

Minutes

Cuyahoga County Board of Control
Monday, April 23, 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 11:00 a.m.

Attending:

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

Mr. Budish informed Board members he needed to leave by 11:40 a.m. and stated Dennis Kennedy would chair the meeting in his absence if the meeting had not adjourned by then.

II – REVIEW MINUTES – 4/16/2018

A correction was made to Item No. BC2018-237 for the Department of Information Technology to change the requisition number from RQ42379 to RQ42392.

Armond Budish motioned to approve the minutes from the April 16, 2018 meeting, as corrected; Nan baker seconded. The minutes were unanimously approved.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

IV – CONTRACTS AND AWARDS

A – Tabled Items

B. – New Items for Review

BC2018-246

Department of Public Works, submitting an amendment to an agreement with DLAJ, Inc. for operation of a limited beverage and food service Kiosk on the lower level of the Galleria in the Justice Center Complex located at 1200 Ontario Street, Cleveland for the period 7/1/2012 – 6/30/2017 to extend the time period to 6/30/2022 and for additional revenue in the estimated amount of \$103,266.15.

Funding Source: Revenue Generating

Michael Chambers, Department of Public Works, presented. Dale Miller asked if operations continued after the contract expired. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-246 was unanimously approved.

The following item was held at the request of the Board.

The Department requested the following item be amended to add an RFP exemption and to remove the sole source language.

BC2018-247

Department of Public Works,

a) Submitting an RFP exemption, which will result in an award recommendation on RQ42353 to Albert Herman Draperies, Inc. in the amount of \$47,727.54 for the purchase of Solar Shades for the Cleveland Police Headquarters located at 1300 Ontario Street, Cleveland.

b) Recommending ~~a sole source~~ an award on RQ42353 to Albert Herman Draperies, Inc. in the amount of \$47,727.54 for the purchase of Solar Shades for the Cleveland Police Headquarters located at 1300 Ontario Street, Cleveland.

Funding Source: General Fund - Capital Projects

Matt Rymer, Department of Public Works, presented. Dale Miller asked if the recommended vendor is the only manufacturer who sells this particular product. Trevor McAleer asked the Department to speak about the different hardware systems and the importance of having the same systems throughout the County, as it relates to a single vendor providing the product and supportive maintenance on the associated hardware system vs. multiple vendors servicing various hardware systems.

Mr. McAleer also inquired about the number of various hardware systems in the County's inventory. Mr. Budish asked if the product was bid out in calendar year 2017. Nan Baker expressed her concerns about utilizing an RFP exemption or sole source as a procurement process; and asked if the Department had concerns that the vendor may presume this particular product does not have to be competitively bid. Ms. Baker suggested the product be bid out to ensure the best and lowest bid is selected based on a competitive procurement process and encouraged the Department to make certain the vendor understands that future purchases similar in nature will be competitively bid.

Mr. Budish asked if the Board felt comfortable moving this item forward. After further discussion, Mr. McAleer asked if the item could be placed on hold to do a cost comparison on pricing from the prior year to see if there was an increase in pricing. Mr. McAleer stated if there is an increase an informal process could be used, which would be completed in 2 weeks, in lieu of using the formal bidding process, which would take about 2 to 3 months to complete, to ensure the County is receiving the right price. Dennis Kennedy asked if the shades have been ordered and delivered; and asked if the County is financially obligated to pay for the product, as it relates to the window treatments being custom made. Mr. Budish held the item for 1 week pending additional information requested by members of the Board.

BC2018-248

Department of Human Resources,

a) Submitting an RFP exemption on RQ42477, which will result in an award recommendation to The James B. Oswald Company dba Oswald Companies in the amount not-to-exceed \$2,500.00 for consultant services in connection with an Internal Revenue Service appeal for the period 4/23/2018 - 8/31/2018.

b) Recommending an award on RQ42477 to The James B. Oswald Company dba Oswald Companies in the amount not-to-exceed \$2,500.00 for consultant services in connection with an Internal Revenue Service appeal for the period 4/23/2018 - 8/31/2018.

Funding Source: Benefits Administration Fund

Procurement Process: A formal competitive process was not utilized due to the urgency of the request from the Internal Revenue Service.

Holly Woods, Department of Human Resources, presented. Dale Miller asked for confirmation that this request is related to reporting requirements under the Affordable Care ACT; asked if the requirements are still in place or have conditions changed as a result of the evolution that has taken place in Washington; asked for confirmation that the recently passed national tax legislation does not change things. Mr. Miller asked if any of the issues raised about the 2015 tax year filing also relate to tax years 2016 and 2017. Trevor McAleer asked if Oswald Companies assisted the County with the filing of tax year 2015; asked if unexpected issues emerge does the County have data that correlates with the reporting information associated with the consultant who provided filing assistance for that year; and asked if it is determined that the County is not in compliance with the requirements will the County have to pay a fine. Nan Baker questioned the need for the County to engage Oswald Companies to assist with a response and asked if there is a recognized reporting error found can the County clarify the inaccuracy with an amendment. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-248 was unanimously approved.

BC2018-249

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Master Contract No. CE1700135 with various providers for sex offender assessment and treatment services for the period 7/1/2017 – 6/30/2019, to modify the scope of services by removing the provider The Mokita Center, LLC, effective 7/1/2018 and for additional funds in the amount not-to-exceed \$105,000.00:

a) Cornell Abraxas Group, Inc.

b) OhioGuidestone

~~e) The Mokita Center, LLC~~

Funding Sources: \$101,500.00 Title IV-E; \$3,500.00 Ohio Reclaim

Sarah Baker, Juvenile Court Division, presented. Nan Baker asked if the \$105,000.00 will be divided among the remaining providers or will the funds be reserved for the Request for Proposals that will be released later this year; and asked if additional funding will be requested if a new vendor is selected to replace the Mokita Center. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-249 was unanimously approved.

BC2018-250

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1700165 with OhioGuidestone for high-fidelity wrap around case management services for the period 9/1/2017 – 6/30/2018 to extend the time period to 6/30/2019 and for additional funds in the amount not-to-exceed \$90,000.00.

Funding Source: Competitive Reclaim Grant

Sarah Baker, Juvenile Court Division, presented. Dale Miller asked for clarification on why services were initially provided for less than 12 months; asked if a full year of services were provided during the first year; and asked if additional funding will be carried over to the second year. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-250 was unanimously approved.

BC2018-251

Court of common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1700354 with OhioGuidestone for Mental Health Clinician services for the Community Based Intervention Center for the period 1/1/2018 – 6/30/2018 to extend the time period to 6/30/2019 and for additional funds in the amount not-to-exceed \$79,007.64.

Funding Source: Competitive Reclaim Grant

Sarah Baker, Juvenile Court Division, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-251 was unanimously approved.

BC2018-252

Court of Common Pleas/Juvenile Court Division,

a) Submitting an RFP exemption on RQ41406, which will result in an award recommendation to Center for Quality Legal Representation in Juvenile Proceedings in the amount not-to-exceed \$39,533.30 for professional and technical services to design, develop, implement and maintain a Parent Representation Program for the period 5/1/2018 - 9/30/2018.

b) Recommending an award on RQ41406 and enter into a contract with Center for Quality Legal Representation in Juvenile Proceedings in the amount not-to-exceed \$39,533.30 for professional and technical services to design, develop, implement and maintain a Parent Representation Program for the period 5/1/2018 - 9/30/2018.

Funding Source: Parent Representation Grant Funds

Procurement Process: A formal competitive process was not utilized. The provider was written into the grant.

Sarah Baker, Juvenile Court Division, presented. Dale Miller asked why this award is only for a 5-month period and asked if the Court is expecting to request additional funds or a time extension in the future. Nan Baker asked if this is the only non-profit organization that was considered for this program. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-252 was unanimously approved.

BC2018-253

Department of Health and Human Services, Cuyahoga Job and Family Services on behalf of the Division of Senior and Adult Services, submitting an amendment to Contract No. CE1700009 with Terminix International Inc. for bed bug extermination services for the period 1/1/2017 – 12/31/2018 to expand the scope of services, effective 5/1/2018 and for additional funds in the amount not-to-exceed \$25,000.00. Funding Source: Health and Human Services Levy Fund

Bob Math, Cuyahoga Job and Family Services, presented. Nan Baker asked for clarification that services are being extended to family homes; and asked whether this request has ever been made in the past. Armond Budish motioned to approve the item; Nan Baker seconded. Item BC2018-253 was unanimously approved.

BC2018-254

Department of Health and Human Services, Community Initiatives Division, Office of Early Childhood, submitting amendments to contracts with various providers for Universal Pre-Kindergarten 1.0 services for the period 8/1/2015 – 7/31/2018 for additional funds in the total amount not-to-exceed \$390,947.25, effective 1/1/2018:

- a) Contract No. CE1500193 with Early Childhood Enrichment Center Inc. in the total amount not-to-exceed \$92,557.00.
- b) Contract No. CE1500198 with Kiddie City Child Care Community, Inc. in the amount not-to-exceed \$43,479.00.
- c) Contract No. CE1500197 with Horizon Education Centers in the amount not-to-exceed \$69,652.25.
- d) Contract No. CE1500206 with Sandy's Darlin' Munchkins Family Child Care and Universal Pre-Kindergarten in the amount not-to-exceed \$16,759.00.
- e) Contract No. CE1500264 with Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$75,000.00.
- f) Contract No. CE1500192 with Cleveland Children's Daycare Academy, LLC in the amount not-to-exceed \$93,500.00.

Funding Source: Health and Human Services Levy Fund

Dan Moss and Bob Staib, Office of Early Childhood, presented. Nan Baker asked for clarification on the effective date; how the program continued during the period of time before the effective date of additional funding occurred; asked if the remaining unused funds were able to carry vendors from January through July 2018; asked if there was an overlap of funding sources; and asked for clarification on additional funding and whether these result from unused funds or are new funds. Armond Budish motioned to approve the item; Nan Baker seconded. Item BC2018-254 was unanimously approved.

C – Exemptions

BC2018-255

Department of Health and Human Services/ Division of Children and Family Services, recommending an alternative procurement process, which will result in payments to various providers for Post Adoption Special Services Subsidy (PASSS) consisting of counseling, respite and residential treatment services for the period 4/15/2018 - 4/14/2021.

Funding Source: Special State Allocation Fund

Dan Basta, Division of Children and Family Services, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-255 was unanimously approved.

D – Consent Agenda

There were no questions on the consent agenda. Dale Miller motioned to approve items BC2018-256 through -260 Armond Budish seconded. The consent agenda items were unanimously approved.

BC2018-256

Department of Information Technology and the Board of Elections, 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 amount of \$1.00 in accordance with EA2012-0001.

Funding Source: Revenue Generating

BC2018-257

Office of the Medical Examiner, submitting an amendment to Contract No. CE1700331 with John F. Wyman, Ph.D. for forensic toxicology services for the period 11/1/2017 – 4/30/2018 to extend the time period to 12/31/2018; no additional funds required.

Funding Source: Original contract – General Fund

BC2018-258

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Agreement No. AG1500096 with East Cleveland Schools – Superior Elementary School for Universal Pre-Kindergarten 1.0 services for the period 8/1/2015 - 7/31/2018 for a decrease in funds in the amount of (\$109,000.00).

Funding Source: Original contract - Health and Human Services Levy

BC2018-259

Department of Development

Homeowner Rehabilitation Loans

Funding Source	Type	Homeowner Name	City	Loan Amount	Term	Work to be completed	Taxes current as of
CDBG	Re payment	Dawn Neal	Brooklyn	13,896.00	1% over 10 years	Tear off and install new roof. Replace electrical where required. Replace existing air conditioner.	4/18/2018
CDBG	Sr Deferred	Ray Massingill	Bedford Heights	16,170.00	0%-repay upon sale or transfer	Tear off and install new roof. Replace furnace. Replace air conditioner	4/18/2018
CDBG	Deferred	Thomas Spinks	Lyndhurst	4,460.00	0%-repay upon sale or transfer	Tear off and install new roof.	4/18/2018
CDBG	Deferred	Alaa Hadi	Richmond Heights	16,842.00	0%-repay upon sale or transfer	Replace electrical panel. Replace electrical where needed. Replace existing air conditioner.	4/18/2018

BC2018-260

Office of Procurement & Diversity, presenting proposed purchases for the week of 4/23/2018

Direct Open Market Purchases (purchases between \$500 - \$25,000)					
Requisition #	Description	Department	Vendor Name	Total	Funding Source
CT-18-42149	Laundry/dishwashing/cleaning agents for Animal Shelter	Department of Public Works	Alco Chemical	\$24,500.00	Special Revenue Fund
CT-18-42170	Sign shop materials	Department of Public Works	Byrne Sign Supply	\$24,500.00	Internal Service Fund
CT-18-42418	Medical sleeve folders for client files for Cuyahoga Support Enforcement Agency	Department of Public Works	OEM Acquisition LLC dba Ohio Envelope Manufacturing Company	\$1,755.00	Internal Service Fund
CT-18-42440	Repair of Ridgid See Snake for Sanitary Engineer	Department of Public Works	The Safety Company, LLC dba M Tech	\$1,027.05	Enterprise Fund
CT-18-42446	Repair parts for Truck 2-232 for Fleet Services (Road & Bridge)	Department of Public Works	Valley Ford Trucks	\$1,610.24	Road and Bridge Fund
CT-18-42447	Repair parts for Truck S-116 for Fleet Services (Sanitary Engineer)	Department of Public Works	Valley Ford Trucks	\$603.37	Enterprise Fund
CR-18-42399	T-shirts for Advanced Medicolegal Forensic Services 2018 Training Program to be held in June	Medical Examiner's Office	Koppel Advertising	\$818.20	Funded by training participants and deposited into General Fund
CR-18-42336	Photo paper, lens, battery, solution, adapter, vinyl, camera and memory cards for various labs	Medical Examiner's Office	Midwest Photo	\$1,234.14	General Fund
CR-18-42336	Photo paper, lens, battery, solution, adapter, vinyl, camera and memory cards for various labs	Medical Examiner's Office	Tri-State Camera Exchange	\$658.00	General Fund
CR-18-42400	Forensic certification and recertification for photographers	Medical Examiner's Office	International Association for Identification	\$1,100.00	General Fund

CR-18-42408	Refreshments for Death Scene Investigation Training participants	Medical Examiner's Office	Dave's Supermarket	\$1,128.54	Funded by training participants and deposited into General Fund
CR-18-42438	Nitrile gloves for Toxicology Lab	Medical Examiner's Office	PHS Products	\$770.00	Medical Examiner's Office Crime Lab Fund
CR-18-42441	Promotional items for Advanced Medicolegal Forensic Services 2018 Training Program to be held in June	Medical Examiner's Office	The Image Group	\$916.60	Funded by training participants and deposited into General Fund
CR-18-42442	Calibration solution, vials, caps for Liquid Chromatograph/Mass Spectrometer for various labs	Medical Examiner's Office	Fisher Scientific	\$794.65	Medical Examiner's Office Crime Lab Fund
CR-18-42443	Battery backup for Liquid Chromatograph/Mass Spectrometer for various labs	Medical Examiner's Office	Fisher Scientific	\$7,463.28	Medical Examiner's Office Lab Fund
CR-18-42448	Weigh boats, respirators, swabs and masks for various labs	Medical Examiner's Office	Fisher Scientific	\$666.33	Medical Examiner's Office Crime Lab Fund
CR-18-42454	DNA genetic testing consumables for various labs	Medical Examiner's Office	Life Technologies	\$18,809.02	DNA Backlog Grant Fund
CR-18-42455	Floor disinfectants, wipes, battery, screwdriver, magnifier, file cabinet, lab coat, tape and towels for various labs	Medical Examiner's Office	Grainger	\$988.48	\$209.42 – General Fund \$687.48 – Medical Examiner's Office Lab Fund \$91.58 – Medical Examiner's Office Crime Lab Fund
CR-18-42456	DNA IQ and Powerplex for various labs for various labs	Medical Examiner's Office	Promega	\$18,278.28	DNA Backlog Grant Fund

SH-18-42391	Marine Patrol vessel maintenance	Sheriff's Department	GK's Custom Polishing, Inc.	\$1,122.00	FY2016 Operation Stonegarden Grant
CF-18-42500	Legal Notice: Comprehensive Medical Services Request for Proposals for Division of Children and Family Services	Cuyahoga Job and Family Services	Plain Dealer	Not-to-exceed \$700.00	Health and Human Services Levy Fund
SA-18-42491	Legal Notice: Community Social Services Program Request for Proposals for Division of Senior and Adult Services	Cuyahoga Job and Family Services	Plain Dealer	Not-to-exceed \$700.00	Health and Human Services Levy Fund

Items already purchased:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CF-18-42451	Post adoption special services subsidy: Non-reoccurring adoption services	Division of Children & Family Services	Nehrer and Kassinger LLC	\$721.50	67% - Health and Human Services Levy Fund 33% - Title IV-E
FC-18-42331	Family Centered Services and Supports: Mentoring Program	Family and Children First Council	Union Miles Development Corporation	\$1,000.00	State
FC-18-42432	Family Centered Services and Supports: Camp	Family and Children First Council	Corner of the Sky LLC	\$648.00	State
FC-18-42461	Family Centered Services and Supports: Social/Recreational Program -Girl Talk	Family and Children First Council	MGW Resource Center	\$1,950.00	State

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

Requisition #	Description	Department	Vendor Name	Total	Funding Source
JC-18-42190	Bread – May - July	Juvenile Court	Portland Foods	\$7,966.80	General Fund
JC-18-42191	Milk – May - July	Juvenile Court	Borden Dairy Company of Ohio dba Dairymens Milk Company	\$16,519.08	General Fund
JC-18-42192	Canned fruit – May - July	Juvenile Court	V & J Services	\$7,453.68	General Fund
JC-18-42193	Pork & beans– May - July	Juvenile Court	Gordon Food Service	\$4,934.28	General Fund
JC-18-42194	Lima beans– May - July	Juvenile Court	Gordon Food Service	\$7,557.00	General Fund
JC-18-42195	Dairy products– May - July	Juvenile Court	Gordon Food Service	\$1,053.78	General Fund
JC-18-42196	Lunch meats– May - July	Juvenile Court	Gordon Food Service	\$316.00	General Fund
JC-18-42197	Meats– May - July	Juvenile Court	Gordon Food Service	\$11,201.76	General Fund
JC-18-42199	Bananas– May - July	Juvenile Court	The Sanson Company	\$14,223.75	General Fund

Dennis Kennedy, chaired this portion of the meeting.

V – OTHER BUSINESS

BC2018-261

Department of Public Works, submitting an amendment to Board Approval No. BC2018-207 dated April 2, 2018, which authorized an alternate procurement process on RQ42404, which will result in award recommendations to various providers in the total amount not-to-exceed \$850,000.00 for the purchase of various building supplies to be used for the Cleveland Police Building and various other capital projects for a 2-year period to be determined by adding the following language:

- a) The alternate procurement process will result in up to 8 separate requisitions.
- b) Office of Procurement and Diversity will release the bids through the BuySpeed software system to vendors already registered in commodity NIGP codes and e-mail bid packages to vendors identified on the plan-holder lists.
- c) The bids released under this process will be open for bid for (10) business days and result in not-to-exceed contracts for 2 years.
- d) Exemption from aggregation of contracts to allow the Board of Control to approve various contracts to purchase various building supplies.

Funding Source: Capital Project Fund

Thomas Pavich, Department of Public Works, presented and explained the urgent nature of the item, and asked the Procurement Director if additional language should be added to the request. Lenora Lockett, Office of Procurement and Diversity, commented on the importance of the 8 separate contracts (requisitions) being included added to the language. Ms. Lockett stated that in aggregate the total amount of the purchase is over \$500,000.00 and the intent is to present each award to the Board of Control for approval, therefore in accordance with the County Code, an exemption from aggregation is needed.

Dale Miller asked for clarification on the significance of referring to award recommendations as requisitions as opposed to contracts; and asked for confirmation that this request is for technical changes and an exemption from aggregation. Dale Miler motioned to amend the agenda to consider the item. Trevor McAleer seconded. Nan Baker asked for clarification on why the language is being amended to reflect that the Office of Procurement and Diversity will release the bids instead of Public Works; and asked if both Departments will work together on the project.

Mr. Kennedy stated that he would like to view the contracts before they are finalized, to make sure the contract includes a provision stating the County will not pay for items that were ordered prior to the contract being enforced. Trevor McAleer motioned to approve the item; Dale Miller seconded. Item BC2018-261 was unanimously approved.

Lenora Lockett commented that she believed the Department would also like to place a legal advertisement in the Plain Dealer for services associated with the previous item and stated amounts over \$700.00 require Board approval. Ms. Lockett asked the Department if they were requesting approval at this time to advertise. Mr. Pavich confirmed the Department needed to place the advertisements this week. Michael Chambers asked if the advertisements could be approved as Mission Critical items at the April 30 Board of Control Meeting.

After further discussion, Trevor McAleer made a motion to amend the agenda to consider the following items in the total amount not-to-exceed \$1,600.00; Nan Baker seconded. Dennis Kennedy made a motion to approve the items; Dale Miller seconded. Items BC2018-262 through -263 were unanimously approved.

BC2018-262

Department of Public Works, requesting authority to place legal ads in the Plain Dealer in the total amount not-to-exceed \$1,600.00 for the purchase of various building supplies for the Cleveland Police Building.

CT-18-42542	Legal Notice: for various plumbing supplies for Cleveland Police Headquarters	Public Works	Plain Dealer	Not-to-exceed \$800.00	General Fund – Capital Project
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BC2018-263

CT-18-42549	Legal Notice: various electrical supplies for Cleveland Police Headquarters	Public Works	Plain Dealer	Not-to-exceed \$800.00	General Fund – Capital Project
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Items of Note (non-voted)

Item No. 1

Department of Information Technology, recommending to terminate Contract No. CE1700059 with Vox Mobile Inc. in the amount not-to-exceed \$39,060.00 for telecommunications audit services, effective May 5, 2018.

Funding Source: General Fund

Dale Miller asked when the contract would have expired if the services were not being terminated; and asked why the contract is being terminated. Jeanelle Green, Department of Information Technology, addressed a portion of the questions posed by Mr. Miller and Mr. McAleer. Ms. Greene indicated she would research and provide explanations to questions not addressed during her presentation. Armond Budish commented about the 30-day termination clause; and stated the contract is being terminated at the recommendation of the Inspector General’s Office.

Trevor McAleer voiced his support for terminating the contract and asked for clarification on the discrepancies of the time period and dollar amount as approved by the Board of Control in relation to the contract document that was submitted by the Department for execution by the County Executive. Mr. McAleer commented that the contract could have been amended after the approved contract end date but stated he found no evidence of an amendment.

Mr. McAleer also expressed his concerns related to the contract being extended beyond the end date authorized by the Board of Control as the County only had the legal authority to contract with Vox through January 29, 2018. Armond Budish commented that the Board of Control approved an amount around \$39,000.00 and the County spent slightly less than that amount and stated that he understood Mr. McAleer's concerns. Mr. McAleer commented that he believed the actual contract doubled that amount and added an additional year. Mr. McAleer asked how the contract was executed for a different amount and time period without prior Board approval.

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Dennis Kennedy motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:57 a.m.