

**CUYAHOGA COUNTY BOARD OF HEALTH**  
**MINUTES OF THE MEETING – November 20, 2019**

Meeting called to order by Ms. 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 20, 2019.

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

It was moved by Mr. Wang, seconded by Dr. Hall, that the following Motion be adopted:

BE IT RESOLVED to excuse Dr. Sherrie Williams from this meeting due to a schedule conflict at the time of this meeting.

The Secretary called the roll:

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

The reading of the minutes of the October 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 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.

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

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

Review of the Financial Statements.

Legislative Updates – N/A

Committee Reports – Finance Committee.

Approval of Resolutions/Motions:

**REGULAR ACTIONS OF THE BOARD:**

It was moved by Mr. Wang, seconded by Dr. Hall, that the following RESOLUTION (2019-115) be adopted:

BE IT RESOLVED to authorize the Health Commissioner to renew, enter and execute an agreement with Cuyahoga County by and through its Office of Early Childhood to administer the Cuyahoga County Invest In Children (IIC) Child Fatality Review (CFR) program from January 1, 2020 through December 31, 2021. Amount to be received is not to exceed \$250,000.00.

The Secretary called the roll:

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

It was moved by Mr. Gatt, seconded by Dr. Hall, that the following RESOLUTION (2019-116) be adopted:

BE IT RESOLVED to contract with Case Western Reserve University (CWRU) under the 2019/2020 Centers for Disease Control and Prevention (CDC) Overdose Data to Action (OD2A) grant from September 1, 2019 through August 31, 2020. Amount to be paid to CWRU is not to exceed \$679,830.00.

The Secretary called the roll:

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

It was moved by Mr. Wang, seconded by Dr. Hall, that the following RESOLUTION (2019-117) be adopted:

BE IT RESOLVED to renew contract with the City of Cleveland Department of Public Health (CDPH) to strengthen public health emergency response and collaboration under the 2019/2020 Public Health Emergency Preparedness (PHEP) grant from July 1, 2019 through June 30, 2020. Amount to be paid to CDPH is not to exceed \$172,479.00. CDPH to provide \$13,281.00 in-kind match.

The Secretary called the roll:

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

It was moved by Mr. Wang, seconded by Dr. Hall, that the following RESOLUTION (2019-118) be adopted:

BE IT RESOLVED to contract with Neighborhood Leadership Institute (NLI) under the 2019/2020 Ohio Equity Institute (OEI) grant from October 1, 2019 through September 30, 2020. Amount to be paid to NLI is not to exceed \$300,000.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2019-119) be adopted:

BE IT RESOLVED to accept addendums to the following contracts under the 2019/2020 Health Resources and Services Administration (HRSA) Ryan White Part A Program grant from March 1, 2019 through February 29, 2020 pending approval by the Ryan White Part A Planning Council (ref. enclosed).

|                                       | Amount to be paid<br>not to exceed: |              |
|---------------------------------------|-------------------------------------|--------------|
|                                       | <u>From</u>                         | <u>To</u>    |
| Circle Health Services (2019-42)      | \$128,918.00                        | \$168,188.00 |
| Cleveland Clinic Foundation (2019-54) | \$230,528.00                        | \$153,811.00 |
| Nueva Luz (2019-42)                   | \$498,359.00                        | \$551,259.00 |

The Secretary called the roll:

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

It was moved by Mr. Wang, seconded by Ms. Moss, that the following RESOLUTION (2019-120) be adopted:

BE IT RESOLVED to accept an addendum to the contract with AT & T (Resolution 2016-115) to extend the existing Palo Alto Firewall Subscription Services and Managed Support for an additional 36 months from November 15, 2019 through November 14, 2022. Amount to be paid to AT & T is not to exceed \$103,900.00.

The Secretary called the roll:

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

It was moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2019-121) be adopted:

BE IT RESOLVED to honor Nancy Schultek for 14 years of dedicated public health service to the Cuyahoga County Board of Health.

The Secretary called the roll:

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

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

### **FIRST READING:**

None

**SECOND READING:**

RESOLUTION (2019-112) To amend the Cuyahoga County Board of Health Food Protection Program Fees pursuant to the Ohio Revised Code Sections 3717.25 and 3717.45 effective December 30, 2019 (First Reading-October 24, 2019, Second Reading-November 20, 2019).

**THIRD READING:**

None

It was moved by Mr. Wang, seconded by Dr. Hall, that the following RESOLUTION (2019-122) 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.

Break 9:46 a.m. – 9:55 a.m.

Health Commissioner's Report – (9:55 a.m. – 10:35 a.m.)

(1) Food Safety Education Update (9:55 a.m. – 10:18 a.m.)

(2) 2020 Budget Update (10:18 a.m. – 10:35 a.m.)

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

It was moved by Mr. Wang, 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.

Executive Session began at 10:40 a.m.

Executive Session ended at 11:27 a.m.

Miscellaneous Business –

Thereupon, it was moved by Dr. Hall, seconded by Ms. Moss, that the following Motion be adopted:

BE IT RESOLVED to revise the 2020 Board Meeting Schedule as outlined in the attachment (ref. enclosed).

The Secretary called the roll:

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

Thereupon, it was also moved by Dr. Hall, seconded by Mr. Wang, that the following RESOLUTION (2019-123) be adopted:

BE IT RESOLVED to accept the rates for Major Medical and Prescription Coverage with the Medical Mutual of Ohio from January 1, 2020 through December 31, 2020 (ref. enclosed). The 2020 rates are as follows:

|                                 |            |
|---------------------------------|------------|
| Per Employee Per Month Charges: |            |
| Medical Mutual CleCare – Single | \$ 641.05  |
| Medical Mutual CleCare – Family | \$1,762.89 |
| Medical Mutual PPO – Single     | \$ 678.00  |
| Medical Mutual PPO – Family     | \$1,864.47 |

The Secretary called the roll:

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

Thereupon, it was also moved by Dr. Hall, seconded by Mr. Gatt, that the following RESOLUTION (2019-124) be adopted:

BE IT RESOLVED to revise the Flexible Spending Account (FSA) annual maximum employee contribution amount for health care from \$2,700.00 to \$2,750.00 effective January 1, 2020.

The Secretary called the roll:

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

Thereupon, it was also moved by Dr. Hall, seconded by Ms. Moss, that the following RESOLUTION (2019-125) be adopted:

BE IT RESOLVED to renew contract with Northwest Group Services, Inc. (NWGS) for the administration of the Board of Health's Flexible Spending Account (FSA) program and COBRA

services from January 1, 2020 through December 31, 2020. The amount to be paid to NWGS is \$6.00 per participating employee per month.

The Secretary called the roll:

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

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 11:34 a.m.

The Secretary called the roll:

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

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

1. Establish Budgets

None

2. Budget Revisions

- A. Budget revision in the 2018/2019 Child Fatality Review grant to redistribute \$1,846.41 (ref. enclosed).
- B. Budget revision in the 2019 Starting Point grant to redistribute \$2,711.31 (ref. enclosed).
- C. Budget revision in the 2019 Dental Sealant grant to redistribute \$220.21 (ref. enclosed).
- D. Budget revision in the 2019/2020 Maternal Child Health grant to redistribute \$5.56 (ref. enclosed).
- E. Budget revision in the 2018/2019 Breast and Cervical Cancer Program grant to reduce the budget by \$86,154.11 (ref. enclosed).
- F. Budget revision in the 2018/2019 Teen Wellness Initiative grant to reduce the budget by \$7,050.63 (ref. enclosed).
- G. Budget revision in the 2018/2019 Get Vaccinated Ohio grant to reduce the budget by \$129,702.00 (ref. enclosed).

**SCHEDULE B**  
**CASH TRANSFERS**

1. Operating Transfers

- A. Operating transfer from the General Revenue fund to the 2018/2019 Breast and Cervical Cancer Program grant in the amount of \$171,625.48 (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 Lateral Appointment(s):

- A. Rebecca Karns, Grant Program Manager, Grade E, \$67,517.58 annually, effective November 11, 2019.

Auto promotion(s) (Correction to salary):

- A. Sheena Killings, from PHN 1 to PHN 2, \$48,964.50 annually, effective September 18, 2019.
- B. Jacqueline Malik, from PHN 1 to PHN 2, \$48,964.50 annually, effective September 18, 2019.
- C. Loretta Quirino, from PHN 1 to PHN 2, \$48,964.50 annually, effective October 2, 2019.

Retirement(s):

- A. Nancy Schultek, Public Health Nurse 2, effective December 31, 2019.

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

Administration

- a. Terry Allan to speak at Wisconsin Association of Local Health Departments and Boards (WALHDAB) Public Health Conference February 2-6, 2020 – Wisconsin Dells, WI (expenses to be paid by WALHDAB).

Environmental Public Health

- a. Stephanie McConoughey and John Sobolewski to HUD New Grantee Orientation December 2–6, 2019 – Grapevine, TX.

Prevention and Wellness

- a. Angela Newman to Ohio Equity Institute meetings October 1, 2019-September 30, 2020 – various locations in Ohio.
- b. Roger Sikes to Ohio CDC Association Conference October 11, 2019 – Canton.
- c. Lori Quirino to 19<sup>th</sup> Annual Perinatal Center Conference October 30, 2019 – Cleveland - registration fee \$125.00.
- d. Lorrie Considine and Angela Newman to 400 Years of Inequity Conference November 8-9, 2019 – Cleveland – registration fee \$160.00 each.

\*Professional education under ONA contract.

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

A. CRC Report

1. November 5, 2019 Meeting (ref. enclosed):

No Exchange of Funds

CRC 2019-188: Amendment - The Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County (ADAMHSCC) - to extend the end of the contract period from September 30, 2019 to September 29, 2020

CRC 2019-189: Amendment - Ohio Guidestone - to extend the end of the contract period from September 30, 2019 to September 29, 2020

CRC 2019-190: MOU - Garfield Heights City School District - to allow access to students, parents and space for the TWI program to the middle schools and high school students.

CRC 2019-191: MOU - Ohio Department of Health (ODH) - for an initial subscription license to Clear Impact

Contract Approvals

CRC 2019-192: Addendum - CB Mullins Construction Co. - to increase the amount to be paid from \$24,300.00 to \$24,795.00

CRC 2019-193: Contract - The Baldwin Group, Inc. - \$1,102.68

CRC 2019-194: Addendums -

|                                    | <u>From</u> | <u>To</u>   |
|------------------------------------|-------------|-------------|
| AJ Boggs (CRC 2019-11)             | \$17,499.00 | \$19,410.98 |
| Tech Logic Systems (Board 2019-42) | \$50,050.00 | \$62,550.00 |

CRC 2019-195: Davey Resource Group - \$11,460.00

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