

CUYAHOGA COUNTY

BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

CONTRACT REVIEW COMMITTEE

AGENDA – September 6, 2016

1. Call to Order.
2. Roll Call.
3. Public Comments – Agenda items only (3 minutes maximum).
4. **APPROVAL OF CONSENT AGENDA:** Items listed under the Consent Agenda are considered routine. Each item will be read individually into the record and the Consent Agenda will then be enacted as a whole by one motion and one roll call. There will be no separate discussion of these items. If discussion by CRC members is desired on any item on the Consent Agenda, that item will be removed from the Consent Agenda by a motion and majority affirmative vote and considered in its normal sequence under the Regular Order of Business.
 - A. Approval of the Minutes of Prior Meetings: Regular Meeting – August 16, 2016.
 - B. Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):
 1. CRC 2016-51 Prevention and Wellness Services submitting a Memorandum of Understanding (MOU) with Cleveland Heights/University Heights City School District under the Teen Wellness Initiative (TWI) grant to enable the implementation of CCBH's TWI program curriculum within the school district from August 1, 2016 through June 30, 2017. No exchange of funds.
 2. CRC 2016-52 Environmental Public Health Services submitting an addendum to the contract with Moss-Card Consulting, Inc. (Resolution 2016-67) under the FDA Voluntary Standards grant to extend the end of the contract period from August 31, 2016 to January 31, 2017. Amount to be paid to Moss-Card Consulting, Inc. to remain the same.
 3. CRC 2016-53 Epidemiology, Surveillance and Informatics Services submitting a letter of agreement to identify CCBH as the primary agency for the Cuyahoga County Emergency Operations Plan (EOP) as it pertains to

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- Emergency Support Functions (ESFs) 8 and 11 and a support agency pertaining to ESFs 6,10,14 and 15. No exchange of funds.
4. CRC 2016-54 Administration Services submitting a Memorandum of Understand (MOU) with the Village of Oakwood granting authority to access the Silver Oak Landfill for purposes of emergency maintenance from September 1, 2016 through December 30, 2016. No exchange of funds.
 5. CRC 2016-55 Administration Services submitting a Business Associate Agreement (BAA) with The James B. Oswald Company to allow the exchange of protected health information related to employee benefits effective September 6, 2016. No exchange of funds.

5. **CONTRACTS AND AWARDS:**

A. Tabled Items

None

B. New Items For Review

1. Bid/Quote Openings \geq \$25,000.00
 - a. CRC 2016-56 Maternal and Child Health Program
Community Engagement
RFP # 2016-02
2. Bid/Quote Openings $<$ \$25,000.00
 - a. CRC 2016-57
1210 W. Clifton Ave.
Lakewood, Ohio 44107
 - b. CRC 2016-58
5504 Bradley Ave.
Parma, Ohio 44129
 - c. CRC 2016-59
3449 Westbury (Up & Down)
Shaker Hts., Ohio 44120
3. Expenditures: Contracts $<$ \$25,000.00

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- a. CRC 2016-60 Prevention and Wellness Services submitting the following contracts under the 2016/2017 Prevent Premature Fatherhood (PPF) grant:

- i. Jerrold Nash 7/1/16 – 6/30/17 \$3,000.00

Purpose: To facilitate up to 12 youth groups and/or community forums on the topic of Media and Masculinity.

Funding Source: 100% reimbursable through the FY2017 PPF grant.

- ii. Melvin White 7/1/16 – 6/30/17 \$2,500.00

Purpose: To facilitate up to 10 youth groups and community forums on the topic of Legacy Building.

Funding Source: 100% reimbursable through the FY2017 PPF grant.

- b. CRC 2016-61 Administration Services submitting a contract with State Auto Insurance Companies for commercial property insurance, computer/software insurance, public employee dishonesty insurance and terrorism coverage from August 28, 2016 through August 28, 2017. Amount to be paid to United Agencies Insurance Group (Broker) for this coverage is not to exceed \$6,180.00.

Purpose: Renewal of insurance coverage for CCBH; this renewal is an increase of \$135.00 from last year.

Funding Source: 100% funded through CCBH General Revenue.

- c. CRC 2016-62 Administration Services submitting a contract with LexisNexis for access to legal research databases from October 3, 2016 through November 30, 2019. Amount to be paid to LexisNexis is not to exceed \$14,040.00.

Purpose: To provide research databases for use during legal research under a three year subscription with LexisNexis at a rate of \$390.00/month for 36 months.

Funding Source: 100% funded through CCBH General Revenue.

- d. CRC 2016-63 Administration Services submitting a contract with Davey Resource Group for annual invasive vegetation maintenance from

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September 1, 2016 through August 31, 2019. Amount to be paid to Davey Resource Group is not to exceed \$6,105.00.

Purpose: To provide annual herbicide application and optional seeding as maintenance to control the growth of invasive vegetation on the CCBH property at a cost not to exceed \$2,035.00/year.

Funding Source: 100% funded through CCBH General Revenue.

4. Revenue Generating Agreements < \$25,000.00

- a. CRC 2016-64 Prevention and Wellness Services submitting a contract with Montessori Children's School for school health services from August 1, 2016 through June 30, 2017. Amount to be received is not to exceed \$8,426.00.

Purpose: To provide school health services to Montessori Children's School for 20 hours/month.

C. Contract Rescissions

None

6. Other Business.
7. Public Comment (3 minute maximum).
8. Motion to adjourn the meeting.