

CUYAHOGA COUNTY  
BOARD OF HEALTH  
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*CONTRACT REVIEW COMMITTEE*  
*MINUTES – July 5, 2023*

Meeting called to order by Jana Rush, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on July 5, 2023.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, and Jana Rush

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 – June 20, 2023.

Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):  
None

It was moved by Rick Novickis, seconded by Brandy Eaton, that the consent agenda, including the minutes of the June 20, 2023 CRC meeting be approved.

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, and Jana Rush

**CONTRACTS AND AWARDS:**

Tabled Items:

None

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Presented by: Rick Novickis

It was moved by Brandy Eaton, seconded by Rick Novickis, that the following Request For Quotes (CRC 2023-97) for 2023-04A CCBH Truck be withdrawn and re-bid, due to not receiving any responses to the posting.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, and Jana Rush

Bid/Quote Openings < \$25,000.00

Lead Program

Presented by: Stephanie McConoughey

It was moved by Zach Levar, seconded by Brandy Eaton, that the following quote (CRC 2023-98) for 15716 Walvern Blvd, Maple Hts, Ohio 44137 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 Paragon CMS in the amount of \$7,825.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, and Jana Rush

Presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Brandy Eaton, that the following quote (CRC 2023-99) for 4972 East 110<sup>th</sup> St., Garfield Hts, 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 Paragon CMS in the amount of \$22,305.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, and Jana Rush

Expenditures: Contracts < \$25,000.00

None

Revenue Generating Agreements < \$25,000.00

It was moved by Zach Levar, seconded by Joe McRae, the contract (CRC2023-100) with the Ohio Department of Health (ODH) Smoke-Free Workplace Program from July 1, 2023 through June 30, 2025. Amount to be received shall be at a rate of \$175.00 per completed investigation and anticipated total amount to be received each year is not to exceed \$20,000.00 to be approved.

Purpose: In accordance with ORC 3794 and OAC 3701-2, the Director of Health has designated CCBH as the agency for investigation of smoke-free workplace complaints for its geographical jurisdiction under Ohio law.

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, and Jana Rush

Contract Rescissions

Other Business

It was discussed, according to Robert's Rule, you can still vote on the minutes from a previous meeting, as long you are review the minutes prior to the next meeting.

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

Thereupon, it was moved by Joe McRae, 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: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, and Jana Rush

  
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Committee Chair

  
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Clerk



