

Minutes

Cuyahoga County Board of Control  
Monday, February 5, 2024 - 11:00 A.M.  
County Headquarters  
2079 East Ninth Street  
Committee Room B

**I – CALL TO ORDER**

The meeting was called to order at 11:03 a.m.

Attending:

Katherine A. Gallagher, Chief of Operations & Community Innovation County Executive Administration  
(Alternate for Chris Ronayne, County Executive)  
Michael Chambers, Fiscal Officer, serving as Chairman  
Mellany Seay, Finance and Operations Administrator, Department of Public Works  
(Alternate for Michael Dever)  
Paul Porter, Director, Department of Purchasing  
Levine Ross, County Council (Alternate for Meredith Turner)  
Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)  
Councilmember Dale Miller

**II. – REVIEW MINUTES – 1/29/2024**

Michael Chambers motioned to approve the minutes from the January 29, 2024, meeting; Dale Miller seconded. The minutes were approved by unanimous vote, as written.

**III. – PUBLIC COMMENT**

There was no public comment.

**IV. – CONTRACTS AND AWARDS**

**A. – Tabled Items**

**B. – New Items for Review**

**BC2024-82**

Department of Public Works, submitting an amendment to Contract No. 3909 (fka Contract No. 3251 and 2584) with AVI Foodsystems, Inc. for food service operations at the Cuyahoga County Justice Center Cafeteria for the period 7/1/2012 – 6/30/2024 to add \$15,000.00 to the contract for anticipated loss of revenue payment to AVI Foodsystems, Inc. effective upon contract signatures of all parties.

Funding Source: Property Management Funds

Matthew Rymer, Department of Public Works, presented and Mellany Seay supplemented. Dale Miller asked how long the contract with AVI is; asked whether covering losses is temporary or is it expected to continue in the next contract. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2024-82 was approved by unanimous vote.

**BC2024-83**

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP Exemption, which will result in an award recommendation to C.H.E.S.S., LLC in the amount not-to-exceed \$12,000.00 for positive youth development services for court referred males ages 8 through 18 with high risk for recidivism for the period 7/1/2023- 6/30/2024.
- b) Recommending an award and enter into Contract No. 4094 with C.H.E.S.S., LLC in the amount not-to-exceed \$12,000.00 for positive youth development services for court referred males ages 8 through 18 with high risk for recidivism for the period 7/1/2023- 6/30/2024.

Funding Source: RECLAIM Grant

LaTerra Brown, Court of Common Pleas/Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2024-83 was approved by unanimous vote.

**BC2024-84**

Sheriff's Department,

- a) Submitting an RFP exemption, which will result in an award recommendation to West Publishing Corporation aka Thomson Reuters in the amount not-to-exceed \$16,000.00 for the purchase of Clear Proflex software subscription services for Law Enforcement Division for the period 2/1/2024 – 12/31/2024.
- b) Recommending an award on Purchase Order No. 24000245 to West Publishing Corporation aka Thomson Reuters in the amount not-to-exceed \$16,000.00 for the purchase of Clear Proflex software subscription services for Law Enforcement Division for the period 2/1/2024 – 12/31/2024.

Funding Source: Federal Equitable Sharing Account

Karen DiCarlo, Sheriff's Department, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2024-84 was approved by unanimous vote.

**BC2024-85**

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Fisher Scientific Company LLC in the amount not-to-exceed \$49,320.21 for a joint cooperative purchase of various laboratory equipment, general supplies and chemicals for the Toxicology Department.

- b) Recommending an award on Purchase Order No. 24000419 to Fisher Scientific Company LLC in the amount not-to-exceed \$49,320.21 for a joint cooperative purchase of various laboratory equipment, general supplies and chemicals for the Toxicology Department.

Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2024-85 was approved by unanimous vote.

**BC2024-86**

Department of Public Safety and Justice Services,

- a) Submitting an RFP exemption which will result in an award recommendation to TAC Computer, Inc. in the amount not-to-exceed \$10,800.00 for Ohio Law Enforcement Network subscription services and software support for use by the Northeast Ohio Regional Fusion Center for the period 1/1/2024 – 12/31/2026.
- b) Recommending an award and enter into Contract No. 3860 with TAC Computer, Inc. in the amount not-to-exceed \$10,800.00 for Ohio Law Enforcement Network subscription services and software support for use by the Northeast Ohio Regional Fusion Center for the period 1/1/2024 – 12/31/2026.

Funding Source: General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Trevor McAleer asked in relation to the funding source whether there is a grant available to fund this. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2024-86 was approved by unanimous vote.

**BC2024-87**

Department of Health and Human Services/Cuyahoga Job and Family Services,

- a) Submitting an RFP exemption, which will result in a payment to Lutheran Metropolitan Ministries in the amount-not-to-exceed \$11,754.53 as final payment for the period 7/1/2023 – 7/31/2023 for services rendered under the SNAP (Supplemental Nutrition Assistance Program) to Skills Employment and Training services contract for the period of 10/1/2020 – 9/30/2023.
- b) Recommending an award on Purchase Order No. 23005227 to Lutheran Metropolitan Ministries in the amount-not-to-exceed \$11,754.53 as final payment for the period 7/1/2023 – 7/31/2023 for services rendered under the SNAP (Supplemental Nutrition Assistance Program) to Skills Employment and Training services contract for the period of 10/1/2020 – 9/30/2023.

Funding Source: Federal Food Assistance Employment and Training

Marcos Cortes, Department of Health and Human Services, presented. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2024-87 was approved by unanimous vote.

**BC2024-88**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 3046 with Mental Health Services For Homeless Persons dba Frontline Service for Diversion Prevention services in connection with the Continuum of Care program for the period 9/1/2022 – 8/31/2023 to extend the time period to 8/31/2024 to change the terms of insurance and Attachment II Budget, effective 9/1/2023 and for additional funds in the amount not-to-exceed \$180,464.00.

Funding Source: Emergency Solutions Grant

Erin Rearden, Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, presented. Levine Ross asked why the increase over last year’s funding. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2024-88 was approved by unanimous vote.

**BC2024-89**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 3047 with West Side Catholic Center for emergency shelter services for families in connection with the Continuum of Care program for the period 9/1/2022 – 8/31/2023 to extend the time period to 8/31/2024 to amend the terms of Exhibit II Budget, effective 9/1/2023 and for additional funds in the amount not-to-exceed \$63,730.00.

Funding Source: Emergency Solutions Grant

Erin Rearden, Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2024-89 was approved by unanimous vote.

**BC2024-90**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 3178 with Family Promise of Greater Cleveland for emergency shelter services for families in connection with the Continuum of Care program for the period 9/1/2022 – 8/31/2023 to extend the time period to 8/31/2024 to amend the terms of Exhibit II Budget, effective 9/1/2023 and for additional funds in the amount not-to-exceed \$68,800.00.

Funding Source: Emergency Solutions Grant

Erin Rearden, Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, presented. There were no questions. Michael Chambers motioned to approve the item; Mellany Seay seconded. Item BC2024-90 was approved by unanimous vote.

## **BC2024-91**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services,

- a) Submitting an RFP Exemption, which will result in an award of a Master Contract with various providers in the total amount not-to-exceed \$469,229.00 for Coordinated Entry expansion services in connection with the Continuum of Care program for the period 11/1/2023-1/31/2025.
- b) Recommending an award and enter into a Master Contract with various providers in the total amount not-to-exceed \$469,229.00 for Coordinated Entry expansion services in connection with the Continuum of Care program for the period 11/1/2023-1/31/2025.
  - 1) Contract No. 3984 with Mental Health Services for Homeless Persons dba Frontline Service in the anticipated amount not-to-exceed \$245,250.00.
  - 2) Contract No. 3985 with United Way of Greater Cleveland in the anticipated amount not-to-exceed \$223,979.00.

Funding Source: US Department of Housing and Urban Development Coordinated Entry grant

Erin Rearden, Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, presented. There were no questions. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2024-91 was approved by unanimous vote.

## **C. – Exemptions**

### **BC2024-92**

Department of Public Works, recommending an alternative procurement process, which will result in various award recommendations to P&P Valley View Holdings dba Boyas Excavating in the total amount not-to-exceed \$200,000.00 for disposal of clean fill for the period 2/5/2024– 2/4/2026.

Funding Source: 65% Sanitary Operating Fund and 35% Road and Bridge Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2024-92 was approved by unanimous vote.

## **D. – Consent Agenda**

There were no questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item No. BC2024-93 through BC2024-95; Dale Miller seconded. The Consent Agenda Items were approved by unanimous vote.

### **BC2024-93**

Sheriff's Department, recommending to terminate Contract No. 348 with City of Bedford Heights for lease of the Bedford Heights Jail, located at 5661 Perkins Road, Bedford Heights for the operation of County jail facilities, transportation, housing, maintenance and general upkeep of the jail for the period 10/1/2017 – 9/30/2027, effective 1/1/2024.

Funding Source: General Fund

**BC2024-94**

Fiscal Department, presenting proposed travel/membership requests for the week of 2/5/2024:

Dept:	Department of Health and Human Services: Office of Homeless Services							
Event:	NHSDC Spring 2024 Conference – Moving Upstream: Data Alliances for Housing Stability							
Source:	National Human Data Services Consortium							
Location:	Kansas City, MO							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Nicholas Butina	4/9/2024 – 4/12/2024	\$531.00	\$138.00	\$966.38	\$40.00	\$383.70	\$2,059.08	HUD Planning Grant

\*Paid to host

\*\*Staff reimbursement

\*\*\* Airfare will be covered by a contract with the County’s Travel Vendor

Purpose:

2024 Spring National Human Data Services Consortium (NHSDC) Conference - National conference on human service data specific to homeless data collection, analysis, and administration. Each conference has slightly different agendas and courses available. Last Spring's conference had sessions on Coordinated Entry, program monitoring, reporting tools, outreach, and unsheltered data collection, and HMIS fundamentals. HMIS System Administrator was asked to co-present a session on outreach data and unsheltered data collection and the importance of implementing encampment assessments to inform that work.

Dept:	Department of Development							
Event:	2024 REMADE Circular Economy Technology Summit & Conference							
Source:	REMADE Institute							
Location:	Washington, DC							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source

Paul Herdeg	4/10/2024 – 4/11/2024	\$849.00	\$76.00	\$296.57	\$32.70	\$332.21	\$1,586.48	General Fund
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\*Paid to host

\*\*Staff reimbursement

\*\*\* Airfare will be covered by a contract with the County’s Travel Vendor

Purpose:

The REMADE Institute annual conference provides extensive learning from, and direct interaction with key Federal and Private sector leaders active in developing sustainable manufacturing practices. Participating in this conference will advance Cuyahoga County's sustainable economic development work.

**BC2024-95**

Department of Purchasing, presenting proposed purchases for the week of 2/5/2024:

**Direct Open Market Purchases**  
**(Purchases between \$5,000 - \$49,999.99 unless requiring assistance from the Department of Purchasing – See Below):**

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
24000379	(32) Auto stops for toilet fixtures in Jail I	Sheriff’s Department	Lakeside Supply Company	\$49,984.00	General Fund
24000401	(1) Chest compression system and accessories for use by the Corrections Center	Sheriff’s Department	HMS Industries, LLC	\$20,698.32	General Fund
24000407	(60) Cases for vacuum seal bags	Sheriff’s Department	Clearwater Packaging	\$12,609.58	General Fund

**Items/Services Received and Invoiced but not Paid:**

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
24000147	Emergency veterinary services for the Animal Shelter for October and November, 2023*	Department of Public Works	IDEXX Laboratories, Inc.	\$5,356.00	100% Dick Goddard Best Friends Fund
24000355	Out-of-home emergency placement services for the period 10/1/2023 – 10/31/2023**	Division of Children and Family Services	Advantage Family Outreach & Foster Care	\$12,927.00	66% Health and Human Services Levy Fund and 34% Title IV-E Reimbursement Fund

\*Approval No. BC2023-453 dated 7/17/2023, which approved an alternative procurement process, which will result in purchase orders to various providers in the total amount not-to-exceed \$400,000.00 for medical, surgical and animal care services for the period 7/1/2023 – 6/30/2024.

\*\*Approval No. BC2023-561, dated 9/5/2023, which amended Approval No. BC2022-767, dated 12/12/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various licensed providers in the total amount not-to-exceed \$250,000.00 for reimbursement for out-of-home care placement services for the period 12/1/2022 – 12/31/2024, by changing the amount not-to-exceed amount from \$250,000.00 to \$500,000.00.

## **V- OTHER BUSINESS**

### **Item of Note (non-voted)**

#### **Item No. 1**

Department of Workforce Development, submitting an amendment to a Memorandum of Understanding with Local Workforce Area 3 partners to define the terms, roles responsibilities, and funding commitments the parties have negotiated and mutually agreed upon for the operation and funding of the local area Workforce Development System and the OhioMeansJobs Centers in Local Area 3 for the period 7/1/2023-6/30/2025; to add a required partner, and to change the terms of Attachment A and Budget Allocation, effective 7/1/2023.

Funding Source: N/A

#### **Item No. 2**

Department of Health and Human Services/Division of Senior and Adult Services, submitting a grant agreement with Western Reserve Area Agency on Aging in the amount not-to-exceed \$21,367.90 for the HOME Energy Assistance Program for the period 9/1/2023 - 8/31/2024.

Funding Source: SFY 2024 HOME Energy Assistance Program (HEAP) Outreach Grant

#### **Item No. 3**

Department of Health and Human Services/Division of Senior and Adult Services, submitting a grant award from Ohio Department of Aging in the amount of \$3,896,263.00 in connection with the Healthy Aging Grant Program for the period 10/1/2023 – 9/30/2024.

Funding Source: Ohio Department of Aging

#### **Item No. 4**

Cuyahoga County Law Library, requesting authority to submit a grant application to the Statewide Consortium of County Law Library Resources Boards to receive a 25% credit off of the 2% dues, which are due to the Consortium for FY2024 dues.

Funding Source: Statewide Consortium of County Law Library Resources Board

**VI – PUBLIC COMMENT**

There was no public comment.

**VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Paul Porter seconded. The motion to adjourn was unanimously approved at 11:21 a.m.