselor Training course October 7-11, 2019 – Cleveland – registration fee \$725.00 each.
- j. Michelle Benko and Layla Lahoud to Community Engagement Training: Reaching for Health Equity and Participatory Action Research October 24, 2019 – Detroit, MI.
- k. Gloria Agosto Davis to Healthy Teen Network conference October 27-31, 2019 – New Orleans, LA – registration fee \$749.00.
- l. PHN's* and staff to Immunization Conference November 6, 2019 – Wadsworth – registration fee \$75.00 each.
- m. Correction to travel from April h - Angela Newman to CityMatCH conference September 22-25, 2019 – Providence, RI – registration fee \$600.00. Dates of conference changed to September 20-25, 2019.

*Professional education under ONA contract.

SCHEDULE F
CRC REPORT AND OTHER CONTRACTS

A. CRC Report

1. August 6, 2019 Meeting (ref. enclosed):

No Exchange of Funds

CRC 2019-141: Agreement - Connor-Davidson Resiliency Scale (CD-RISC)

CRC 2019-142: Amendments to the following contracts to extend the contract period:

CRC #	Contractor	From	To
2019-51	Paragon CMS	August 9, 2019	September 19, 2019
2019-61	Paragon CMS	August 19, 2019	September 30, 2019
2019-80	Paragon CMS	August 9, 2019	September 19, 2019
2019-82	Paragon CMS	July 23, 2019	August 1, 2019
2019-98	American Builders & Applicators	August 9, 2019	September 20, 2019

CRC 2019-143: Contract award authorization rescission:

CRC #	Contractor	Address	Award
2019-53	Green Home Solutions	24650 Hawthorne, Euclid	\$16,350.00

CRC 2019-144: Vendor Registration Application - Warrensville Heights Summer Festival-2019

Contract Authorizations

CRC 2019-134: Green Home Solutions - \$15,100.00

Contract Approvals

CRC 2019-145: Radio One - \$5,000.00

2. August 20, 2019 Meeting (ref. enclosed):

No Exchange of Funds

CRC 2019-146: Final Rule Compliance with Statutory Program Integrity Requirements for Title X

CRC 2019-147: Agreement - Centers for Medicare & Medicaid Services (CMS) and Certified Application Counselor

CRC 2019-148: Return Goods Policy - R&S Pharmaceutical Wholesaler

CRC 2019-149: MOU - Western Reserve Care Solutions, Inc. and The Northeast Ohio Regional Health Departments

CRC 2019-150: Public Health Experience Agreement - The Consortium of Eastern Ohio Master of Public Health (CEOMPH)

Contract Authorizations

CRC 2019-151: American Builders & Applicators - \$12,950.00

CRC 2019-152: American Builders & Applicators - \$17,650.00

CRC 2019-153: MCM Home Services - \$13,675.00

Contract Approvals

CRC 2019-154: Addendum - Conceptual Geniuses - to increase the amount paid to Conceptual Geniuses from \$10,000.00 to \$13,660.00

CRC 2019-155: Agreement - SwipeClock, LLC - \$4,010.00

B. Other Contracts

None

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Terry Allan, Secretary

Ms. Debbie L. Moss, President