

Minutes

Cuyahoga County Board of Control
Monday, August 27, 2018 11:00 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
Committee Room B

I – CALL TO ORDER

The meeting was called to order at 11:02 a.m.

Attending:

Armond Budish, Chairperson
Councilman Dale Miller
Councilwoman Nan Baker
Trevor McAleer, County Council (Alternate for ~~Dale Miller~~ **Dan Brady**)
Michael Dever, Director, Department of Public Works
Dennis Kennedy, Fiscal Officer
Lenora Lockett, Director, Office of Procurement & Diversity

II – REVIEW MINUTES – 8/20/2018

Armond Budish motioned to approve the minutes from the August 20, 2018 meeting; Dale Miller seconded. The minutes were unanimously approved as written.

A. – Tabled Items

B. – New Items for Review

BC2018-583

Department of Public Works, recommending an award on RQ42767 to Walt Sweeney Ford, Inc. (13-3) in the amount not-to-exceed \$36,359.50 for the purchase of (1) 2019 Ford F-250 Super Cab 4x4 Pick-up Truck.

Funding Source: Sanitary Sewer Fund

Thomas Pavich, Department of Public Works, presented. Nan Baker asked for clarification on whether this purchase is for a replacement vehicle or new addition. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-583 was unanimously approved.

BC2018-584

Office of Innovation and Performance, recommending an award on RQ42379 and enter into a contract with Connected Insights in the amount not-to-exceed \$85,089.45 to conduct a Broadband Access Study for the period 9/1/2018 – 8/31/2019.

Funding Sources: Cleveland Foundation Grant Funds - \$62,000.00; General Fund \$23,089.45

Cathy Tkachyk, Office of Innovation and Performance, presented. Nan Baker asked if there has been any prior study of broadband access. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-584 was unanimously approved.

BC2018-585

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1700145 with US Together, Inc. for oral and sign language interpretation and written translation services for the period 9/1/2017 – 8/31/2018 to extend the time period to 8/31/2019, to expand the scope of services, effective 9/1/2018 and for additional funds in the amount not-to-exceed \$358,070.50.

Funding Source: Federal Public Assistance Fund

Bob Math, Cuyahoga Job and Family Services, presented. Dennis Kennedy asked what the total value of the contract will be after approval of this request. Nan Baker inquired about the availability of resources and locations for “English as a Second Language” classes for clients requiring translation services and asked if staff encourages participation in these classes as clients may not be aware of these services due to the language barrier. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-585 was unanimously approved.

BC2018-586

Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to a Master contract with various providers for various services for the Community Social Services Program for the period 1/1/2017 – 12/31/2018 for additional funds in the amount not-to-exceed \$58,110.00, effective 8/27/2018:

Agreements:

- a) City of Bedford Heights for Transportation services.
- b) City of Brecksville in the amount not-to-exceed for Adult Development and Congregate Meals services.
- c) City of Euclid for Congregate Meals and Transportation services.
- d) City of Lakewood for Congregate Meals and Transportation services.
- e) City of Maple Heights for Congregate Meals and Transportation services.
- f) City of Olmsted Falls for Adult Development services.
- g) City of Parma Heights for Congregate Meals and Transportation services.

- h) City of Solon for Adult Development services.
- i) City of Strongsville for Adult Development and Transportation services.

Contracts:

- j) Catholic Charities Corporation on behalf of the Fatima Family Center for Adult Development services.
- k) Catholic Charities Corporation on behalf of the Hispanic Senior Center for Adult Development and Transportation services.
- l) Catholic Charities Corporation on behalf of the St. Martin de Porres Family Center for Adult Development and Transportation services.
- m) Catholic Charities Corporation on behalf of the St. Philip-Neri Family Center for Adult Development services.
- n) Community Partnership on Aging for Congregate Meals and Transportation services.
- o) The East End Neighborhood House Association for Adult Development, Congregate Meals and Transportation services.
- p) Eldercare Services Institute, LLC for Adult Day services.
- q) Eliza Bryant Village for Adult Day and Transportation services.
- r) The Harvard Community Services Center for Adult Development, Congregate Meals and Transportation services.
- s) The Mandel Jewish Community Center of Cleveland for Adult Development, Congregate Meals and Transportation services.
- t) Murtis Taylor Human Services System for Adult Development, Congregate Meals and Transportation services.
- u) The Phillis Wheatley Association of Cleveland, Ohio for Congregate Meals services.
- v) Rose Centers for Aging Well, LLC for Adult Development, Congregate Meals and Transportation services.
- w) Rose Centers for Aging Well, LLC – East Cleveland for Adult Development and Transportation services.
- x) The Salvation Army for Adult Development, Congregate Meals and Transportation services.
- y) Senior Citizen Resources, Inc. for Adult Development, Congregate Meals and Transportation services.

z) University Settlement, Incorporated for Adult Development, Congregate Meals and Transportation services.

aa) West Side Community House for Adult Development, Congregate Meals and Transportation services.

Funding Source: Health & Human Services Levy

Paul Porter, Division of Senior and Adult Services, presented. There were no questions. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-586 was unanimously approved.

C. – Exemptions

BC2018-587

Department of Public Works, recommending an alternate procurement process on RQ43329, which will result in a participation agreement with the City of Brecksville Purchasing Consortium in the amount not-to-exceed \$24,500.00 for the purchase of sodium chloride (rock salt) for the period 11/1/2018 – 10/31/2019.

Funding Sources:

General Funding – Internal Services = 85%

General Fund – Airport Operation Fund = 5%

Road & Bridge Fund = 5%

Sanitary Sewer Fund = 5%

Thomas Pavich, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-587 was unanimously approved.

D. – Consent Agenda

Dennis Kennedy referred to item BC2018-589 and asked for clarification on whether the County pays the homeowner or the contractor for renovations.

Nan Baker referred to BC2018-591 and asked for clarification on why multiple funding sources are utilized to cover expenses for various items being purchased by the Medical Examiner's Office. Dale Miller asked how the determination is made to use the Medical Examiner Office Lab Fund or the General Fund to pay for the purchases.

There were no further questions on the consent agenda items. Armond Budish motioned to approve items BC2018-588 through -591; Dale Miller seconded, the consent agenda items were unanimously approved.

BC2018-588

Cuyahoga County Sheriff's Department, requesting authority to apply for and accept grant funds from the City of Cleveland in the amount of \$100,000.00 for the Interoperable Communications Improvement Project in connection with the FY2018 Byrne Memorial Justice Assistance Grant Program (JAG) for the period 10/01/2017 – 09/30/2021.

Funding Source: U.S. Department of Justice, Bureau of Justice Assistance through the City of Cleveland

BC2018-589

Department of Development

Homeowner Rehabilitation Loan

| <i>Funding Source</i> | <i>Type</i> | <i>Homeowner Name</i> | <i>City</i> | <i>Loan Amount</i> | <i>Term</i> | <i>Work to be completed</i> | <i>Taxes current as of</i> |
|-----------------------|------------------------|-------------------------|----------------------|--------------------|-------------|--|----------------------------|
| <i>CDBG</i> | <i>Senior Deferred</i> | <i>Sharon L. Hudson</i> | <i>Fairview Park</i> | <i>\$18,250.00</i> | <i>N/A</i> | <i>Install vinyl windows; glass block windows; vinyl siding; exterior paint stabilization; railing and banisters and fiberglass entry door. Replace storm door.</i> | <i>8/2/2018</i> |

BC2018-590

Fiscal Office, Presenting Proposed Travel Requests for the week of 8/27/2018

| Travel Requests | | | | | | | |
|--------------------------|--|--|--|-------------------|--------------|---|----------------|
| Department | Staff | Event | Host | Dates of Travel | Location | Expenses | Funding Source |
| Public Defender's Office | Christine Julian Adrienne Cavender Sheila Downs Patricia London | A Seminar entitled "Decoding and Litigating Mental Health Issues " | National Association of Criminal Defense Lawyers (NACDL) | 10/24/-10/27/2018 | Savannah, GA | *Registration Fees - \$1,076.00 ***Airfare - \$1,222.40 **Lodging- \$1,429.02 **Meals - \$616.00 **Ground Transportation - \$100.00 Total \$4,443.42 | General Fund |

*Paid to the Host

**Staff reimbursement – (4 Staff)

***Airfare will be covered by a contract with the County's Travel Vendor – (\$1,222.40)

Purpose:

Experts estimate that between 55 and 75% of all incarcerated people suffer from mental health issues. Decoding the defenses and untangling issues of competence begins the moment the public defender meets the mentally ill client and the work continues until the case is finally resolved, whether by verdict, sentence, or dismissal. The cases are complex, the clients are challenging, and the stakes are high. The nation's top experienced lawyers, scientists, and doctors with expertise in mental health issues will cover issues ranging from competence to insanity defenses, jury selection and persuasion, and sentencing. The attendees will decipher the tools they need to provide outstanding representation for their clients struggling with mental health issues.

| <i>Travel Requests</i> | | | | | | | |
|---------------------------------------|----------------------|---|--|------------------------|----------------------|--|-----------------------|
| <i>Department</i> | <i>Staff</i> | <i>Event</i> | <i>Host</i> | <i>Dates of Travel</i> | <i>Location</i> | <i>Expenses</i> | <i>Funding Source</i> |
| <i>Office of the Medical Examiner</i> | <i>Mallory Foran</i> | <i>A Workshop entitled "Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) National Firearms Examiner Academy (NFEA) Training Course "</i> | <i>Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)</i> | <i>9/05/-9/14/2018</i> | <i>Ammendale, MD</i> | <i>*Mileage - \$394.58 *Meals - \$91.00 *Ground Transportation - \$50.00 Total \$535.58</i> | <i>General Fund</i> |

**Staff reimbursement*

Hotel and per diem will be paid by the Academy for the length of the workshop. The County is responsible for travel costs.

The attendee will be driving her own vehicle to and from the workshop.

Purpose:

The purpose of the workshop is to provide specialized forensic firearms-toolmarks training for individuals who are nominated by their laboratory and accepted by the National Firearms Examiner Academy (NFEA). The course goal is for the attendee to graduate from the NFEA as an apprentice level firearms-toolmark examiner. The attendee is one of 11 participants in the country. The attendee will be testifying on her mock cases and presenting research to a panel of firearms examiners. Once the attendee has completed the academy, she will have received training that less than 200 firearms examiners in the United States have, which will allow the attendee to do more casework in the future.

| | <i>Travel Requests</i> | | | | | | |
|--|------------------------|--|--|------------------------|-----------------------|--|--|
| <i>Department</i> | <i>Staff</i> | <i>Event</i> | <i>Host</i> | <i>Dates of Travel</i> | <i>Location</i> | <i>Expenses</i> | <i>Funding Source</i> |
| <i>Department of Health and Human Services – Division of Job and Family Services</i> | <i>Kevin Gowan</i> | <i>A Symposium entitled “2018 National Child Support Enforcement Agency (NCSEA) Leadership Symposium “</i> | <i>National Child Support Enforcement Agency</i> | <i>8/13/-8/15/2018</i> | <i>Pittsburgh, PA</i> | <i>*Registration Fees - \$665.00</i> <i>**Mileage - \$140.61</i> <i>**Lodging- \$339.72</i> <i>**Meals - \$82.00</i> <i>Total \$1,227.33</i> | <i>Federal Financial Participation (66%) and State (34%)</i> |

**Paid to the Host*

***Staff reimbursement*

The attendee drove his personal vehicle to and from the event.

Purpose:

Symposium attendees enjoyed relevant, quality educational opportunities aimed at directors, managers, leaders and future leaders in the child support community. Topics include child support leadership, innovation, technology, policy, best practices, and management skills. The Leadership Symposium is not a “nuts and bolts” of child support case processing – but an exciting opportunity for leaders and future leaders from around the country, and around the world, to share initiatives at all levels. The Leadership Symposium has a unique focus on nurturing current and future leaders in the child support program.

| <i>Direct Open Market Purchases (purchases between \$500 - \$25,000)</i> | | | | | |
|--|---|---|--|---------------------------------|--|
| <i>Requisition #</i> | <i>Description</i> | <i>Department</i> | <i>Vendor Name</i> | <i>Total</i> | <i>Funding Source</i> |
| <i>IS-18-43243</i> | <i>(15) Elitebook 850 G3 laptops with docking stations for Public Defender's Office</i> | <i>Department of Information Technology</i> | <i>Diltex Inc.</i> | <i>\$18,708.30</i> | <i>General Fund</i> |
| <i>JA-18-42526</i> | <i>(3) X1 Social Discovery v5 Annual Software Licenses for open source intelligence collection from social networks and internet for Northeast Ohio Fusion Center</i> | <i>Department of Public Safety and Justice Services</i> | <i>XI Discovery, Inc.</i> | <i>\$5,985.00</i> | <i>General Fund</i> |
| <i>JA-18-43258</i> | <i>(2) Renewal Red Hat Enterprise Linux phone and web support for Northeast Ohio Regional Fusion Center</i> | <i>Department of Public Safety and Justice Services</i> | <i>Brown Enterprise Solutions, LLC</i> | <i>\$1,221.00</i> | <i>General Fund</i> |
| <i>CT-18-43439</i> | <i>Lined record jackets for Division of Senior and Adult Services</i> | <i>Department of Public Works</i> | <i>Western States Envelope and Label</i> | <i>\$783.58</i> | <i>General Fund – Internal Service Fund</i> |
| <i>CT-18-43441</i> | <i>Pressure-sensitive mailing envelopes for Clerk of Courts</i> | <i>Department of Public Works</i> | <i>RR Donnelley</i> | <i>\$983.78</i> | <i>General Fund – Internal Service Fund</i> |
| <i>CT-18-43455</i> | <i>Legal notice: Rehabilitation of North Main Street Bridge No. 00.12 over the Chagrin River bid</i> | <i>Department of Public Works</i> | <i>Plain Dealer</i> | <i>Not-to-exceed \$1,500.00</i> | <i>Federal</i> |
| <i>CR-18-43014</i> | <i>Window shades for lab</i> | <i>Medical Examiner's Office</i> | <i>More Than Blinds</i> | <i>\$1,342.00</i> | <i>Medical Examiner's Office Lab Fund</i> |
| <i>CR-18-43156</i> | <i>Scissor sharpening for Autopsy Lab</i> | <i>Medical Examiner's Office</i> | <i>Integrated Medical System International</i> | <i>\$2,103.80</i> | <i>General Fund</i> |
| <i>CR-18-43335</i> | <i>Promotional coffee mugs for Medicolegal Death Investigation training course attendees</i> | <i>Medical Examiner's Office</i> | <i>HPM Business Solutions</i> | <i>\$989.97</i> | <i>Funded by training participants and deposited to General Fund</i> |
| <i>CR-18-43364</i> | <i>Maintenance and calibration and cleaning of standard lab grade microscopes for various labs</i> | <i>Medical Examiner's Office</i> | <i>Ohio Optics</i> | <i>\$1,700.00</i> | <i>General Fund</i> |

| | | | | | |
|-------------|---|---------------------------|-------------------------------------|------------|------------------------------------|
| CR-18-43368 | Weights and balances calibration and maintenance | Medical Examiner's Office | Lake Balance & Calibration Services | \$1,640.00 | General Fund |
| CR-18-43371 | Storage unit for slides for Histology Lab | Medical Examiner's Office | Fisher Scientific | \$2,726.95 | General Fund |
| CR-18-43373 | Cassettes, blades, hematoxylin, eosin for Histology Lab | Medical Examiner's Office | Leica Biosystems | \$1,483.08 | Medical Examiner's Office Lab Fund |
| CR-18-43405 | Floor disinfectants, wipes, eyewash, cleaner and insect spray | Medical Examiner's Office | Grainger | \$903.48 | Medical Examiner's Office Lab Fund |
| CR-18-43410 | Gloves for Autopsy Lab | Medical Examiner's Office | Airgas USA | \$926.70 | Medical Examiner's Office Lab Fund |
| SH-18-43401 | (1) Urban Police Mountain Bicycle | Sheriff's Department | Beat Cycles | \$1,139.97 | General Fund |

Items/Services Received and Invoiced but not Paid:

| Requisition # | Description | Department | Vendor Name | Total | Funding Source |
|---------------|--|-----------------------------------|---|---------------------------|-------------------------------------|
| WT-18-43307 | Skill Up training for (9) participants for the Learn and Earn Program* | Cuyahoga Job and Family Services | DMD Management dba Legacy Health Services | Not-to-exceed \$24,450.00 | Health and Human Services Levy Fund |
| WT-18-43339 | Skill Up training for (6) participants for the Learn and Earn Program* | Cuyahoga Job and Family Services | Myocare Nursing Home, Inc. | Not-to-exceed \$13,200.00 | Health and Human Services Levy Fund |
| FC-18-43294 | Family Centered Services and Supports: Music lessons** | Family and Children First Council | Rock U LLC dba School of Rock | \$525.00 | State |
| FC-18-43341 | Family Centered Services and Supports: Home safety modification materials and installation** | Family and Children First Council | TPC Contracting Inc. | \$2,680.00 | State |

* Alternate procurement process and exemption from aggregation on various requisitions to various providers to reimburse employers for employee wage and training expenses in connection with the Learn and Earn Program for the period 1/1/2017 – 12/31/2017 approved by Board of Control Approval No. BC2016-892 dated 11/28/2016 and subsequently amended to extend the time period to 12/31/2019 by Board of Control Approval No. BC2017-804 dated 11/6/2017.

**Alternate procurement process to authorize awards to various providers for Family Centered Services and Supports Wraparound Program services for the period 7/1/2017 – 6/30/2018 approved by Board of Control Approval No. BC2018-19 dated 1/8/2018.

Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity)

| <i>Requisition #</i> | <i>Description</i> | <i>Department</i> | <i>Vendor Name</i> | <i>Total</i> | <i>Funding Source</i> |
|----------------------|---|-----------------------------------|-----------------------|--------------------|----------------------------|
| <i>CT-18-43169</i> | <i>Various commercial building supplies for Sanitary Engineer</i> | <i>Department of Public Works</i> | <i>M Tech Company</i> | <i>\$75,000.00</i> | <i>Sanitary Sewer Fund</i> |

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with City of Middleburg Heights for emergency repair of Bagley Road Culvert No. C-07.26 over Lake Abrams Ditch.

Funding Sources: 50% - \$210,000 with County Road and Bridge fund and 50% - \$210,000 with funds from the City of Middleburg Heights the total cost of the project \$420,000.

Item No. 2

Department of Public Works, submitting an agreement of cooperation with City of Shaker Heights in connection with the resurfacing of Fairhill Road from Coventry Road to the Shaker Heights West Corporation Line for the 2018 50/50 Resurfacing Program.

Funding Sources: 50% - \$249,040 with County Road and Bridge fund and 50% - \$249,040 with funds from the City of Shaker Heights the total cost of the project \$498,080.

Item No. 3

Department of Public Works, submitting an agreement of cooperation with City of North Olmsted in connection with the resurfacing of Mackenzie Road from Lorain Road to the South Corporation Line.

Funding Source: 34% - \$250,000 - County Road and Bridge Fund and 66% - \$490,824 from the City of North Olmsted Funds the total cost of the project is \$740,824

Item No. 4

Department of Public Works, submitting an agreement of cooperation with Village of Hunting Valley in connection with the resurfacing of Cedar Road from S.O.M. Center Road to Woodstock Road.

Funding Sources: 80% - \$960,000 County Road and Bridge Fund / 10% - \$120,000 from the Village of Gates Mills and 10% - \$120,000 from the Village of Hunting Valley.

Item No. 5

Department of Public Works, submitting an agreement of cooperation with Village of Gates Mills in connection with the resurfacing of Cedar Road from S.O.M. Center Road to Woodstock Road.

Funding Sources: 80% - \$960,000 County Road and Bridge Fund / 10% - \$120,000 from the Village of Gates Mills and 10% - \$120,000 from the Village of Hunting Valley

Item No. 6

Department of Public Works, submitting an agreement of cooperation with Village of Cuyahoga Heights in connection with the resurfacing of Canal Road from Rockside Road to East 71st Street for the 2018 50/50 Resurfacing Program.

Funding Source: 11% - \$250,000 County Road and Bridge Fund / 89% - \$1,954,448 Village of Cuyahoga Heights.

Item No. 7

Department of Public Works, submitting an amendment to a Local Public Agency agreement with Ohio Department of Transportation in connection with the rehabilitation of North Main Street Bridge No. 00.12 over the Chagrin River in the Village of Chagrin Falls.

Funding Sources: ODOT shall provide to the LPA 80% in Federal CEAO (4B87) funds and 20% County Road and Bridge funds

Item No. 8

Court of Common Pleas/Corrections Planning Board, submitting a grant award from Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount of \$528,901.00 for FY2018 Non-Medicaid funding for alcohol and other drug prevention and treatment services for the period 1/1/2018 - 12/31/2018.

Funding Sources: Adult Treatment Drug Court and Treatment Capacity Expansion, CURES and Addiction Treatment Program Grants

Item No. 9

Court of Common Pleas/Juvenile Court Division, recommending to terminate Contract No. CE1700124 with Jawan Collins in the amount not-to-exceed \$20,000.00 for barber services for youth at the detention center for the period 8/1/2017 – 7/31/2019, effective August 21, 2018.

Funding Source: General Fund

Item No. 10

Department of Health and Human Services/Community Initiatives Division/Office of Re-entry, submitting a grant award from Credit Builders Alliance, Inc. (CBA) in the amount of \$2,500.00 for the CBA Returning Citizens Convening Program event being held on August 24, 2018.

Funding Source: Credit Builders Alliance, Inc. Grant

VI – PUBLIC COMMENT

There was no public comment

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Michael Dever seconded. The motion to adjourn was unanimously approved at 11: 19 a.m.