

**CUYAHOGA COUNTY BOARD OF HEALTH**  
**MINUTES OF THE MEETING – July 26, 2023**

Meeting called to order by Mr. Wang, President Pro Tem of the Board at 9:02 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on **July 26, 2023**.

Roll Call: The following members were present: Mr. Douglas Wang, Dr. Sherrie Williams, Mr. Thomas P. O'Donnell.

It was moved by Dr. Williams, seconded by Mr. O'Donnell, that the following Motion be adopted:

BE IT RESOLVED to excuse Ms. Moss and Dr. Hall due to a schedule conflict at the time of the meeting.

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

The reading of the minutes of the June 28, 2023 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. O'Donnell, seconded by Mr. Wang, that the minutes be approved.

The Secretary called the roll:

Ayes: Mr. Wang, Mr. O'Donnell; Abstain: Dr. Williams due to not being in attendance at June's Board meeting.

It was moved by Mr. O'Donnell, 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: Mr. Wang, Dr. Williams, Mr. O'Donnell.

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

Review of the Financial Statements.

Legislative Updates – Update on Sub HB33

Committee Reports – Diversity Committee

Approval of Resolutions/Motions:

**REGULAR ACTIONS OF THE BOARD:**

It was moved by Mr. O'Donnell, seconded by Dr. Williams, that the following RESOLUTION (2023-78) be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to enter into a contract with the Ohio Department of Health (ODH) to administer the Bathing Beach Monitoring Project from the date of execution through June 30, 2025. Amount to be received is not to exceed \$59,950.00.

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

It was moved by Dr. Williams, seconded by Mr. O'Donnell, to amend RESOLUTION (2023-79) to read:

BE IT RESOLVED to Authorize the Health Commissioner to accept the 2023/2027 Public Health Workforce grant from The Ohio Department of Health from July 1, 2023 through November 30, 2027 in an amount of \$970,000.00

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

It was moved by Dr. Williams, seconded by Mr. O'Donnell, that the following RESOLUTION (2023-79) be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to accept the 2023/2027 Public Health Workforce grant from The Ohio Department of Health from July 1, 2023 through November 30, 2027 in an amount of \$970,000.00.

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

It was moved by Mr. O'Donnell, seconded by Mr. Wang, that the following RESOLUTION (2023-80) be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to enter into and execute a contract with American Builders and Applicators in an amount not to exceed \$26,100.00 for lead hazard remediation work at 21011 Gardenview Dr., Maple Heights, Ohio 44137. (CRC 2023-101).

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

It was moved by Dr. Williams, seconded by Mr. O'Donnell, that the following RESOLUTION (2023-81) be adopted:

BE IT RESOLVED to Authorize the Health Commissioner to enter into a contract with Kelly Stake, MSN, APRN under the Ohio Department of Health's Reproductive Health and Wellness (RHW) grant from July 1, 2023 through December 31, 2024. Amount to be paid is not to exceed \$78,000.00.

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

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

It was moved by Mr. Wang, seconded by Dr. Williams, that the following RESOLUTION (2023-82) be adopted:

BE IT RESOLVED to grant a variance from Ohio Administrative Code Section 3701-29-12 (P)(2) for the sewage treatment system servicing the residence at 110 Hunting Trail, Moreland Hills, Ohio (PPN# 913-29-003).

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

**FIRST READING:**

It was moved by Dr. Williams, seconded by Mr. O'Donnell, to waive the three reading requirement for RESOLUTION (2023-83) to approve the per capita rate for Public Health Services for the calendar years 2024 and 2025, as an emergency measure.

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

It was moved by Mr. O'Donnell, seconded by Mr. Wang, that the following RESOLUTION (2023-83) be adopted:

BE IT RESOLVED to approve the per capita rate for Public Health Services for the calendar years 2024 and 2025, as an emergency measure.

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

**SECOND READING:**

None

**THIRD READING:**

None

It was moved by Mr. Wang, seconded by Mr. O'Donnell, that the following RESOLUTION (2023-84) 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: Mr. Wang, Dr. Williams, Mr. O'Donnell.

Health Commissioner's Report –  
(1) Infectious Disease Update  
(2) Tobacco 21 Update

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

It was moved by Mr. O'Donnell, 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 appointment, employment, promotion, discipline or compensation of a public employee.

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

Executive Session began at 10:33am.

Executive Session ended at 11:11am.

Miscellaneous Business –  
None

Thereupon, it was moved by Dr. Williams, seconded by Mr. O'Donnell, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 11:12am.

The Secretary called the roll:

Ayes: Mr. Wang, Dr. Williams, Mr. O'Donnell.

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

1. Budget Establishment(s):
  - A. Establish a budget for the 2023 ODH Beach grant in the amount of \$9,992.00 (ref. enclosed).
  - B. Establish a budget for the 2023/2027 Public Health Workforce grant in the amount of \$970,000.00 (ref. enclosed).
2. Budget Revision(s):
  - A. Budget revision for the 2020 HIV Prevention grant to decrease the budget by \$252,239.92 (ref. enclosed).
  - B. Budget revision for the 2020 STI Prevention grant to decrease the budget by \$148,070.99 (ref. enclosed).
  - C. Budget revision for the 2021 HIV Prevention grant to decrease the budget by \$293,034.96 (ref. enclosed).
  - D. Budget revision for the 2021 STI Prevention grant to decrease the budget by \$41,268.38 (ref. enclosed).
  - E. Budget revision for the 2022/2023 Racial and Ethnic Approach to Community Health (Reach) Supplemental Year Two grant to redistribute \$109,820.00.
  - F. Budget revision for the 2022 Creating Healthy Communities grant to decrease the budget by \$998.16.
  - G. Budget revision for the 2020/2021 Ohio Equity Initiative (Institute) grant to decrease the budget by \$4,196.98.
  - H. Budget revision for the 2022 Ohio Equity Initiative (Institute) grant to decrease the budget by \$5,999.96.
  - I. Budget revision for the 2022 Breastfeeding in Workplace grant to decrease the budget by \$250.00.

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

1. Operating Transfer(s):

None

2. Residual Equity Transfer(s):

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.

1. Ratify Appointment(s):

- A. Daniel Talpas, Account Clerk, Pay Grade A, \$31,200.00 annually, effective July 31, 2023.
- B. Caroline Lambrix, Environmental Health Specialist in Training (EHSIT), Pay Grade C, \$42,710.00 annually, effective July 31, 2023.

2. Appointment(s):

- A. TBD, Grant Supervisor, Pay Grade F, \$64,381.00 annually.
- B. TBD, Registered Environmental Health Specialist Program Manager, Pay Grade E, \$56,127.00 annually.
- C. TBD, Public Health Nurse, \$47,073.00 annually.
- D. TBD, Public Health Nurse Supervisor, Pay Grade F, \$64,381.00 annually.

3. Promotion(s):

- A. Melissa Kolenz, Grant Supervisor, Pay Grade F, \$64,381.00 annually, effective July 17, 2023.
- B. Kiley Findley, Communicable Disease Investigator, Pay Grade D, \$48,951.00 annually, effective July 31, 2023.

4. Resignation(s):

- A. Sarah Jo Wright, Public Health Nurse Supervisor, effective July 13, 2023.
- B. Kathryn Jones-Stadler, Public Health Nurse 3, effective July 28, 2023.
- C. Jennifer Williams, Grant Coordinator, effective August 9, 2023.

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

Administration

- a. Joseph McRae to the AOHC Finance for Health Departments Training in Marysville, OH.

Environmental Public Health

- a. Robert Brand to Lake Erie Allegheny Partnership 2023 Field Day July 26, 2023 – Shalersville Twp., Ohio.

Epidemiology, Surveillance and Informatics

- a. Various ESI staff to Public Health Emergency Preparedness (PHEP) regional grant meetings and activities July 1, 2023 - June 30, 2024 – various locations in Ohio.
- b. Takisha Fuller to Association of State and Territorial Health Officials (ASTHO) Leadership Forum with Diverse Executives Leading Public Health Scholars conference August 7-11, 2023 – Atlanta, Georgia.
- c. Clarence Williams to HIV Cluster Detection and Response Learning Collaborative November 6 - 9, 2023 – New York City, New York.

Nursing & Clinical Services

Population Health

- a. Regional Food Systems Partnership staff to program meetings June 1, 2023-September 30, 2025 – various locations in Ohio
- b. Maurice Cole and Alison Patrick to the Take Care and Take Action – Healthy Teen Network 43rd Annual Conference October 1, 2023 – October 5, 2023. Portland, OR

\*Professional education under ONA contract.



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

A. CRC Report

1. July 5, 2023 CRC Meeting (ref. enclosed):

Contract Recommendations for Board Approval

CRC 2023-97: RFQ 2023-04A CCBH Truck – Withdraw and Re-bid.

Contract Authorizations

CRC 2023-98: Paragon CMS - \$7,825.00

CRC 2023-99: Paragon CMS - \$22,305.00

Revenue: Contracts

CRC 2023-100: ODH Smoke-Free Workplace - July 1, 2023 through June 30, 2025 - not to exceed \$20,000.00.

Other Business

It was discussed, according to Robert’s Rule, you can still vote on the minutes from a previous meeting, as long you are review the minutes prior to the next meeting.

2. July 18, 2023 CRC Meeting (ref. enclosed):

Contract Recommendations for Board Approval

CRC 2023-101: American Builders & Applicators - \$26,100.00 be submitted to Board for approval

Contract Authorizations

CRC 2023-102: Allenby Construction - \$11,800.00

CRC 2023-103: withdrawn and re-bid

CRC 2023-104: Dynamerican - \$17,450.00

CRC 2023-105: Dynamerican - \$16,995.00

CRC 2023-106: Dyamerican - \$15,995.00

Expenditure: Contracts

CRC 2023-107: Addendum - Signature Health, Inc. - increase amount from \$508,670 to \$512,600.00.

CRC 2023-108: Cuyahoga County Agricultural Society - \$600.00

B. Other Contracts

**CUYAHOGA COUNTY BOARD OF HEALTH**



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Roderick L. Harris, Secretary



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Douglas Wang, President Pro Tem