

Minutes

Cuyahoga County Board of Control

Monday, February 10, 2025 - 11:00 A.M.

County Headquarters

2079 East Ninth Street

Committee Room B

I – CALL TO ORDER

The meeting was called to order at 11:00 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

Councilmember Meredith Turner

Councilmember Michael Houser

Councilmember Robert Schleper

II. – REVIEW MINUTES – 2/3/2025

Michael Chambers motioned to approve the minutes from the February 3, 2025, meeting; Meredith Turner 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

BC2025-82

Department of Public Works, recommending an award on RQ15059 and enter into Purchase Order No. 25000393 with Valley Motor City, Inc. (18-1) in the amount not-to-exceed \$58,500.00 for the purchase of (1) replacement, new, never titled 2025 Chrysler Voyager Van with conversion for the Sheriff's Department.

Funding Source: General Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2025-82 was approved by unanimous vote.

BC2025-83

Department of Public Works, recommending an award on RQ15391 and enter into Purchase Order No. 25000394 with Dave Hallman Chevrolet, Inc. (13-1) in the amount not-to-exceed \$62,000.00 for the purchase of (2) replacement, new, never titled 2025 Chevy Equinoxes for Protective Services.

Funding Source: General Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2025-83 was approved by unanimous vote.

BC2025-84

Department of Housing and Community Development,

- a) Submitting an RFP Exemption, which will result in an award recommendation to Historic Preservation Group LLC in the amount not-to-exceed \$135,000.00 for consulting services to complete the HUD 5-Year Consolidated Plan, first year Annual Action Plan and Consolidated Annual Performance and Evaluation Report, effective upon signatures of all parties through 12/31/2025.
- b) Recommending an award and enter into Contract No. 5164 with Historic Preservation Group LLC in the amount not-to-exceed \$135,000.00 for consulting services to complete the HUD 5-Year Consolidated Plan, first year Annual Action Plan and Consolidated Annual Performance and Evaluation Report, effective upon signatures of all parties through 12/31/2025.

Funding Source: Community Development Block Grant

Kellie Glenn, Department of Housing and Community Development, presented. Michael Houser asked was this consulting services contract competitively bid; asked can you clarify whether the contractor is going to help with our 5-year consolidate plan as well as the first year annual review. Do we have metrics in place to show the consultants services success and whether the plans were effective. Michael Chambers motioned to approve the item; Robert Schleper seconded. Item BC2025-84 was approved by unanimous vote.

BC2025-85

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$13,644.00 for a joint cooperative purchase of (18) Pluralsight Skills Enterprise licenses for the period 1/31/2025 – 1/30/2026.
- b) Recommending an award on Purchase Order No. 25000101 to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$13,644.00 for a joint cooperative purchase of (18) Pluralsight Skills Enterprise licenses for the period 1/31/2025 – 1/30/2026.

Funding Source: General Fund

Brianna Witt, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2025-85 was approved by unanimous vote.

BC2025-86

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$222,364.00 for a joint cooperative purchase of Barracuda Gateway appliances for email security, Advanced Threat Protection, Energize Updates software subscriptions and instant replacement extended services for the period 2/21/2025 – 2/20/2026.
- b) Recommending an award on Purchase Order No. 25000123 to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$222,364.00 for a joint cooperative purchase of Barracuda Gateway appliances for email security, Advanced Threat Protection, Energize Updates software subscriptions and instant replacement extended services for the period 2/21/2025 – 2/20/2026.

Funding Source: General Fund

Brianna Witt, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2025-86 was approved by unanimous vote.

BC2025-87

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to SHI International Corp. in the amount not-to-exceed \$51,603.74 for a joint cooperative purchase for the renewal of (20) BitSight software licenses and various BitSight Cybersecurity Risk Management platform subscriptions for the period of 3/22/2025 – 3/21/2026.
- b) Recommending an award on Purchase Order No. 25000152 to SHI International Corp. in the amount not-to-exceed \$51,603.74 for a joint cooperative purchase for the renewal of (20) BitSight software licenses and various BitSight Cybersecurity Risk Management platform subscriptions for the period of 3/22/2025 – 3/21/2026.

Funding Source: General Fund

Brianna Witt, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Robert Schleper seconded. Item BC2025-87 was approved by unanimous vote.

BC2025-88

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Constant Contact, Inc. in the amount not-to-exceed \$7,828.80 for Email Plus subscription services to manage content, press releases and other communications across email and social media platforms for the period 2/20/2025 – 2/19/2026.
- b) Recommending an award on Purchase Order No. 25000275 to Constant Contact, Inc. in the amount not-to-exceed \$7,828.80 for Email Plus subscription services to manage content, press releases and other communications across email and social media platforms for the period 2/20/2025 – 2/19/2026.

Funding Source: General Fund

Brianna Witt, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2025-88 was approved by unanimous vote.

BC2025-89

Court of Common Pleas/Corrections Planning Board, submitting an amendment to Agreement No. 3343 with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for implementing the Essential Behavioral Health Interventions and Criminogenic Needs Program for Severely Mentally Ill Offenders (BHI-CN Program) on behalf of the Cuyahoga County Adult Probation Department for the period 4/1/2023 – 6/30/2024 to extend the time period to 6/30/2025; to amend the Liability Section of the original contract in accordance with Attachment 1 and for additional funds in the amount not-to-exceed \$392,493.00.

Funding Source: 22% General Funds, 22% Health and Human Services Levy Fund, 56% Targeted Community Alternatives to Prison (CTAP) Grant.

Meghan Patton, Court of Common Pleas/Corrections Planning Board, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2025-89 was approved by unanimous vote.

BC2025-90

Court of Common Pleas/Corrections Planning Board, recommending an award and enter into Agreement No. 5124 with Alcohol, Drug Addiction, and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$89,700.00 for Piloting a Mental Health Docket Incorporating a Drug Court Model to Improve Outcomes for Adults with Co-Occurring Disorders for the period 7/1/2024 – 12/31/2025.

Funding Source: Ohio Department of Rehabilitation and Correction (ODRC) Targeted Community Alternatives to Prison Grant

Meghan Patton, Court of Common Pleas/Corrections Planning Board, presented. There were no questions. Michael Chambers motioned to approve the item; Mellany Seay seconded Item BC2025-90 was approved by unanimous vote.

BC2025-91

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. 2881 with Edwins Leadership & Restaurant Institute for professional and technical services for a culinary and hospitality program for youth residents of the Cuyahoga County Juvenile Detention Center for the period 11/8/2022 – 12/31/2024 to extend the time period 12/31/2026, to replace the insurance requirements, effective 1/1/2025, and for additional funds in the amount not-to-exceed \$247,200.00.

Funding Source: General Fund

Jennifer Howard, Court of Common Pleas/Juvenile Court Division, presented. Meredith Turner asked how much the Chef's salary is; commented she been over there and is going back this week to hang out; it is a really amazing experience for the young people in the program and what he does is amazing; he is someone who returned to the community as is doing a great service. Michael Houser asked how many youths are currently in the program. Presenter will follow up on the chef's salary and number of participants in the program. Michael Chambers motioned to approve the item; Michael Houser seconded. Item BC2025-91 was approved by unanimous vote.

BC2025-92

Court of Common Pleas/Juvenile Court Division, submitting amendments to agreements with various municipalities for Community Diversion Program services for the period 1/1/2024 – 12/31/2024 to extend the time period to 12/31/2026, to replace the insurance requirements effective 1/1/2025, and for additional funds in the total amount not-to-exceed \$14,400.00.

- a) Agreement No. 4244 (fka Agreement No. 4002) with City of Olmsted Falls in the amount not-to-exceed \$1,800.00.
- b) Agreement No. 4378 with Broadview Heights in the amount not-to-exceed \$6,000.00.
- c) Agreement No. 4479 with City of Rocky River in the amount not-to-exceed \$6,600.00.

Funding Source: Health and Human Services Levy Fund

Jennifer Howard, Court of Common Pleas/Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Robert Schleper seconded. Item BC2025-92 was approved by unanimous vote.

BC2025-93

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Pipette Pros, LLC in the amount not-to-exceed \$6,308.25 for annual calibrations and certification services for various single and multi-channel pipettes for the Regional Forensic Science Lab.
- b) Recommending an award on Purchase Order No. 25000308 to Pipette Pros, LLC in the amount not-to-exceed \$6,308.25 for annual calibrations and certification services for various single and multi-channel pipettes for the Regional Forensic Science Lab.

Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Mellany Seay seconded. Item BC2025-93 was approved by unanimous vote.

BC2025-94

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Lake Balance Calibration Solutions in the amount not-to-exceed \$7,915.00 for calibration services on various lab equipment, calipers, analytical weights and centrifuges.
- b) Recommending an award on Purchase Order No. 25000330 to Lake Balance Calibration Solutions in the amount not-to-exceed \$7,915.00 for calibration services on various lab equipment, calipers, analytical weights and centrifuges.

Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. Meredith Turner asked what's the difference between this item and the previous item. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2025-94 was approved by unanimous vote.

BC2025-95 Held at the request of the Department

~~Sheriff's Department, submitting an amendment to Contract No. 167 with Guardian Alarm Company for monitoring services on alarm systems located in various County buildings for the period 1/1/2019 – 12/31/2024 to extend the time period to 12/31/2026 and for additional funds in the amount not to exceed \$9,000.00.~~

BC2025-96

County Prosecutor,

- a) Submitting an RFP exemption, which will result in an award recommendation to Precision Industrial Services in the amount not-to-exceed \$13,999.98 for a state contract purchase and installation of Mannington carpet tiles and related flooring materials for the replacement of carpeting on the 8th and 9th floor of the Justice Center.
- b) Recommending an award on Purchase Order No. 25000310 to Precision Industrial Services in the amount not-to-exceed \$13,999.98 for a state contract purchase and installation of Mannington carpet tiles and related flooring materials for the replacement of carpeting on the 8th and 9th floor of the Justice Center.

Funding Source: General Fund

James Ginley, County Prosecutor's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2025-96 was approved by unanimous vote.

C. – Consent Agenda

There were no questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item No. BC2025-97 through BC2025-98; Robert Schleper seconded. The Consent Agenda Items were approved by unanimous vote.

BC2025-97

Fiscal Department, presenting proposed travel/membership requests for the week of 2/10/2025:

Dept:	Department of Public Works							
Event:	State Association Summit 2025							
Source:	National Animal Care and Control Association							
Location:	Las Vegas, NV							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Deborah Conway	4/13/2025 – 4/15/2025	\$0.00	\$120.00	\$0.00	\$40.00	\$331.48	\$491.48	Dick Goddard Best Friends Fund

*Paid to host

**Staff reimbursement

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

**** Lodging will be covered by the National Animal Care and Control Association through a grant from Maddie's fund

- Lodging - \$235.72
Total: \$235.72

Purpose:

Requested by NACA to actively participate in the summit as a representative of the State of Ohio. As the President of the Ohio County Dog Warden's Association, Debbie was an ideal candidate to represent Ohio.

Dept:	Department of Public Works							
Event:	Animal Care Expo 2025							
Source:	Humane Society of the United States							
Location:	Las Vegas, NV							

Staff	Travel Dates	Registration **	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Deborah Conway	4/15/2025 – 4/18/2025	\$375.00	\$164.00	\$493.20	\$40.00	\$331.48	\$1,403.68	Dick Goddard Best Friends Fund

*Paid to host

**Staff reimbursement

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

Purpose:

Requested by NACA to actively participate in the Summit as a representative of the State of Ohio. As the President of the Ohio County Dog Warden's Association, Debbie was an ideal candidate to represent Ohio. The Summit is one day prior to the HSUS Expo Animal Welfare Conference.

Dept:	Fiscal Office							
Event:	2025 Professional Development Training							
Source:	AGA							
Location:	Nashville, TN							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Brad Cromes	7/27/2025 – 7/30/2025	\$975.00	\$0.00	\$651.00	\$50.00	\$309.00	\$1,985.00	Delinquent Tax Assessment Collections Fund

*Paid to host

**Staff reimbursement

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

Purpose:

The 2025 Professional Development Training provides valuable insights from leading government financial management professionals and industry experts. With over 3,000 attendees, PDT offers three and a half days of educational sessions designed to equip federal, state, local government, and private sector financial professionals with the skills and knowledge needed to enhance leadership, improve performance in cost-constrained environments, and address shared challenges using best practices.

Dept:	Public Defender's Office							
Event:	DWI Detection & SFST Student Training Course							
Source:	National Highway Traffic Safety Administration							

Location:	Atlanta, GA							
Staff	Travel Dates	Registration **	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Tara Murray	3/27/2025 – 3/30/2025	\$750.00	\$144.00	\$497.68	\$159.84	\$523.96	\$2,075.48	General Fund 78% reimbursed by Office of the Ohio Public Defender
Krista Wallace	3/27/2025 – 3/30/2025	\$750.00	\$144.00	\$497.68	\$159.84	\$523.96	\$2,075.48	General Fund 78% reimbursed by Office of the Ohio Public Defender
Abraham Del Rio	3/27/2025 – 3/30/2025	\$750.00	\$144.00	\$497.68	\$159.84	\$523.96	\$2,075.48	General Fund 78% reimbursed by Office of the Ohio Public Defender
Hannah Scifres	3/27/2025 – 3/30/2025	\$750.00	\$144.00	\$497.68	\$159.84	\$523.96	\$2,075.48	General Fund 78% reimbursed by Office of the Ohio Public Defender

*Paid to host

**Staff reimbursement

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

Purpose:

Hands on training to become certified in the administering the standardized field sobriety testing allowing the attorneys to understand the procedures behind the tests given in OVI traffic stops.

Dept:	Sheriff's Department
Event:	2025 National Sheriff's Association Winter Conference
Source:	National Sheriff's Association
Location:	Washington, DC

Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Harold Pretel	1/31/2025 – 2/5/2025	\$750.00	\$332.00	\$2,000.00	\$350.00	\$650.00	\$4,082.00	Law Enforcement Trust Fund

*Paid to host

**Staff reimbursement

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

Purpose:

To attend the annual NSA Winter Conference/Training

Dept:	Department of Public Safety and Justice Services							
Event:	2025 National AMBER Alert Symposium							
Source:	National Criminal Justice Training Center							
Location:	Washington, DC							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Jacquelynn Costa	02/24/2025 – 2/26/2025	\$0.00	\$136.00	\$392.00	\$250.00	\$332.44	\$1,110.44	General Fund

*Paid to host

**Staff reimbursement

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

Purpose:

This training request is to attend the National AMBER Alert Conference being held in Washington D.C. February 25-26, 2025. As the regional AMBER Alert Coordinator for Northeast Ohio, I believe this training will be an excellent opportunity to meet with peers who also work with missing children and AMBER Alerts and possibly learn ways to improve our AMBER Alert Program and processes here in Northeast Ohio. This training will also provide an opportunity to learn more about the investigative process when handling missing children, providing a larger scope of understanding, and fostering collaboration among both responders and CECOMS in an AMBER Alert situation. Lastly, I would use the material I have learned to train our local responders and CECOMS staff.

BC2025-98

Department of Purchasing, presenting proposed purchases for the week of 2/10/2025:

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
25000411	Aircraft Rescue & Fire Fighting Siren Repair	Department of Public Works	Paladin Protective Systems Inc.	\$10,646.25	General Fund
25000418	Various sizes of promotional t-shirts for Animal Shelter	Department of Public Works	Axent Graphics	Not-to-exceed \$20,000.00	Animal Shelter Operating Fund
25000475	Spay, Neuter and Transportation Services for the Cuyahoga County Animal Shelter	Department of Public Works	PetFix Northeast Ohio	Not-to-exceed \$12,000.00	Animal Shelter Operating Fund

V- OTHER BUSINESS

Item of Note (non-voted)

Item No. 1

Sheriff's Department, submitting a grant award from the U.S. Department of Justice/Office of Justice Programs/Bureau of Justice Assistance in the amount of \$54,219.00 for reimbursement of expenses ~~associated with~~ associated with Foreign Born Inmates booked into the County Jail in connection with the FY2024 State Criminal Alien Assistance Grant Program for the period ~~7/1/2012~~ **7/1/2022** – 12/31/2025.

Funding Source: FY2024 State Criminal Alien Assistance Grant

Item No. 2

Department of Public Safety and Justice Service, submitting a Subaward Adjustment Notice from Ohio Department of Youth Services for youth diversion programming services in connection with the FY2024 Juvenile Justice and Delinquency Prevention Title II Formula Block Grant Program for the period 10/1/2024 – 12/31/2025 to extend the time period to 6/30/2026.

Funding Source: : Ohio Department of Youth Services, Title II Formula Block Grant Subaward

Item No. 3

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
n/a	4921 (fka Contract	Applewood Centers, Inc.	Emergency respite and crisis bed services for youth	\$0.00	Court of Common	7/1/2021 – 6/30/2026	(Original) RECLAIM Grant	2/2/2024 (Executive)

	No. 2525)		referred by the Coordinated Approach to Misdemeanors (CALM) Program to modify Unit Rate to discontinue the Courts residential respite bed hold, effective 30 days after execution.		Pleas/Juvenile Court Division			
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VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Meredith Turner seconded. The motion to adjourn was unanimously approved at 11:23 a.m.