

CUYAHOGA COUNTY  
BOARD OF HEALTH  
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

*CONTRACT REVIEW COMMITTEE*

*MINUTES – October 18, 2022*

Meeting called to order by Martha Halko, Chair of the CRC at 1:35 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 18, 2022.

Roll Call: The following members were present: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Public Comments – N/A.

**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.

Approval of the Minutes of Prior Meetings: Regular Meeting – October 4, 2022.

Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2022-141 Epidemiology Surveillance and Informatics Services submitting a Mutual Aid Agreement with Northeast Ohio Region to provide additional environmental health, nursing, and other public health services to one another when responding to a public health threat upon execution and indefinitely. No Exchange of Funds

CRC 2022-142 Administrative Services submitting a customer agreement with American Heritage Life Insurance Company to establish voluntary worksite benefits options for CCBH employees from January 1, 2023 through December 31, 2023. No Exchange of Funds.

It was moved by Rick Novickis, seconded by Judy Wirsching, that the consent agenda, including the minutes of the October 4, 2022 CRC meeting be approved.

The Secretary called the roll:

Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

**CONTRACTS AND AWARDS:**

Tabled Items:

CRC 2022-140: Memorandum of Understanding (MOU) with the Cleveland Clinic Foundation was tabled due to lack of receipt of the signed MOU prior to the meeting.

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Lead Program Bids presented by Stephanie McConoughey

It was moved by Judy Wirsching, seconded by Martha Halko, that the following quote (CRC 2022-143) for 13682 Cedar Rd, UP and Down, University Heights, Ohio 44118 be accepted as the lowest and best, and that a recommendation that a contract be awarded to TNT Construction in the amount of \$29,140.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Bid/Quote Openings < \$25,000.00

Household Sewage Bids presented by Nate McConoughey.

It was moved by Rick Novickis, seconded by Rod Harris, that the following quote (CRC 2022-144) for 6900 Columbia Rd, Olmsted Township, Ohio 44138 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a contract be awarded to TNT Construction in the amount of \$15,727.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Judy Wirsching, seconded by Jana Rush, that the contract (CRC 2022-145) with Avantia, Inc. under the Newborn Home Visiting (NBHV) grant from September 1, 2022 through December 31, 2022. Amount paid to Avantia, Inc. is not to exceed \$22,000.00 to be approved.

Presented by Amy Geiss

Purpose: To update the NBHV Welcome database.

Funding Source: 100% reimbursable through the FY2022 NBHV grant.

The Secretary called the roll:

Ayes: Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Rick Novickis, seconded by Rod Harris, that the contract (CRC 2022-146) with The Baldwin Group from December 1, 2022 through November 30,2023. Amount to be paid to The Baldwin Group, Inc. is not to exceed \$783.04 to be approved.

Presented by Amy Geiss

Purpose: To provide HDIS software used for CMH charting and billing and historical resource for Immunization clients

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis, that the addendum (CRC 2022-147) to the contract with Alyssa Sherer, RN, MSN, CNP, DNP (Resolution 2022-5, CRC 2022-54, CRC 2022-92 and CRC 2022-111) to increase the amount paid to Alyssa Sherer, RN, MSN, CNP, DNP from \$82,400.00 to \$86,000.00 to be approved.

Presented by Monica Baker

Purpose: To conduct Ryan White Part A medical chart review for sub-recipients.

Funding Source: 100% reimbursable through the FY2022 HRSA Ryan White grant.

The Secretary called the roll:

Ayes: Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Rod Harris, seconded by Judy Wirsching, that the three-year contract (CRC 2022-148) with Thompson Reuters Corporation effective October 18, 2022. Amount to be paid to Thompson Reuters Corporation is not to exceed \$20,444.44 to be approved.

Presented by Judy Wirsching

Purpose: To provide a legal services account to CCBH for 4 users to conduct legal research, DIS locating, and public information services.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Rick Novickis, seconded by Martha Halko, that the agreement (CRC 2022-149) with CGI Voluntary Benefits, Inc. (CGIVB) effective October 18, 2022. Amount to be paid to CGIVB will be at a rate of \$1.50/enrolled employee/month for major medical and include a one-time set-up fee of \$500.00 and an annual renewal fee of \$500.00 to be approved.

Presented by Rebecca Burke

Purpose: To create and maintain an electronic benefits platform for CCBH.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rod Harris, that the contract (CRC 2022-150) with Johnson Controls from November 1, 2022 through October 31, 2023. Amount to be paid to Johnson Controls is not to exceed \$7,275.81 to be approved.

Presented by Rebecca Burke

Purpose: To provide security system service and maintenance.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

None

Contract Rescissions

None

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

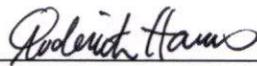
CRC Minutes  
10/18/2022 Meeting

Thereupon, it was moved by Judy Wirsching, seconded by Rick Novickis, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:54 p.m.

The Secretary called the roll:

Ayes: Rod Harris, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching



Committee Chair



Clerk



**Name:** Bindel Residence  
**Address:** 6900 Columbia Rd.  
**City,State, Zip:** Olmsted Twp. , OH 44138  
**PPN#** 262-14-027  
**# of Bedrooms** 2

**The following quotes were received and opened:**

Name of Contractor:	Install Quote	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
KMU Trucking & Excavating	\$16,950.00	\$8,475.00	\$8,475.00	\$16,950.00
Dynamerican	\$15,727.00	\$7,863.50	\$7,863.50	\$15,727.00

**Bids Reviewed by: Nate McConoughey, John Sobolewski, Megan Symanski**  
**Selected Contractor Bid: Dynamerican**