

Date: April 15, 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 March 2025 Minutes	Committee	1 minute	
Review of Contracts for Board Approval:			
Hamilton County Public Health-55x10786	Angela Robinson	2 minutes	
Review of Contracts for Board Information:			
Arts Equity Collective- 55x10785	Angela Robinson	2 minutes	
Discover Traffic Gardens-55x10788	Tiffany White	2 minutes	
Lindsay Nehls-55x10789	Tiffany White	2 minutes	
Financial Update	Debi Smith	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, March 18, 2025 Finance Committee meeting to order at 5:01p.m.

Roll Call

Members present: Tim Collier, Dr. Edward Herzig, Dr. Camille Jones (5:04), Mark Menkhaus Jr., Dr. Grant Mussman

Topic	Discussion	Action/Motion
Approval of Minutes	The Chair asked Committee members if everyone had the opportunity to review the minutes from February 18, 2025 <u>Motion:</u> That the Board of Health (BOH) Finance Committee approves the minutes from February 18, 2025.	Motion: Herzig Second: Collier Action: Pass
Review of Contracts for BOH Approval: <u>March 18, 2025</u>	The Chair began reviewing contracts going to BOH for approval. Clark Schaefer Hackett 55x0556 – 3rd Amendment Mr. Menkhaus Jr. reported that Clark Schaefer Hackett is the only Ohio-based accounting firm that provides auditing services for the State of Ohio Federally Qualified Health Center (FQHC) Medicaid cost reports. These reports are integral to the maximization of Medicaid reimbursements. The firm has provided these services for a period of ten years. A proposed third amendment would extend their contract for an additional three years at a cost of \$405,000, bringing the cumulative contract value to \$1.7 million since 2014. Dr. Herzig inquired about the fluctuating amendment costs. Mr. Menkhaus responded, detailing the incremental increases: \$460,000 for the first, \$498,000 for the second, and \$405,000 for the third, culminating in a \$1.7 million total contract. Motion: That the BOH Finance Committee recommends approval.	Motion: Herzig Second: Collier Action: Pass
Review of Contracts for BOH Information: <u>March 18, 2025</u>	The Chair began reviewing the following contracts going to BOH for information. The Health Collaborative 55 x10782 Dr. Mussman stated that this business associate agreement allows for the sharing of flu and COVID diagnosis data with the health collaborative to support ongoing surveillance. Importantly, no personally identifiable information is exchanged, and the agreement carries no associated cost. CareSource 55x10780 Dr. Amin reported that this sub-recipient agreement for \$7,088.00 is with CareSource, a non-profit that will fund the purchase and operation of community freezers. This agreement supports free food access points in two food-insecure communities within Cincinnati, reduces food waste, and provides a platform for CHD's food equity program, which will deliver nutrition and food waste prevention education to combat chronic illnesses related to food insecurity.	

Financial Update	<p>Mr. Menkhaus Jr. provided an overview of the financial statement for the period ending in February 2025</p> <p>Total 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.</p> <ul style="list-style-type: none"> ○ 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. <p>Total Expenses: \$40 million in FY '24.</p> <ul style="list-style-type: none"> ○ 71—Personnel- Increased by 5.04% (4.09% increase in prior month). This increase is due to COLAs for non-represented and AFSCME staff ○ 75-Fringes: 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. ○ 72-Contractual and 73-Material: 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 paid \$250,000 to Community Learning Center Institute in FY25 that was not expensed in FY24. ○ 74-Fixed Cost: A 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. ○ 76-Property: Property decreased by 14.87% (45.96% decrease in prior month). Total Available: \$3,775,757.46 	
New Business	None	
Public Comment	Dr. Salter stated that as of 5 p.m. today, no questions or comments from the public were received.	

Meeting Adjourned: 5:21 p.m.

Next Meeting: **Tuesday, April 15, 2025, 5 p.m.**

Minutes prepared by Ashanti Salter

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

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

	Roll Call	Minutes	Clark Schaefer Hackett 55x0556 – 3rd Amendment
Tim Collier	Y	2Y	2Y
Dr. Edward Herzig	Y	MY	MY
Dr. Camille Jones	-	-	Y
Mark Menkhaus Jr.	Y	Y	Y
Dr. Grant Mussman	Y	Y	Y
Joyce Tate	-	-	-
Kiana Trabue	Y	Y	Y

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

Others present: Dr. Maryse Amin, Dr. Ashanti Salter (Clerk).

Preparation Date March 27, 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 **Hamilton County Public Health**

Contract # **55x10786**

Person and Division responsible for administering contract/grant/lease:

Initiator Person & Phone # **Geneva Goode, 513-357-7490**

Division Head & Phone # **Joyce Tate, 513-357-7361**

Division **Health**

Type of Contract/Agreement ☐ Accounts Payable ☒ Accounts Receivable

☐ Service Contract (no \$) ☐ Lease

Funding Source ☐ General Fund ☐ Grant Fund ☒ Other Funding

Action Required: ☒ Board Approval ☐ Board Information

CONTRACT DOLLAR AMOUNT

Original Amount **\$35,000**

TERM

Original Term Start Date **April 1, 2025** End Date **April 30, 2026**

EXECUTIVE SUMMARY

The purpose of this contract with Hamilton County Public Health is for the Cincinnati Health Department to receive \$35,000 in funds via the Ending the HIV Epidemic Grant. This grant focuses on decreasing HIV rates in Hamilton County by 90% by the year 2023. These grant funds will be used by the Cincinnati Health Department to conduct a Quality Improvement Project to increase our annual HIV screening by 5% during the contracted period, purchase educational materials to disseminate to patients, and purchase Rapid HIV tests as an intervention of our QI project.

Preparation Date March 20, 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 **Arts Equity Collective**

Contract # **55x10785**

Person and Division responsible for administering contract/grant/lease:

Initiator Person & Phone # **Betsy Buchanan, 513-821-7188**

Division Head & Phone # **Joyce Tate, 513-357-7361**

Division **Health (WIC)**

Type of Contract/Agreement ☐ Accounts Payable ☐ Accounts Receivable
 ☒ Service Contract (no \$) ☐ Lease

Funding Source ☐ General Fund ☐ Grant Fund ☐ Other Funding

Action Required: ☐ Board Approval ☒ Board Information

CONTRACT DOLLAR AMOUNT

Original Amount **\$0.00**

TERM

Original Term Start Date **3/19/2025** End Date **8/31/2027**

EXECUTIVE SUMMARY

This Memorandum of Understanding (MOU) establishes a collaborative agreement between WIC (Women Infants & Children) and nonprofit, Arts Equity Collective for Arts Equity Collective's Single Parents Empowerment/Education/Support Initiative. The MOU establishes a collaborative agreement between WIC (Women Infants & Children) and nonprofit, Arts Equity Collective for Arts Equity Collective's Single Parents Empowerment/Education/Support Initiative. The objectives of this MOU are to:

- **Enhance community safety** and well-being by providing WIC (Women, Infants, & Children) education for single parents living within the City of Cincinnati.
- **Support families holistically** by offering wraparound services that address violence prevention and health and wellness.
- **Foster collaboration** between **WIC** and Arts Equity Collective to create a seamless and integrated program that benefits both children and parents.

WIC Shall:

- Provide Art Equity Collective with WIC (Women Infants & Children) online education families who are part of the Arts Equity Collective's Single Parents Empowerment/Education/Support Initiative.

Arts Equity Collective Shall:

- Offer and schedule a series of parent workshops focused on reducing gun violence and promoting community safety.
- Provide wraparound services to families, addressing issues such as food insecurity, housing challenges, violence prevention, and overall health and wellness.

Preparation Date April 11, 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 **Discover Traffic Gardens**

Contract # **55x10788**

Person and Division responsible for administering contract/grant/lease:

Initiator Person & Phone # **Tiffany White, 513-357-7457**

Division Head & Phone # **Maryse Amin, 513-357-7273**

Division **Health**

Type of Contract/Agreement ☒ Accounts Payable ☐ Accounts Receivable

☐ Service Contract (no \$) ☐ Lease

Funding Source ☐ General Fund ☒ Grant Fund ☐ Other Funding

Action Required: ☐ Board Approval ☒ Board Information

CONTRACT DOLLAR AMOUNT

Original Amount **\$5,690**

TERM

Original Term Start Date **Upon execution** End Date **September 30, 2025**

EXECUTIVE SUMMARY

This contract with Discover Traffic Gardens is to assess the current landscape at Roll Hill School, engage with the school's staff to inform the design of a traffic garden layout, and develop the required plans to contract for installation. The traffic garden playground strategy is a part of our Creating Healthy Communities grant from the Ohio Department of Health to increase physical activity in East Westwood and Roll Hill. The traffic garden will teach children how to ride bikes and traverse roads within a secure environment, tools they can carry over into their community for greater pedestrian and bicycle safety.

Preparation Date April 14, 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 **Lindsay Nehls**

Contract # **55x10789**

Person and Division responsible for administering contract/grant/lease:

Initiator Person & Phone # **Tiffany White, 513-357-7457**

Division Head & Phone # **Maryse Amin, 513-357-7273**

Division **Health**

Type of Contract/Agreement ☒ Accounts Payable ☐ Accounts Receivable

☐ Service Contract (no \$) ☐ Lease

Funding Source ☐ General Fund ☒ Grant Fund ☐ Other Funding

Action Required: ☐ Board Approval ☒ Board Information

CONTRACT DOLLAR AMOUNT

Original Amount **\$2,800**

TERM

Original Term Start Date **Upon execution** End Date **September 30, 2025**

EXECUTIVE SUMMARY

This contract with local artist, Lindsay Nehls, is to engage the Carthage community, design an intersection mural, and assist with installation. Funding is from our Creating Healthy Communities grant through the Ohio Department of Health. The mural is a traffic-calming strategy in the intersection of Fairpark and Seymour to improve pedestrian and bicycle infrastructure. The final mural will be installed through a community paint day this summer in collaboration with the artist, CHD staff, Carthage Civic League, DOTE, and event planning.



DATE: April 15, 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 – MARCH

2025 March Highlights:

- Revenue at the end of March was \$49,343,516.86. Which is a 1.68% decrease from March of 2024. Expenses as of March 2025 totaled \$47,743,634.74 which is a 3.39% increase from March 2024. Total net gain after the capital revenue transfer was \$3,786,882.12.

Year over Year:

- As of March, we had \$119,338.18 in overtime compared to March of 2024's total of \$126,851.22. As of March 2025, we have not had any disaster overtime, while March 2024 had a total of \$401.97 in disaster overtime.
- 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.
- 7100-Personnel increased by 5.30% (5.04% increase in prior month). This increase is due to COLAs for non-represented and AFSCME staff. 7500-Fringes saw a corresponding increase of 5.31% (5.07% in the prior month). The increase is also attributed to the calendar year 2024 having 27 pay periods. This only happens every 10 years.
- 7200- Contractual Services saw an increase of 3.65% (0.37% decrease in the prior month), and 7300- Materials & Supplies increased by 0.80% (33.34% increase in prior month). The increases are due to the timing of invoices paid. In FY25 we paid Western Nursing \$170,225.50 as of March, yet in FY24 we paid Western Nursing \$438,369.52 as of March. In FY25 we paid Cardinal Health \$1,519,232.61 as of March, yet in FY24 we paid Cardinal Health \$1,325,194.24 as of March. We also expensed \$250,000 to Community Learning Center Institute in FY25 that was not expensed in FY24.
- 7400-Fixed Costs decreased by 26.52% (33.26% decrease in prior month). The decrease is the timing of invoices paid. In FY25 we paid Talbert Services \$29,071.56 as of March, yet in FY24 we paid Talbert Services \$472,113.91 as of March. In FY25 we paid Hamilton County \$80,000.00, yet in FY24 we paid Hamilton County \$210,125.00 as of March.
- 7600-Property increased by 33.68% (14.87% decrease in prior month). The increase is due to the purchase of new HVAC unit.

Cincinnati Board of Health Financial Statement for the period of March

	FY25 Actual	FY24 Actual	Variance
Revenue			
8236-Pools/Spa	\$2,627.50	\$11,062.23	-76.25%
8237-Household Sewage System	\$47,407.00	\$46,361.42	2.26%
8239-Tatto/ Body, Environmental Waste License Fee	\$42,896.00	\$64,026.00	-33.00%
8241-Food Service (Mobile-Temporary)	\$75,232.44	\$112,948.00	-33.39%
8242-Vending Machine Licenses	\$413.55	\$88.34	368.13%
8244-Food Establishments	\$1,131,064.58	\$875,310.11	29.22%
8249-Food, NOC	\$51,054.50	\$55,640.65	-8.24%
8432-Vending Machine Proceeds	\$0.00	\$0.00	0.00%
8536-Grants\State	\$945,987.46	\$1,347,140.86	-29.78%
8556-Grants\Federal	\$8,145,843.61	\$10,483,720.86	-22.30%
8563-Bd of Ed Svc (School Nurses Sal.)	\$2,459,867.87	\$2,728,989.47	-9.86%
8564-Ham Co Service	\$88,959.51	\$207,761.10	-57.18%
8571-Specific Purpose\Private Org.	\$151,097.86	\$849,219.89	-82.21%
8617-Non-Department Fringe Benefit Reimbursement	\$1,236.01	\$1,351.94	-8.58%
8618-Overhead Charges Indirect Costs	\$61,340.00	\$0.00	0.00%
8731-Birth & Death Certificates	\$406,895.70	\$407,928.68	-0.25%
8732-Vital Stats - Other	\$7,280.63	\$3,170.23	129.66%
8733-Self-Pay Patient	\$643,916.28	\$661,622.92	-2.68%
8734-Medicare	\$3,790,937.94	\$3,900,780.86	-2.82%
8736-Medicaid	\$8,992,009.84	\$7,310,330.10	23.00%
8737-Private Pay Insurance	\$874,159.56	\$892,530.94	-2.06%
8738-Medicaid Managed Care	\$6,174,111.09	\$4,738,228.86	30.30%
8739-Misc. (Medical rec.\smoke free inv.)	\$1,342,405.53	\$1,206,185.34	11.29%
8784-Private Lot Litter & Weed	\$0.00	\$0.00	0.00%
8811-Unclaimed Remains	(\$1,020.00)	\$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	\$186,931.59	\$426,768.00	-56.20%
% That is attributable from 416	\$13,720,634.21	\$12,628,481.82	8.65%
Total Revenue	\$49,343,516.86	\$50,186,991.11	-1.68%
Expenses			
71-Personnel	\$25,490,669.10	\$24,207,282.29	5.30%
72-Contractual	\$6,680,350.84	\$6,445,299.46	3.65%
73-Material	\$3,231,033.20	\$3,205,548.32	0.80%
74-Fixed Cost	\$1,682,736.28	\$2,289,971.66	-26.52%
75-Fringes	\$10,209,194.49	\$9,694,038.31	5.31%
76-Property	\$449,650.83	\$336,365.92	33.68%
Total Expenses	\$47,743,634.74	\$46,178,505.96	3.39%
Net Gain (Losses)	\$1,599,882.12	\$4,008,485.15	-60.09%
8936-Transfer	\$2,187,000.00	\$1,227,000.00	
Total Available	\$3,786,882.12	\$5,235,485.15	-27.67%