

# CUYAHOGA COUNTY BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

*MINUTES – November 5, 2019*

Meeting called to order by Claire Boettler, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on November 5, 2019.

Roll Call: The following members were present: Terry Allan, Claire Boettler, Amy Wanchisn, Rick Novickis 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 15, 2019.

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

CRC 2019-188 Environmental Public Health Services submitting an amendment to the contract with The Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County (ADAMHSCC) (CRC 2019-9) under the ACE's grant to agree to modify the original agreement Article II Period of Performance to extend the end of the contract period from September 30, 2019 to September 29, 2020, Attachment 2 (c) and Section 3 (d), all other terms and conditions set forth shall remain the same.

CRC 2019-189 Environmental Public Health Services submitting an amendment to the contract with Ohio Guidestone (2019-16) under the ACE's grant to agree to modify the original agreement Article II Period of Performance to extend the end of the contract

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period from September 30, 2019 to September 29, 2020, Attachment 2 (c) and Section 3 (d), all other terms and conditions set forth shall remain the same.

CRC 2019-190 Prevention and Wellness Services submitting Memorandum of Understanding (MOU) with Garfield Heights City School District under the 2019/2020 Teen Wellness Initiative (TWI) grant from November 1, 2019 through June 30, 2020 to allow access to students, parents and space for the TWI program to the middle schools and high school students. No exchange of funds.

CRC 2019-191 Administrative Services submitting Memorandum of Understanding (MOU) with the Ohio Department of Health (ODH) for an initial subscription license to Clear Impact from October 1, 2019 through September 30, 2021. No exchange of funds.

It was moved by Amy Wanchisn, seconded by Judy Wirsching, that the consent agenda, including the minutes of the October 15, 2019 CRC meetings be approved.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Amy Wanchisn, Rick Novickis and Judy Wirsching

#### **CONTRACTS AND AWARDS:**

Tabled Items

None

New Items For Review

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

None

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

None

Expenditures: Contracts up to \$25,000.00

It was moved by Rick Novickis, seconded by Amy Wanchisn that the addendum (CRC 2019-192) to the contract with CB Mullins Construction Co. (CRC 2019-121) under the Lead Hazard Control grant to increase the amount to be paid to CB Mullins Construction Co. from \$24,300.00 to \$24,795.00 be approved.

Presented by: Stephanie McConoughey

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Purpose: To complete additional work found during project completion.

Funding Source: 100% reimbursable through the Lead Hazard Control Program.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Amy Wanchisn, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Terry Allan that the contract (CRC 2019-193) with The Baldwin Group, Inc. from December 1, 2019 through November 30, 2020 in the amount of \$1,102.68 be approved.

Presented by: Claire Boettler

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

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Amy Wanchisn, Rick Novickis and Judy Wirsching

It was moved by Terry Allan, seconded by Judy Wirsching that the following addendums (CRC 2019-194) to the following contracts under the 2019/2020 HRSA Ryan White Part A Program grant be approved:

	Amount to be paid not to exceed:	
	<u>From</u>	<u>To</u>
AJ Boggs (CRC 2019-11)	\$17,499.00	\$19,410.98
Tech Logic Systems (Board 2019-42)	\$50,050.00	\$62,550.00

Presented by: Melissa Rodrigo

Purpose: To provide services to low-income, uninsured and underinsured HIV positive persons.

Funding Source: 100% reimbursable through the FY2019 HRSA Ryan White grant.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Amy Wanchisn, Rick Novickis and Judy Wirsching

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It was moved by Amy Wanchisn, seconded by Claire Boettler that the contract (CRC 2019-195) with Davey Resource Group for annual invasive vegetation maintenance from January 1, 2020 through December 31, 2023 in the amount of \$11,460.00 be approved.

Presented by: Becki Burke

Purpose: To provide annual herbicide application and maintenance to control the growth of invasive vegetation on the CCBH property at a cost not to exceed \$3,820.00/year.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Amy Wanchisn, Rick Novickis and Judy Wirsching

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business.

Public Comment – N/A.

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 1:44 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Amy Wanchisn, Rick Novickis and Judy Wirsching



Committee Chair



Clerk

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