

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – December 18, 2018

Meeting called to order by Rick Novickis, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on December 18, 2018.

Roll Call: The following members were present: Terry Allan, Martha Halko, Chris Kippes, 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 4, 2018.

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

CRC 2018-177 Prevention and Wellness Services submitting an addendum to the contract (Resolution 2018-79) with Cleveland Department of Public Health under the 2018/2019 Get Vaccinated Ohio grant to change the deliverable objectives. Amount to be paid to Cleveland Department of Public Health is to remain the same.

It was moved by Judy Wirsching, seconded by Terry Allan, that the consent agenda, including the minutes of the December 4, 2018 CRC meetings be approved.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

5550 Venture Drive ♦ Parma, Ohio 44130

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Terrence M. Allan, R.S., M.P.H. Health Commissioner

CONTRACTS AND AWARDS:

Tabled Items

CRC 2018-100
7208 Broadview Rd.
Parma, Ohio 44134

No action today.

CRC 2018-123
7454 Bronson Rd.
Olmsted Township, Ohio 44138

No action today.

It was moved by Terry Allan, seconded by Rick Novickis that the agreement (CRC 2018-142) with the Association of Ohio Health Commissioners (AOHC) to secure an emergency preparedness consultant from July 1, 2018 to June 30, 2019 in the amount of \$5,500.00 be approved.

Presented by: Terry Allan and Chris Kippes

Purpose: To allow AOHC to secure an emergency preparedness consultant on behalf of CCBH to serve as a liaison for emergency preparedness planning functions as outlined by the BTeam.

Funding Source: 100% reimbursable through the FY2019 PHEP grant

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

CRC 2018-160
27912 Pergl Rd.
Solon, Ohio 44139

No action today.

CRC 2018-161
27605 Pergl Rd.
Glenwillow, Ohio 44139

No action today.

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CRC 2018-162
6845 Richmond Rd.
Glenwillow, Ohio 44139

No action today.

It was moved by Chris Kippes, seconded by Martha Halko that the following quote (CRC 2018-173) for 24421 Barrett Rd., Olmsted Township, Ohio 44138 be accepted as the lowest and best, and a contract be awarded to Suburban Septic in the amount of \$16,525.00 (ref. enclosed).

Presented by: Rick Novickis

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

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 Judy Wirsching, seconded by Rick Novickis that the addendum (CRC 2018-178) to the contract with the City of Cleveland (Resolution 2018-111) to increase the amount to be paid to the City of Cleveland from \$169,707.00 to \$172,479.00 and increase the in-kind match requirement from \$13,067.00 to \$13,281.00.

Presented by: Chris Kippes

Purpose: To allow meet the deliverable associated with the ODH 2018/2019 PHEP grant.

Funding Source: 100% reimbursable through FY2019 PHEP grant.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

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It was moved by Martha Halko, seconded by Terry Allan that the addendum (CRC 2018-179) to the contract with ZED Digital to increase the amount to be paid to ZED Digital from \$135,469.00 to \$153,969.00 and extend the terms of the contract to end December 31, 2019 be approved.

Presented by: Chris Kippes

Purpose: To provide support services for the CCBH website.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Chris Kippes that the contract (CRC 2018-180) with USI Insurance Services for health insurance consultant services from January 1, 2019 through December 31, 2019 in the amount of \$23,500.00 be approved.

Presented by: Najeebah Shine

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, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Terry Allan, seconded by Martha Halko that the contract (CRC 2018-181) with Richardson Compensation Consulting, LLC for compensation consulting services from January 1, 2019 through December 31, 2019 in the amount of \$10,080.00 be approved.

Presented by: Najeebah Shine

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, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

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Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business

None

Public Comment – N/A.

Thereupon, it was moved by Chris Kippes, seconded by Judy Wirsching, 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: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching



Committee Chair



Clerk

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