

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

*CONTRACT REVIEW COMMITTEE  
MINUTES – February 7, 2023*

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 February 7, 2023.

Roll Call: The following members were present: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller 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 – January 17, 2023.

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

CRC 2023-16 Environmental Public Health Services submitting an addendum submitting an addendum to the contract with Circle Health Services (2022-111 & 2022-169) to revise Section 12 to allow the use of the Cuyahoga County Board of Health Logo see Exhibit F under the Overdose Data to Action grant effective March 23, 2022 through August 31, 2023. Amount paid to Circle Health Services is to remain the same.

CRC 2023-17 Epidemiology, Surveillance and Informatics Services submitting an addendum to the contract with the Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board (Resolution 2023-01) under the Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) grant to modify the terms and conditions of Section 5.01, adding monthly reporting requirements for CCBH. Amount received by the Cuyahoga County Board of Health is to remain the same.

It was moved by Brandy Eaton, seconded by Takisha Fuller, that the consent agenda, including the minutes of the January 17, 2022 CRC meeting be approved.

The Secretary called the roll: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

## CONTRACTS AND AWARDS:

### Tabled Items:

It was moved by Rick Novickis, seconded by Martha Halko, to withdraw item CRC 2022-176, RFP 2022-07, and begin the re-bidding process due to not receiving any qualifying responses.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

CRC 2022-188

RFP 2022-06 Ryan White Part A – Direct Services

No action today

It was moved by Rick Novickis, seconded by Judy Wirsching, that the following contract (CRC 2022-012) for Health Comp – Advancing Regional Community Health Improvement and Health Equity – Sustainability Consultant be accepted as the lowest and best, and a recommendation that a contract be awarded to Strategy Solutions in the amount of \$49,942.00 be submitted to the Board for approval (ref. enclosed).

### New Items For Review

Bid/Quote Openings ≥ \$25,000.00

CRC 2023-027 Sealed bids were received from the following contracts by the deadline outlined in the Requested for Proposal (RFP) - Ryan White HIV/AIDS Treatment Extension Act Part A Program and Minority AIDS Initiative - RFP 2023-01 (ref. enclosed):

<u>Agency</u>	<u>Received</u>	<u>Amount</u>
Circle Health Services	1/11/23@ 9:01 AM	\$172,131.70

Ryan White HIV/AIDS Treatment Extension Act Part A Program and Minority AIDS Initiative Bid Openings

Presented by: Judy Wirsching

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

Bid/Quote Openings < \$25,000.00

### Lead Program

Presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Judy Wirsching, that the following quote (CRC 2023-18) for 6133 Turney Rd., Garfield Heights, Ohio 44125 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 \$9,080.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Brandy Eaton, that the following quote (CRC 2023-19) for 10905 Wadsworth Ave., Garfield Heights, Ohio 44125 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 Green Home Solutions in the amount of \$16,150.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Martha Halko, seconded by Rick Novickis, that the contract with Davey Resource Group (CRC 2023-20) for annual maintenance from January 1, 2023 through December 31, 2023. Amount to be paid to Davey Resource Group is not to exceed \$17,368.00 to be approved.

Purpose: To provide annual stormwater basin inspection and maintenance services and herbicide application and maintenance to control the growth of invasive vegetation on the CCBH property.

Funding Source: 100% funded through CCBH General Revenue.

Presented by: Erik Hamilton

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Brandy Eaton, seconded by Judy Wirsching, that the contract with Phillip Bartosh (CRC 2023-21) to serve as the Cuyahoga County Apiary inspector from March 1, 2023 through February 28, 2025. Amount to be paid to Phillip Bartosh is not to exceed \$8,000.00 to be approved.

Purpose: Conduct Apiary inspections in Cuyahoga County for the 2023-2024 seasons.

Funding Source: 100% funded through CCBH General Revenue.

Presented by: Rick Novickis

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Takisha Fuller, seconded by Martha Halko, that the addendum to the contract with Cleveland Clinic Health System – East Region dba South Pointe Hospital (CRC 2023-22) under the Reproductive Health and Wellness (RHW) grant to extend the 2022 contract for the satellite CCBH Family Planning Clinic from December 31, 2022 to January 31, 2023 and increase the amount to be paid from \$5,400.00 to \$6,630.00. Amount to be paid to Cleveland Clinic Health System – East Region dba South Pointe Hospital is not to exceed \$6,630.00 to be approved.

Purpose: New clinic space for 2023 will not be available until February 1, 2023.

Funding Source: 100% reimbursable through FY2022 RHW grant.

Presented by: Erin Elszasz

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Martha Halko, seconded by Takisha Fuller, that the addendum to the contract with Cleveland Clinic Health System – East Region dba South Pointe Hospital (CRC 2023-23) (CRC 2022-190) under the Reproductive Health and Wellness (RHW) grant to change the terms from January 1, 2023 through December 31, 2023 to February 1, 2023 to January 31, 2024 to be approved.

Purpose: New clinic space for 2023 will not be available until February 1, 2023.

Funding Source: 100% reimbursable through FY2022 RHW grant.

Presented by: Erin Elszasz

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Judy Wirsching, seconded by Brandy Eaton, that the contract with David W. Knight, D.D.S. (CRC 2023-24) under the Dental Sealant grant from January 1, 2023 through December 31, 2023. Amount to be paid to David W. Knight, D.D.S. is not to exceed \$1,000.00 to be approved.

Purpose: To serve as the supervising dentist and advise the Dental Sealant team.

Funding Source: 100% reimbursable through the FY2023 Dental Sealant grant.

Presented by: Debbie Busdiecker

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Takisha Fuller, seconded by Rick Novickis, that the contract with Heidi Harris, MSN, CNP (CRC 2023-25) under the Reproductive Health and Wellness (RHW) grant from January 1, 2023 through December 31, 2023. Amount to be paid to Heidi Harris, MSN, CNP is not to exceed \$21,000.00 to be approved.

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

Funding Source: 100% reimbursement through FY2023 RWH grant.

Presented by: Erin Elszasz

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Martha Halko, seconded by Judy Wirsching, that the contract with Alyssa Sherer, RN, MSN, CNP, DNP (CRC 2023-26) under the f Reproductive Health and Wellness (RHW) grant from January 1, 2023 through June 30, 2023. Amount to be paid to Alyssa Sherer, RN, MSN, CNP, DNP is not to exceed \$24,000.00. to be approved.

Purpose: To serve as Nurse Practitioner in the CCBH Family Planning Clinic.

Funding Source: 100% reimbursement through FY2023 RWH grant.

Presented by: Erin Elszasz

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller 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 Brandy Eaton, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:57 p.m.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

  
\_\_\_\_\_  
Committee Chair

  
\_\_\_\_\_  
Clerk





