

CUYAHOGA COUNTY BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

CONTRACT REVIEW COMMITTEE

MINUTES – March 6, 2018

Meeting called to order by Chris Kippes, Chair of the CRC at 1:30 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on March 6, 2018.

Roll Call: The following members were present: Romona Brazile, 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 – February 20, 2018.

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

CRC 2018-38 Prevention and Wellness Services submitting a Business Associates Agreement (BAA) with the Cuyahoga County Office of Early Childhood/Invest in Children effective March 6, 2018. No exchange of funds.

CRC 2018-39 Prevention and Wellness Services submitting a no cost extension granted by the Saint Luke's Foundation (SLF) for the Safe Routes to School Coalition and HIP-Cuyahoga grant (Resolution 2016-05 & 2017-166) to extend the end of the contract term from March 31, 2018 to July 31, 2018. Amount to be received to remain the same.

It was moved by Rick Novickis, seconded by Judy Wirsching, that the consent agenda, including the minutes of the February 20, 2018 Regular CRC meeting be approved.

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

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

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, 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 Judy Wirsching, seconded by Rick Novickis that the addendum (CRC 2018-40) to contract with the City of Cleveland (Resolution 2017-105) to increase the amount to be paid to the City of Cleveland from \$183,689.00 to \$192,260.00 and increase the in-kind match requirement from \$14,144.00 to \$14,804.00 be approved.

Presented by: Chris Kippes

Purpose: To increase the amount of the PHEP grant award to reflect the per capita breakdown in the supplemental award.

Funding Source: 100% reimbursable through the FY2018 PHEP grant.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Chris Kippes that the contract (CRC 2018-41) with Radio One under the Reproductive Health and Wellness grant from February 26, 2018 through March 25, 2018 in the amount of \$997.08 be approved:

Presented by: Andrew Heffron

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

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

Purpose: To provide marketing and promotional campaigns for the CCBH Family Planning Clinic program.

Funding Source: 100% reimbursable through the FY2018 RHW grant.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, 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 Romona Brazile, seconded by Judy Wirsching, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:38 p.m.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching



Committee Chair



Clerk

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

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