

CUYAHOGA COUNTY
BOARD OF HEALTH
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CONTRACT REVIEW COMMITTEE
MINUTES – October 3, 2023

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 October 3, 2023.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Martha Halko, 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 – September 19, 2023.

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

CRC 2023-159 Environmental Public Health Services submitting the following contract award authorization for septic replacement to be rescinded due to home owner requirement not being met:

<u>CRC#</u>	<u>Contractor</u>	<u>Address</u>	<u>Award</u>
2023-58	KMU Trucking	6073 Edgerton Rd	\$25,147.99

It was moved by Rick Novickis, seconded by Martha Halko, that the consent agenda, including the minutes of the September 19, 2023 CRC meeting be approved.

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items:

It was moved by Brandy Eaton, seconded by Joe McRae, that CRC 2023-151 be withdrawn, bids received were over \$50,000.00. This will be re-bid using the RFP procedures.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

CRC 2023-133

RFP# 2023-06 Website Design & Maintenance Services

No action today.

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

None

Expenditures: Contracts $<$ \$25,000.00

It was moved by Brandy Eaton, seconded by Joe McRae, that the purchase agreement (CRC 2023-160) with DEXimaging. Amount to be paid to DEXimaging is not to exceed \$300.00 annually be approved.

Presented by: Erik Hamilton

Purpose: To purchase an ID reader for the multi-functional printer.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis, that the addendum (CRC 2023-161) with Green Home Solutions (2023-79 and RES 2023-56) under the Lead Hazard Reduction grant to increase the amount to be paid to Green Home Solutions from \$30,000.00 to \$30,900.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during the project completion.

Funding Source: 100% funded through the Lead Hazard Reduction.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

It was moved by Brandy Eaton, seconded by Rick Novickis, that the addendum (CRC 2023-162) with TNT Construction & Contracting (2023-95) under the Lead Hazard Reduction grant to increase the amount to be paid to TNT Construction and Contracting from \$4,174.00 to \$4,672.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during the project completion.

Funding Source: 100% funded through Lead Hazard Reduction grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

It was moved by Judy Wirsching, seconded by Joe McRae, that the following addendums (CRC 2023-163) under the HIV Prevention grant (RES02023-4):

	From:	To:
AIDS Taskforce of Greater Cleveland	\$135,000.00	\$145,000.00
Signature Health	\$120,000.00	\$130,000.00

Presented by: Melissa Kolenz

Purpose: Will function as a Counseling, Testing and Referral (CTR) site. Will be responsible for risk assessment and targeted testing for HIV/STIs, increasing prevention/awareness and increasing access and linkage care.

Funding Source: 100% reimbursable through the FY2023 HIV Prevention grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

Revenue Generating Agreements < \$25,000.00
None

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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 1:42 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching



Committee Chair



Clerk