Date: March 18, 2025,

Time: 5:00 p.m. Location Zoom

Cincinnati Health Department 3101 Burnet Avenue Cincinnati, OH 45229



Board of Health Finance Committee Agenda

| Item | Presenter | Time | Notes |
|------------------------------------------------------------|---------------------|------------|-------|
| Call to Order | Kiana Trabue, Chair | 2 minutes | |
| Roll Call of Members Present | | 1 minute | |
| Review and Approval of February 2025 Minutes | Committee | 1 minute | |
| Review of Contracts for Board Approval: | | | |
| Clark Schaefer Hackett 55x0556 – 3 rd Amendment | Mark Menkhaus Jr. | 2 minutes | |
| Review of Contracts for Board Information: | | | |
| CareSource 55x10780 | Maryse Amin | 2 minutes | |
| The Health Collaborative 55 x10782 | Grant Mussman | 2 minutes | |
| Financial Update | Mark Menkhaus Jr. | 10 minutes | |
| New Business | | 5 minutes | |
| Public Comment | | 2 minutes | |



City of Cincinnati Board of Health Finance Committee

Kiana Trabue, Chair of the Board of Health Finance Committee, called the Tuesday, February 18, 2025 Finance Committee meeting to order at 5:02p.m.

Roll Call

Members present: Tim Collier, Dr. Edward Herzig, Mark Menkhaus Jr., Commissioner Dr. Grant Mussman, Joyce Tate, and Kiana Trabue.

| Topic | Discussion | Action/Motion |
|-------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| Approval of Minutes | The Chair asked Committee members if everyone had the opportunity to review the minutes from November 19, 2024. Motion: That the Board of Health (BOH) Finance Committee approves the minutes from November 19, 2024. | Motion: Mussman Second: Herzig Action: Pass |
| Review of Contracts for BOH Approval: Feb. 18, 2025 | The Chair began reviewing contracts going to BOH for approval. Get Vaccinated Ohio Grant- Public Health Initiative-65x10771 \$298,869.00 Grant, term of 7/1/25 - 6/30/26. Dr. Amin explained, the project is a state funded grant designed to support activities that will improve and sustain immunization rates in children under 2 years of age, school aged children and adolescents. Grant activities will include immunization assessment, targeted reminder, and recall, identifying inequities affecting low immunization levels, educational activities involving families and providers, assuring schools report vaccination rates and school education, and assuring the vaccination of high-risk infants exposed to Hepatitis B disease as methods of increasing immunization rates for both public and private providers. The GV team will work with community providers within the region to increase the community rates until 90% of children are immunized by age two and 80% for adolescents. | Motion: Herzig Second: Collier Action: Pass |
| | Motion: That the BOH Finance Committee recommends approval. National Association of County and City Health Officials (NACCHO)-5 5x10 769 \$200,000 grant, term of 12/2/24 - 8/29/25. Dr. Amin explained that the goal of this project is to strengthen capacity in healthcare IPC by piloting and adapting tools and best practices utilizing Project Firstline resources. Dr. Herzig asked to clariy what IPC stands for. Infection, Prevention, and Control per Dr. Mussman. Motion: That the BOH Finance Committee recommends approval. | Motion: Herzig Second: Collier Action: Pass |
| Review of Contracts for BOH Information: Feb. 18,2024 | The Chair began reviewing the following contracts, going to BOH for information. UC Winkle College of Pharmacy- 35x10529 2nd Amendment David Miller explained that this 2nd amendment would increase the annual salary to \$53,000 beginning 7/1/25 and to \$58,000 beginning 7/1/2026. The terms remain the same. University of Cincinnati- 55x10764 | |

Ms. Tate explained that this an agreement between UC and WIC Program to provide clinical education and experience to students in the Spanish Assistance Program. The agreement will begin 2/22/25 and and remain effective for 5 years.

Financial Mr. Menkhaus provided an overview of the financial statement for the period **Update** ending in January 2025. **Total Revenue:** As of the end of January was \$34,518,192.51. Which is a 4.74% decrease from January 2024. o Total net gain after the capital revenue transfer was \$3,391.52. o Expenses as of January 2025 totaled \$36,701,800.99 which is a 1.76% increase from January 2024. o As of January, we had \$101,648.03 in overtime compared to January of 2024's total of \$103,843.93. Neither year had any disaster overtime in the month of January. o Capital revenue transfer for FY25 in the amount of \$2,187,000. In FY24 we received partial revenue transfer in December and the balance in February for a total of \$1,227,000.00. **Total Expenses**: \$36,701.800.99 o 71—Personnel- An increase of 4.09%. This increase is due to COLAs for non-represented and AFSCME staff. o 7500-Fringes saw a corresponding increase of 3.62%. This increase is also attributed to the calendar year 2024 having 27 pay periods. This only happens every 10 years. o 7200-Contractual-An increase of 1.77% (3.98% increase in prior month). o 7300- Materials & Supplies- An increase of 11.74% (13.73% increase in prior month). The increases are due to the timing of invoices paid. In FY25 we have paid Cardinal Health \$917,557.03 as of January, yet in FY24 we paid Cardinal Health \$610,723.74 as of January. We also expensed \$250, 000 to Community Learning Center Institute in FY25 that was not expensed in FY24. o 7400-Fixed Cost: A decrease of 30.73% (25.97% decrease in prior month). The decrease is the timing of invoices paid. In FY25 we have paid Talbert Services \$29,071.56 as of January, yet in FY24 we paid Talbert Services \$472,113.91 as of January. 7600-Property: A decrease of 45.96% (56.96% decrease in the previous month). Total Available: \$3,391.52 New No new business to discuss. **Business**

| Public | Mrs. Baur stated that as of 5 p.m. today, no questions or comments from the | |
|---------|-----------------------------------------------------------------------------|--|
| Comment | public were received. | |

Meeting Adjourned: 5:30 p.m.

Next Meeting: Tuesday, March 18, 2025, 5:00 p.m.

Minutes prepared by Liz Baur

The meeting can be viewed and is incorporated in the minutes: https://fb.watch/pD-N3kOzkN/



Board of Health Finance Committee Roll Calls for February 18, 2025

| | Roll Call | Minutes | Get Vaccinated Ohio Grant-Public Health Initiative-6 5x1 0771 | National Association of County and City Health Officials (NACCHO)-5 5x10 769 |
|-------------------|-----------|---------|----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Tim Collier | Р | Y | 2Y | 2Y |
| Dr. Edward Herzig | Р | 2Y | MY | MY |
| Dr. Camille Jones | Х | - | - | - |
| Mark Menkhaus Jr. | Р | Y | Y | Y |
| Dr. Grant Mussman | Р | MY | Y | Y |
| Joyce Tate | Р | Y | Y | Y |
| Kiana Trabue | Р | Y | Y | Y |
| | | | | |

Y=Yes | N=No | A=Abstain | P=Present | R=Recuse | M=Moved | 2=Second

Others Present: Dr. Maryse Amin, David Miller, Ashanti Salter, and Liz Baur (Clerk).

Preparation Date March 10, 2025

CINCINNATI HEALTH DEPARTMENT CONTRACT AND GRANT INFORMATION SHEET

This information must be supplied to the Contract Liaison no less than one week prior to the Board of Health meeting.

| Vendor | Clark Schaefer | Hacket | t | | | |
|----------------------------------------------------------|-------------------------------------------------------------|----------------------------------|-------------------------------------------|---------------------------|-----------|--|
| Contract # | 55x0556 – 3 rd A | 0556 – 3 rd Amendment | | | | |
| | Person and Divi | sion res | ponsible for administering | g contract/grant/lease: | | |
| Initiator Perso | Initiator Person & Phone # Mark Menkhaus, Jr., 513-357-7469 | | | | | |
| Division Head & Phone # Mark Menkhaus, Jr., 513-357-7469 | | | | | | |
| Division | | Hea | Health | | | |
| Type of Contract/Agreement | | | Accounts Payable Service Contract (no \$) | Accounts Receivable Lease | | |
| Funding Sour | ce X Gene | ral Fund | Grant Fund | Other Fund | ling | |
| Action Requir | red: | X | Board Approval | Board Info | ormation | |
| | CO | NTRA | ACT DOLLAR AM | IOUNT | | |
| Original Amo | unt <u>§</u> | 345,000 | <u>)</u> | | | |
| 1st Amendmen | nt Amount | 460,000 | <u>)</u> | | | |
| 2 nd Amendme | nt Amount § | 498,300 | <u>)</u> | | | |
| 3 rd Amendmen | nt Amount § | 405,000 | <u>)</u> | | | |
| Total Amount | Total Amount <u>\$1,708,300</u> | | | | | |
| | | | | | | |
| | | | TERM | | | |
| Original Term | Start Dat | e <u>1</u> | 10/13/2014 | End Date | 6/30/2017 | |
| 1st Amendmen | nt Start Dat | e <u>(</u> | 01/26/2016 | End Date | 6/30/2025 | |
| 2 nd Amendme | nt Start Dat | e <u>(</u> | 01/26/2016 | End Date | 6/30/2025 | |
| 3 rd Amendmen | nt Start Dat | e l | Upon execution | End Date | 6/30/2028 | |

EXECUTIVE SUMMARY

The agreement is between Clark Schaefer Hackett and the Cincinnati Health Department for the Cost Report Audits.

Clark Schaefer Hackett will audit the Ohio Department of Job and Family Services Federally Qualified Health Center

Cost Report (the "Cost Report") for Cincinnati Health Department Federally Qualified Health Centers.

Preparation Date March 12, 2025

CINCINNATI HEALTH DEPARTMENT CONTRACT AND GRANT INFORMATION SHEET

This information must be supplied to the Contract Liaison no less than one week prior to the Board of Health meeting.

| Vendor | CareSource | | | |
|-------------------------|----------------------|-------------------------------------------|-----------------------------|--|
| Contract # | 55x10780 | | | |
| | Person and Divisi | on responsible for administering | g contract/grant/lease: | |
| Initiator Pers | on & Phone # | Tiffnay White, 513-357-7457 | 7 | |
| Division Head & Phone # | | Maryse Amin, 513-357-7273 | | |
| Division | | Health | | |
| Type of Con | tract/Agreement | Accounts Payable Service Contract (no \$) | X Accounts Receivable Lease | |
| Funding Sou | rce Genera | l Fund X Grant Fund | Other Funding | |
| Action Requ | ired: | Board Approval | X Board Information | |
| | CON | NTRACT DOLLAR AM | IOUNT | |
| Original Am | ount <u>\$15,000</u> | | | |
| | | TERM | | |
| Original Terr | m Start Date | Upon execution | End Date March 1, 2027 | |

EXECUTIVE SUMMARY

This is a subrecipient contract allowing us to move forward with the community freezer project funded by the Hamilton County Resource Waste Reduction Innovation Grant. Due to liability issues with government entities distributing rescued foods, a non-profit was required to own and operate the community freezers and CareSource was carefully selected for this agreement. Funding from this contract will go toward the purchase of customized freezers and bluetooth thermometers to run the Cincy Freeze & Feed program at the Millvale and Hirsch CRC locations. This collaborative effort between Hamilton County ReSource, CareSource, La Soupe, Cincinnati Recreation Commission, and Cincinnati Health Department will create a free food access point in two food insecure communities, reduce food waste in Cincinnati, and serve as a platform for CHD's food equity program to provide nutrition and food waste prevention education to prevent chronic illness associated with food insecurity.

Preparation Date March 10, 2025

CINCINNATI HEALTH DEPARTMENT CONTRACT AND GRANT INFORMATION SHEET

This information must be supplied to the Contract Liaison no less than one week prior to the Board of Health meeting.

| Vendor | The Health Col | laborative | | | | |
|----------------|-----------------|---------------------------------------------|-----------------------------|--|--|--|
| Contract # | 55x10782 | | | | | |
| | Person and Divi | sion responsible for administerin | ng contract/grant/lease: | | | |
| Initiator Pers | son & Phone # | Grant Mussman, 513-357-7 | 7215 | | | |
| Division Hea | ad & Phone # | Grant Mussman, 513-357-7 | Grant Mussman, 513-357-7215 | | | |
| Division | | Health | | | | |
| Type of Con | tract/Agreement | Accounts Payable X Service Contract (no \$) | Accounts Receivable Lease | | | |
| Funding Sou | rce Gene | ral Fund Grant Fund | Other Funding | | | |
| Action Requ | ired: | Board Approval | X Board Information | | | |
| | CO | NTRACT DOLLAR AN | MOUNT | | | |
| Original Am | ount <u>\$0</u> | | | | | |
| | | TERM | | | | |
| Original Ter | m Start Dat | e <u>Upon execution</u> | End Date Open-ended | | | |

EXECUTIVE SUMMARY

The Health Collaborative and the Cincinnati Health Department wish to enter into a Business Associate Agreement (BAA) to formalize and extend previous and ongoing COVID-19 work by building and building and maintaining a capability that enables data sharing, rapid coordination and collaboration, analytics, and situational awareness to protect the health, wellbeing, and security of residents in the current COVID situation and future public health crises. This project exists to conduct a proof-of-concept approach to receiving data from local hospitals and local hospital data available from Health Information Exchanges (i.e., Ohio Health Information Partnership / CliniSync). In parallel, this project will provide the data needed to guide local health officials, hospitals, and stakeholders swiftly and efficiently through respiratory season and unpredictable hospital surges.



DATE: March 18, 2025

TO: City of Cincinnati Board of Health Finance Committee

FROM: Mark Menkhaus, Jr., CFO

SUBJECT: Fiscal Presentation 2025

FINANCIAL STATEMENTS REVIEW FOR THE FISCAL YEAR 2025 – FEBRUARY

2025 February Highlights:

Revenue as of the end of February was \$43,926,708.66. Which is a 6.36% increase from February of 2024. Expenses as of February 2025 totaled \$42,337,951.20 which is a 3.73% increase from February 2024. Total net gain after the capital revenue transfer was \$3,775,757.46.

Year over Year:

- As of February, we had \$108,848.46 in overtime compared to February of 2024's total of \$114,573.77. As of February 2025, we have not had any disaster overtime, while February 2024 had a total of \$401.97 in disaster overtime.
- We received our FY24 Medicaid Maximization payment in the amount of \$4,489,660 on February 18, 2025.
- We received capital revenue transfer for FY25 in the amount of \$2,187,000. In FY24 we received partial revenue transfer in December and the balance in February for a total of \$1,227,000.00.
- o 7100-Personnel increased by 5.04% (4.09% increase in prior month). This increase is due to COLAs for non-represented and AFSCME staff. 7500-Fringes saw a corresponding increase of 5.07% (3.62% in the prior month). The increase is also attributed to the calendar year 2024 having 27 pay periods. This only happens every 10 years.
- o 7200- Contractual Services saw a decrease of 0.37% (1.77% increase in the prior month), and 7300- Materials & Supplies increased by 33.34% (11.74% increase in prior month). The increases are due to the timing of invoices paid. In FY25 we paid Western Nursing \$151,720.50 as of February, yet in FY24 we paid Western Nursing \$402,750.52 as of February. In FY25 we paid Cardinal Health \$1,450,157.95 as of February, yet in FY24 we paid Cardinal Health \$686,275.17 as of February. We also expensed \$250,000 to Community Learning Center Institute in FY25 that was not expensed in FY24.
- o 7400-Fixed Costs decreased by 33.26% (30.73% decrease in prior month). The decrease is the timing of invoices paid. In FY25 we paid Talbert Services \$29,071.56 as of January, yet in FY24 we paid Talbert Services \$472,113.91 as of February. In FY25 we paid Hamilton County \$80,000.00, yet in FY24 we paid Hamilton County \$210,125.00 as of February.
- o 7600-Property decreased by 14.87% (45.96% decrease in prior month).



Cincinnati Board of Health Financial Statement for the period of February

| | FY25 Actual | FY24 Actual | Variance |
|---------------------------------------------------|-----------------|-----------------|----------|
| Revenue | | | |
| 8236-Pools/Spa | \$1,642.50 | \$2,943.23 | -44.19% |
| 8237-Household Sewage System | \$43,343.00 | \$42,454.00 | 2.09% |
| 8239-Tatto/ Body, Environmental Waste License Fee | \$42,071.00 | \$59,176.00 | -28.91% |
| 8241-Food Service (Mobile-Temporary) | \$54,467.44 | \$104,298.00 | -47.78% |
| 8242-Vending Machine Licenses | \$94.08 | \$88.34 | 6.50% |
| 8244-Food Establishments | \$121,060.25 | \$11,878.75 | 919.13% |
| 8249-Food, NOC | \$37,028.95 | \$50,240.65 | -26.30% |
| 8432-Vending Machine Proceeds | \$0.00 | \$0.00 | 0.00% |
| 8536-Grants\State | \$754,330.83 | \$1,282,486.39 | -41.18% |
| 8556-Grants\Federal | \$7,895,843.61 | \$5,703,725.42 | 38.43% |
| 8563-Bd of Ed Svc (School Nurses Sal.) | \$1,747,068.61 | \$2,701,031.21 | -35.32% |
| 8564-Ham Co Service | \$88,959.51 | \$167,131.26 | -46.77% |
| 8571-Specific Purpose\Private Org. | \$151,097.86 | \$848,719.89 | -82.20% |
| 8617-Non-Department Fringe Benefit Reimbursement | \$1,236.01 | \$732.65 | 68.70% |
| 8618-Overhead Charges Indirect Costs | \$61,340.00 | \$0.00 | 0.00% |
| 8731-Birth & Death Certificates | \$356,255.50 | \$346,456.80 | 2.83% |
| 8732-Vital Stats - Other | \$6,342.27 | \$2,824.91 | 124.51% |
| 8733-Self-Pay Patient | \$606,172.26 | \$587,635.89 | 3.15% |
| 8734-Medicare | \$3,402,903.52 | \$3,430,198.74 | -0.80% |
| 8736-Medicaid | \$8,526,711.72 | \$6,948,052.82 | 22.72% |
| 8737-Private Pay Insurance | \$781,043.02 | \$803,351.43 | -2.78% |
| 8738-Medicaid Managed Care | \$5,540,498.57 | \$4,037,117.80 | 37.24% |
| 8739-Misc. (Medical rec.\smoke free inv.) | \$1,274,011.32 | \$1,143,251.62 | 11.44% |
| 8784-Private Lot Litter & Weed | \$0.00 | \$0.00 | 0.00% |
| 8811-Unclaimed Remains | \$0.00 | \$0.00 | 0.00% |
| 8914-Bond/Note Proceeds | \$0.00 | \$1,227,000.00 | -100.00% |
| 8917-Deferred Sewer Assessment Collections | \$226.60 | \$342.49 | -33.84% |
| 8932-Prior Year Reimbursement | \$185,076.65 | \$426,768.00 | -56.63% |
| % That is attributable from 416 | \$12,247,883.58 | \$11,373,965.50 | 7.68% |
| Total Revenue | \$43,926,708.66 | \$41,301,871.79 | 6.36% |
| Expenses | | | |
| 71-Personnel | \$22,648,265.22 | \$21,561,684.94 | 5.04% |
| 72-Contractual | \$5,844,055.24 | \$5,865,740.27 | -0.37% |
| 73-Material | \$3,066,344.05 | \$2,299,725.48 | 33.34% |
| 74-Fixed Cost | \$1,411,708.59 | \$2,115,313.99 | -33.26% |
| 75-Fringes | \$9,104,809.91 | \$8,665,364.42 | 5.07% |
| 76-Property | \$262,768.19 | \$308,654.87 | -14.87% |
| Total Expenses | \$42,337,951.20 | \$40,816,483.97 | 3.73% |
| Net Gain (Losses) | \$1,588,757.46 | \$485,387.82 | 227.32% |
| 8936-Transfer | \$2,187,000.00 | \$1,227,000.00 | |
| Total Available | \$3,775,757.46 | \$1,712,387.82 | 120.50% |