



**AGENDA**  
**CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING**  
**COMMITTEE MEETING**  
**WEDNESDAY, JUNE 14, 2023**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR**  
**1:00 PM**

**Committee Members:**

**Yvonne M. Conwell, Chair – District 7**  
**Martin J. Sweeney, Vice Chair – District 3**  
**Cheryl L. Stephens – District 10**  
**Meredith M. Turner – District 9**  
**Dale Miller – District 2**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE MAY 17, 2023 MEETING [See Page 3]**
- 5. MATTERS REFERRED TO COMMITTEE**
  - a) **R2023-0163: A Resolution authorizing a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$501,362.93 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute the Agreement No. 3381 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 6]**
- 6. MISCELLANEOUS BUSINESS**
- 7. ADJOURNMENT**

*\*Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

*\*\*Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*



## MINUTES

CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING  
COMMITTEE MEETING  
WEDNESDAY, MAY 17, 2023  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
1:00 PM

### 1. CALL TO ORDER

**Chairwoman Conwell called the meeting to order at 1:10 p.m.**

### 2. ROLL CALL

**Ms. Conwell asked Assistant Deputy Clerk Georgakopoulos to call the roll. Committee members Conwell, Sweeney and Miller were in attendance and a quorum was determined. Committee member Turner was absent from the meeting. Committee member Stephens joined the meeting after the roll call was taken.**

### 3. PUBLIC COMMENT

**There were no public comments given.**

### 4. APPROVAL OF MINUTES FROM THE MAY 3, 2023 MEETING

**A motion was made by Ms. Conwell, seconded by Mr. Sweeney and approved by unanimous vote to approve the minutes from the May 3, 2023 meeting.**

### 5. MATTERS REFERRED TO COMMITTEE

- a) R2023-0126: A Resolution awarding a total sum, not to exceed \$70,000, to the Greater Cleveland Faith Based Initiative Group for the purpose of Project Reach Anti-Violence Program from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

**Reverend Timothy Eppinger, President of the Greater Cleveland Faith Based Initiative Group, addressed the Committee regarding Resolution No. R2023-0126. Discussion ensued.**

**Committee members asked questions of Reverend Eppinger pertaining to the item, which he answered accordingly.**

**On a motion by Ms. Conwell with a second by Ms. Stephens, Resolution No. R2023-0126 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.**

- b) R2023-0129: A Resolution awarding a total sum, not to exceed \$15,000, to the Village of Healing for the Culturally-Sensitive Mental Health Care for Cuyahoga County's Black Women from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

**Ms. Da'na Langford, Chief Executive Officer and Medical Director of the Village of Healing, addressed the Committee regarding Resolution No. R2023-0129. Discussion ensued.**

**Committee members asked questions of Ms. Langford pertaining to the item, which she answered accordingly.**

**On a motion by Mr. Sweeney with a second by Ms. Stephens, Resolution No. R2023-0129 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.**

- c) R2023-0139: A Resolution authorizing an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing services for the period 1/1/2022 – 12/31/2023 to extend the time period to 6/30/2024, to change the terms, and for additional funds in the amount not-to-exceed \$902,677.31; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

**Ms. Melissa Sirak, Director and Ms. Erin Rearden, Social Program Administrator for the Office of Homeless Services; and Ms. Emma Petrie Barcelona, Chief Operating Officer for Emerald Development and Economic Network, Inc., addressed the Committee regarding Resolution No. R2023-0139. Discussion ensued.**

**Committee members asked questions of Ms. Sirak, Ms. Rearden and Ms. Petrie Barcelona pertaining to the item, which they answered accordingly.**

**On a motion by Ms. Stephens with a second by Mr. Sweeney, Resolution No. R2023-0139 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.**

**6. MISCELLANEOUS BUSINESS**

**Ms. Conwell commented that the Health, Human Services & Aging Committee members and the Director and Administrator from the Division of Senior and Adult Services were invited to speak at the last Council on Older Persons (COOP) meeting at Fairhill Partners, where they shared information regarding the programs that are currently being worked on at the County.**

**7. ADJOURNMENT**

**With no further business to discuss, Chairwoman Conwell adjourned the meeting at 2:04 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0163

<b>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> authorizing a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$501,362.93 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute the Agreement No. 3381 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services recommends a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$501,362.93 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2023 – 12/31/2023; and

**WHEREAS**, the primary goal of this project is to assist unit caseworkers who shall be responsible for determining income eligibility for Cuyahoga County Board of Developmental Disabilities consumers seeking initial enrollment on a DD Medicaid Waiver; and; and

**WHEREAS**, the anticipated start-completion dates are 1/1/2023 – 12/31/2023; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$501,362.93 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2023 – 12/31/2023.

**SECTION 2.** That the County Executive is authorized to execute the Agreement No. 3381 and all documents consistent with this Resolution.







- This agreement will make the enrollment and re-determination process for CCBDD consumers easier by making CJFS caseworkers more accessible to the clients, their families, and CCBDD staff members

**In the boxes below, list Vendor/Contractor Name, Street Address, City, State and Zip Code. Beside each vendor provide owner, executive director, other (specify)**

Cuyahoga County Board of Developmental Disabilities 1275 Lakeside Avenue, East Cleveland, Ohio 44114	Kelly A. Petty, Superintendent and CEO
Vendor Council District: 07	Project Council District: 07
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. An RFP exemption is being requested because CCBDD is unable to choose any other vendor to complete these tasks. CJFS caseworkers are the only individuals in Cuyahoga County who can complete enrollments and redeterminations. An exemption has been granted for this unique agreement for the past several years. The total value of the RFP Exemption is <u>\$501,362.93</u> .  *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by department of Purchasing. # of additional responses received from posting ( )
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <i>If not, please explain:</i>	<input type="checkbox"/> Government Purchase
How did pricing compare among bids received?	<input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA)
	<input type="checkbox"/> Contract Amendment ( <i>list original procurement</i> )
	<b>Other Procurement Method, please describe:</b>

**TECHNOLOGY ITEMS: Complete, if the request is for the purchase of software or technical equipment**

Check if item on IT Standard List of approved purchase. If item is not on IT Standard List answer:

State date of TAC approval:	Is the item ERP approved?
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Are services covered under original ERP Budget or Project?	
Are the purchases compatible with the new ERP system?	

**FUNDING SOURCE(S):** *(No acronyms – General Fund, HHS Levy, Capital, etc.). Include % if more than one source. The project is a revenue-generating agreement where CCBDD will pay CJFS for this program.*

Is this approved in the biennial budget? No

**Payment Schedule:**  Monthly  Quarterly  One-time  Other (please explain):

**PROJECT STATUS:** *Provide status of project and if late, include timeline for lateness.*

New Service or purchase  Recurring service or purchase

If late, have services begun or payments made?  No  Yes (if yes, please explain):

Contract negotiations took longer than expected. This agreement also has to go through the CCBDD approval and verify the budget prior to signature.

**HISTORY:** Provide prior approval numbers and date of approval, unless submitting a contract amendment and the details were provided on page 1.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	4418
Infor/Lawson PO# Code (if applicable):	N/A – done in Infor
Event #	N/A – in CM
CM Contract#	3381

<b>CCBDD</b>	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	LC	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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REVENUE-GENERATING NON-COMPETITIVE RFP Exemptions (Contract) Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form, if purchase over \$5k			LC	OK AJ 5/18/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A – Gov’t	N/A
IG#			N/A – Gov’t	N/A
Debarment/Suspension Verified	Date:	4/28/2023	LC	OK AJ 5/18/2023 dated within 60 days
Auditor’s Finding	Date:	4/28/2023	LC	OK AJ 5/18/2023 dated within 60 days
Cover - <i>Master contracts only</i>			N/A	N/A
Contract Evaluation – <i>if required</i>			LC	OK AJ 5/18/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			LC	OK AJ 5/18/2023

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law		
		Department initials
Agreement/Contract and Exhibits		LC
Matrix Law Screen shot		LC
COI		N/A – Revenue Generating – not in contract

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers’ Compensation Insurance	N/A – Revenue Generating – not in contract
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
				\$
			<b>TOTAL</b>	\$

<b>Contract History CE/AG# (if applicable)</b>	AG1900112
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	N/A – processed in OnBase
<b>Lawson RQ# (if applicable)</b>	4418
<b>CM Contract#</b>	3381

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,028,936.62		1/1/2023 – 12/31/2023	<b>Pending</b>	<b>Pending</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$1,028,936.62			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	
<b>CM#:</b>	3381
<b>Vendor Name:</b>	Cuyahoga County Board of Developmental Disabilities
<b>ftp:</b>	1/1/2023 – 12/31/2023
<b>Amount:</b>	\$1,028,936.62 (revenue-generating)
<b>History/CE:</b>	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	Buyer Review Completed

Purchasing Buyer approval: **AJ 5/18/2023**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cuyahoga County Board of Developmental Disabilities				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>					
<b>RQ#</b>					
<b>Time Period of Original Contract</b>	01/01/2023-12/31/2023				
<b>Background Statement</b>	Revenue generating agreement with Cuyahoga County Board of Developmental Disabilities.				
<b>Service Description</b>	Provide and employ a sufficient number of CJFS trained workers whose assigned caseloads will exclusively consist of CCBDD consumers enrolled or seeking enrollment on a DD Medicaid Waiver or CCBDD consumers who are residents or potential residents of an ICF-IID.				
<b>Performance Indicators</b>	Unit caseworkers are responsible for determining income eligibility for CCBDD consumers seeking initial enrollment on a DD Medicaid Waiver and ongoing eligibility re-determinations for consumers on a DD Medicaid Waiver. Income eligibility shall also be determined by unit caseworkers for CCBDD consumers who may be enrolling on a waiver within a reasonable period of time or are residents or potential residents of an ICF-IID.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Provided staffing to assist CCBDD consumers or residents and/or potential residents of an ICF-IID in enrolling on DD Medicaid Waiver.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>	X				
<b>Justification of Rating</b>	There is no specific data however, our team is timely and communicates effectively with CCBDD. Since they are paying us, we do not measure them.				
<b>Department Contact</b>	Christy Nicholls				
<b>User Department</b>	Cuyahoga Job and Family Services				
<b>Date</b>	5/9/2023				