

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – May 4, 2021

Meeting called to order by Martha Halko, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on May 4, 2021.

Roll Call: The following members were present: Terry Allan, Martha Halko, Wallace Chambers 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 – April 20, 2021.

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

None

It was moved by Terry Allan, seconded by Wallace Chambers, that the consent agenda, including the minutes of the April 20, 2021 CRC meeting be approved.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Wallace Chambers and Judy Wirsching

5550 Venture Drive ♦ Parma, Ohio 44130

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

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

Bid/Quote Openings $<$ \$25,000.00

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Judy Wirsching, seconded by Martha Halko that the following quote (CRC 2021-39) for 24650 Hawthorne Dr., Euclid, Ohio 44117 be accepted as the lowest and best, and a contract be awarded to TNT Construction in the amount of \$19,100.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Wallace Chambers and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Wallace Chambers, seconded by Terry Allan that the contract (CRC 2021-40) with Radio One under the Racial and Ethnic Approaches to Community Health (REACH) grant from April 26, 2021 through May 31, 2021 in an amount not to exceed \$7,000.00 be approved.

Presented by: Nichelle Shaw

Purpose: To provide communications and marketing to support the REACH grant activities.

Funding Source: 100% reimbursable through the FY2021 REACH grant.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Wallace Chambers and Judy Wirsching

It was moved by Judy Wirsching, seconded by Martha Halko that the addendum (CRC 2021-41) to the contract with Care Alliance (2021-9) under the 2021 HIV/STI Prevention grant to decrease the amount paid to Care Alliance from \$40,000.00 to \$29,964.04 be approved.

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Presented by: Brandy Eaton

Purpose: To function as a Counseling, Testing and Referral (CTR) site and to increase HIV/STI prevention, awareness, access and linkage care.

Funding Source: 100% reimbursable through the 2021 HIV/STI Prevention grant.
The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Wallace Chambers and Judy Wirsching

It was moved by Terry Allan, seconded by Wallace Chambers that the contracts (CRC 2021-42) contracts with the following agencies under the ODH COVID grant from March 15, 2021 through May 31, 2021 be approved:

<u>Agency</u>	<u>Amount to be paid to not to exceed:</u>
Conceptual Geniuses	\$2,393.75
WOVU Burten, Bell, Carr Community Radio	\$3,000.00

Presented by: Nichelle Shaw

Purpose: WOYU: To increase and knowledge and awareness of COVID-19 related information; Conceptual Geniuses: To create messaging and graphics for the COVID-19 media campaign.

Funding Source: 100% reimbursable through ODH COVID grant.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Wallace Chambers 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 Wallace Chambers, that the following Motion be adopted:

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BE IT RESOLVED that the meeting be adjourned at 1:38 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Wallace Chambers and Judy Wirsching



Committee Chair



Clerk

