

CUYAHOGA COUNTY

BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – April 7, 2020

Meeting called to order by Rick Novickis, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on April 7, 2020.

Roll Call: The following members were present: 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 – March 17, 2020.

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

CRC 2020-46 Environmental Public Health Services submitting an amendment to the contract with Paragon CMS (CRC 2020-14) under the Lead Hazard Control grant to extend the end of the contract period from April 14, 2020 to June 14, 2020. Amount to be paid to Paragon CMS is to remain the same.

CRC 2020-47 Environmental Public Health Services submitting an amendment to the contract with Paragon CMS (CRC 2020-30) under the Lead Hazard Control grant to extend the end of the contract period from May 10, 2020 to June 10, 2020. Amount to be paid to Paragon CMS is to remain the same.

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CRC 2020-48 Prevention and Wellness Services submitting Memorandums of Understanding (MOUs) with the following agencies under the under the Teen Wellness Initiative (TWI) grant from March 1, 2020 through June 30, 2020. No exchange of funds.

Beech Brook
Case Western Reserve University
OhioGuidestone

It was moved by Claire Boettler, seconded by Judy Wirsching, that the consent agenda, including the minutes of the March 17, 2020 CRC meeting be approved.

The Secretary called the roll:

Ayes: Claire Boettler, Rick Novickis and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings \geq \$25,000.00

Lead Program Bid Openings presented by: Morgan Hammonds

It was moved by Claire Boettler, seconded by Rick Novickis that the following quote (CRC 2020-49) for 1556-58 Belmar Rd., Up & Down, East Cleveland, Ohio 44112 be accepted as the lowest and best, and a recommendation that a contract be awarded to American Builders & Applicators in an amount not to exceed \$26,275.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Rick Novickis and Judy Wirsching

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

None

Expenditures: Contracts up to \$25,000.00

It was moved by Judy Wirsching, seconded by Claire Boettler that the addendum (CRC 2020-50) to the contract with Green Home Solutions (CRC 2020-15) under the Lead

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Hazard Control grant to increase the amount to be paid to Green Home Solutions from \$16,800.00 to \$17,150.00.0 be approved.

Presented by: Morgan Hammonds

Purpose: To complete additional work found during the project completion.

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

The Secretary called the roll:

Ayes: Claire Boettler, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Judy Wirsching that the contracts (CRC 2020-51) with the following agencies under the HRSA Ryan White Part A Program grant from March 1, 2020 through February 28, 2021 be approved:

	Amount to be paid <u>not to exceed:</u>
AIDS Healthcare Foundation	\$ 6,500.00
Near West Side	\$ 6,200.00
Promesa Consulting Group	\$24,500.00
Tech-Logix Systems	\$23,000.00

Presented by: Claire Boettler

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

Funding Source: 100% reimbursable through the FY2020 HRSA Ryan White grant.

The Secretary called the roll:

Ayes: Claire Boettler, Rick Novickis and Judy Wirsching

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business.

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Chapter:	Personnel Manual	Policy No. 4-7
Title:	Work Week, Compensation	
Current Effective Date:	April xx, 2020	

2. No more than two persons shall be permitted to share a single employment position.
 3. Each Employee must be screened as all other employees are for a full time position.
 4. The two employees are eligible for benefits such as sick time, vacation time, or Health care benefits.
 5. The two employees shall work according to a schedule agreeable with their Immediate Supervisor. For example, employee A could work three days one week and two days the second week while employee B would work the opposite.
 6. Generally, the two employees will end up working what amounts to part time work. However, there may be times when one of the employees is off, out of town and the other will fill in for that person while they are gone.
 7. Employees shall sign an agreement in the form found in Appendix____ .
- B.** All other rules and regulations of the employee manual or work rules of the Service Area shall be followed by the job sharing employees.



Terry Allan
Health Commissioner

4/27/2020

Approval Date

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Tony Shaw
Address: 1556-1558 Belmar Rd.
City, State, Zip: East Cleveland, OH 44112
CRC No: CRC 2020-49

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$26,275	\$24,550	\$1,725	\$4,550
Paragon	\$26,365	\$23,366	\$2,999	\$3,366
TNT Construction	\$29,770	\$28,125	\$1,645	\$8,125
ESTIMATE:	\$27,640.00	\$ 25,570.00	\$ 2,070.00	

Recommended award: American Builders & Applicators