



## INTERIM AGENDA FOR THE BOARD OF HEALTH MEETING

February 7, 2018 – 12:00 noon

*Our mission is to lead and innovate by working with our community to achieve the goals of public health: prevention, promotion, and protection.*

- 1) Roll call.
- 2) Approval of the January 3, 2018 Minutes.
- 3) Public Health Monthly Update.
- 4) Introduction of new employees.
- 5) General public comments regarding current agenda items.
- 6) Board members wishing to abstain on any of the following agenda items should indicate so at this time by identifying the agenda item by number and content.
- 7) Bills and Travel.
- 8) Travel Requests.
- 9) Resignations, Terminations, Retirements:
- 10) Appointments:
- 11) Leaves of absence without pay:

### *Presentations:*

*Community Health Centers of Greater Dayton*  
*by Gregg Hopkins, Executive Director*

*Five Rivers Health Centers*  
*by Gina McFarlane-El, Executive Director*

*Reach Out*  
*by Sharon Sherlock, Executive Director*

12) Agenda Items:

Office of Administration:

1. **Resolution to approve certain appropriation transfers (per the attached list).**
2. **Resolution to approve a Letter of Understanding with the Board of Montgomery County, Ohio, Commissioners for the implementation and use of the County's Kronos Timekeeper System** in an amount not to exceed \$75,000 for the period February 7, 2018 through December 31, 2018.
3. **Resolution to approve an agreement with Kronos Incorporated for professional services to support Public Health's transition to the Montgomery County's Kronos Timekeeper Workforce Central system** in an amount not to exceed \$9,900 for the period February 7, 2018 through July 31, 2018.
4. **Resolution to approve the first year of a two (2) year lease agreement with the City of Dayton for 5,796 Sq. Ft. of office space at the Sunrise Center** in an amount not to exceed \$57,960 for the period January 1, 2018 through December 31, 2018.
5. **Resolution to approve the fourth year of a five (5) year agreement with Generator Systems, Inc. to provide preventative, emergency maintenance and parts for the Standby Generator at Charles Drew Health Center** in an amount not to exceed \$2,527 for the period January 1, 2018 through December 31, 2018.
6. **Resolution to approve an agreement with Midwest Refreshments to receive a ten percent (10%) commission from the Charles Drew Health Center vending machines** for the period January 1, 2018 through December 31, 2018. There is no cost associated with this agreement.
7. **Resolution to approve an agreement with the Montgomery County Microfilming Board for microfilming services** in an amount not to exceed \$15,000 for the period January 1, 2018 through December 31, 2018.
8. **Resolution to approve an agreement with Affordable Language Services, LTD, to provide language interpretation and translation services to various Public Health programs** in an amount not to exceed \$1,000 for the period February 7, 2018 through February 6, 2019.
9. **Resolution to approve an agreement with Diane Zucker for consulting services, compliance audits and training sessions on documentation and coding for Medicaid reimbursement** in an amount not to exceed \$7,000 for the period January 1, 2018 through December 31, 2018.
10. **Resolution to rescind Resolution #17-365 to provide a 1 step merit award for non-topped out employees at the time of their evaluation date and a 1 step increase for successful probationary employees at their six-month evaluation.** Employees who have been topped out for a minimum of two years will receive a lump sum award of 1.0% for an outstanding and a 0.5% for exceeds/commendable at the time of their evaluation. All increases are for the period beginning January 1, 2018 and ending December 31, 2018.

11. **Resolution to approve a 1 step merit award for non-topped out employees at the time of their evaluation date and a 1 step increase for successful probationary employees at their six-month evaluation. Employees who have been topped out for a minimum of two years will receive a lump sum award of 1.0% for an overall rating above 2.0 at the time of their evaluation.** All increases are for the period beginning January 1, 2018 and ending December 31, 2018.

Office of Environmental Health:

12. **Resolution to approve the Notice of Award (NOA) from the U.S. Environmental Protection Agency to the Regional Air Pollution Control Agency (RAPCA) in the amount of \$93,323.** This NOA is part of RAPCA's Federal Clean Air Act Section 105 grant and represents an initial award for the project period of October 1, 2017 through September 30, 2019. The total approved EPA assistance amount awarded is \$936,758 for the project period.
13. **Resolution to authorize Jeffrey A. Cooper, Health Commissioner, to apply for, accept, and enter into a Water Pollution Control Loan Fund Agreement with the Ohio Environmental Protection Agency on behalf of Public Health – Dayton & Montgomery County for the repair and replacement of home sewage treatment systems effective August 31, 2017 through December 31, 2018.**
14. **Resolution to approve the Memorandum of Agreement (MOA) to formalize the consolidation of the following organizations – Public Health – Dayton & Montgomery County [Regional Air Pollution Control Agency (RAPCA)], the Southwest Ohio Air Quality Agency and Portsmouth City Health Department Air Pollution Unit into one of three Primary Quality Assurance Organizations (PQAOs) in Ohio. This consolidated PQAO will be known as the South West Primary Quality Assurance Organization (SWPQAO).**

Office of Health Promotion:

15. **Resolution to approve an application for a continuation grant to the Ohio Commission on Minority Health to support the Dayton Council on Health Equity** (local office on minority health) in an amount not to exceed \$52,500 for the period July 1, 2018 through June 30, 2019.
16. **Resolution to approve an agreement with Alpha Media Dayton to provide media services to market and highlight Minority Health Month activities to a targeted population** for the period March 1, 2018 through April 30, 2018 in an amount not to exceed \$2,996.
17. **Resolution to approve an agreement with The Neon to provide hosting services to promote Minority Health Month activities to a targeted population** on April 7, 2018 in an amount not to exceed \$400.00.
18. **Resolution to approve a Personal Services agreement with Marsha Bonhart to provide Mistress of Ceremony and Commentator services at a Minority Health Month event on April 7, 2018** in an amount not to exceed \$200.
19. **Resolution to approve an agreement with Central State University – Dayton Campus to provide meeting space, equipment, and miscellaneous services for a Minority Health Month event to be held on April 21, 2018** in an amount not to exceed \$175.

20. **Resolution to approve a Regional Insertion Order Agreement with National CineMedia, LLC to provide media and media production service for an anti-tobacco public service announcement to run in 16 theaters at the Huber Heights 16 Cinemas for the period February 16, 2018 through March 22, 2018 in an amount not to exceed \$3,000.**
21. **Resolution to approve an application to the Ohio Department of Health for grant funding for the Moms Quit for Two Program in an amount not-to-exceed of \$138,807.50 for the period July 1, 2018, through June 30, 2019.**

Office of Health Services:

22. **Resolution to accept the Notice of Award for the HIV Prevention Grant in the amount of \$477,317 for the period January 1, 2018 through December 31, 2018. These are Federal funds through the Ohio Department of Health.**
23. **Resolution to approve an amendment to the agreement with Caracole, Inc. (Resolution #17-432 dated December 6, 2017) to add a social media campaign focusing on HIV for Butler and Warren County, Ohio and increasing the not to exceed amount from \$7,000 to \$19,500. All other terms and conditions remain the same.**
24. **Resolution to approve an amendment to the agreement with Equitas Health, Inc. (Resolution #17-391 dated November 1, 2017) to add a social media campaign focusing on HIV for Butler and Warren County, Ohio and increasing the not to exceed amount from \$49,000 to \$54,000. All other terms and conditions remain the same.**
25. **Resolution to approve an amendment to the agreement with Equitas Health, Inc. (Resolution #17-392 dated November 1, 2017) to add a social media campaign focusing on HIV for Montgomery County, Ohio and increasing the not to exceed amount from \$50,594 to \$58,094. All other terms and conditions remain the same.**
26. **Resolution to approve an agreement with Wright State University, Miami Valley College of Nursing and Health, wherein Public Health will provide a clinical learning experience to Family Nurse Practitioner student, Paula Strebis, for the period March 26, 2018 through March 30, 2018. There is no monetary obligation.**

Office of the Health Commissioner:

27. **Resolution to approve an amendment to the agreement with Gallagher Benefit Services, Inc. (Resolution #17-316 dated September 6, 2017) to act as consultant to conduct a comprehensive classification and compensation study, extending the end date of the agreement from February 28, 2018 to June 30, 2018.**
28. **Resolution to approve an agreement with Dr. Linda Burrs dba Step Up to Success! L.L.C. for deployment and analysis of an Organizational Diversity and Inclusion assessment survey provided to Public Health staff in an amount not to exceed \$8,500 for the period February 7, 2018 through December 31, 2018.**

29. **Resolution to approve an agreement with Sinclair Community College to provide facility rental, catering, audio visual services and parking at the Sinclair Conference Center for the Public Health Employee Recognition Dinner on March 8, 2018** in an amount not to exceed \$7,150.
30. **Resolution to approve an agreement with FlexBank, Inc. to serve as the agent for a Health Reimbursement Arrangement** in an amount not to exceed \$2,000 for the period July 1, 2017 through June 30, 2018.
31. **Resolution to accept the Notice of Award from the Ohio Department of Health for one-time funding to support the transition from a five-year community health assessment cycle to a three-year cycle** in the amount of \$15,380.
32. **Resolution to rescind a policy titled Conflict of Interest as it appears in the Personnel Policy Manual.**
33. **Resolution to rescind a policy titled Paternity Leave as it appears in the Personnel Policy Manual.**
34. **Resolution to approve a revision to the policy titled Ethics, Conflict of Interest for inclusion in the Personnel Policy Manual.**
35. **Resolution to approve a revision to the policy titled Family and Medical Leave for inclusion in the Personnel Policy Manual.**
36. **Resolution to approve a revision to the policy titled Personal Leave for inclusion in the Personnel Policy Manual.**
37. **Resolution to approve a revision to the policy titled Vacation Leave for inclusion in the Personnel Policy Manual.**

13) Board member's comments.

14) Citizen's Time.

If you have questions or need additional information about this agenda, please contact Faith Whitt via email at [boardagenda@phdmc.org](mailto:boardagenda@phdmc.org) or call 937-225-4981. Questions or comments should be received by the Monday prior to the Board meeting for consideration by the Board.