

Minutes

Cuyahoga County Board of Control
Tuesday, September 3, 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 11:01 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
Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)
Levine Ross, County Council (Alternate for Meredith Turner)
Councilmember Dale Miller

II. – REVIEW MINUTES – 8/26/2024

Michael Chambers motioned to approve the minutes from the August 26, 2024, meeting; Paul Porter 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

BC2024-628

Department of Housing and Community Development, submitting an amendment to Contract No. 4772 (fka Contract No. 4311 and 3536) with Historic Preservation Group, LLC for completion of National Historic Preservation Act – Section 106 Reviews for the period 6/1/2023 – 12/31/2024 to extend the time period to 12/31/2025 and for additional funds in the amount not-to-exceed \$10,000.00.

Funding Source: 64% - Emergency Rental Assistance/American Rescue Plan and 36%- Lead Hazard Control Grant Funds

Prentis Jackson, Department of Development, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2024-628 was approved by unanimous vote.

BC2024-629

County Prosecutor,

- a) Submitting an RFP exemption, which will result in an award recommendation to Precision Industrial Services in the amount not-to-exceed \$46,705.16 for a state contract purchase and installation of Mannington carpet tiles and related flooring materials for the replacement of carpeting in Suite 300 at Courthouse Square.
- b) Recommending an award on Purchase Order No. 24003449 to Precision Industrial Services in the amount not-to-exceed \$46,705.16 for a state contract purchase and installation of Mannington carpet tiles and related flooring materials for the replacement of carpeting in Suite 300 at Courthouse Square.

Funding Source: General Fund

James Ginley, County Prosecutor’s Office, presented. There were no questions. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2024-629 was approved by unanimous vote.

BC2024-630

Medical Examiner’s Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Brown Enterprise Solutions LLC in the amount not-to-exceed \$9,894.14 for a state contract purchase for the renewal of (7) Adobe Commercial Creative Cloud and (6) Photoshop software subscriptions for the Photography Department for the period 10/1/2024 – 9/30/2025.
- b) Recommending an award on Purchase Order No. 24003471 to Brown Enterprise Solutions LLC in the amount not-to-exceed \$9,894.14 for a state contract purchase for the renewal of (7) Adobe Commercial Creative Cloud and (6) Photoshop software subscriptions for the Photography Department for the period 10/1/2024 – 9/30/2025.

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 BC2024-630 was approved by unanimous vote.

BC2024-631

Department of Public Safety and Justice Services on behalf of the Medical Examiner’s Office, recommending an award and enter into Agreement No. 4230 with The University of Kentucky Research Foundation in the amount not-to-exceed \$75,011.00 for the FY2023 Comprehensive Opioid, Stimulant,

and Substance Use Site-Based Program for the Overdose Fatality Review Counteractive Initiative for the period 10/1/2023 - 9/30/2026.

Funding Source: U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance grant under the solicitation titled BJA FY 23 Comprehensive Opioid, Stimulant, and Substance Use Site-based Program

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2024-631 was approved by unanimous vote.

BC2024-632

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, recommending an award on Purchase Order No. 24000078 with State of Ohio Auditor of State in the amount not-to-exceed \$7,000.00 for Audit services pursuant to Ohio Revised Code Sections 115.56, 117.11 and 121.37 for the period 1/1/2024 – 12/31/2024.

Funding Source: Health and Human Services Levy Fund

Marcos Cortes, Department of Health and Human Services, presented. Dale Miller asked why the item was not submitted before the audit was started. The Clerk commented if I recall correctly in January the department thought they hit submit on the purchase order and they didn't. Paul Porter clarified the Purchase Order was reviewed in January in Infor and not loaded in OnBase until recently. Michael Chambers commented then it was just an oversight on the department. Dale Miller commented so it was an oversight, okay. Michael Chambers motioned to approve the item; Mellany Seay seconded. Item BC2024-632 was approved by unanimous vote.

BC2024-633

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. 3266 (fka Contract No. 1917) with Child Care Resource Center of Cuyahoga County dba Starting Point for the Special Needs Child Care Program for the period 1/1/2022 - 12/31/2024 to amend the terms of Exhibit III Budget effective 7/1/2024, and for additional funds in the amount not-to-exceed \$282,174.17.

Funding Source: 95% Health and Human Services Levy Fund and 5% Mt. Sinai Foundation grant

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2024-633 was approved by majority vote with Paul Porter abstaining.

C. – Exemptions

BC2024-634

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, recommending an alternative procurement process to approve the determination of awards based on a

competitive application process of various providers for Continuum of Care Coordinated Entry services, in connection with the FY2024 Continuum of Care Homeless Program Competition for the period 2/1/2025 – 1/31/2027 in the total amount not-to-exceed \$1,458,509.00.

Funding Source: 67% U. S. Department of Housing and Urban Development/Continuum of Care Coordinated Entry Grant, 21% - Health and Human Services Levy Fund and 12% - Federal 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 BC2024-634 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. BC2024-635 through BC2024-638; Dale Miller seconded. The Consent Agenda Items were approved by unanimous vote.

BC2024-635

Department of Information Technology, recommending to declare excess County computers and IT Equipment as surplus County-owned property, no longer needed for public use; requesting authority to sell surplus property to Info@Ret3.org. for a fee in the total amount not-to-exceed \$1.00 for the month of August 2024 in accordance with EA02012-0001 on behalf of the following county agencies:

- a) Department of Health and Human Services/Cuyahoga Job and Family Services
- b) Department of Health and Human Services/Division of Children and Family Services

Funding Source: Revenue Generating

BC2024-636

Department of Public Safety and Justice Services, submitting an Inventory Control Handling Record and Ownership Transfer Letter from the Ohio Department of Public Safety, Ohio Emergency Management Agency to permanently transfer ownership of (1) Pramac Trailer Mounted Generator and various accessories to Cuyahoga County Office of Emergency Management for use by other jurisdictions and to define the terms and conditions associated with the acceptance of said equipment.

Funding Source: Ohio Emergency Management Agency

BC2024-637

Fiscal Department, presenting proposed travel/membership requests for the week of 9/3/2024:

Dept:	Department of Public Works
Event:	Stream Stability and Scour at Highway Bridges for Bridge Inspectors
Source:	National Highway Institute

Location:	Lincoln, NE							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Zachery Williams	10/29/2024 – 10/31/2024	\$0.00	\$122.00	\$248.40	\$0.00	\$271.00	\$641.40	Road and Bridge Motor Vehicle Gas Tax Fund
Erin Shelman	10/29/2024 – 10/31/2024	\$0.00	\$122.00	\$248.40	\$0.00	\$271.00	\$641.40	Road and Bridge Motor Vehicle Gas Tax Fund
Jared Kenney	10/29/2024 – 10/31/2024	\$0.00	\$122.00	\$248.40	\$274.42	\$271.00	\$915.82	Road and Bridge Motor Vehicle Gas Tax Fund

*Paid to host

**Staff reimbursement

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

Purpose:

The training is part of the requirement for his job duties in Bridge Safety Inspections as a Senior Bridge Inspector. No virtual option or closer venues provided.

Dept:	Department of Information Technology							
Event:	PMI Global Summit 2024							
Source:	Project Management Institute							
Location:	Los Angeles, CA							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Connie Geddis	9/17/2024 – 9/21/2024	\$1,825.00	\$285.00	\$2,289.40	\$100.00	\$308.95	\$4,808.35	General Fund

*Paid to host

**Staff reimbursement

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

Purpose:

At PMI Global Summit 2024 you can:

Gather

Earn PDUs while gaining valuable knowledge and insights into current trends

Discover and strengthen the in-demand skills that employers and projects need

Grow

Expand your network and connect with project professionals from around the world

Meet the latest solution providers that can help you navigate day-to-day challenges

Guide

Experience AI in action and learn how the latest technology empowers project professionals

Discover how you can make a difference in the world as a project manager

Dept:	Agency of the Inspector General							
Event:	2024 Association of Inspectors General Annual Training Conference							
Source:	The Association of Inspectors General							
Location:	New Orleans, LA							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
R. Mark Cutright	11/12/2024 – 11/15/2024	\$800.00	\$160.00	\$774.00	\$140.00	\$325.00	\$2,199.00	General Fund
Alexa Beeler	11/12/2024 – 11/15/2024	\$800.00	\$160.00	\$774.00	\$64.00	\$325.00	\$2,123.00	General Fund
Kim Seeley	11/12/2024 – 11/15/2024	\$800.00	\$160.00	\$774.00	\$64.00	\$325.00	\$2,123.00	General Fund

*Paid to host

**Staff reimbursement

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

Purpose:

The Association of Inspectors General is a national organization of state, local and federal inspectors general and their staff that offers training seminars and certification institutes for members. The annual training conference gives AIG employees the opportunity to attend training seminars specifically targeted to the work performed by inspectors general. This training provides continuing and professional education credits necessary to maintain certifications as well as invaluable networking opportunities. After returning from training events, attendees provide an in-house training session to AIG staff members that addresses the most relevant topics covered.

Dept:	Medical Examiner's Office							
Event:	NAME 58 th Annual Meeting							
Source:	National Association of Medical Examiners							
Location:	Denver, CO							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Kaitlin Weaver	9/19/2024 – 9/24/2024	\$950.00	\$200.00	\$2,236.75	\$90.00	\$0.00	\$3,476.75	FY2023 Coverdell Grant

*Paid to host

**Staff reimbursement

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

Purpose:

I will be attending the National Association of Medical Examiner's conference in Denver, CO as an author of one of the platform presentations. In addition to presenting, I will be obtaining the required CME credits for maintenance of medical licensure as well as taking the Forensic Pathology board examination, to be proctored at Pearson VUE

Dept:	Department of Public Safety and Justice Services							
Event:	IAEM Annual Conference & EMEX 24							
Source:	International Association of Emergency Management							
Location:	Colorado Springs, CO							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Kevin Friis	11/14/2024 – 11/23/2024	\$745.00	\$343.00	\$1,143.00	\$450.00	\$700.00	\$3,381.00	General Fund

*Paid to host

**Staff reimbursement

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

Purpose:

Kevin Friis is a member of IAEM and a Certified Emergency Manager. The conference provides educational sessions on multiple topics and best practices within the field of Emergency Management.

These sessions count as continuing education credits toward recertification. Kevin is also a member of the Emerging Technology Committee, Education, and Training Committees, and Healthcare Caucus.

Dept:	Department of Health and Human Services							
Event:	Jim Casey Initiative 2024 Network Convening							
Source:	Annie E Casey Foundation							
Location:	Charlotte, NC							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ****	Total	Funding Source
Rachel Benders	11/19/2024 – 11/21/2024	\$0.00	\$150.00	\$644.64	\$100.00	\$0.00	\$894.64	Health and Human Services Levy

*Paid to host

**Staff reimbursement

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

**** Flight is being booked by Casey Family Programs

- Flight - \$487.96

Purpose:

Attend the Jim Casey Initiative 2024 Network Convening to connect and collaborate with site leaders, young people, and national partners committed to better service young adults who have spent time in foster care.

1. Deepen and strengthen relationships and be joined around a shared commitment that young people have the relationships, resources, and opportunities needed to thrive.
2. Understand the arrangements that create our current conditions and explore what arrangements need to change so that young people who have spent time in foster care can thrive.
3. Share insights and innovations from their work and tap into learning, resources, and connections that will produce positive impacts for young people with experience in foster care at scale.

BC2024-638

Department of Purchasing, presenting proposed purchases for the week of 9/3/2024:

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
24003489	(1) New, never titled 2024 F-150 Super Cab Truck	Department of Public Works	KG Cleveland LLC dba Ken Ganley Ford West	\$45,260.00	General Fund

24003531	(1) New, never titled 2024 F-150 Super Cab Truck	Department of Public Works	Sarchione Ford of Alliance	\$43,920.00	General Fund
24003542	Purchase and installation of (32) custom metal shelf dividers for use at the County Archives	Department of Public Works	Patterson Pope	\$7,533.00	General Fund
24003451	(23) Optic and mounts for SWAT rifles	Sheriff's Department	GovSmart Inc.	\$19,705.25	Federal Equitable Sharing Account (FESA)
24003541	(2) Exercise bikes for use by inmate trustees	Sheriff's Department	Ironcompany.com, LLC	\$5,408.00	Commissary Fund

Items/Services Received and Invoiced but not Paid:

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
24003504	Factory Authorized – Transmission replacement on 2018 Ford Fusion*	Department of Public Works	Ken Ganley Ford West	\$7,365.97	Fleet Division Fund
24003580	Factory Authorized – Mechanical, body and paint repairs on 2012 Chevrolet Tahoe*	Department of Public Works	Tim Lally Chevrolet Inc.	\$11,419.23	General Fund
24003429	Out-of-home placement services for the period 7/1/2024 – 7/31/2024**	Division of Children and Family Services	Keystone Memphis LLC dba McDowell Center for Children	\$31,000.00	66% Health and Human Services Levy Fund and 34% Title IV-E Reimbursement Fund

*Approval No. BC2023-452, dated 7/17/2023, which amended BC2022-735 dated 11/29/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various Factory Authorized Dealers for vehicle and equipment repairs, parts and services for the period 11/29/2022 – 12/31/2024 by changing the total amount not-to-exceed from \$475,000.00 to \$1,475,000.00.

**Approval No. BC2024-77, dated 1/29/2024, which amended Approval No. BC2023-561, dated 9/5/2023, which amended various Board Approvals on various dates, which authorized an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various licensed providers 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 \$500,000.00 to \$1,000,000.00.

V- OTHER BUSINESS

Time Sensitive/Mission Critical

BC2024-639

Department of Information Technology, recommending an award on Purchase Order No. 24002841 to Great Northern Consulting, LLC in the amount not-to-exceed \$24,999.99 for monthly support on the Sun Solaris Operation System T4 servers for the period 7/1/2024 - 12/31/2024.

Funding Source: General Fund

Matthew Hrubey, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2024-639 was approved by unanimous vote.

Item of Note (non-voted)

Item No. 1

Court of Common Pleas/Corrections Planning Board, submitting a Subgrant Award Agreement from Ohio Department of Public Safety, Office of Criminal Justice Services in the amount not-to-exceed \$100,000.00 for the Veteran's Treatment Court (VTC) Reconnect Pilot Program in connection with the FY2022 State Crisis Intervention Grant Program for the period 11/20/2023 – 9/30/2026.

Funding Source: Office of Criminal Justice Services

Item No. 2

Contracts \$0.00 – \$4,999.99 – Processed and executed (no vote required)

RQ No.	Contract Number	Vendor	Service Description	Amount	Department	Date(s) of Service	Funding Source	Date of Execution
RQ 4305	Amend Contract No. 1276 nka Contract No. 4771	Maple Heights Commerce Two, LLC	Lease of space of Satellite Office No. 3 located at 21100 Southgate Park Boulevard in the City of Maple Heights for use by Court of Common Pleas/Juvenile Court Division/Juvenile Probation Department for the assignment and assumption of interest to Jack Trocki Development	\$-0-	Department of Public Works	2/1/2007 – 12/31/2027	(Original) Health and Human Services Levy Fund	N/A (Executive) 8/22/2024 (Law)

			Company LLC, effective 11/1/2023					
RQ 13433	Amend Contract No. 3952	The Great Lakes Construction Company	Rehabilitation of North Main Street Bridge No. 00.12 over the Chagrin River in the Village of Chagrin Falls	\$-0-	Department of Public Works	N/A	(Original) 44% Federal Fund, 30% Ohio Public Works Commission Grant Fund; 19% Village of Chagrin Falls and 7% Road and Bridge Fund	8/27/2024 (Executive) 8/27/2024 (Law)

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:15 a.m.