

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – July 19, 2016

Meeting called to order by Terry Allan, Chair of the CRC at 3:04 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on July 19, 2016.

Roll Call: The following members were present: Terry Allan, Romona Brazile, Wallace Chambers, Amy Wanchisn 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 5, 2016.

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

CRC 2016-38 Prevention and Wellness Services submitting a contract with the Ohio Department of Health (ODH) under their STD Prevention Program to provide STD testing and treatment through the CCBH Family Planning clinic from July 1, 2016 through June 30, 2017. No exchange of funds.

CRC 2016-39 Environmental Public Health Services submitting an addendum to the contract with C.B. Mullins Construction Company, Inc. (CRC 2016-1) under the Lead Hazard Control (LHC) grant to extend the end of the contract period from July 29, 2016 to August 28, 2016. Amount to be paid to C.B. Mullins Construction Company, Inc. to remain the same.

5550 Venture Drive ♦ Parma, Ohio 44130

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

It was moved by Judy Wirsching, seconded by Wallace Chambers, that the consent agenda, including the minutes of the July 5, 2016 Regular CRC, meeting be approved:

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Wallace Chambers, Amy Wanchisn and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings

None

Expenditures: Contracts up to \$25,000

It was moved by Amy Wanchisn, seconded by Judy Wirsching that the contract (CRC 2016-40) with the Friendly Inn Settlement, Inc. under the 2015/2017 Saint Luke's Foundation (SLF) grant for the use of their facility for the Hip-Cuyahoga Community Day on September 10, 2016 in the amount of \$500.00 be approved.

Presented by: Nichelle Shaw

Purpose: To secure a facility for the HIP-Cuyahoga Community Day being held on September 10, 2016. The Friendly Inn was selected by the Community Ambassadors and it is within the Cleveland neighborhood of Central, which is one of the project target communities.

Funding Source: 100% reimbursable through the FY2016 SLF grant.

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Wallace Chambers, Amy Wanchisn and Judy Wirsching

It was moved by Judy Wirsching, seconded by Romona Brazile that the contract (CRC 2016-41) with the City of Shaker Heights under the 2016/2017 Public Health Emergency Preparedness (PHEP) grant from July 1, 2016 through June 30, 2017 in the amount of \$11,855.00 (City of Shaker Heights to provide \$913.00 in-kind match) be approved.

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Presented by: Amy Wanchisn

Purpose: To collaborate between SHHD, CCBH and CDPH to assure that the deliverables of the 2016/2017 Public Health Emergency Preparedness (PHEP) grant are met.

Funding Source: 100% reimbursable through FY2017 PHEP grant.

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Wallace Chambers, Amy Wanchisn and Judy Wirsching

It was moved by Wallace Chambers, seconded by Judy Wirsching that the addendum (CRC 2016-42) to the contract with ZED Digital (Resolution 2015-196) to modify the scope of services and increase the amount to be paid to ZED Digital from \$112,900.00 to \$116,969.00 be approved.

Presented by: Amy Wanchisn

Purpose: To revise the scope of services in the contract with ZED Digital to meet agency needs during the re-design of the CCBH website.

Funding Source: 100% reimbursable through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Wallace Chambers, Amy Wanchisn and Judy Wirsching

Revenue Generating Agreements up to \$25,000

None

Contract Rescissions

None

Public Comment – N/A.

Thereupon, it was moved by Judy Wirsching, seconded by Wallace Chambers, that the following Motion be adopted:

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BE IT RESOLVED that the meeting be adjourned at 3:17 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Wallace Chambers, Amy Wanchisn and Judy Wirsching



Committee Chair



Clerk