

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – November 6, 2018

Meeting called to order by Claire Boettler, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on November 6, 2018.

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 – October 16, 2018.

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

CRC 2018-153 Administrative Services submitting a Public Health Experience Agreement with Capella University to enable students to have a public health experience at CCBH from October 12, 2018 through October 11, 2020. No exchange of funds.

CRC 2018-154 Epidemiology, Surveillance and Informatics Services submitting an Agreement with The Metrohealth System to allow CCBH access to the Metrohealth Connection system upon execution of the agreement until written notification of termination by either party. No exchange of funds.

It was moved by Judy Wirsching, seconded by Rick Novickis, that the consent agenda, including the minutes of the October 16, 2018 CRC meetings be approved.

5550 Venture Drive ♦ Parma, Ohio 44130

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

The Secretary called the roll:

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

CONTRACTS AND AWARDS:

Tabled Items

CRC 2018-99
16002 W. 130th St.
Strongsville, Ohio 44136

No action at this time.

CRC 2018-100
7208 Broadview Rd.
Parma, Ohio 44134

No action at this time.

CRC 2018-123
7454 Bronson Rd.
Olmsted Township, Ohio 44138

No action at this time.

CRC 2018-137
16006 W. 130th St.
Strongsville, Ohio 44136

No action at this time.

CRC 2018-142 Epidemiology, Surveillance and Informatics Services submitting an agreement with the Association of Ohio Health Commissioners (AOHC) to secure an emergency preparedness consultant from July 1, 2018 to June 30, 2019. Amount to be paid to AOHC is not to exceed \$5,500.00.

Purpose: To allow AOHC to secure an emergency preparedness consultant on behalf of CCBH to serve as a liaison for emergency preparedness planning functions as outlined by the BTeam.

Funding Source: 100% reimbursable through the FY2019 PHEP grant

No action at this time.

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CRC 2018-148
7536 Stearns Rd.
Olmsted Township, Ohio 44138

No action at this time.

CRC 2018-149
4919 Brainard Rd.
Orange Village, Ohio 44022

No action at this time.

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 Chris Kippes, seconded by Judy Wirsching that the contract (CRC 2018-155) with Sharps Compliance, Inc. from January 1, 2019 through December 31, 2021 in the amount of \$3,280.00 be approved.

Presented by: Andrew Heffron

Purpose: To provide medical waste and medication disposal services.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Rick Novickis that the addendum (CRC 2018-156) to the contract with Alyssa Wagner-Sherer (CRC 2018-47 & 2018-91 & 2018-132) under the 2018/2019 Women in Recovery (WIRe) to increase the amount paid to Alyssa Wagner-Sherer from \$10,000.00 to \$12,337.00 be approved.

Presented by: Andrew Heffron

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Purpose: To serve as the Certified Nurse Practitioner for the Cuyahoga County Board of Health Family Planning Clinic.

Funding Source: 100% reimbursable through FY19 WIRe grant.

The Secretary called the roll:

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

It was moved by Rick Novickis, seconded by Chris Kippes that the contract (CRC 2018-157) with Compass Consulting Services, LLC from October 3, 2018 through March 31, 2019 in the amount of \$6,000.00 be approved.

Presented by: Najeebah Shine

Purpose: For planning and technical services for the development of an Equity, Diversity, and Inclusion (EDI) Curriculum for CCBH staff.

Funding Source: 100% funded through General Revenue.

The Secretary called the roll:

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

It was moved by Chris Kippes, seconded by Claire Boettler that the letter proposal (CRC 2018-158) with Weston Hurd LLP Attorneys at Law for outside counsel services be approved. Weston Hurd LLP Attorneys at Law will be reimbursed for services at the following rates: \$275.00 per hour for partner work and \$190.00 for associate work.

Presented by: Rebecca Burke on behalf of Tom O'Donnell

Purpose: For various Intellectual Property work related to CCBH Programs and Services.

Funding Source: 100% funded through General Revenue.

The Secretary called the roll:

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

Revenue Generating Agreements up to \$25,000.00

None

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Contract Rescissions

None

Other Business

None

Public Comment – N/A.

Thereupon, it was moved by Rick Novickis, seconded by Chris Kippes, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:52 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk

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