

Date: February 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 November 2024 Minutes	Committee	1 minute	
Review of Contracts for Board Approval:			
Get Vaccinated OH Grant- Public Health Initiative 2024-2025 65x10771	Maryse Amin		
National Association of County & City Health Officials (NACCHO) 55x10769	Maryse Amin		
Review of Contracts for Board Information:			
UC Winkle College of Pharmacy 35x10529- 2 nd Amendment	David Miller		
University of Cincinnati 55x10764	Joyce Tate		
Financial Update	Mark Menkhaus Jr.	10 minutes	
New Business		5 minutes	
Public Comment		2 minutes	



City of Cincinnati Board of Health Finance Committee

Ashlee Young, Chair of the Board of Health Finance Committee, called the Tuesday, November 19, 2024 Finance Committee meeting to order at 5:03p.m.

Roll Call

Members present: Tim Collier and Camille Jones (5:14), Dr. Edward Herzig, Mark Menkhaus Jr., Commissioner Dr. Grant Mussman, Joyce Tate, Kiana Trabue, and Ashlee Young.

Topic	Discussion	Action/Motion
Approval of Minutes	The Chair asked Committee members if everyone had the opportunity to review the minutes from September 17, 2024. <u>Motion:</u> That the Board of Health (BOH) Finance Committee approves the minutes from September 17, 2024.	Motion: Herzig Second: Trabue Action: Pass
Review of Contracts for BOH Approval: Nov. 19, 2024	The Chair began reviewing contracts going to BOH for approval. Hamilton County Solid Waste Management District-55x10731 Mr. Menkhaus Jr. explained that this is a one-year contract (January 1, 2025, to December 31, 2025) between the Cincinnati Health Department (CHD) and the Hamilton County Solid Waste District. This contract, which CHD has held for many years, is for the inspection of solid waste landfills. Dr. Herzig asked why the Hamilton County Solid Waste Management District doesn't offer a multi-year contract. Mr. Menkhaus explained that Hamilton County Solid Waste District only commits one year at a time because this contract is funded through their operating budget. Motion: That the BOH Finance Committee recommends approval. UC Health, LLC Parking Lease-35x10531 1st Amendment Mr. Menkhaus Jr. explained that this is an existing contract with UC Health for 20 parking spaces in the lot adjacent to the ADAS Building at 3009 Burnet Avenue, Cincinnati, Ohio 45219. These spaces provide overflow parking for staff and visitors. The amendment includes a 2% annual increase in the rental fee, effective on the anniversary of the contract's start date. Motion: That the BOH Finance Committee recommends approval.	Motion: Young Second: Trabue Action: Pass Motion: Young Second: Herzig Action: Pass
Review of Contracts for BOH Information: Nov. 19, 2024	The Chair began reviewing the following contract, going to BOH for information. The Community Builders, Inc.-55x10728 Ms. Tate explained that this agreement with Community Builders allows us to lease space in the Avondale Town Center Shopping Center for vendors at the annual fall festival held at Ambrose Health Center.	

Financial Update	<p>Mr. Menkhaus provided an overview of the financial statement for the period ending in September 2024</p> <p>Total Revenue: As of the end of September was \$12,501,829.70. Which is a 8.39% increase from September 2023.</p> <ul style="list-style-type: none"> ○ Total net gain after the capital revenue transfer was \$529,610.04. ○ Expenses as of September 2024 totaled \$14,159,219.66 which is a 1.3% increase from September 2023. ○ As of September, we had \$48,283.66 in overtime compared to September of 2023's total of \$44,806.76. Neither year had any disaster overtime in the month of September. ○ 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. ○ Medicaid revenue is down 76.46% from the year prior. This is because the FY24 figure was inflated because CHD received several months of backlogged payments from Medicaid resulting from ODM's transition from MITS system to the Provider Network Management System (PNM). Meanwhile, the FY25 figure is down because of interruptions with OBS claims going to Medicaid wrap. The issue with Medicaid wrap payments was resolved as of October 2024 <p>Total Expenses: \$29 million in FY '24.</p> <ul style="list-style-type: none"> ○ 71—Personnel- An increase of 5.5%. This increase is due to COLAs for non-represented and AFSCME staff. ○ 7500-Fringes saw a corresponding increase of 3.35%. ○ 7200-Contractual-A decrease of 5.94% (6.37% decrease in prior month). ○ 7300- Materials & Supplies- A decrease by 12.41% (18.22% increase in prior month). The increases are due to the timing of invoices paid. In FY25 we have paid Drame \$140,975.87 as of September, yet in FY24 we paid Drame \$166,408.45 as of September. ○ 7400-Fixed Cost: A decrease of 5.06% (25.41% increase in prior month). The decrease is the timing of invoices paid. In FY25 we paid Ochín \$291,924.11 as of September, yet in FY24 we paid Ochín \$337,918.80 as of September. ○ 7600-Property: An increase of 3.35% (5.09% increase in the previous month). <p>Total Available: \$529,610.04</p>	
New Business	<p>Dr. Jones asked about the City Council's request to use CHD funds for counseling services for transgender youth. Mr. Menkhaus Jr. explained that City Council will vote tomorrow on a motion to allocate \$250,000 from CHD's budget to support the mental and physical health of transgender and non-binary youth.</p> <p>Dr. Herzig asked who would provide these counseling services. Dr. Mussman responded that although CHD has behavioral counselors, none specialize in pediatric counseling or suicide risk, particularly for this population.</p> <p>Dr. Jones then asked if CHD would lead the process of finding a service provider. Dr. Mussman said that he didn't foresee any issues with this and welcomed input on who should be involved in that process.</p> <p>Ms. Young announced that Ms. Trabue will be the new chair of the board of finance. Ms. Trabue expressed her gratitude.</p>	

Public Comment	Ms. Salter stated that as of 5 p.m. today, no questions or comments from the public were received.	
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Meeting Adjourned: 5:30 p.m.

Next Meeting: **Tuesday, December 17, 2024, 5 p.m.**

Minutes prepared by Ashanti Salter

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

DRAFT

Board of Health Finance Committee Roll Calls for November 19, 2024

	Roll Call	Minutes	Hamilton County Solid Waste Management District-55x10731	UC Health, LLC Parking Lease-35x105311 1st Amendment
Tim Collier	5:14 pm	-	-	-
Dr. Edward Herzig	Y	MY	Y	2Y
Dr. Camille Jones	5:14 pm	-	-	-
Mark Menkhaus Jr.	Y	Y	Y	Y
Dr. Grant Mussman	Y	Y	Y	Y
Joyce Tate	Y	Y	Y	Y
Kiana Trabue	Y	2Y	2Y	Y
Ashlee Young	Y	Y	MY	MY

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

Others present: Ashanti Salter (Clerk).

Preparation Date February 3, 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 **Get Vaccinated Ohio Grant – Public Health Initiative 2024-2025**

Contract # **65x10771**

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

Initiator Person & Phone # **Elizabeth Gay, 513-352-2901**

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

Division **Community Health and Environmental Services**

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 **\$298,869.00**

TERM

Original Term Start Date **7/1/2025** End Date **6/30/2026**

EXECUTIVE SUMMARY

Get Vaccinated OHIO- Public Health Initiative (GV) Sub-grant 2025-26

The Get Vaccinated Ohio Project is a state funded competitive grant designed to support activities that will improve and sustain immunization rates in children under two years of age, school aged children and adolescents. Grant activities will include immunization assessment, targeted reminder, and recall, identifying disparities/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 immunization providers. The Project's focus is on expanding education (peer-to-peer and family), assessment activities and reminder/recall. The Project provides peer-to-peer education utilizing the Maximizing Office Based Immunization (MOBI) program, Teen Immunization Education Session (TIES) and immunization assessment services utilizing the CDC tool: Immunization Quality Improvement for Providers (IQIP) program in the private and public sector. The Project contracts with Western Nursing to provide nursing support for MOBI, TIES and IQIP services *in the county*. The GV Grant support a Perinatal Hepatitis B Prevention Project which provides perinatal case identification, follow up/ education to pregnant females and provider education.

The outcome measure for this grant is to achieve and maintain the Centers for Disease Control (CDC) National Immunization Rate of 90% for **two-year-old children** and 80% for **adolescents**. In 2024, CHD

health centers achieved 90-95% immunization rate for children by age two. This exceeds the 2023 Ohio rate of 71%. The CHD health centers achieved 91%-100% adolescent rates for **13-year-old** for the following vaccines: HPV #1, Meningococcal, and Tdap. The **Up-to-Date HPV** Ohio rate is 63.4% and CHD is 59%-77%. In 2024, of practices assessed in the public/private community, immunization rates for two-year-old children at individual offices were between 25%-88% with an HPV up to date range of 8-65%. Through community outreach, education and assessment in the public and private sector, 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.

Preparation Date 01/27/2025

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 **National Association of County and City Health Officials (NACCHO)**

Contract # **55x10769**

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

Initiator Person & Phone # **Maryse Amin, 513-357-7273**

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 **\$200,000**

TERM

Original Term Start Date **12-2-2024** End Date **8-29-2025**

EXECUTIVE SUMMARY

The goal of this project is to strengthen capacity in healthcare IPC by piloting and adapting tools and best practices utilizing Project Firstline resources. All awardees, regardless of cohort, will:

- Complete an initial assessment to identify IPC-related training needs;
- Participate in monthly calls with NACCHO to monitor progress, facilitate peer-exchange, and provide technical assistance;
- Identify, adapt and implement at least four existing Project Firstline tools and resources as part of specific outreach, education, or training activities for healthcare facilities in the jurisdiction or locality;
- Participate in evaluation-related activities to track and measure progress towards expressed outcomes;
- Attend an in-person convening; and
- Submit an end-of-project report.

Preparation Date 12/18/24

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 **UC Winkle College of Pharmacy**

Contract # **35x10529 – 2nd Amendment**

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

Initiator Person & Phone # **David Miller 513-357-7357**

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 **\$247,380**

1st Amendment Amount **\$6,096**

2nd Amendment Amount **\$9,000**

Total Amount **\$262,476**

TERM

Original Term Start Date **Upon execution** End Date **5 years from execution**

date

1st Amendment Term Start Date **7/1/2024** End Date **6/30/2028**

2nd Amendment Term Start Date **7/1/2025** End Date **6/30/2028**

EXECUTIVE SUMMARY

This is a Residency Program Support Affiliation Agreement between CHD and UC Winkle College of Pharmacy. The College will provide faculty expertise and resources to develop, conduct and maintain the educational integrity of the Residency Program. PharmD students will participate in clinical experiences required by the residency program at CHD facilities. The Resident will be guaranteed time weekly (up to 12 hours per week) to work with and on residency related activities. CHD will provide the college with \$47,476 annually for resident stipend plus fringe and up to \$2,000 for resident's travel expenses. The term begins once it is fully executed and will remain in effect for a term of 5 years.

The first amendment would increase the annual salary to \$49,000 for the remaining 4 years of the agreement. The term remains the same.

The second amendment would increase the annual salary to \$53,000 beginning 7/1/2025 and to 58,000 beginning 7/1/2026. The term remains the same.

Preparation Date 1/21/25

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 **University of Cincinnati**

Contract # **55x10764**

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

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

Division Head & Phone # **Betsy Buchanan, 513-821-7188**

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 **2/22/2025** End Date **2/21/2030**

EXECUTIVE SUMMARY

This is an agreement between University of Cincinnati and City of Cincinnati Women, Infant, & Children (WIC) Program to provide clinical education and experience to students in the Spanish Assistance Program.

The agreement will begin February 22, 2025 and remain effective for five years.



DATE: February 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 – JANUARY

2024 January Highlights:

- Revenue as of the end of January was \$34,518,192.51. Which is a 4.74% decrease from January of 2024. Expenses as of January 2025 totaled \$36,701,800.99 which is a 1.76% increase from January 2024. Total net gain after the capital revenue transfer was \$3,391.52.

Year over Year:

- 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 as of the month of January.
- 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 4.09% (14.0 increase in prior month). This increase is due to COLAs for non-represented and AFSCME staff. 7500-Fringes saw a corresponding increase of 3.62 (7.39% 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 1.77% (3.98% increase in prior month), and 7300- Materials & Supplies increased by 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.
- 7400-Fixed Costs decreased by 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 decreased by 45.96% (56.96% decrease in prior month).

Cincinnati Board of Health Financial Statement for the period of January

	FY25 Actual	FY24 Actual	Variance
Revenue			
8236-Pools/Spa	\$1,642.50	\$2,470.23	-33.51%
8237-Household Sewage System	\$38,473.00	\$38,594.00	-0.31%
8239-Tatto/ Body, Environmental Waste License Fee	\$38,996.00	\$57,651.00	-32.36%
8241-Food Service (Mobile-Temporary)	\$54,391.94	\$93,815.00	-42.02%
8242-Vending Machine Licenses	\$53.76	\$88.34	-39.14%
8244-Food Establishments	\$115,038.00	\$10,451.90	1000.64%
8249-Food, NOC	\$29,484.50	\$39,058.50	-24.51%
8432-Vending Machine Proceeds	\$0.00	\$0.00	0.00%
8536-Grants\State	\$517,458.04	\$990,554.74	-47.76%
8556-Grants\Federal	\$6,592,618.17	\$4,592,391.85	43.56%
8563-Bd of Ed Svc (School Nurses Sal.)	\$1,747,068.61	\$2,669,061.21	-34.54%
8564-Ham Co Service	\$81,007.51	\$167,131.26	-51.53%
8571-Specific Purpose\Private Org.	\$153,097.86	\$843,719.89	-81.85%
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	\$305,907.02	\$309,174.00	-1.06%
8732-Vital Stats - Other	\$6,048.69	\$2,581.89	134.27%
8733-Self-Pay Patient	\$528,522.90	\$518,629.87	1.91%
8734-Medicare	\$3,037,225.42	\$3,011,335.47	0.86%
8736-Medicaid	\$3,495,232.24	\$6,362,060.53	-45.06%
8737-Private Pay Insurance	\$673,026.74	\$703,024.31	-4.27%
8738-Medicaid Managed Care	\$4,979,578.49	\$3,465,829.80	43.68%
8739-Misc. (Medical rec.\smoke free inv.)	\$1,155,472.68	\$1,010,993.92	14.29%
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	\$32,969.95	461.35%
% That is attributable from 416	\$10,719,969.18	\$10,085,850.21	6.29%
Total Revenue	\$34,518,192.51	\$36,235,513.01	-4.74%
Expenses			
71-Personnel	\$19,641,819.58	\$18,869,302.87	4.09%
72-Contractual	\$5,222,340.06	\$5,131,323.95	1.77%
73-Material	\$2,337,618.28	\$2,091,970.36	11.74%
74-Fixed Cost	\$1,350,595.12	\$1,949,662.16	-30.73%
75-Fringes	\$7,966,915.76	\$7,688,535.61	3.62%
76-Property	\$182,512.19	\$337,726.93	-45.96%
Total Expenses	\$36,701,800.99	\$36,068,521.88	1.76%
Net Gain (Losses)	(\$2,183,608.48)	\$166,991.13	-1407.62%
8936-Transfer	\$2,187,000.00	\$125,000.00	
Total Available	\$3,391.52	\$291,991.13	-98.84%