

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

CONTRACT REVIEW COMMITTEE

MINUTES – November 1, 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 November 1, 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 18, 2022.

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

CRC 2022-151 Prevention and Wellness Services submitting an Agreement with CliniSync from November 1, 2022 through October 31, 2024 to allow CCBH access to the CliniSync (Electronic Medical Records) database to support HIV activities. No Exchange of Funds.

CRC 2022-152 Administration Services submitting a Memorandum of Understanding (MOU) with Melanie Golembiewski, M.D. to provide Associate Medical Director services to CCBH from October 1, 2022 through September 30, 2023. No Exchange of Funds.

It was moved by Judy Wirsching, seconded by Rod Harris, that the consent agenda, including the minutes of the October 18, 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:

It was moved by Rod Harris, seconded by Judy Wirsching, that the MOU (CRC 2022-140) with Cleveland Clinic Foundation effective October 1, 2022 to conduct Newborn Home Visiting (NBHV) program activities at Hillcrest Hospital and Fairview Hospital. No Exchange of Funds.

The Secretary called the roll:

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

New Items For Review

Bid/Quote Openings \geq \$25,000.00

CRC 2022-153 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) COVID-19 and Flu Vaccine Equity Communication and Marketing Campaign – RFP# 2022-03 (ref. enclosed):

<u>Agency</u>	<u>Received</u>	<u>Amount</u>
Nativa, Inc.	10/27/2022 @1:11 p.m.	\$169,200.00
MEE Productions, Inc.	10/28/2022 @10:23 a.m.	\$170,000.00
Canvaas Consulting, LLC	10/31/2022 prior to 10:30 a.m.	\$170,000.00
Fieldtrip, LLC	10/31/2022 prior to 10:30 a.m.	\$170,000.00
DAR Public Relations, Inc.	10/31/2022 @10:00 a.m.	\$170,000.00

COVID-19 and Flu Vaccine Equity Communication and Marketing Campaign Bid Openings

presented by: Nichelle Shaw

The bids listed above were provided to the program staff for completion of the evaluation process.

Bid/Quote Openings $<$ \$25,000.00

Lead Program Bids presented by Stephanie McConoughey

It was moved by Judy Wirsching, seconded by Rick Novickis, that the following quote (CRC 2022-154) for 14508 Kennerdown Ave, Maple Heights, Ohio 44137 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 Paragon CMS in the amount of \$16,052.00 (ref. enclosed).

The Secretary called the roll:

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 Rod Harris, that the contract (CRC 2022-155) with WageWorks Premium Only Plan under for health benefit premiums (major medical/prescription coverage, dental, vision, life insurance, and FSA) from January 1, 2023 through December 31, 2023 for \$200.00 per year to be approved.

Presented by: Becki Burke

Purpose: To establish CCBH's pre-tax plan.

Funding Source: 100% reimbursable through CCBH General Revenue.

The Secretary called the roll:

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

It was moved by Rick Novickis, seconded by Jana Rush, that the addendum (CRC 2022-156) to the contract with Cuyahoga County Medical Examiner's (Resolution 2021-169) under the Overdose Data to Action grant to extend the end of the contract period from August 31, 2022 to August 31, 2023 and increase the amount paid to CCME from \$60,018.00 to \$77,702.60 to be approved.

Presented by: Rebecca Hysing

Purpose: To provide data on fatalities related to Opioid Use Disorder.

Funding Source: 100% reimbursable through the 2021 OD2A grant.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Martha Halko, that the addendum (CRC 2022-157) to the contract with American Builders and Applicators (CRC 2022-135) to decrease the amount paid to American Builders and Applicators from \$11,400.00 to \$7,100.00 to be approved.

Presented by: Stephanie McConoughey

Purpose: Homeowner removed garage at their expense.

Funding Source: 100% reimbursable through the Lead Hazard Reduction grant.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Jana Rush, that the addendum (CRC 2022-158) to the contract with The Centers (Resolution 2022-102) under the Ending HIV epidemic grant to increase the amount paid to The Centers from \$125,000.00 to \$149,000.00 to be approved.

Presented by Gloria Agosto-Davis

Purpose: To provide HIV self-testing kits and linkage to PrEP.

Funding Source: 100% reimbursable through the FY2022 EHE Prevention grant.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Martha Halko, that the addendum (CRC 2022-159) to the contract with Cleveland Rape Crisis Center (CRC 2021-61) it increase the amount paid to Cleveland Rape Crisis Center from \$18,200.00 to \$24,600.00 to be approved.

Presented by: Debbie Busdiecker

Purpose: To conduct educational classes for the Prevent Premature Fatherhood (PPF) program.

Funding Source: 100% reimbursable through the FY2023 PPF grant.

The Secretary called the roll:

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 2022-160) with the following contracts under the Ending the HIV Epidemic (EHE) Care grant from November 1, 2022 through February 28, 2023 to be approved.

	<u>Amount to be paid not to exceed:</u>
AIDS Taskforce of Greater Cleveland	\$24,000.00
Cleveland Treatment Center	\$24,000.00
Equality Ohio	\$22,000.00
Nueva Luz Urban Resource Center	\$24,000.00
We Think 4 A Change	\$18,000.00

Presented by: Brian Lutz

Purpose: To provide non-medical case management; manifesting positive outcomes through wellness, education, recovery; emergency financial assistance for food and transportation.

Funding Source: 100% funded through EHE Care grant.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Rick Novickis, that the contract (CRC 2022-161) with the following contracts under the Ending the HIV Epidemic (EHE) Care grant from November 1, 2022 through July 31, 2023 to be approved.

	<u>Amount to be paid not to exceed:</u>
A Vision of Change	\$24,000.00
AIDS Taskforce of Greater Cleveland	\$24,000.00
Beech Brook	\$24,000.00
Cleveland Treatment Center	\$24,000.00
LGBT Community Center of Greater Cleveland	\$24,000.00
University Settlement	\$14,000.00
We Think 4 A Change	\$24,000.00

Presented by: Erin Lark

Purpose: To provide youth HIV education and prevention.

Funding Source: 100% reimbursable through the 2022 EHE Prevention grant.

The Secretary called the roll:

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

It was moved by Jana Rush, seconded by Martha Halko, that the contract (CRC 2022-162) with Young Latino Network under the 2022/2023 COVID-19 Vaccination Program (CN22) grant from November 1, 2022 through January 31, 2023. Amount paid to Young Latino Network is not to exceed \$9,000.00 to be approved.

Presented by Nichelle Shaw

Purpose: To assist with community outreach projects that will provide vaccination and educational opportunities.

Funding Source: 100% reimbursable through the 2023 CN22 grant.

The Secretary called the roll:

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.

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

BE IT RESOLVED that the meeting be adjourned at 2:02 p.m.

The Secretary called the roll:

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

Committee Chair

Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: REACH Supplemental & Covid Vaccination (CN22) Grants
Title: COVID-19 & Flu Vaccine Equity Communications & Marketing Campaign
RFP No: 2022-03
CRC No: CRC 2022-153

The following quotes were opened on: October 31, 2022 @ 11:00am
Opened by: Judy Wirsching & Nichelle Shaw
Logged in by: Judy Wirsching

NAME OF CONTRACTOR	RECEIVED	QUOTE
Nativa, Inc.	10/27/22 @ 1:11 pm	\$169,200.00
MEE Productions, Inc.	10/28/22 @ 10:23 am	\$170,000.00
Canvaas Consulting, LLC	10/31/2022 prior to 10:30 am	\$170,000.00
Fieldtrip, LLC	10/31/2022 prior to 10:30 am	\$170,000.00
DAR Public Relations, Inc.	10/31/2022 @ 10:00 am	\$170,000.00

Recommended award: TBD - moving to evaluation

Brief Justification:

