



AGENDA
CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING
COMMITTEE MEETING
WEDNESDAY, MAY 1, 2024
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH 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 APRIL 3, 2024 MEETING [See Page 3]**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2024-0131: A Resolution awarding a total sum, not to exceed \$25,000, to Front Steps Housing and Services, Inc. for the purpose of a Sustaining Stability Project from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 6]
 - b) R2024-0134: Resolution awarding a total sum, not to exceed \$10,000, to the Make Them Know Your Name Foundation for the Heart Health Program from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 22]

- c) R2024-0167: A Resolution authorizing an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 12/31/2024, to expand the scope of services and change the terms, and for additional funds in the amount not-to-exceed \$4,350,000.00, effective upon contract signature of all parties; 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. [See Page 30]

- d) R2024-0168: A Resolution authorizing an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing and housing stabilization services for the period 1/1/2022 – 6/30/2024 to extend the time period to 12/31/2025, to change the terms, and for additional funds in the amount not-to-exceed \$1,985,300.00, effective upon contract signature of all parties; 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. [See Page 39]

6. PRESENTATIONS

- a) Social & Religious Services - Tresalyn Butler-Sharp, Director, Social Services, Franklin County Sheriff’s Office

- b) Home Repair Program - Roger Carney, Controller, Community Housing Solutions

7. MISCELLANEOUS BUSINESS

8. 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, APRIL 3, 2024

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

1:00 PM

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 1:17 p.m.

2. ROLL CALL

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

3. PUBLIC COMMENT

Loh addressed the committee regarding the importance of funding the various Fatherhood Initiative programs and resources.

4. APPROVAL OF MINUTES FROM THE MARCH 6, 2024 MEETING

A motion was made by Ms. Turner, seconded by Mr. Miller and approved by unanimous vote to approve the minutes from the March 6, 2024 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2024-0128: A Resolution making awards on RQ13809 to a Master Contract with various providers in the total amount not-to-exceed \$1,444,625.00 for various programs and resources for the Cuyahoga County Fatherhood Initiative for the period 4/1/2024 – 12/31/2025; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) Agreement No. 4278 with The MetroHealth System in the amount not-to-exceed \$77,875.00 for the Boot Camp for New Dads program.
- 2) Contract No. 4269 with Career Development and Placement Strategies, Inc. in the amount not-to-exceed \$180,000.00 for the Rising Above program.
- 3) Contract No. 4267 with The Children's Museum of Cleveland in the amount not-to-exceed \$58,000.00 for the Through Dad's Count program.
- 4) Contract No. 4265 with Circle Health Services dba The Centers in the amount not-to-exceed \$145,250.00 for the Families and Fathers Together program.
- 5) Contract No. 4270 with JDC Advertising in the amount not-to-exceed \$127,500.00 for a Public Awareness Campaign.
- 6) Contract No. 4172 with Journey Center for Safety and Healing in the amount not-to-exceed \$209,750.00 for the Safe and Sound Visitation Center.
- 7) Contract No. 4279 with Murtis Taylor Human Services System in the amount not-to-exceed \$108,000.00 for the Strong Fathers program.
- 8) Contract No. 4274 with Nueva Luz Urban Resource Center in the amount not-to-exceed \$80,000.00 for the Fathers in the Ring program.
- 9) Contract No. 4271 with Passages Connecting Fathers and Families, Inc. in the amount not-to-exceed \$180,000.00 for the Jobs for Dads program.
- 10) Contract No. 4273 with Towards Employment, Incorporated in the amount not-to-exceed \$180,000.00 for the Fatherhood Career Pathway program.
- 11) Contract No. 4275 with University Settlement Slavic Village, LLC in the amount not-to-exceed \$98,250.00 for the Healthy Fathering program.

Mr. Al Grimes, Fatherhood Initiative Program Administrator for the Department of Health and Human Services; Ms. Sara Albrecht, Childbirth Education Coordinator for The MetroHealth System; Mr. Joseph Hewitt, Owner of JDC Advertising; Ms. Heather Brissett, Vice President of Community Wellness, Chief Program Officer and Mr. Nate

Phillips, Program Manager for Murtis Taylor Human Services System; Mr. Max Rodas, Executive Director of Nueva Luz Urban Resource Center; Dr. Brian Moore, President and Chief Executive Officer of Passages Connecting Fathers and Families, Inc.; and Mr. Markis Jordan, Program Director of University Settlement Slavic Village, LLC, addressed the Committee regarding Resolution No. R2024-0128. Discussion ensued.

Committee members asked questions of Mr. Grimes, Ms. Albrecht, Mr. Hewitt, Ms. Brissett, Mr. Phillips, Mr. Rodas, Dr. Moore and Mr. Jordan pertaining to the item, which they answered accordingly.

On a motion by Ms. Conwell with a second by Ms. Stephens, Resolution No. R2024-0128 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

Ms. Conwell, Stephens, Turner, Mr. Miller and Mr. Sweeney requested to have their names added as co-sponsors to the legislation.

6. MISCELLANEOUS BUSINESS

Mr. Miller shared that April is Child Abuse and Neglect Prevention Month, where we wear blue in solidarity with that effort, and encouraged everyone to do all they can to increase awareness about the need for prevention.

7. ADJOURNMENT

With no further business to discuss, Chairwoman Conwell adjourned the meeting at 2:29 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0131

<p>Sponsored by: Councilmember Sweeney</p> <p>Co-sponsored by: Councilmember Byrne</p>	<p>A Resolution awarding a total sum, not to exceed \$25,000, to Front Steps Housing and Services, Inc. for the purpose of a Sustaining Stability Project from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 3 ARPA Community Grant Fund in the amount of \$25,000 to Front Steps Housing and Services, Inc. for the Sustaining Stability project; and

WHEREAS, Front Steps Housing and Services, Inc. estimates approximately 100 households will be served annually through this award; and

WHEREAS, Front Steps Housing and Services, Inc. estimates the total cost of the project is \$225,000; and

WHEREAS, Front Steps Housing and Services, Inc. indicates the other funding source(s) for this project includes:

- A. \$150,000 from Cuyahoga County Development;

- B. \$30,000 from Community West Foundation;
- C. \$10,000 from TJ Max Foundation;
- D. \$10,000 from Raymond and Rita Foos Family Foundation; and

WHEREAS, Front Steps Housing and Services, Inc. is estimating the start date of the project will be August 2024 and the project will be completed by July 2025; and

WHEREAS, Front Steps Housing and Services, Inc. requested \$25,000 from the District 3 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$25,000 to Front Steps Housing and Services, Inc. to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$25,000 to Front Steps Housing and Services, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Sustaining Stability project.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 7. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 8. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

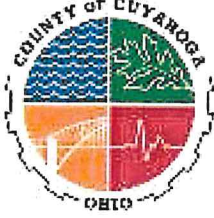
Clerk of Council

Date

First Reading/Referred to Committee: April 9, 2024
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: April 9, 2024

Journal _____
_____, 20____



**Cuyahoga County
Council**

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
Name of Requesting Entity (City, Business, Non-Profit, etc.):	
Front Steps Housing and Services, Inc.	
Address of Requesting Entity:	
2554 West 25 th Street, Cleveland, OH 44113	
County Council District # of Requesting Entity:	
District 3	
Address or Location of Project if Different than Requesting Entity:	
2554 West 25 th Street, Cleveland, OH 44113	
County Council District # of Address or Location of Project if Different than Requesting Entity:	
District 3	
Contact Name of Person Filling out This Request:	
Matthew Anderson, Development Director. (216) 390-6097	
Contact Address if different than Requesting Entity:	
2554 West 25 th Street, Cleveland, OH 44113	
Email:	Phone:
manderson@frontstepsservices.org	216-390-6097
Federal IRS Tax Exempt No.:	Date:
34-1424555	February 2, 2024

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

“Sustaining Stability” Preventing Homelessness in Hard-to-Engage Individuals Who are Experiencing Untreated Mental Illness and Substance Use.

Front Steps Housing and Services (Front Steps Services) has stabilized more than 3,500 households over the past 35 years by providing customized supports and rental assistance to those facing psycho-socio and social-economic impacts of generational poverty. During this time, we have supported clients whose accumulated traumas, tragedies and challenges have culminated in their becoming homeless.

As a member of the Cuyahoga County Office of Homeless Services Continuum of Care, we offer affordable permanent housing along with wrap-around services. We are also a Community Behavioral Health Center certified by the Ohio Department of Mental Health and Addiction Services. We have expanded our reach to offer programs and services to individuals and families living in Cuyahoga that are surviving under harsh economic conditions with mental illness and/or addictions and who, as a result, have become at-risk of losing their homes and families.

Front Steps is poised for this project based upon our current expertise is providing evidence based best practice services: Biopsychosocial Assessments, Community Based Case Management, , Therapeutic Behavioral Services, Art and Music Therapy, Integrated Dual Diagnosis Counseling, Peer Recovery Support, Intensive Outpatient Services (Substance Use Disorders), and Non-Intensive Outpatient Services (Substance Use Disorders).

We have recently introduced the “Sustaining Stability” Program, a Critical Time Intervention Model (CTI). It is a flexible, empathic, non-coercive approach that targets individuals who are grappling with persistent untreated mental illness and substance use, whose associated inappropriate or unsafe behaviors have put them on the path to eviction.

- **Assessment and Understanding:** conduct a thorough assessment of the individual's mental health, identifying specific symptoms, triggers, and patterns of behavior. Understand the individual's history, trauma, and any previous attempts at receiving treatment or support.
- **Building Trust and Rapport:** Assign a dedicated CTI worker to the case, fostering a consistent and trusting relationship with the individual. Use motivational interviewing techniques to understand their perspective, acknowledging their autonomy and concerns.
- **Collaboration with Key Stakeholders:** Collaborate with family members, friends, and other support networks to gather insights and build a broader support system. Work closely with housing management to address immediate concerns and prevent eviction, emphasizing collaboration over punitive measures.
- **Customized Treatment Plan:** Develop an individualized treatment plan that aligns with the individual's values, preferences, and goals. Utilize a harm reduction approach, focusing on manageable and gradual improvements rather than immediate and drastic changes.
- **Engagement with Mental Health Services:** Gradually introduce mental health services in a non-coercive manner, highlighting the potential benefits and addressing concerns. Offer a variety of treatment options, including medication, therapy, and community support programs, ensuring flexibility to accommodate individual preferences.
- **Crisis Prevention and Management:** Establish a crisis prevention plan, identifying early warning signs and coping mechanisms to prevent escalations. Collaborate with crisis intervention teams and emergency services to ensure a swift response when needed.
- **Life Skills and Integration:** Provide targeted support in developing essential life skills such as budgeting, communication, and daily routines.
- **Facilitate community integration:** Provide access to social activities, peer support groups, and involvement in local events.
- **Continuous Monitoring and Adjustment:** Regularly monitor progress and adjust the treatment plan based on the individual's evolving needs and preferences. Conduct frequent check-ins to assess the effectiveness of interventions and make necessary modifications.
- **Legal and Advocacy Support:** Offer assistance in navigating legal issues, such as disability benefits or legal advocacy for housing rights. Advocate for the individual within the legal and healthcare systems to ensure fair and just treatment.
- **Education and Awareness:** Provide psychoeducation on mental health, emphasizing the importance of treatment and dispelling myths or misconceptions. Raise awareness within the housing community about mental health issues to foster a supportive environment.

Project Start Date:

August 1, 2024

Project End Date:

July 30, 2025

IMPACT OF PROJECT:**Who will be served:**

We aim to serve chronically homeless individuals with a disability, as well as those living in the community on the verge of becoming homeless. We are also providing housing stability services to individuals and families living in the community that have been adversely affected by COVID-19 leaving them with limited resources to overcome housing instability and protect the integrity of their families.

How many people will be served annually:

Front Steps Housing and Services expects to serve 100 households. This includes those living in permanent supportive housing, resistant to services and with untreated mental illness and/or addictions; and community-based families and individuals at-risk of becoming homeless due to persistent untreated mental illness and/or addictions.

Will low/moderate income people be served; if so how:

100% of those served will be low/moderate income people with incomes less than 80% of the area median income (AMI).

How does the project fit with the community and with other ongoing projects:

The project fits well with the goals of the Cuyahoga County Officer of Homeless Services, ADAMHS Board of Cuyahoga County, and the Cuyahoga County Department of Development in their efforts to address mental illness and addictions, reduce the number of families and individuals experiencing homelessness, and prevent people experiencing housing insecurity in the community from becoming homeless.

If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:

Not applicable.

If applicable, what environmental issues or benefits will there be:

Not applicable.

If applicable, how does this project serve as a catalyst for future initiatives:

This project serves as catalyst for future initiatives inasmuch as we will be able to continue to grow and enhance our community-based services for those experiencing mental illness and addictions who are resistant to services and on the verge of becoming homeless due to adverse behaviors. We envision this program as the catalyst to reach clients with health and wellness programming, workforce readiness education, and mental health/addiction services.

FINANCIAL INFORMATION:

Total Budget of Project: \$225,000

Other Funding Sources of Project (list each source and dollar amount separately):

Cuyahoga County Office of Development- \$150,000
Community West Foundation - \$30,000
TJ Max Foundation - \$10,000
Raymond and Rita Foos Family Charitable Foundation - \$10,000

Total amount requested of County Council American Resource Act Dollars: \$25,000

Front Steps is hereby requesting \$25,000 from County Council American Resource Act Dollars for operating support to implement this critical program designed to engage the hard to reach at risk population with untreated mental health and substance use and on the verge of eviction.

Since these are one-time dollars, how will the Project be sustained moving forward:

Leveraging Medicaid dollars to sustain a billable project involves aligning the project's services with Medicaid-covered activities. We will ensure that the project addresses Medicaid-eligible populations. We will be seeking long-term grants, and engaging in community partnerships to provide some of the critical care such as psychiatry.

DISCLAIMER INFORMATION AND SIGNATURE:

Disclaimer:

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

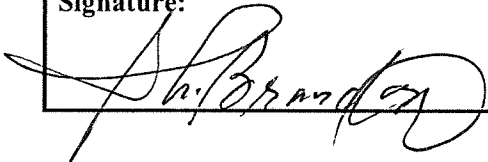
I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

Printed Name:

Sherri Brandon, MSSA/MNO/CDCA/EQ
Chief Executive Officer

Signature:



Date: February 2, 2024

Additional Documents

Are there additional documents or files as part of this application? Please list each documents name:

1. Attachment A – Continuation of Project Description
2. Front Steps Housing and Services- Report Card

**Front Steps Housing and Services
Attachment A
Continuation of Project Description**

Front Steps demonstrates commitment to sustaining stability amongst those with persistent untreated mental illness and substance use problems. This initiative is grounded in the recognition that tailored, timely, and persistent support is essential to break the cycle of homelessness among individuals with untreated mental illness and substance use. This request to County Council Martin J. Sweeney for an operational grant of \$25,000 will significantly contribute to the continuation and expansion of this critical program, fostering positive outcomes for individuals facing evictions.

The Sustaining Stability project enable positive outcomes:

1. *Mitigate the risk of homelessness for at least 80 individuals within the project timeframe.*
2. *Increase 70% client's awareness and understanding of mental health and substance use challenges.*
3. *Enhance accessibility to on-site mental health and substance use services, leading to improved overall well-being.*
4. *Demonstrate a 20% improvement in mental health indicators and a 15% reduction in substance use-related issue using self-report surveys, stable mental health and case management activities.*
5. *Establish stable community connections and housing arrangements for participants, promoting sustained stability beyond the project period.*

This initiative is grounded in the recognition that tailored, timely, and persistent support is essential to break the cycle of homelessness among individuals with untreated mental illness and substance use. The requested operational grant of \$25,000 will significantly contribute to the continuation and expansion of this critical program, fostering positive outcomes for individuals we serve and the community at large.

In order to prevent homelessness and among individuals residing in a permanent supportive housing, with untreated mental illness who self-medicate in permanent supported housing, especially when they refuse services but exhibit evictable behaviors (etc. violence, theft, self-harm, destruction of property), requires a comprehensive and nuanced approach. Critical Time Intervention (CTI) can be an effective framework for such cases.

We appreciate your consideration and support in making this program a reality for disabled individuals with untreated persistent mental health who are on the verge of being evicted.



FRONT STEPS HOUSING AND SERVICES ANNUAL REPORT CARD

JANUARY 1, 2023- DECEMBER 31, 2023

ST. JOSEPH'S COMMONS

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FRONT STEPS

HOUSING AND SERVICES

Demographics and Conditions: St. Joseph's Commons Residents

St. Joseph's Commons Residents Served - 74

Gender of Clients

- Males – 37 (50.0%)
- Females – 36 (48.6%)
- Transgender – 1 (1.4%)

Ages

- Under 5 years – 0 (0.0%)
- 5 – 12 years – 0 (0.0%)
- 13 – 17 years – 0 (0.0%)
- 18 – 24 years – 3 (4.1%)
- 25 – 34 years – 7 (9.5%)
- 35 – 44 years – 17 (23.0%)
- 45 – 54 years – 20 (27.0%)
- 55 – 61 years – 21 (28.3%)
- 62+ years – 6 (8.1%)

Veteran Status

- Veteran – 4 (5.4%)
- Non-Veteran – 70 (94.6%)

Ethnicity

- African American – 46 (62.2%)
- Caucasian – 23 (31.1%)
- Hispanic – 3 (4.1%)
- Native American – 0 (0.0%)
- Multi-Racial – 2 (2.6%)
- Unknown – 0 (0.0%)

Physical and Mental Health Conditions:

- Mental Illness – 66 (89.2%)
- Alcohol Abuse – 2 (2.6%)
- Drug Abuse – 20 (27.0%)
- Alcohol and Drug Abuse – 26 (35.1%)
- Chronic Health Condition – 27 (36.5%)
- HIV/AIDS and Related Diseases – 2 (2.6%)
- Developmental Disability – 5 (6.8%)
- Physical Disability – 24 (32.4%)

Number of Co-Occurring Physical and Mental Health Conditions

- None – 0 (0.0%)
- 1 Condition – 11 (14.9%)
- 2 Conditions – 20 (27.0%)
- 3+ Conditions – 43 (58.1%)

Cash Income

- No Income – 42 (56.8%)
- Income less than \$1,000/month – 67 (90.5%)
- Income greater than \$1,500/month – 7 (9.5%)

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FRONT STEPS

HOUSING AND SERVICES

Demographics and Conditions: Members of the Community

Members of the Community Served: - 14

Gender of Clients

- Males – 4 (28.6%)
- Females – 10 (71.4%)
- Transgender – 0 (0.0%)

Ages

- Under 5 years – 0 (0.0%)
- 5 – 12 years – 0 (0.0%)
- 13 – 17 years – 0 (0.0%)
- 18 – 24 years – 2 (14.3%)
- 25 – 34 years – 2 (14.3%)
- 35 – 44 years – 0 (0.0%)
- 45 – 54 years – 6 (42.9%)
- 55 – 61 years – 3 (21.4%)
- 62+ years – 1 (7.1%)

Veteran Status

- Veteran – 0 (5.4%)
- Non-Veteran – 14 (94.6%)

Ethnicity

- African American – 12 (85.7%)
- Caucasian – 2 (14.3%)
- Hispanic – 0 (0.0%)
- Native American – 0 (0.0%)
- Multi-Racial – 0 (0.0%)
- Unknown – 0 (0.0%)

Physical and Mental Health Conditions:

- Mental Illness – 14 (100.0%)
- Alcohol Abuse – 2 (14.3%)
- Drug Abuse – 6 (42.9%)
- Alcohol and Drug Abuse – 1 (7.1%)
- Chronic Health Condition – 7 (50.0%)
- HIV/AIDS and Related Diseases – 1 (7.1%)
- Developmental Disability – 0 (0.0%)
- Physical Disability – 1 (7.1%)

Cash Income

- No Income – 4 (28.6%)
- Income less than \$1,000/month – 8 (57.1%)
- Income greater than \$1,500/month – 6 (42.9%)

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ALCOHOL, DRUG, AND MENTAL HEALTH SERVICES



FRONT STEPS
HOUSING AND SERVICES

Demographics:
Housing Stability Clients

Housing Stability Services Clients - 109

Gender of Clients

- Males – 25 (22.9%)
- Females – 84 (77.1%)
- Transgender – 0 (0.0%)

Ages

- Under 5 years – 0 (0.0%)
- 5 – 12 years – 0 (0.0%)
- 13 – 17 years – 0 (0.0%)
- 18 – 24 years – 4 (3.7%)
- 25 – 34 years – 41 (37.6%)
- 35 – 44 years – 29 (26.6%)
- 45 – 54 years – 20 (18.3%)
- 55 – 61 years – 9 (8.3%)
- 62+ years – 6 (5.5%)

Ethnicity

- African American – 98 (89.9%)
- Caucasian – 11 (10.1%)
- Hispanic – 0 (0.0%)
- Native American – 0 (0.0%)
- Multi-Racial – 0 (0.0%)
- Unknown – 0 (0.0%)

Cash Income

- No Income – 28 (25.7%)
- Income less than \$1,000/month – 78 (71.6%)
- Income greater than \$1,500/month – 31 (28.4%)

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Combined Demographics of the Three Populations

Housing Stability Services Clients - 197

Gender of Clients

- Males – 66 (33.5%)
- Females – 130 (66.0%)
- Transgender – 1 (0.5%)

Ages

- Under 5 years – 0 (0.0%)
- 5 – 12 years – 0 (0.0%)
- 13 – 17 years – 0 (0.0%)
- 18 – 24 years – 9 (4.6%)
- 25 – 34 years – 50 (25.4%)
- 35 – 44 years – 46 (23.3%)
- 45 – 54 years – 46 (23.3%)
- 55 – 61 years – 33 (16.8%)
- 62+ years – 13 (6.6%)

Ethnicity

- African American – 156 (79.2%)
- Caucasian – 36 (18.3%)
- Hispanic – 3 (1.5%)
- Native American – 0 (0.0%)
- Multi-Racial – 2 (1.0%)
- Unknown – 0 (0.0%)

Cash Income

- No Income – 74 (37.6%)
- Income less than \$1,000/month – 153 (77.7%)
- Income greater than \$1,500/month – 44 (22.3%)

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0134

Sponsored by: Councilmember Turner	A Resolution awarding a total sum, not to exceed \$10,000, to the Make Them Know Your Name Foundation for the Heart Health Program from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$10,000 to the Make Them Know Your Name Foundation for the Heart Health program; and

WHEREAS, the Make Them Know Your Name Foundation estimates approximately 25,000 people will be served annually through this award; and

WHEREAS, the Make Them Know Your Name Foundation estimates the total cost of the project is \$200,000; and

WHEREAS, the Make Them Know Your Name Foundation is estimating the start date of the project will be January 2024 and the project will be completed by December 2024; and

WHEREAS, the Make Them Know Your Name Foundation requested \$10,000 from the District 9 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$10,000 to the Make Them Know Your Name Foundation to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to the Make Them Know Your Name Foundation from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Heart Health program.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 7. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter.

Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 8. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: April 9, 2024
Committee(s) Assigned: Health, Human Services & Aging

Journal _____

_____, 20____



Cuyahoga County Council

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
Name of Requesting Entity (City, Business, Non-Profit, etc.):	
Make Them Know Your Name Foundation	
Address of Requesting Entity:	
5815 Landerbrook Dr #241541, Cleveland OH 44124	
County Council District # of Requesting Entity:	
District 9	
Address or Location of Project if Different than Requesting Entity:	
County Council District # of Address or Location of Project if Different than Requesting Entity:	
Contact Name of Person Filling out This Request:	
Nicole Ward	
Contact Address if different than Requesting Entity:	
Email:	Phone:
info@mtkyn.org	440-476-6330
Federal IRS Tax Exempt No.:	Date:
83-1911111	1/8/24

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

Make Them Know Your Name is making a substantial impact in Heart Health in Cleveland and around the state. Since forming in 2019, we have been able to train over 20,000 people in CPR and donate over 25 AED's to local businesses, organizations, churches, gyms, etc. We host several large events over the course of the year, all which include a Heart Health component and CPR/AED demonstrations. The Cleveland All-Star Fitness Expo is a day of wellness for 500-750 people in February. Pop Up in the Park is a FREE festival for the city which brings in 12,000 people for music acts, fireworks, and on-stage health demonstrations. The foundation also puts on the Denzel Ward Elite Football Skills Camp FREE for 400 kids to learn about football and staying mentally and physically healthy. In addition, both Executive Director Nicole Ward and her son Denzel Ward (Cleveland Browns) speak on both a local and national level regarding Heart Health and have testified for bi-partisan safety legislation in Columbus to ensure our youth is being kept safe with proper AED equipment and emergency preparedness plans. We measure our success based on number of people trained and resources donated. While Heart Disease and Sudden Cardiac Arrest situations can happen to anyone, we place an emphasis on helping bridge the gap in healthcare inequities for minority populations who may not have the same access to education and resources.

Project Start Date:

1/1/24

Project End Date:

12/31/24

IMPACT OF PROJECT:

Who will be served:

Heart Disease affects everyone – but we place emphasis on minority populations and low income areas to help with healthcare inequities.

How many people will be served annually:

25,000+

Will low/moderate income people be served; if so how:

Yes – we do most of our giving based on need.

How does the project fit with the community and with other ongoing projects:

It is our goal to help with Heart Health education and resources within the whole city of Cleveland.

If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:

If applicable, what environmental issues or benefits will there be:

If applicable, how does this project serve as a catalyst for future initiatives:

FINANCIAL INFORMATION:

Total Budget of Project:

\$200,000

Other Funding Sources of Project (list each source and dollar amount separately):

Total amount requested of County Council American Resource Act Dollars:

\$10,000

Since these are one-time dollars, how will the Project be sustained moving forward:

We will sustain through various sponsor commitments and grants, as well as funding from personal donors including Denzel Ward.

DISCLAIMER INFORMATION AND SIGNATURE:

Disclaimer:

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

Printed Name:

Nicole Ward

Signature:



Date:

1/8/24

Additional Documents

Are there additional documents or files as part of this application? Please list each documents name:

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0167

<p>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution authorizing an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 12/31/2024, to expand the scope of services and change the terms, and for additional funds in the amount not-to-exceed \$4,350,000.00, effective upon contract signature of all parties; 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.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 12/31/2024, to expand the scope of services and change the terms, and for additional funds in the amount not-to-exceed \$4,350,000.00, effective upon contract signature of all parties; and

WHEREAS, the primary goals for this project are to (1) provide shelter for single adult men, located at 2100 Lakeside Avenue, (2) provide shelter, meals, access to laundry and services to link men with employment, and (3) facilitate the provision of overflow shelter services for single men and families; and

WHEREAS, this project is funded 100% Health and Human Services Levy Fund; 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 an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 12/31/2024, to expand the scope of services and change the terms, and for additional funds in the amount not-to-exceed \$4,350,000.00, effective upon contract signature of all parties.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: April 23, 2024
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	OHS; Lutheran Metropolitan Ministry; RQ 10456; 2024 Amendment 3; Emergency Shelter for Single Adult Men and Overflow Shelter Services for Single Adults and Families
Department or Agency Name	Office of Homeless Services
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	3013	Lutheran Metropolitan Ministry	1/1/23 – 8/19/23	\$2,231,638.00	2/28/23	R2023-0038
A-1	3013	Lutheran Metropolitan Ministry	8/20/23 – 12/31/23	\$1,575,000.00	8/8/23	R2023-0220
A-2	3013	Lutheran Metropolitan Ministry	Execution – 12/31/24	\$775,000.00	10/31/23	R2023-0291
A-3	3013	Lutheran Metropolitan Ministry	Execution – 12/31/24	\$4,350,000.00	Pending	Pending

Service/Item Description (include quantity if applicable). Indicate whether New or Existing service or purchase.

Lutheran Metropolitan Ministry (LMM) operates the Emergency Shelter for Single Adult Men, located at 2100 Lakeside Avenue. Shelter, meals, access to laundry, and services to link men with employment and housing are provided 365 days/year. LMM also facilitates the provision of overflow shelter services for single individuals and families in partnership with community providers.

The contract's scope is being updated to include a 1.0 – 1.25 FTE Family Overflow case manager. This case manager provides intensive case management and support to families currently in overflow and promotes rapid housing placement, re-housing, diversion, and self-resolution.

For purchases of furniture, computers, vehicles: Additional Replacement
Age of items being replaced: _____ **How will replaced items be disposed of?** **N/A**

Project Goals, Outcomes or Purpose (list 3):

- Operate an emergency shelter for single adult men, located at 2100 Lakeside Avenue, in accordance with continuum of care shelter standards
- Provide shelter, meals, access to laundry, and employment/housing services linkages
- Facilitate the provision of overflow shelter services for single men and families in partnership with community providers, including family overflow shelter case management

If a County Council item, are you requesting passage of the item without 3 readings. Yes No

Rev. 7/24/23

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)	
Vendor Name and address: Lutheran Metropolitan Ministry 4515 Superior Avenue Cleveland, Ohio 44103	Owner, executive director, other (specify): Maria Foschia, executive director
Vendor Council District: 7	Project Council District: County-wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	2100 Lakeside Ave Cleveland, OH 44114

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input 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. Amendment on contract that allows for an extension. *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received)	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0) DBE (0) SBE (0) MBE (0) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain.</i>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain:</i>	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment (<i>list original procurement</i>) <i>RFP 10456, which closed 9/12/2022</i> <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below: N/A	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

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FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.

Health & Human Services Levy Funds

Is funding for this included in the approved budget? Yes No (if "no" please explain):

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

Commented [CK1]: Suggestion by MBV – I can't recall exactly how she said it. See text in green. (or we can refer them to instructions) and provide more detail in the instruction.

Provide status of project.

New Service or purchase Recurring service or purchase

Is contract late No Yes, In the fields below provide reason for late and timeline of late submission

Reason:

Timeline:

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Date item was entered and released in Infor:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun? No Yes (if yes, please explain)

Have payments be made? No Yes (if yes, please explain)

HISTORY (see instructions):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	3013	Lutheran Metropolitan Ministry	1/1/23 – 8/19/23	\$2,231,638.00	2/28/23	R2023-0038
A-1	3013	Lutheran Metropolitan Ministry	8/20/23 – 12/31/23	\$1,575,000.00	8/8/23	R2023-0220
A-2	3013	Lutheran Metropolitan Ministry	Execution – 12/31/24	\$775,000.00	10/31/23	R2023-0291

Rev. 7/24/23

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8737
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	3013

	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment 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"/>
---	------------------------------	--

Contract Amendments Reviewed by Purchasing				
Lutheran Metropolitan Ministry			Department initials	Purchasing
Justification Form			ER	BRM
IG#	21-0372-REG 31DEC2025		ER	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	3/29/24	ER	BRM
Auditor’s Finding	Date:	3/29/24	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	8/26/23	ER	BRM
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			ER	BRM

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	ER
Matrix Law Screenshot	ER
COI	ER
Workers’ Compensation Insurance	ER
Original Executed Contract (containing insurance terms) & all executed amendments	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon execution-12/31/2024	HS260350	55130	UCH00000	\$3,625,000.00
1/1/2025 – 3/31/2025 *for future 2024 invoices	HS230350	55130	UCH00000	\$725,000.00
			TOTAL	\$4,350,000.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	RFP
Lawson RQ# (if applicable)	10456
CM Contract#	3013

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,231,638.00		1/1/23 – 8/19/23	2/28/23	R2023-0038
Prior Amendment Amounts (list separately)		\$1,575,000.00	8/20/23 – 12/31/23	8/8/23	R2023-0220
		\$775,000.00	11/3/23 – 12/31/24	10/31/23	R2023-0291
		\$			
Pending Amendment		\$4,350,000.00	pending	pending	pending
Total Amendments		\$6,700,000.00			
Total Contact Amount		\$8,931,638.00			

Purchasing Use Only:

Prior Resolutions:	R2023-0038, R2023-0220, R2023-0291
Amend:	3013
Vendor Name:	Lutheran metropolitan Ministry
ftp:	1/1/2023-
Amount:	\$4,350,000.00
History/CE:	Ok
EL:	ok
Procurement Notes:	
Purchasing Buyer's initials and date of approval	BRM 4/2/2024

CONTRACT EVALUATION FORM

Contractor	Lutheran Metropolitan Ministry				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	3013				
RQ#	10456				
Time Period of Original Contract	1/1/23 – 8/19/23				
Background Statement	RFP 10456 for Homeless Continuum of Care services was issued in 2022 and Lutheran Metropolitan Ministry (LMM) was awarded a contract to provide shelter services for single adults men as well as overflow shelter services single adults and families.				
Service Description	LMM manages the 24/7 single-adult men’s emergency shelter at 2100 Lakeside and the overflow shelter for single adults and families.				
Performance Indicators	Number of people assisted annually; exits to permanent housing.				
Actual Performance versus performance indicators (include statistics):	LMM served approximately 3,000 unduplicated persons in 2023; 13% of those who exited the shelter left to a permanent housing option.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	LMM effectively provides emergency shelter to a very high-barrier population and overflow shelter services across the homeless continuum of care.				
Department Contact	Melissa Sirak				
User Department	Office of Homeless Services				
Date	3/1/24				

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0168

<p>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution authorizing an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing and housing stabilization services for the period 1/1/22022 – 6/30/2024 to extend the time period to 12/31/2025, to change the terms, and for additional funds in the amount not-to-exceed \$1,985,300.00, effective upon contract signature of all parties; 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.</p>
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WHEREAS, the County Executive/Department of Health and Human Service/Division of Community Initiatives/Office of Homeless Services recommends an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing and housing stabilization services for the period 1/1/22022 – 6/30/2024 to extend the time period to 12/31/2025, to change the terms, and for additional funds in the amount not-to-exceed \$1,985,300.00, effective upon contract signature of all parties; and

WHEREAS, the primary goals of this project are to (a) provide short term rental assistance; and (b) move people from homelessness into housing quickly while providing supportive services; and

WHEREAS, this project is funded 27% State of Ohio Department of Development Emergency Solutions Grant and 73% State of Ohio Housing Trust Fund; 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 an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald

Development and Economic Network, Inc. for Rapid Re-housing and housing stabilization services for the period 1/1/22022 – 6/30/2024 to extend the time period to 12/31/2025, to change the terms, and for additional funds in the amount not-to-exceed \$1,985,300.00, effective upon contract signature of all parties,.

SECTION 2. That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: April 23, 2024
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	OHS; EMERALD DEVELOPMENT AND ECONOMIC NETWORK, INC. (EDEN); 2024 –2025 AMEND 2; RAPID REHOUSING
Department or Agency Name	Office of Homeless Services
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council’s Journal Date	Approval No.
O	2730	Emerald Development and Economic Network, Inc (EDEN)	1/1/20 – 12/31/24	\$1,935,500.00	11/22/22	R2022-0415
A - 1	3272 (copy of 2730)	EDEN	1/1/23 – 6/30/24	\$902,677.31	6/6/23	R2023-0139
A - 2	3272	EDEN	Effective date – 12/31/25	\$1,985,300.00	Pending	Pending

Service/Item Description (include quantity if applicable). Indicate whether New or Existing service or purchase.

The Cuyahoga County Homeless Continuum of Care is committed to a low-barrier, housing-first model to ensure that homelessness is rare, brief, and non-recurring. When homelessness does occur, households are quickly connected to housing assistance and services, tailored to their unique needs and strengths, to help them achieve and maintain stable housing. Rapid re-housing quickly connects families and individuals experiencing homelessness to permanent housing through a tailored package of assistance that may include the use of time-limited financial assistance and targeted supportive services. EDEN’s Rapid Rehousing program provides access to short-term rental assistance that enables individuals and families throughout Cuyahoga County to move quickly from homelessness into housing.

For purchases of furniture, computers, vehicles: Additional Replacement
Age of items being replaced: _____ How will replaced items be disposed of? _____

Project Goals, Outcomes or Purpose (list 3):

- a) Move households quickly from shelter to permanent housing using term-limited rent assistance subsidies
- b) Ensure that the household will be able to sustain their rent after the subsidy ends
- c) Link households with other services in the community to promote housing stability

If a County Council item, are you requesting passage of the item without 3 readings. Yes No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)	
Vendor Name and address: EDEN, Inc. 7812 Madison Avenue Cleveland, Ohio 44102	Owner, executive director, other (specify): Elaine Gimmel, Executive Director
Vendor Council District: Council District 3	Project Council District: County-wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	N/A

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input 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. N/A
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received)	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0) DBE (0) SBE (0) MBE (0) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain</i> .	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain</i> :	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment (<i>list original procurement</i>) The initial procurement was a competitive process (RQ 7099), completed on August 30, 2021. OHS requested an alternative procurement to award EDEN a contract for services proposed in response to this RFP, using a different funding source. The awarded contract was funded through State of Ohio Homeless Crisis Response Program. BC2022-97, approved 2/14/22. OHS received additional guidance from the State of Ohio requiring all HCRP funding to go to EDEN as the Rapid Rehousing provider. An amended alternative procurement request was submitted and approved. BC2022-482, approved 8/8/22. <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:

Is the item ERP related? No Yes, answer the below questions.

Are services covered under the original ERP Budget or Project? Yes No, please explain.

Are the purchases compatible with the new ERP system? Yes No, please explain.

FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.

All funds come from the State of Ohio Department of Development Housing Crisis Response Program which issues two grants. The total contracted funds consist of:

- 27% State of Ohio Emergency Solutions Grant
- 73% State of Ohio Housing Trust Fund

Is funding for this included in the approved budget? Yes No (if "no" please explain):

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

Provide status of project.

New Service or purchase Recurring service or purchase

Is contract late No Yes, In the fields below provide reason for late and timeline of late submission

Reason: The State of Ohio was late in issuing the grant agreements, then we had to wait for approval/signature, appropriation, and activity code.

Timeline:	2/1/24
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	2/10/24, 2/26/24, 3/14/24, 3/25/24
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	3/29/24
Date item was entered and released in Infor:	4/2/24

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun? No Yes (if yes, please explain)

Have payments be made? No Yes (if yes, please explain)

HISTORY (see instructions):						
Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	3272 (copy of 2730)	Emerald Development and Economic Network, Inc (EDEN)	1/1/20 – 12/31/24	\$1,935,500.00	11/22/22	R2022-0415
A - 1	3272	EDEN	1/1/23 – 6/30/24	\$902,677.31	6/6/23	R2023-0139

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	7099
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	3272 (copy of 2370)

	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	OHS received grant agreement late, and then had to wait for appropriation and creation of accounting unit	
What is being done to prevent this from reoccurring?	N/A – OHS does not have control over when state grant funds are issued.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
EDEN RRH Amend 2			Department initials	Purchasing
Justification Form			ER	BRM
IG#	20-0161 exp.12/31/2024		ER	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	3/29/24	ER	BRM
Auditor’s Finding	Date:	3/29/24	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	9/5/23	ER	BRM
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			ER	BRM

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	ER
Matrix Law Screen shot	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

COI	ER
Workers’ Compensation Insurance	ER
Original Executed Contract (containing insurance terms) & all executed amendments	ER

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/24 – 12/31/24	HS220140	55130	B-L-23-1DD-2	1,451,600.00
1/1/25 – 12/31/25	HS220140	55130	B-L-23-1DD-2	\$0.00
1/1/24 – 12/31/24	HS220100	55130	S-L-23-1DD-2	\$533,700.00
1/1/25 – 12/31/25	HS220100	55130	S-L-23-1DD-2	\$0.00
			TOTAL	\$1,985,300.00

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	212413 EXMT
Lawson RQ# (if applicable)	7099
CM Contract#	3272 (copy of 2730)

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$1,935,300.00		1/1/22 – 12/31/23	11/22/22	R2022-0415
Prior Amendment Amounts (list separately)		\$902,677.31	1/1/23 – 6/30/24	6/6/23	R2023-0139
		\$			
		\$			
Pending Amendment		\$1,985,300.00	1/1/24 – 12/31/25	Pending	Pending
Total Amendments		\$2,877,977.31			
Total Contact Amount		\$4,823,277.31			

Purchasing Use Only:

Prior Resolutions:	R2022-0415, R2023-0139
Amend:	3272
Vendor Name:	Emerald Development & Economic Network, Inc. (EDEN)
ftp:	1/1/2022-12/31/2024 ext 12/31/2025
Amount:	\$1,985,300.00
History/CE:	OK
EL:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 4/4/2024

CONTRACT EVALUATION FORM

Contractor	Emerald Development and Economic Network, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	3272 (copy of 2370)				
RQ#	7099				
Time Period of Original Contract	1/1/22 - 12/31/23				
Background Statement	EDEN was awarded a contract to implement the Rapid Re-Housing Program through an alternative procurement resulting from an RFP process. EDEN is the provider of RRH for single adults and families throughout the homeless Continuum of Care.				
Service Description	Rapid Re-Housing provides short-term rental assistance to persons experiencing a housing crisis and who are literally homeless. Services include housing location, inspection, rent assistance, and follow-up case management to support stability after the rent assistance ends.				
Performance Indicators	Number of households assisted annually; reduced returns to shelter; length of time from RRH referral to move out to permanent housing.				
Actual Performance versus performance indicators (include statistics):	344 households received rent assistance in 2023. Approximately 18% of households return to shelter within 2 years. Referrals to move out averaged 32 days.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	EDEN coordinates the RRH program with all shelter providers and the specific sub-populations of youth, families, single adults, and unsheltered persons. In addition to the front-end process of linking people with housing, EDEN coordinates the RRH case management services provided to households once they are housed.				
Department Contact	Melissa Sirak				
User Department	Office of Homeless Services				
Date	3/25/24				