

CUYAHOGA COUNTY
BOARD OF HEALTH
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*CONTRACT REVIEW COMMITTEE
MINUTES – December 3, 2024*

Meeting called to order by John Sobolewski, Chair of the CRC at 1:38 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on December 3, 2024.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush 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 – November 19, 2024.
Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2024-207 Population Health Services submitting a Memorandum of Understanding (MOU) with Thrive for Change under the 2024/2025 Implementing Enhanced HIV P&S for Health Departments grant from December 3, 2024 through May 31, 2025 to distribute HIV self-test kits. No exchange of funds.

It was moved by Jana Rush, seconded by Martha Halko, that the consent agenda, including the minutes of the November 5, 2024 CRC meeting be approved.

The Secretary called the roll:

Ayes: Joe McRae, Amy Geiss, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching.

CONTRACTS AND AWARDS:

Tabled Items:

CRC 2024-175
1227-29 Cranford Ave
Up, Down, and 3rd Floor
Lakewood, Ohio 44107

No action today.

CRC 2024-196
RFP 2024-01 Payment Card Merchant Services

No action today,

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Bid/Quote Openings < \$25,000.00

It was moved by Judy Wirsching, seconded by Brandy Eaton, that the following contract (CRC 2024-208) for 8255-57 Reed Ave., Up & Down, Garfield Heights, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded to Glass Block Headquarters in the amount of \$19,050.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by John Sobolewski, seconded by Joe McRae, that the contract (CRC 2024-209) with USI Insurance Services for health service consultant services from January 1, 2025 through December 31, 2025. Amount to be paid USI Insurance Services is not to exceed \$23,500.00 to be approved.

Presented by: Becki Burke

Purpose: To provide healthcare insurance consulting services to CCBH as needed.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Martha Halko, seconded by Joe McRae, that the contract (CRC 2024-210) with Richardson Compensation Consulting, LLC. from January 1, 2025 through December 31, 2025. Amount to be paid Richardson Compensation Consulting, LLC. is not to exceed \$24,500.00 to be approved.

Presented by: Becki Burke

Purpose: To provide compensation services including, but not limited to, job evaluations and market pricing.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Jana Rush, seconded by John Sobolewski, that the contract (CRC 2024-211) with Health Equity, Inc. Premium Only Plan for health benefits premiums (major medical/ prescription coverage, dental, vision, life insurance, and FSA) from January 1, 2025 through December 31, 2025. Amount to be paid to Health Equity, Inc. is not to exceed \$200.00 to be approved.

Presented by: Becki Burke

Purpose: To establish CCBH's pre-tax plan.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Brandy Eaton, seconded by Judy Wirsching, that the addendum to the contract (CRC 2024-212) with Kelly Stake, MSN, APRN (Resolution 2023-81, CRC 2023-014, CRC 2023-145 & CRC 2024-071) under the Reproductive Health and Wellness (RHW) be tabled until the next meeting.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Brandy Eaton, seconded by Joe McRae, that the addendum to the contract (CRC 2024-213) with Oberlin Food Hub (Resolution 2023-006) under the 2022/2025 Regional Food System Partnership grant to decrease the amount to be paid to Oberlin Food Hub from \$33,000.00 to \$1,089.95 to be approved.

Presented by: Martha Halko

Purpose: To serve on the Feed Our Future Leadership Council and co-convene the Local Food System Taskforce, and serve as the value chain coordinator for K-12 schools.

Funding Source: Reimbursable through the 2022/2025 Regional Food System Partnership grant, and CCBH General Revenue fund.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Martha Halko, that the addendum to the contract (CRC 2024-214) with PalAmerican Security, Inc. (CRC 2022-194) to extend the contract from December 31, 2024 through March 31, 2025, hourly contract rate to remain the same to be approved.

Presented by: Erik Hamilton

Purpose: To provide unarmed security guard services at CCBH's facility as scheduled by CCBH.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

Contract Rescissions

Other Business

CRC Rule Changes

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 1:51 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching


Committee Chair


Clerk

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Carnisha Rodgers
Address: 8255-8257 Reed Ave.
City, State, Zip: Garfield Hts., OH 44125
CRC No: 2024-208

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	MATCH
American Builders and Applicators	\$20,500	\$0
Glass Block Headquarters	\$19,050	\$0
Green Home Solutions	\$22,250	\$0
Install Tech Inc	\$22,900	\$0
Lead Guru Ohio	\$38,320	\$0
ESTIMATE:	\$16,900.00	

Recommended award: Glass Block Headquarters