

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – August 6, 2019

Meeting called to order by Chris Kippes, Chair of the CRC at 1:37 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on August 6, 2019.

Roll Call: The following members were present: Claire Boettler, 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 – July 16, 2019.

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

CRC 2019-141 Environmental Public Health Services submitting an agreement with Connor-Davidson Resiliency Scale (CD-RISC) for use of their scale to measure resiliency in kids as part of a deliverable through the ACEs grant. No exchange of funds.

CRC 2019-142 Environmental Public Health Services submitting amendments to the following contracts under the Lead Hazard Control grant to extend the end of the contract periods as listed below:

<u>CRC #</u>	<u>Contractor</u>	<u>From</u>	<u>To</u>
2019-51	Paragon CMS	August 9, 2019	September 19, 2019
2019-61	Paragon CMS	August 19, 2019	September 30, 2019

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

2019-80	Paragon CMS	August 9, 2019	September 19, 2019
2019-82	Paragon CMS	July 23, 2019	August 1, 2019
2019-98	American Builders & Applicators	August 9, 2019	September 20, 2019

CRC 2019-143 Environmental Public Health Services submitting the following contract award authorization for lead remediation to be rescinded due to home owner requirement not being met:

<u>CRC #</u>	<u>Contractor</u>	<u>Address</u>	<u>Award</u>
2019-53	Green Home Solutions	24650 Hawthorne, Euclid	\$16,350.00

CRC 2019-144 Administration Services submitting a Vendor Registration Application for the Warrensville Heights Summer Festival-2019 to have a CCBH booth at the festival on August 17, 2019. No exchange of funds.

It was moved by Claire Boettler, seconded by Rick Novickis, that the consent agenda, including the minutes of the July 16, 2019 CRC meetings be approved.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Claire Boettler that the following quote (CRC 2019-134) for 1112 Carlyon Rd., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$15,100.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

None

Bid/Quote Openings < \$25,000.00

None

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Expenditures: Contracts up to \$25,000.00

It was moved by Chris Kippes, seconded by Claire Boettler that the contract (CRC 2019-145) with Radio One under the Teen Wellness Initiative (TWI) grant from August 1, 2019 through August 31, 2019 in the amount of \$5,000.00 be approved.

Presented by: Brandy Eaton

Purpose: To provide promotional and social media advertising for a community event for the TWI program.

Funding Source: 100% reimbursable through the FY2019 TWI grant.

The Secretary called the roll:

Ayes: Claire Boettler, 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 Judy Wirsching, seconded by Rick Novickis, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:50 p.m.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Committee Chair

Clerk

Expenditures: Contracts up to \$25,000.00

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Presented by: Brandy Eaton

Purpose: To provide promotional and social media advertising for a community event for the TWI program.

Funding Source: 100% reimbursable through the FY2019 TWI grant.

The Secretary called the roll:

Ayes: Claire Boettler, 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 Judy Wirsching, seconded by Rick Novickis, that the following Motion be adopted:

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The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Committee Chair

Clerk