

CUYAHOGA COUNTY

BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – December 17, 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 December 17, 2019.

Roll Call: The following members were present: Terry Allan, Claire Boettler, 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 – December 3, 2019.

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

CRC 2019-212 Environmental Public Health Services submitting an amendment to the contract with CB Mullins Construction Co (CRC 2019-166) under the Lead Hazard Control grant to extend the end of the contract period from November 25, 2019 to January 10, 2020. Amount to be paid to CB Mullins Construction Co. is to remain the same.

CRC 2019-213 Environmental Public Health Services submitting an amendment to the contract with MCM Home Services (CRC 2019-153 & 2019-206) under the Lead Hazard Control grant to extend the end of the contract period from December 9, 2019 to January 3, 2020. Amount to be paid to MCM Home Services is to remain the same.

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CRC 2019-214 Environmental Public Health Services submitting an amendment to the contract with the 2018/2019 National Network of Public Health Institutes (NNPHI) Adverse Childhood Experiences (ACEs) grant (2018-132) to agree to modify the original agreement Article I – Scope of Work and Attachment 1 deliverable deadlines, Article II Period of Performance to extend the end of the contract period from September 30, 2019 to September 29, 2020, all other terms and conditions set forth shall remain the same.

CRC 2019-215 Prevention and Wellness Services submitting Program Provider Agreement with the Ohio Department of Health (ODH) to become a Prevention Assistance Program Interventions (PAPI) program provider to allow for reimbursement for services provided to the CCBH Family Planning clinic for uninsured clients from November 19, 2019 through December 31, 2022. No exchange of funds.

It was moved by Terry Allan, seconded by Rick Novickis, that the consent agenda, including the minutes of the December 3, 2019 CRC meetings be approved.

The Secretary called the roll:

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

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

None

Bid/Quote Openings < \$25,000.00

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Judy Wirsching that the following quote (CRC 2019-216) for 5470 Dalewood Ave., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$9,975.00 (ref. enclosed).

The Secretary called the roll:

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

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It was moved by Terry Allan, seconded by Claire Boettler that the following quote (CRC 2019-217) for 4972 E 110th St., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$5,300.00 (ref. enclosed).

The Secretary called the roll:

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

Amy Wanchisn arrived to the meeting at 1:38 p.m.

It was moved by Judy Wirsching, seconded by Claire Boettler that the following quote (CRC 2019-218) for 15813 Steinway Blvd., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction, Co. in the amount of \$12,935.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Amy Wanchisn, seconded by Rick Novickis that the following quote (CRC 2019-219) for Lead Lab Analysis services (RFQ 2019-06) be accepted as the lowest and best, and a contract be awarded to Schneider Labs Global, Inc. in the amount of \$22,212.50 (ref. enclosed).

The Secretary called the roll:

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

Expenditures: Contracts up to \$25,000.00

It was moved by Terry Allan, seconded by Amy Wanchisn that the contract (CRC 2019-220) with Radio One under the First Year Cleveland (FYC) Tobacco 21 grant from November 25, 2019 through February 16, 2020 in the amount of \$8,000.00 be approved.

Presented by: Nichelle Shaw

Purpose: To provide promotional and social media advertising directed at pregnant women who may smoke or live with smokers in the first ring communities with higher infant mortality rates.

Funding Source: 100% reimbursable through the FYC Tobacco 21 grant.

The Secretary called the roll:

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

It was moved by Amy Wanchisn, seconded by Judy Wirsching that the contract (CRC 2019-221) with Traci Gallagher-Bonvenuto for plumbing inspections and plan review services while acting on behalf of the Board in the role of "Cuyahoga County Board of Health Plumbing Inspector" from January 1, 2020 through December 31, 2021 in the amount of \$8,000.00 be approved.

Presented by: Rick Novickis

Purpose: To allow the Board to conduct plumbing program inspections and plan review in our Townships and other communities that do not choose to conduct these activities.

Funding Source: 100% funded through permit costs collected in the Plumbing Program.

The Secretary called the roll:

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

It was moved by Claire Boettler, seconded by Rick Novickis that the contract (CRC 2019-222) with Heidi Harris, MSN, CNP under the Reproductive Health and Wellness (RHW) grant from January 1, 2020 through December 31, 2020 in the amount of \$8,800.00 be approved.

Presented by: Andrew Heffron

Purpose: To serve as PRN Nurse Practitioner for the CCBH Family Planning Clinic as needed.

Funding Source: 100% reimbursable through the FY2019 RHW grant.

The Secretary called the roll:

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

It was moved by Rick Novickis, seconded by Judy Wirsching that the contract (CRC 2019-223) with Alyssa Sherer, RN, MSN, CNP, DNP under the Reproductive Health and Wellness (RHW) grant from January 1, 2020 through December 31, 2020 in the amount of \$20,000.00 be approved.

Presented by: Andrew Heffron

Purpose: To serve as PRN Nurse Practitioner for the CCBH Family Planning Clinic as needed.

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Funding Source: 100% reimbursable through the FY2019 RHW grant.

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 2019-224) with Arlene Elizabeth Dent, M.D. from January 1, 2020 to December 31, 2020 in the amount of \$20,000.00 be approved.

Presented by: Andrew Heffron

Purpose: To serve as Assistant Medical Director and provide travel clinic services.

Funding Source: 100% reimbursable through the General Revenue.

The Secretary called the roll:

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

It was moved by Amy Wanchisn, seconded by Claire Boettler that the contract (CRC 2019-225) with Conceptual Geniuses under the 2019/2020 Racial and Ethnic Approaches to Community Health (REACH) grant from September 30, 2019 through September 29, 2020 in the amount of \$15,000.00 be approved.

Presented by: Michele Benko

Purpose: To create messaging and develop materials to support the REACH strategies.

Funding Source: 100% reimbursable through FY2020 REACH Program.

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 Rick Novickis that the addendum (CRC 2019-226) to the contract (2019-54) with Department of Senior and Adult Services under the 2019/2020 HRSA Ryan White Part A Program to increase the amount paid to Department of Senior and Adults Services from \$56,760.00 to \$70,760.00 be approved.

Presented by: Claire Boettler

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

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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

CRC 2019-227 ZED Digital Contract Addendum

Presented by: Judy Wirsching

Purpose: To provide support services for the CCBH website.

Funding Source: 100% funded through CCBH General Revenue.

Judy Wirsching informed the Committee that an additional addendum would be needed for ZED Digital to cover needed service hours. The Committee discussed the need to review service hours to date and through the next year and revise the addendum as necessary for approval. The dollar amount of the addendum will exceed the authority of the Contract Review Committee (CRC) and therefore, would be submitted to the Board for approval.

It was moved by Terry Allan, seconded by Claire Boettler that item CRC 2019-227 an addendum to the contract (CRC 2018-179) with ZED Digital to increase the amount to be paid to ZED Digital from \$153,969.00 to \$172,469.00 and extend the terms of the contract to end December 31, 2020 be removed from the agenda for review of service hours and submitted to the Board for approval.

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 2019-228) with USI Insurance Services for health insurance consultant services from January 1, 2020 through December 31, 2020 in the amount of \$23,500.00 be approved.

Presented by: Priscilla Clark

Purpose: To provide healthcare insurance consulting services to CCBH as needed.

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

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It was moved by Amy Wanchisn, seconded by Judy Wirsching that the contract (CRC 2019-229) with Richardson Compensation Consulting, LLC for compensation consulting services from January 1, 2020 through December 31, 2020 in the amount of \$15,000.00 be approved.

Presented by: Priscilla Clark

Purpose: To provide compensation consulting services to CCBH as needed.

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

It was moved by Rick Novickis, seconded by Amy Wanchisn that the contract (CRC 2019-230) with The Metrohealth System, d.b.a. Skyway to accept CCBH as a network/participating provider to deliver all covered services beginning on or about December 17, 2019 be approved. Amount to be received shall be consistent with approved Metrohealth System, d.b.a. Skyway reimbursement rates.

Presented by: Judy Wirsching

Purpose: To establish CCBH as an in-network provider with The Metrohealth System, d.b.a. Skyway.

The Secretary called the roll:

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

Contract Rescissions

None

Other Business.

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:18 p.m.

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The Secretary called the roll:

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



Committee Chair



Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Bid Qualification and Results for
2020/21 Lead Analytical Services**

		Accurate Analytical Testing, LLC.	Schneider Labs. Global, Inc.	SanAir Tech. Lab.	EMSL Analytical, Inc.
Responsiveness to Bid					
Turned in on time		X	X	X	X
ODH Certification		X	X	X	X
NLLAP Accreditation		X	X	X	X
ELLAP Accreditation		X	X	X	X
Electronic Results		X	X	*	X
Sample material & containers included		X	X	*	X
Shipping included		X	X	*	X
Cost Breakdown (Turn around time & Number of sample)					
2 hour	2550	\$3.50	\$3.75	\$7.00	\$15.00
24 hour - dust	1300	\$3.25	\$3.25	\$6.00	\$7.00
24 hour - soil	100	\$3.25	\$3.25	\$6.00	\$9.00
5 day - dust	2550	\$3.00	\$3.00	\$5.00	\$5.95
5 day - soil	75	\$3.00	\$3.00	\$5.00	\$7.75
Food/cosmetics	75	\$40.00**	\$15.00	\$10.00**	\$25.00
Total Cost	6350	\$23,450.00	\$22,212.50	\$38,625.00	\$64,093.75

* = information not provided

** = sub testing out to another laboratory

Qualified	X	X		X
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Opened: 12/17/19

Present: Stephanie McConoughey, Marlene Skovenski, John Sobolewski

Recommended Award: Schneider Laboratories Global, Inc.

Notes: