

October 27, 2021

To: Mayor and Members of City Council
From: Paula Boggs Muething, City Manager *JJ FOR 202103021 PBM*
Subject: **Emergency Ordinance – Health: Moral Obligation Payment to Western Nursing Services**

Attached is an Emergency Ordinance captioned:

AUTHORIZING the payment of \$68,189.04 as a moral obligation to Western Nursing Services for temporary services provided to the Cincinnati Health Department for the positions of Customer Relations Representative, Community Health Worker, and Epidemiologist; and **AUTHORIZING** the Finance Director to make a payment of \$68,189.04 to Western Nursing Services from the Cincinnati Health Department's operating budget account nos. 395x265x2110x7297, 395x265x3110x7297, 395x265x5110x7297, 395x265x6110x7297, 395x265x7110x7297, 350x263x6110x7297, and 395x265x1110x7297.

This Emergency Ordinance will authorize the payment of \$68,189.04 from the Cincinnati Health Department (CHD) as a moral obligation to Western Nursing Services for temporary services received for the positions of Customer Relations Representative, Community Health Worker, and Epidemiologist. This moral obligation payment is necessary due to not following Department of Human Resources procedures for requesting temporary positions. This process includes requesting approval in advance through the NEOGOV workforce management system from Human Resources, the Office of Budget and Evaluation, and the Office of Procurement prior to the start date of the temporary personnel. The Finance Department will not accept a certification request for temporary services without NEOGOV approval.

CHD has identified and resolved the issues which led to this oversight, and it is anticipated that improved communication within CHD and with the vendor will prevent similar situations in the future.

The Emergency Ordinance will also authorize the Director of Finance to make a payment from multiple accounts within the Cincinnati Health Department's operating budget as indicated on Attachment A.

The reason for the emergency is the immediate need to pay Western Nursing Services in a timely manner for temporary services received in 2021.

cc: Andrew M. Dudas, Budget Director
Karen Alder, Finance Director

Attachment