

**ORDINANCE RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

Ordinance No. 5684

**AN ORDINANCE ACCEPTING THE PROPOSAL  
OF KNIGHT & STOLAR, INC. FOR LANDSCAPE  
ARCHITECTURAL SERVICES FOR PHASE I OF  
THE KIDS QUARTERS REVITALIZATION PROJECT;  
AND DECLARING AN EMERGENCY**

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Brecksville, County of Cuyahoga, and State of Ohio, that:

**SECTION 1.** The proposal of Knight & Stolar, Inc. for Landscape Architectural Services for Phase I of the Kids Quarters Revitalization Project, at a cost of eleven thousand, five hundred dollars (\$11,500.00), as outlined in Exhibit "A" attached hereto, is hereby accepted.

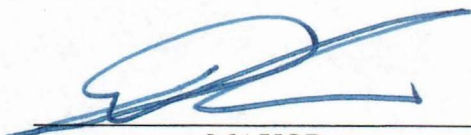
**SECTION 2.** The Mayor be and is hereby authorized to enter into contracts on behalf of the City of Brecksville with the said Knight & Stolar, Inc. as set forth in Section 1 hereof, said contract to be in such form as is approved by the Director of Law.

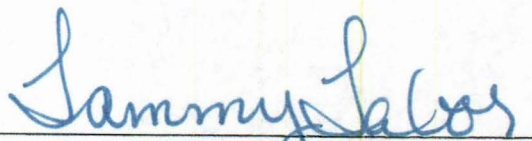
**SECTION 3.** Council hereby appropriates sufficient funds to effectuate the provisions contained in Section 1 hereof and the Director of Finance is hereby authorized to transfer the funds necessary to complete this expenditure from the available funds of the City. The Director of Finance be and is hereby further authorized to issue the fiscal officer's certificate necessary to make the expenditures as described in Section 1 hereof, and is further directed to issue vouchers of this City in the amounts and for the purposes expressed in Section 1 hereof, said amounts to be charged to the appropriately designated Fund.

**SECTION 4.** Council declares this Ordinance to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency is that the same relates to the need to commence with Phase I of the project, therefore, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise from and after the earliest period allowed by law.

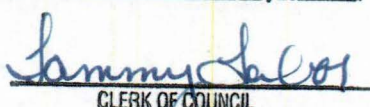
PASSED: February 20, 2024

APPROVED: February 20, 2024

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK OF COUNCIL

I do hereby certify that the foregoing is a true and correct copy of Ordinance No. 5684 duly passed by the Council of the City of Brecksville, Ohio, on 2.20, 20 24 and that same was duly posted in accordance with the existing Charter of the City of Brecksville on 2.23, 20 24.

  
\_\_\_\_\_  
CLERK OF COUNCIL



## Knight & Stolar, Inc.

PLANNING CONSULTANTS • LANDSCAPE ARCHITECTS

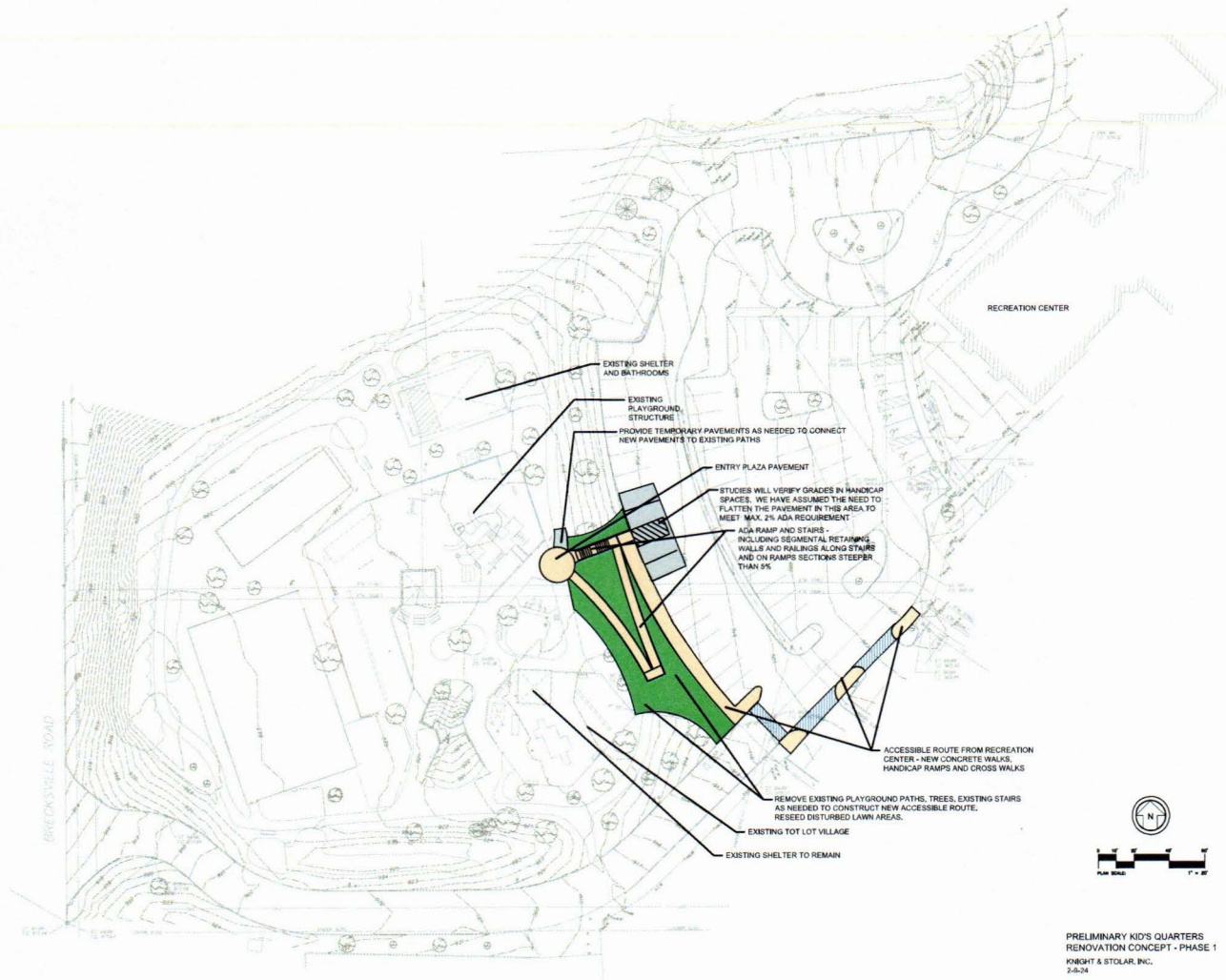
Brecksville - Kid's Quarters Playground Renovation  
Phase 1 - ADA Accessible Ramp and Walks

2/9/2024

### Preliminary Opinion of Probable Cost

ITEM	QTY.	UNIT	UNIT COST	COST
<b>DEMOLITION</b>				
Site Mobilization and Performance / Maintenance Bonds	-	LS	-	\$10,000.00
Remove Existing Trees	7	EA	300	\$2,100.00
Remove Existing Timber Stairs & Asphalt Paths	1300	SF	2	\$2,600.00
Remove Existing Handrail	30	LF	5	\$150.00
Remove Existing Concrete	550	SF	2	\$1,100.00
Remove Existing Asphalt Parking Pavement	1000	SF	2	\$2,000.00
Remove Ex. Curb	200	LF	8	\$1,600.00
			<b>SUBTOTAL</b>	<b>\$19,550.00</b>
<b>EARTHWORK &amp; UTILITIES</b>				
Erosion Control	-	LS	-	\$1,000.00
Strip and Stockpile Topsoil - avg. 6" depth	100	CY	15	\$1,500.00
Grading - Cut and Fill	150	CY	30	\$4,500.00
Subdrainage - 4"	200	LF	20	\$4,000.00
			<b>SUBTOTAL</b>	<b>\$11,000.00</b>
<b>SITE PAVING AND WALLS</b>				
Concrete Stairs - 6' wide x 6" risers with footers	14	EA	600	\$8,400.00
ADA Ramp and Landings - 5" Concrete - thicken outer edges for handrails to 12"	800	SF	18	\$14,400.00
Handrails - top and bottom rails - galvanized steel with primed and painted finish.	330	LF	220	\$72,600.00
Medium Duty Asphalt Pavement	1000	SF	7	\$7,000.00
5" Concrete Walks + 2" -304 base	2000	SF	12	\$24,000.00
Integral Curb	200	LF	25	\$5,000.00
ADA Parking Sign	2	EA	350	\$700.00
HC Ramps	7	EA	1500	\$10,500.00
Paint Lines for parking and cross walks	750	LF	2	\$1,500.00
Segmental Walls - 2.5' Versa-lok walls - Standard unit + cap	400	SFF	90	\$36,000.00
			<b>SUBTOTAL</b>	<b>\$180,100.00</b>
<b>LANDSCAPING</b>				
Respread Topsoil	100	CY	10	\$1,000.00
Lawn (Seeded)	1000	SY	3	\$3,000.00
			<b>SUBTOTAL</b>	<b>\$4,000.00</b>

<b>Subtotal</b>	<b>\$214,650.00</b>
+10% Contingency	\$21,465.00
<b>Total</b>	<b>\$236,115.00</b>



**ORDINANCE RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

5685

Ordinance No. \_\_\_\_\_

**AN ORDINANCE AMENDING SECTION  
145.13 OF THE ADMINISTRATIVE  
CODE AND THE EXEMPTED EMPLOYEES  
OF THE CITY OF BRECKSVILLE;  
AND DECLARING AN EMERGENCY**

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Brecksville,  
County of Cuyahoga, and State of Ohio, that:

**SECTION 1.** Section 145.13 of the Administrative Code be amended to read  
as follows:

"145.13 EXEMPTED EMPLOYEES.

The following job titles are hereby declared to be executive,  
administrative or professional positions and the persons employed  
therein shall not be entitled to overtime pay provided in Section  
145.08 or compensatory time off, although they shall be entitled to all  
other benefits accorded full-time employees of the municipality by  
this Chapter. In fixing the annual compensation for the positions  
listed herein, Council shall give due consideration to the  
responsibilities of each job and the duties and obligations such job  
imposes upon the employee.

Administrative Assistant  
Animal Warden  
Aquatics Administrative Coordinator  
Aquatics Facilities Coordinator  
Athletics/Facility Coordinator  
Assistant Building Commissioner  
Assistant Director of Finance  
Assistant Purchasing Director  
Athletics Program Coordinator  
AV/Technology and Communications Technician  
Building Maintenance & Housekeeping Supervisor  
Building Supervisor – Recreation  
Building Commissioner or Building Official  
Building Inspectors  
Clerk of Council  
Clerk of Courts  
Director of Finance  
Director of Human Services  
Director of Planning and Community Development  
Director of Public Service  
Director of Public Service Trainee  
Director of Purchasing  
Director of Recreation  
Executive Administrator – Mayor  
Field House Coordinator  
Financial/Customer Service Clerk Recreation  
Fire Chief  
Fitness Center Coordinator/Recreation  
Food Service Operations Manager  
**Human Resource Specialist**

**ORDINANCE RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

Ordinance No. 5685

Planning and Zoning Coordinator/Inspector  
Police Chief  
Prosecutor/**Assistant Law Director**  
Records Clerk-Police  
Recreation Clerk  
Supervisor of Administrative Services/Recreation  
Supervisor of Payroll – Personnel  
Visual Communications Coordinator”

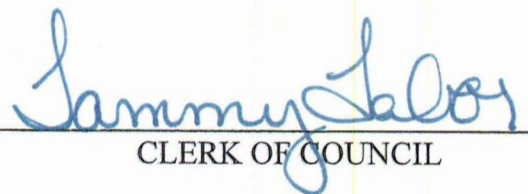
**SECTION 2.** Section 145.13 of the Administrative Code as it existed prior to the effective date of this Ordinance and all other ordinances or resolutions inconsistent herewith be, and the same hereby are, repealed.

**SECTION 3.** The Council declares this Ordinance to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency is the need to add/remove certain positions from the list of exempted employees, therefore, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise, from and after the earliest period allowed by law.

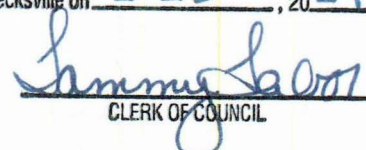
PASSED: February 20, 2024

APPROVED: February 20, 2024

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK OF COUNCIL

I do hereby certify that the foregoing is a true and correct copy of Ordinance No. 5685 duly passed by the Council of the City of Brecksville, Ohio, on 2.20, 20 24 and that same was duly posted in accordance with the existing Charter of the City of Brecksville on 2.23, 20 24

  
\_\_\_\_\_  
CLERK OF COUNCIL

# ORDINANCE RECORD

## COUNCIL OF THE CITY OF BRECKSVILLE

Ordinance No. 5686

### AN ORDINANCE AMENDING ORDINANCE NO. 5668 AS IT RELATES TO EMPLOYEE COMPENSATION; AND DECLARING AN EMERGENCY

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Brecksville, County of Cuyahoga, and State of Ohio, that:

**SECTION 1.** Ordinance No. 5668 be amended to read as follows:

**A. FULL TIME JOBS**

**EFFECTIVE  
02/20/2024  
SALARY RANGE**

	<u>MINIMUM</u>	<u>MAXIMUM</u>
<b><u>Executive, Administrative and Management</u></b>		
Building Commissioner or Building Official	\$85,000.00/year	130,000.00/year
Director of Finance	85,000.00/year	130,000.00/year
Director of Human Services	85,000.00/year	130,000.00/year
Director of Planning & Community Development	85,000.00/year	130,000.00/year
Director of Public Service	85,000.00/year	130,000.00/year
Director of Purchasing	85,000.00/year	130,000.00/year
Director of Recreation	85,000.00/year	130,000.00/year
Fire Chief	85,000.00/year	130,000.00/year
Police Chief	85,000.00/year	130,000.00/year
Prosecutor/ <u>Assistant Law Director</u>	85,000.00/year	130,000.00/year
Administrative Assistant	55,000.00/year	97,000.00/year
Assistant Building Commissioner	55,000.00/year	97,000.00/year
Assistant Director of Finance	55,000.00/year	97,000.00/year
Assistant Purchasing Director	55,000.00/year	97,000.00/year
Athletics/Facility Coordinator	55,000.00/year	97,000.00/year
AV/Technology and Communications Technician	55,000.00/year	97,000.00/year
Building Inspectors	55,000.00/year	97,000.00/year
Clerk of Council	55,000.00/year	97,000.00/year
Clerk of Courts	55,000.00/year	97,000.00/year
<b><u>Human Resource Specialist</u></b>	<b><u>55,000.00/year</u></b>	<b><u>97,000.00/year</u></b>
Supervisor of Payroll – Personnel	55,000.00/year	97,000.00/year
Payroll Supervisor	55,000.00/year	97,000.00/year
Visual Communications Coordinator	55,000.00/year	97,000.00/year
Animal Warden	40,000.00/year	73,000.00/year
Aquatics Administrative Coordinator	40,000.00/year	73,000.00/year
Aquatics Facilities Coordinator	40,000.00/year	73,000.00/year
Building Maintenance and Housekeeping/Supervisor	40,000.00/year	73,000.00/year
Field House Coordinator	40,000.00/year	73,000.00/year
Financial/Customer Service Clerk Recreation	40,000.00/year	73,000.00/year
Fitness Center Coordinator/Recreation	40,000.00/year	73,000.00/year
Planning and Zoning Coordinator/Inspector	40,000.00/year	73,000.00/year
Records Clerk-Police	40,000.00/year	73,000.00/year
Recreation Clerk	40,000.00/year	73,000.00/year
Food Service Operations Manager	40,000.00/year	73,000.00/year
Administrative Assistant to Fire Chief	30,000.00/year	63,000.00/year
Building Supervisor – Recreation	30,000.00/year	63,000.00/year
Fitness Assistant	30,000.00/year	63,000.00/year
Receptionist	30,000.00/year	63,000.00/year
Secretary-Clerks	30,000.00/year	63,000.00/year
Senior Life Guard Instructor	30,000.00/year	63,000.00/year

# ORDINANCE RECORD

## COUNCIL OF THE CITY OF BRECKSVILLE

Ordinance No. 5686

**B. PART TIME JOBS**

**EFFECTIVE  
12/17/2023  
SALARY RANGE**

	<u>MINIMUM</u>	<u>MAXIMUM</u>
Economic Development Director	\$40,000.00/year	\$45,000.00/year
Planning and Zoning Coordinator	\$20.00/hour	\$40.00/hour
Electric, Plumbing and Building Inspectors (Effective 12/04/22)	20.00/hour	40.00/hour
Kitchen Supervisor	15.00/hour	25.00/hour
Assistant Animal Warden	State/Federal Minimum Wage/hour	19.00/hour
Telephone Receptionists	State/Federal Minimum Wage/hour	18.00/hour
Kitchen Aides	State/Federal Minimum Wage/hour	16.75/hour
Deputy Clerk of Courts	10.00/hour	25.00/hour
Property Maintenance Inspector	15.00/hour	30.00/hour
Program Coordinator	20.00/hour	35.00/hour

**C. SPECIAL JOBS**

Recording Secretary-Boards		
Commissions	State/Federal Minimum Wage/hour	\$24.00/hour
Desk Clerks – Recreation	State/Federal Minimum Wage/hour	18.00/hour
Life Guards – Recreation	State/Federal Minimum Wage/hour	18.00/hour
Program-Supervisors/Recreation	State/Federal Minimum Wage/hour	18.00/hour
Recreational Employees	State/Federal Minimum Wage/hour	18.00/hour
Mayor’s Court Magistrates	\$350.00/diem	\$350.00/diem
Safety Town Teacher	\$150.00/diem	\$150.00/diem
Clerk	State/Federal Minimum Wage/hour	18.00/hour
Information Technology Assistant	State/Federal Minimum Wage/hour	24.00/hour

**D. CONTRACTUAL JOBS**

Law Director	Shall be paid as provided by Council.
Consulting Engineer	Shall be paid as provided by Council.
City Architect	Shall be paid as provided by Council.
Income Tax Administrator	Shall be paid as provided by Council.

**E. SPECIAL AND SEASONAL EMPLOYEES OF THE RECREATION COMMISSION:**

Shall be paid in accordance with a schedule determined by Council on an annual basis.

**POLICE DEPARTMENT**

**A. Full Time Personnel**

**EFFECTIVE  
12/17/2023**

Lieutenant	\$109,495.36/year
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**B. Part Time Personnel**

**EFFECTIVE  
12/17/2023**

	<u>MINIMUM</u>	<u>MAXIMUM</u>
Special Police	20.00/hour	30.00/hour
Police Clerks	12.00/hour	26.00/hour

**FIRE DEPARTMENT**

**A. Full Time Jobs**

**EFFECTIVE  
12/17/2023**

# ORDINANCE RECORD

## COUNCIL OF THE CITY OF BRECKSVILLE

Ordinance No. 5686

Lieutenant/Paramedic	\$101,691.87/year
Fireman/EMT-Paramedic Grade IV	71,199.02/year
Fireman/EMT-Paramedic Grade III	76,085.20/year
Fireman/EMT-Paramedic Grade II	81,008.15/year
Fireman/EMT-Paramedic Grade I	90,854.08/year

All full time Fire personnel who work beyond the normal average of two (2) week work schedule of one hundred and six (106) hours shall be eligible for overtime compensation consistent with the provisions contained in the *Fair Labor Standards Act*.

Professional Pay. In addition to the base rate of pay, employees who hold a State of Ohio Paramedic Certification shall receive annual compensation in the amount of one thousand six hundred dollars (\$1,600.00).

**B. Part Time Jobs**

<b><u>Firemen and Officers</u></b> (Volunteer)	<b>EFFECTIVE</b> <b>12/17/2023</b>
Emergency Duty	\$27.32/hour
Non-Emergency Duty/Non-Paramedic	21.35/hour
Non-Emergency Duty/Paramedic	25.49/hour

**SERVICE DEPARTMENT**

**A. Full Time Jobs**

	<b>EFFECTIVE</b> <b>12/17/2023</b>
Service Grade VI*	\$25.80/hour
Service Grade V**	28.98/hour
Service Grade IV***	32.13/hour
Service Grade III***	35.34/hour
Service Grade II***	36.23/hour
Service Grade I***	37.22/hour
Assistant Foreman	42.85/hour
Foreman	48.97/hour
Building Engineer II***	33.99/hour
Building Engineer I***	36.24/hour
Building Engineer Supervisor	46.91/hour
Tree Warden/Horticulturist	40.31/hour

	<b><u>MINIMUM</u></b>	<b><u>MAXIMUM</u></b>
Building Maintenance Workers	\$15.00/hour	\$27.00/hour

\*Grade VI employees move to Grade V after twelve months of satisfactory service.  
 \*\* Grade V employees move to Grade IV after thirty-six months of continuous, satisfactory service as a Grade V employee.  
 \*\*\*May only change Grades by promotion as authorized by the Mayor.

**FULL TIME JOBS**

	<b>STEPS</b>	<b>EFFECTIVE</b> <b>12/17/2023</b>
Housekeeping Supervisor Grade III	24 months	\$20.16/hour
Housekeeping Supervisor Grade II	12 months	19.10/hour
Housekeeping Supervisor Grade I	Entry	18.04/hour
Housekeeping Staff Grade III	24 months	16.97/hour
Housekeeping Staff Grade II	12 months	15.91/hour
Housekeeping Staff Grade I	Entry	14.85/hour

Housekeeping Staff and Housekeeping Supervisors may only change Grades by promotion  
 As authorized by the Mayor.



**ORDINANCE RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

Ordinance No. 5686

**SERVICE DEPARTMENT**

**B. Part Time Jobs**

**EFFECTIVE**  
**12/17/2023**

<b><u>Part Time</u></b>	<b><u>MINIMUM</u></b>	<b><u>MAXIMUM</u></b>
Housekeeping Staff	\$12.00/hour	\$16.00/hour
Building Maintenance Worker	15.00/hour	25.00/hour
Part Time Service (Effective 4/19/2022)	14.00/hour	18.00/hour

<b><u>Seasonal Employees</u></b>	<b><u>MINIMUM</u></b>	<b><u>MAXIMUM</u></b>
Sewer Repair and Maintenance	\$15.00/hour	\$20.00/hour
Construction Observer	19.00/hour	30.00/hour
Snow Plow Drivers	15.00/hour	20.00/hour
Road Side Mower	15.00/hour	20.00/hour
Seasonal Service	14.00/hour	18.00/hour

**SECTION 2.** All payments to be made by direct deposit, unless otherwise determined by the Finance Department to pay via paper check.

**SECTION 3.** All employees shall provide the Finance Department with an active email address. The employee will receive their direct deposit voucher via email to the address provided, unless otherwise determined by the Finance Department to distribute in paper form. The Finance Department is not responsible for verifying the email address are active, it shall be the responsibility of the employee.

**SECTION 4.** Ordinance No. 5668 and the same hereby is, superseded and restated by this Ordinance.

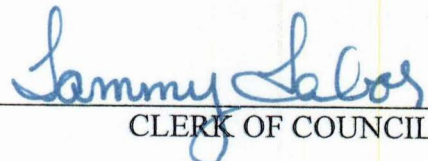
**SECTION 5.** The Council declares this Ordinance to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency relates to the daily operation of municipal departments, therefore, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise, from and after the earliest period allowed by law.

PASSED: February 20, 2024

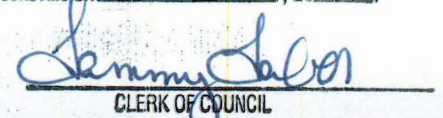
APPROVED: February 20, 2024



MAYOR

  
CLERK OF COUNCIL

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CLERK OF COUNCIL

**ORDINANCE RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

Ordinance No. 5687

**AN ORDINANCE AUTHORIZING THE MAYOR TO  
ENTER INTO A CUSTOMER SERVICES AGREEMENT  
WITH EASE@WORK EAP, LLC TO PROVIDE EMPLOYEE  
ASSISTANCE SERVICES; AND DECLARING AN EMERGENCY**

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Brecksville, County of Cuyahoga, and State of Ohio, that:

**SECTION 1.** The Mayor be, and he hereby is, authorized to enter into a Customer Services Agreement with Ease@Work, EAP, LLC to provide employee assistance services, a copy of which Customer Services Agreement is attached hereto as Exhibit "A" and incorporated herein as if by reference.

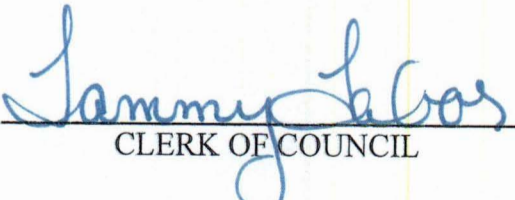
**SECTION 2.** The Council hereby appropriates sufficient funds to effectuate the provisions contained in Section 1 hereof, and the Director of Finance is hereby authorized to transfer the funds necessary to complete this expenditure from the available funds of the City. The Director of Finance be and is hereby further authorized to issue the fiscal officer's certificate necessary to make the expenditures as described in Section 1 hereof, and is further directed to issue vouchers of this City in the amounts and for the purposes as expressed in Section 1 hereof, said amounts to be charged to the appropriately designated Fund.

**SECTION 3.** The Council declares this Ordinance to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency is the need to provide employee assistance services, therefore, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise, from and after the earliest period allowed by law.


PASSED: February 20, 2024

APPROVED: February 20, 2024

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK OF COUNCIL

I do hereby certify that the foregoing is a true and correct copy of Ordinance No. 5687 duly passed by the Council of the City of Brecksville, Ohio, on 2.20, 20 24 and that same was duly posted in accordance with the existing Charter of the City of Brecksville on 2.23, 20 24.

  
\_\_\_\_\_  
CLERK OF COUNCIL

**City of Brecksville Customer Services Agreement**

**EXHIBIT A**

**Statement of Work/Fee Schedule**

The specific services below may be deleted, modified, or redefined by AllOne Health with notice to the Customer.

Effective Date: **3/1/2024**

Employee Count: \_\_\_\_\_

Group(s) covered: Full time employees and household family members

<b>EMPLOYEE ASSISTANCE and WORK-LIFE SERVICES</b>	
<ul style="list-style-type: none"> <li>✓ 24/7 Toll-free telephonic and online access to EAP services</li> <li>✓ Call translation services available in over 240 languages</li> <li>✓ 24-hour access to In the Moment Support for immediate or emergent mental health needs</li> <li>✓ Referral to staff or affiliate network for short-term counseling</li> <li>✓ Up to <b>6</b> virtual or face-to-face short-term, counseling sessions per unique incident per year with master's degree EAP counselor</li> <li>✓ Work/Life consultation, customized to the member's individual need and request</li> <li>✓ Personalized search and referrals to work-life resources for child care, adoption, education, pet care, elder/adult care, relocation assistance, and more</li> <li>✓ Legal services provides one legal consultation per issue/per year. Unlimited issues. Legal service includes a free half-hour consultation with an licensed attorney and a 25% reduction in the customary attorney fees in most cases. Financial issues receive a 30-minute consultation with a Certified Financial</li> <li>✓ Professional. Depending on the type of issue, additional consultation may be provided</li> <li>✓ Identity theft consultation services provided by a Fraud Resolution Specialist. One virtual session (up to 60 minutes) per issue/per year.</li> <li>✓ Comprehensive web-based Work/Life resources</li> <li>✓ Interactive web-based Work/Life seminars</li> <li>✓ Specialized web-based corporate discounts, reference guides &amp; referral sourcing</li> <li>✓ Life Coaching (<i>up to <b>6 sessions</b> per year</i>)</li> <li>✓ Medical Advocacy</li> <li>✓ Web-site portal and mobile app</li> <li>✓ Personal Assistant</li> <li>✓ Wellness Coaching (up to 6 sessions per year)</li> </ul> <p>Substance Abuse Professional (SAP) Services including assessment, referral, follow-up, record-keeping and reporting</p> <p>On-site/virtual training</p> <p>Other services not listed elsewhere</p>	<p><b>INCLUDED</b></p>
	<b>\$600 per incident</b>
	<b>\$350 per hour</b>
	<b>FFS</b>

<b>PROGRAM IMPLEMENTATION AND PROMOTION</b>	
<ul style="list-style-type: none"> <li>✓ Virtual supervisor and employee program orientation and training</li> <li>✓ Lifestyle blog</li> <li>✓ Monthly employee E-Newsletters</li> <li>✓ Monthly manager articles</li> <li>✓ Periodic EAP related articles</li> <li>✓ Standard electronic promotional materials (<i>customized, printed materials and home mailing options available for an additional fee</i>)</li> <li>✓ Webinar based program orientation (digital manuals included) for employees, managers, supervisors, and human resources</li> <li>✓ On-site program orientation for employees, managers, supervisors and human resources</li> <li>✓ Participation in Health, Wellness &amp; Benefits Fair</li> </ul>	<b>INCLUDED</b>
<b>MANAGEMENT ASSISTANCE</b>	
<ul style="list-style-type: none"> <li>✓ Dedicated account manager</li> <li>✓ Management consultations for human resources, managers, and supervisors</li> <li>✓ Fitness for Duty consultation</li> <li>✓ Formal management referral, assessment, and counseling</li> <li>✓ Post workplace trauma/crisis consultation</li> <li>✓ Secure and confidential data management system</li> <li>✓ Coordination of care with healthcare insurance provider</li> <li>✓ Manager Tool Kit</li> <li>✓ Consultation on policies and procedures related to the access and use of the EAP</li> </ul>	<b>INCLUDED</b>
<b>PERFORMANCE TRACKING</b>	
<ul style="list-style-type: none"> <li>✓ Case management for job performance referrals</li> <li>✓ Online employee satisfaction surveys</li> <li>✓ Program review &amp; planning</li> <li>✓ Utilization Reporting</li> </ul>	<b>INCLUDED</b>
<b>PRICING SUMMARY</b>	

Total billable covered employees/members at program start:

Per Employee Per Year (PEPY):

**\$23.00**

**Important Copyright Protection Notice:**

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## CUSTOMER SERVICES AGREEMENT

*(U.S. Based Employees Only)*

EXHIBIT "A"

This **CUSTOMER SERVICES AGREEMENT** (the "Agreement"), dated as of March 1, 2024, is entered into by and between Ease@Work EAP, LLC, a Pennsylvania corporation with its principal place of business located at 18051 Jefferson Park Rd #102 Middleburg Hts., OH 44103 doing business as Ease@Work EAP or AllOne Health ("Company") and the City of Brecksville, with its principal place of business located at 9069 Brecksville Road, Brecksville, Ohio 44141 ("Customer"), collectively referred to herein as "Parties" and each as "Party."

### **PREAMBLE**

**WHEREAS**, Customer wishes to engage the Company to provide employee assistance services and the Company wishes to provide such services upon certain terms and conditions.

**NOW, THEREFORE**, in consideration of the recitals listed above and the mutual promises, covenants, agreements, and undertakings of the Parties set forth below, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties, intending to be legally bound, agree as follows:

### **ARTICLE I. COMPANY RESPONSIBILITIES**

**1.1 Description of Services.** The Company shall provide services to Customer pursuant to the attached Statement of Work/Fee Schedule (**Exhibit A**), which is incorporated herein by reference, (sometimes collectively referred to as "Services").

**1.2 The Company's Intellectual Property.** The Agreement is not a work-for-hire agreement. The Company retains exclusive right, title and interest in intellectual property developed, delivered, or used in the performance of the Agreement. Neither the Agreement nor any Statement of Work changes the ownership of any pre-existing materials. Customer shall have no ownership interest in software used by the Company. All work product generated or acquired by the Company shall be the exclusive property of the Company. Work product shall include all clinical data and supporting records and other information. All such work product is confidential pursuant to Article 2 of the Agreement.

### **ARTICLE II. CONFIDENTIALITY**

**2.1 Confidential Information.** "Confidential Information" means information or data of a Disclosing Party concerning its business operations, methods and strategies, financial condition, technology, or prospects, in any form or medium (including writings, drawings and electronically stored information and data), whether or not marked or labeled as "confidential." Confidential Information also includes: (i) a Disclosing Party's technical information, confidential data and trade secrets; (ii) a Disclosing Party's nonpublic Intellectual Property ("IP") (for example, inventions, discoveries, designs, methods, processes and ideas, whether or not patented or patentable), mask works and works for authorship, whether copyrighted or copyrightable; (iii) any other information or data whether in written, electronic or oral form, directly or indirectly or made available by Disclosing Party or any of its or its affiliates' employees or independent contractors to the non-disclosing party in connection with the activities contemplated by this Agreement that is designated "Confidential" or "Proprietary" or some similar designation or that would reasonably be expected to be confidential under the circumstances, including information related to the Disclosing Party's business or operations (including financial, corporate, marketing, product, research, technical, manufacturing and other nonpublic information) or to its or its affiliates' employees, customers, suppliers and other business partners, property-related information, personally identifiable information, sensitive personal information (including the substance of inquiries or requests made by Customer's employees through the Services); and (iv) all tangible manifestations (however embodied) of information or data referred to in clauses (i), (ii) and (iii) above (for example, computer software, firmware, scripts or objects, hardware, programmer's notes, databases, manuals, training manuals and materials, memoranda, reports, drawings, sketches, flowcharts, models, prototypes, files, films, records or forms).

Company acknowledges that Customer is subject to Ohio Public Records Law, Ohio Revised Code 149.43.

## Member Customer Services Agreement

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**2.2 Receiving Party.** A Party that acquires knowledge of the other Party's (a "Disclosing Party") Confidential Information is considered the "Receiving Party." The Receiving Party shall keep Confidential Information in confidence using the same degree of care as the Receiving Party uses with its own Confidential Information or a reasonable degree of care, whichever is greater. The Receiving Party will not use, exploit, disseminate, disclose, or divulge Confidential Information to any person, firm, corporation, partnership, association, or other entity, without the prior written consent of the Disclosing Party.

**2.3 Applicability of Confidentiality.** Notwithstanding the foregoing, a Receiving Party is not required to hold a Disclosing Party's information "confidential" if the information: (i) becomes publicly known, after disclosure in connection with this Agreement, through no act or omission of the Receiving Party; (ii) was, prior to disclosure in connection with this Agreement, already in the legitimate possession of the Receiving Party or publicly known; (iii) is obtained by the Receiving Party from a third party (a) without using the Disclosing Party's Confidential Information and (b) without a breach of such third party's obligations or violation of law, rule or regulation; (iv) is independently developed by the Receiving Party without use of or reference to the Confidential Information; (v) is required to be disclosed pursuant to judicial or governmental judgment, writ, decree, or order; or (vi) becomes relevant to the Receiving Party in any claim, demand, suit, action or proceeding instituted or defended by it in connection with the enforcement of its right or obligations under this Agreement. If the Receiving Party is required to disclose Confidential Information as contemplated in **Section 2.3(v)**, the Receiving Party may disclose only such information as, in the opinion of counsel, is legally required. The Receiving Party shall provide Disclosing Party, to the extent reasonably possible, advance notice to allow the Disclosing Party to seek, at its own expense, a protective order. The Receiving Party shall, at the Disclosing Party's expense, reasonably cooperate with the Disclosing Party's efforts to seek such a protective order.

**2.4 Retention.** The Company may retain, for its own general analytic purposes, after termination of the Agreement, de-identified aggregate data that is: (i) compiled from the raw data disclosed by Customer to the Company; or (ii) compiled from raw data collected from Customer's employees or their health care providers.

**2.5 Information Security Program.** The Company maintains an information security program to protect personally identifiable information. The information security program includes administrative, technical, and physical safeguards: (a) to ensure security and confidentiality; (b) to protect information against any anticipated threats or hazards to security and integrity; and (c) to protect information against unauthorized access to or use that could result in harm, liability, or inconvenience to Customer or to its employees. The Company will report breaches of security to Customer when the security breach involves Customer information or information related to employees or any other individuals that is collected by and held by or on behalf of the Company.

**2.6 Security Breach.** If the Company believes that there has been any unauthorized access to or use of information related to employees or any other individuals that is collected by and held by or on behalf of the Company (a "Security Breach" of "Customer Data"), the Company must notify Customer after completion of its internal review and investigation.

### **ARTICLE III. TERM, PAYMENT AND TERMINATION**

**3.1 Term.** The Agreement commences on the effective date set forth on **Exhibit A** ("Effective Date") and ends at 5:00 p.m. Eastern Standard Time on February 28, 2026, or until terminated sooner pursuant to **Section 3.3** of the Agreement (the "Term").

**3.2 Payment.** In consideration for the Company rendering the Services, Customer agrees to pay the Company such amounts as set forth in **Exhibit A** ("Service Fees"). These fees will be fixed for the Initial 12-month term, unless the Customer has an employee enrollment change of ten percent (10%) or more, whereby the Company has the right to review and revise pricing accordingly. The Customer shall report employee enrollment changes of ten percent (10%) or more in writing with payment remittance. The Company has a right to review and revise pricing accordingly on past and future invoices related to the ten percent (10%) change. Any other adjustments to fees will go into effect each successive term on or after the anniversary date at the Company's sole discretion, but not to

## Member Customer Services Agreement

Page 3 of 9

exceed the Consumer Price Index (CPI) or rate of inflation at that time, unless otherwise mutually agreed upon. The Company will send Customer an annual invoice for services rendered to Customer. Customer shall make payment upon receipt of the invoice. If the invoice is not paid within thirty (30) days following the invoice date, the invoice amount accrues interest at a rate of 1.25% per month. However, Customer's total interest liability will not exceed the limits imposed by law. If the Company charges Customer for interest more than the limits imposed by law, the Company will credit Customer the excess interest on the Company's next invoice. If the excess interest is greater than the amount of the Company's next invoice, the Company will refund Customer the amount of excess interest owed above the next invoice amount.

**3.3 Termination.** Either Party may terminate the Agreement if the other Party materially breaches the Agreement and fails to cure such breach within sixty (60) days after receipt of written notice of such breach from the other Party. Termination shall not prejudice any other remedy to which the terminating Party may be entitled at law, in equity or under the Agreement.

**3.4 Effect of Termination.** The Company is entitled to full compensation for work performed prior to termination.

**3.5 Indebtedness.** If Customer is unable to pay its debts as they become due, the Company may terminate the Agreement at its discretion and proceed to enforce Customer's performance. This Section 3.5 supersedes all prior contract terms and conditions.

**3.6 Bankruptcy.** Either Party may terminate the Agreement if the other Party: (i) ceases doing business as a going concern; (ii) makes an assignment for the benefit of creditors; (iii) admits in writing its inability to pay its debts as they become due; (iv) commences, or has commenced against it, bankruptcy proceedings in any jurisdiction and such proceedings are not dismissed within 30 days; or (v) files a petition seeking for itself any reorganization, arrangement, composition, readjustment, liquidation, dissolution or similar arrangements under any present or future statute, law or regulation or files an answer admitting the material allegations of a petition filed against it in any such proceeding, consents to or acquiesces in the appointment of a custodian, trustee, receiver, liquidator of it or of all or any substantial part of its asset or properties, or if within 45 days after the commencement of any proceeding against the Party seeking reorganization, similar arrangements, readjustment, liquidation, dissolution or similar relief under any present or future statute, law or regulation, such proceedings shall not have been dismissed, or if within 45 days after appointment of any custodian, trustee, receiver or liquidator of it or all or any substantial part of its assets and properties without the Party seeking reorganization's consent or acquiescence, and the appointment has not been vacated.

## **ARTICLE IV. INDEMNIFICATION**

## **ARTICLE V. WARRANTY, DISCLAIMER AND LIMITATION OF LIABILITY**

**5.1 Warranty.** The Company will use commercially reasonable efforts to perform the Services in a professional manner, consistent with industry standards. Except as described in the Agreement or a Statement of Work, the Company makes no other warranties. The Company warranties extend solely to Customer. This warranty gives Customer specific legal rights, and Customer may also have other rights, which vary from state to state. Except for non-payment, neither Party will bring a legal action under the Agreement more than two (2) years after the cause of action arose.

**5.2 Disclaimer.** TO THE EXTENT PERMITTED BY LAW AND AS PROVIDED HEREIN, COMPANY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE FOR PRODUCTS AND SERVICES.

**5.3 Limitation of Liability.** IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCURRED BY CUSTOMER OR ANY THIRD PARTY, WHETHER IN AN ACTION IN

**Member Customer Services Agreement**

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CONTRACT OR TORT, EVEN IF THE OTHER PARTY OR ANY OTHER PERSON HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. COMPANY'S LIABILITY FOR DAMAGES HEREUNDER SHALL IN NO EVENT EXCEED TWO TIMES THE AMOUNT OF FEES PAID BY CUSTOMER, FOR THE PERIOD OF 12 MONTHS PRECEDING THE INCIDENT GIVING RISE TO SUCH DAMAGES, UNDER THE AGREEMENT FOR THE RELEVANT SERVICES.

**ARTICLE VI. THIRD PARTY INFORMATION/LIMITATIONS OF RESPONSIBILITY**

**6.1 Responsibility and Liability for Third Parties.** It is specifically understood and agreed by the Parties that neither Party assumes responsibility or liability for the accuracy, completeness, propriety, necessity, or advisability of the information which is provided to the Company or Customer by or from third parties including counselors, affiliates, coaches, coordinators, clinics, or any other entities providing information to the Company or Customer.

**6.2 Limitations of Responsibility.** The Parties understand and agree that Company shall have no responsibility of any kind to Customer and any individual employee of Customer or any other person, firm, corporation, or entity for any of the following: (1) verification of any individual's eligibility, or entitlement to group medical/health plan coverage, or coverage contained within or excluded from said group health plan; (2) verification for any participant's provider's network status; (3) payment of any individual's medical, hospital, or other bills, debts, obligations, or other liabilities of any kind relating to medical or surgical treatment of confinement; (4) benefit decisions – the role of the Company being limited to making clinical recommendations to a health benefit plan's named fiduciary; and (5) notification to any individual of an adverse benefit determination based upon, or related to, a clinical recommendation by Company.

**6.3 Customer Obligations.** The Company shall not be liable for any obligation, indebtedness, or liability of Customer, whether now existing or hereafter arising, and the Company shall not, by entering into the Agreement, assume or become liable for any of such obligations, indebtedness, or liabilities.

**ARTICLE VII. AUTHORIZATION FOR COMMUNICATIONS**

**7.1 Communications.** Customer shall not distribute descriptive materials of any type which reference the various components of the services provided by the Company without first submitting such proposed materials to the Company for review and obtaining prior written authorization from the Company. Customer further expressly acknowledges that all intellectual property rights of the Company, its successors and/or assigns, shall remain the sole and exclusive property of the Company, its successors and/or assigns consistent and in accordance with the prior approval obtained by the Company from the United States Patent and Trademark Office and any other available remedies or protection(s) available unto the Company.

**7.2 Irreparable Harm to the Company.** It is further expressly agreed that a breach by Customer of any provision of the preceding covenant will cause the Company irreparable harm which cannot be adequately compensated by monetary relief. Accordingly, in the event of any such breach, the Company can and will be entitled to equitable relief (including but not limited to temporary restraining orders, preliminary and/or permanent injunctions), in addition to any other remedies available at law or in equity now or hereinafter in force.

**ARTICLE VIII. GENERAL PROVISIONS**

**8.1 Notice.** All notices and other communications required or permitted hereunder or in connection herewith, shall be deemed to have been duly given if they are in writing and delivered personally or sent by registered or certified mail, return receipt requested and postage prepaid. They shall be addressed as follows:

AllOne Health Resources, Inc.  
Attn: Legal Department  
100 North Pennsylvania Avenue  
Wilkes-Barre PA 18701-3503



Customer:  
City of Brecksville  
Attn: Laura Starosta  
9069 Brecksville Rd  
Brecksville, Ohio 44141

Provided, however, that either Party may change such Party's address by written notice of such change in accordance with this Section 8.1 to the other Party.

**8.2 Governing Law.** The Agreement shall be governed by and construed under the laws of the State of Ohio, without giving effect to the principles of conflict of laws thereof. Additionally, the Parties agree that any legal action or proceeding brought by or against them under this agreement shall be exclusively brought in the courts in and for Cuyahoga County Common Pleas Court in Ohio and United States Northern District of Ohio Federal Court and that the parties submit to such jurisdiction and waive all objections which they may have with respect to the venue of the above courts.

**8.3 Entire Agreement.** The Agreement, together with the exhibits attached hereto, constitutes the entire understanding and agreement between the Parties with respect to the provisions of the Services and supersedes any and all prior agreements whether written or oral, that may exist between the Parties solely with respect to such subject matter. The Preamble and **Exhibit A** are incorporated into the Agreement by reference.

**8.4 Modifications and Amendments.** No modification, alteration, change or waiver of any provision of the Agreement shall be valid unless it is in writing and signed by the Party against whom it is sought to be enforced. No waiver at any time of any provision of the Agreement shall be deemed a waiver of any other provision of the Agreement at that time or a waiver of that or any other provision at any other time.

**8.5 Statement of Work/Fee Schedule Amendments.** Notwithstanding **Section 8.4**, Customer may request the Company to make changes to its Statement of Work/Fee Schedule or to perform additional Services ("Modified Services"). Upon such request by Customer, the Company shall submit in writing a proposal for accomplishing the Modified Services and any associated increase or decrease in the Service Fees. If Customer elects to have the Company perform the Modified Services, the Company shall prepare an amended Statement of Work/Fee Schedule that describes and outlines the terms of the Modified Services to be performed. Such amended Statement of Work/Fee Schedule shall be mutually agreed upon, signed, and dated by both Parties. The Company shall not be obligated to perform the Modified Services prior to the execution of the amended Statement of Work/Fee Schedule.

**8.6 Assignment and Third-Party Beneficiaries.** Neither Party may assign the Agreement without the expressed written consent of the other Party, which consent shall not be unreasonably conditioned, withheld or delayed. Notwithstanding the foregoing, either Party may assign the Agreement to its parent, a subsidiary, or an affiliated company without the expressed written consent of the other Party. Furthermore, either Party may assign the Agreement to a third party solely in connection with a sale or other disposition of substantially all the assets of the assigning Party's business without the expressed written consent of the other Party.

**8.7 Captions and Headings; Interpretation.** Captions and headings contained herein are solely for convenience of reference and shall not constitute a part of, or affect the interpretation or construction of, the Agreement. Except as otherwise explicitly specified to the contrary, (a) references to a Section, Article, exhibit or schedule means a Section or Article of, or schedule or exhibit to this Agreement, unless another agreement is specified, (b) the word "including" (and words of similar import) means "including without limitation," (c) references to a particular statute or regulation include all rules and regulations thereunder and any predecessor or successor statute, rules or regulation, in each case, as amended or otherwise modified from time to time, (d) words in the singular or plural form include the plural or singular form, respectively, and words of one gender shall be held to

## Member Customer Services Agreement

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include all genders as the context requires, (e) references to the Parties means the Parties hereto, unless another agreement is specified, (f) references to a particular person include such person's successor and assigns to the extent not prohibited by this Agreement, (g) "extent" in the phrase "to the extent" means the degree to which a subject or other thing extends, and such phrase does not mean simply "if," (h) the headings contained in this Agreement, in any exhibit or schedule hereto and in the table of contents to this Agreement are for reference purposes only and shall not effect in any way the meaning or interpretation of this Agreement, (i) references to "\$" shall mean United States dollars, (j) the word "or" is not exclusive, (k) the words "hereof," "herein," "hereby," "hereto," and derivative or similar words refer to this entire Agreement including the schedules and exhibits hereto, (l) the word "any" means "any and all," (m) the words "writing," "written," and comparable terms refer to printing, typing and other means of reproducing words (including electronic media) in a visible form, (n) no provision of this Agreement is to be construed to require, directly or indirectly, any person to take any action, or omit to take any action, to the extent such action or omission would violate applicable law, (o) if the last day of the time period for the giving of any notice of the taking of any action required under this Agreement falls on a day that is not a business day, the time period for giving such notice or taking such action shall be extended through the next business day following the original expiration date of such, and (p) the Parties have each participated in the negotiation and drafting of this Agreement and if an ambiguity or question of interpretation arises, this Agreement shall be construed as if drafted jointly by the Parties hereto and no presumption or burden of proof shall arise favoring or burdening any Party by virtue of the authorship of any of the provisions in this Agreement.

**8.8 Waiver and Severability.** The waiver by either Party of any default or breach of the Agreement shall not constitute a waiver of any other or subsequent default or breach. If any provision of the Agreement shall be deemed partially or wholly unenforceable, such unenforceability shall not affect the remaining provisions hereof and such affected provision shall be enforced to the fullest extent permitted by law.

**8.9 Attorney's Fees, Costs and Expenses.** If any action at law or in equity is necessary to enforce or interpret the terms of the Agreement, each Party shall bear its own attorneys' fees, costs and expenses incurred in maintaining such action in addition to any other relief that may be deemed proper.

**8.10 Counterparts and Facsimile Signatures or PDF Signatures.** The Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Customer and the Company agree that transmission to each other of the Agreement with the transmitting Party's facsimile signature or portable document format ("PDF") signature shall suffice to bind the Party signing and transmitting same to the Agreement in the same manner as if the Agreement with an original signature had been delivered.

**8.11 Independent Contractor Status.** For purposes of the Agreement and all the Services to be provided hereunder, the Company shall not be considered a partner, co-venturer, agent, employee or representative of Customer, but shall remain in all respects an independent contractor, and neither Party shall have any right or authority to make or undertake any promise, warranty or representation, to execute any contract or otherwise to assume any obligation or responsibility in the name of or on behalf of the other Party.

**8.12 Solicitation of Employees.** Customer agrees that during the term of the Agreement and for a period of twenty-four (24) months commencing on the date that such term expires or is terminated, Customer shall not for any reason, either directly or indirectly, on Customer's own behalf or in the service or on behalf of others, solicit, recruit or attempt to persuade any person to terminate such person's employment or consulting arrangement with the Company, or an affiliated company, whether or not such person is a full-time employee or whether or not such employment is pursuant to a written agreement or is at-will.

**8.13 Survival.** The provisions of Articles II, III, IV, V, VI, VII and VIII shall survive the expiration or sooner termination of the term of the Agreement.

**8.14 Force Majeure.** Each Party shall not be considered in default of the performance of its obligations under the Agreement to the extent that performance of its obligations is prevented or delayed by any cause beyond its

## Member Customer Services Agreement

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reasonable control, including acts of God, acts or omissions of governmental authorities, strikes, lockouts or other industrial disturbances, acts of public enemies, wars, blockades, riots, civil disturbances, pandemics, epidemics, floods, hurricanes, tornadoes and any other similar acts, events or omissions (each a "Force Majeure Event"). A Party is excused from performance only for the duration of such a Force Majeure Event. Any Party so delayed in its performance due to a Force Majeure Event shall immediately notify the other Party by telephone (to be confirmed in writing within 24 hours of the inception of such delay). In the event a Force Majeure Event affecting the performance of a Party continues for more than 60 days, the other Party may terminate this Agreement upon notice to such affected Party.

**8.15 Advertising and Public Announcement.** Customer agrees that the Company may: (1) use Customer's name in any form of publicity; (2) release to the public any information relating to the Services to be performed hereunder; and (3) otherwise disclose or advertise that the Customer has entered into the Agreement.

**8.16 Subcontracting.** Company may also, without notice, utilize subcontractors and agents to perform aspects of the Services (such as cloud hosting), provided, however, that Company shall remain primarily responsible for compliance with its obligations under this Agreement.

**8.17 ERISA Disclaimer.** The Parties acknowledge and agree that the Company will provide services to Customer under the Agreement. In providing such service, the Parties agree that the Company will not exercise any discretionary authority over the management or disposition of assets of any welfare benefit plan (as such term is defined in the Employee Retirement Income Security Act of 1974 ("ERISA")). The Company's duties will be limited to providing certain contractually agreed upon services as herein set forth. Therefore, the Parties agree that the Company is not a fiduciary (as such term is defined by ERISA Section 3(21)) regarding Customer's Health Benefits or any Health and Welfare Benefit Plan. The Company will provide services by using its employees who are unfamiliar with and have no responsibility to determine or verify the coverage requirements of any specific benefit plan. In the event that knowledge of the Company shall be a prerequisite to imposing a duty upon or to determine the liability of the Company under the Agreement or under any statute regulating the conduct of the Company, the Company will not be deemed to have participated in any act or omission of any fiduciary (as such term is defined under ERISA) with regard to the coverage requirements of any welfare benefit plan as a result of performing its contractually agreed upon duties hereunder.

**8.18 Privacy.**

(a) Company is a "service provider", "processor", or equivalent term under data privacy laws applicable to Company's activities under this Agreement (collectively, together with any regulations promulgated pursuant to such laws, "Data Privacy Laws"), and Customer is a "controller", "business" or equivalent term under applicable Data Privacy Laws. The parties agree and acknowledge that certain individuals may have personal data rights pursuant to Data Privacy Laws with respect to their "personal information," "personal data," or equivalent term as defined in Data Privacy Laws ("Personal Information"). Company will retain, use, and disclose Personal Information subject to Data Privacy Laws only for the business purposes and business relationship authorized in the Agreement or otherwise permitted by such Data Privacy Laws, will not sell Personal Information (as such term is defined in applicable Data Privacy Laws), and will treat such Personal Information as Confidential Information under this Agreement. The Company's PIMS Privacy Policy is incorporated herein by reference and can be found on the Company's website. The PIMS Privacy Policy may be amended from time to time without notice to the Customer.

(b) Referral Network. Customer acknowledges and agrees that the counselors, affiliates, coaches, coordinators, clinics, health care providers, and any other entities to whom Company may refer Customer's employees for health counseling or similar services (collectively, the "Referral Network") are separate, independent "controllers", "businesses", or an equivalent term under Data Privacy Laws, and such Referral Network members are not Company's subcontractors or service providers. Customer further acknowledges that Company has no control over, or responsibility for, the data collection or use practices of any Referral Network member, and the use of Personal Information by Referral Network members is subject to each such member's own privacy practices and disclosures. The Company's Referral Network is a sub-processor of the Company for purposes of the referral, invoice,

**Member Customer Services Agreement**

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and payment process. The Customer may obtain additional information about the Company's Affiliate Network by contacting the Company.

(c) With regard to protected health information ("PHI") and other Personal Information, each party shall comply, to the extent applicable, with the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the Health Information Technology for Economic and Clinical Health Act ("HITECH") and any all-applicable Data Privacy Laws. Customer hereby agrees that (i) the Company is authorized to process and transfer data between its offices constituting the Company's group of companies, and between any sub-contractor(s), partners and affiliates, and other members of the Referral Network, engaged by the Company to perform part or all of the Services thereby allowing global access to the data on a 'need-to-know' basis in order to perform Services under this Agreement in the countries and territories specified by Customer; and (ii) the Company may disclose protected health information of data subjects (as defined in HIPAA) in the aggregate reports or in de-identified form, without the written consent of data subject, in connection with Company's business operations, as permitted by law.

(d) The Customer shall not share Customer PHI or Personal Information with the Company. "Personal Information" shall mean a first name and last name or first initial and last name in combination with any one or more of the following data elements that relate to such resident: (a) Social Security number; (b) driver's license number or state-issued identification card number; or (c) financial account number, or credit or debit card number, with or without any required security code, access code, personal identification number or password, that would permit access to a resident's financial account; provided, however, that "Personal information" does not include information that is lawfully obtained from publicly available information, or from federal, state or local government records lawfully made available to the general public.

**8.19 Anti-Corruption Compliance.** Reserved.

**8.20 Trade Sanctions and Export Control.** Reserved.

**8.21 Record Storage and Delivery.** Upon termination of the Agreement and to the extent that such records exist, the Company shall compile, collect, and deliver to Customer all Customer records subject to the Agreement as soon as is practicable after such termination. Customer agrees to accept delivery upon receipt of such Customer records and pay the Company all reasonable and customary storage, shipping and handling fees and expenses upon receipt of such record delivery and invoicing. Customer understands that any federal and/or state law, rule, regulation, or policy requiring the safekeeping of records for a prescribed time period, after termination of the Agreement, is the sole responsibility of Customer and not an obligation of the Company.

*[Remainder of page intentionally left blank]*

**SIGNATURE PAGE**

IN WITNESS WHEREOF, the Parties have executed and delivered the Agreement as of the date first above written.

**EASE@WORK EAP, LLC**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Keith Wasley  
President and Chief Executive Officer

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature of Authorized Customer Representative

\_\_\_\_\_  
Printed Name of Authorized Customer Representative

\_\_\_\_\_  
Title of Authorized Customer Representative

**ORDINANCE RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

Ordinance No. 5688

**AN ORDINANCE AUTHORIZING THE TRANSFER  
OF POLICE PORTABLE RADIOS AND RELATED  
EQUIPMENT NO LONGER NEEDED FOR MUNICIPAL  
PURPOSES TO VASU COMMUNICATIONS IN  
EXCHANGE FOR CREDIT TO PURCHASE NEEDED  
SPEAKER MICROPHONES AND BATTERIES;  
AND DECLARING AN EMERGENCY**

WHEREAS, pursuant to Article II of its Charter, the City of Brecksville may exercise its power of local self-government through the enactments of the Council.


NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Brecksville, County of Cuyahoga, and State of Ohio, that:

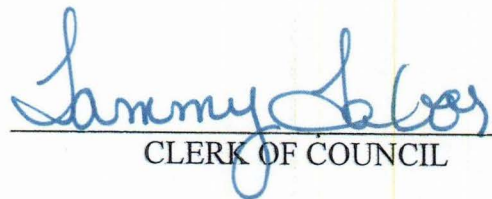
**SECTION 1.** The Mayor be, and he hereby is, authorized to trade in equipment no longer needed for municipal purposes to Vasu Communications in exchange for credit in the amount of eight hundred and ten dollars (\$810.00) for the purchase of needed speaker microphones and batteries, as listed on the Police Asset Transfer Request and Vasu Communications Quotation attached hereto as Exhibit "A" and incorporated herein as if by reference.

**SECTION 2.** The Council declares this Ordinance to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency relates to the need to transfer the outdated equipment and use the credit for the purchase of needed supplies, therefore, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise, from and after the earliest period allowed by law.

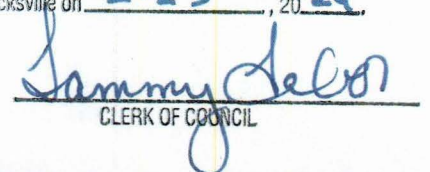
PASSED: February 20, 2024

APPROVED: February 20, 2024

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK OF COUNCIL

I do hereby certify that the foregoing is a true and correct copy of Ordinance No. 5688 duly passed by the Council of the City of Brecksville, Ohio, on 2-20, 20 24 and that same was duly posted in accordance with the existing Charter of the City of Brecksville on 2-23, 20 24.

  
\_\_\_\_\_  
CLERK OF COUNCIL

**PORTABLE RADIO ASSET TRANSFER REQUEST  
BRECKSVILLE POLICE TO VASU COMMUNICATIONS, INC.  
VASU QUOTE 101001130 - JANUARY 30, 2024**

	<b>Make</b>	<b>Model #</b>	<b>City Prop #</b>	<b>Serial #</b>
1	Motorola	MT1500	14566	687CNT0709
2	Motorola	MT1500	14574	687CNT0703
3	Motorola	MT1500	14587	687CNT0706
4	Motorola	MT1500	14584	687CNT0691
5	Motorola	MT1500	14589	687CNT0685
6	Motorola	MT1500	14572	687CNT0688
7	Motorola	MT1500	14575	687CNT0701
8	Motorola	MT1500	14583	687CNT0692
9	Motorola	MT1500	14565	687CNT0693
10	Motorola	MT1500	14567	687CNT0708
11	Motorola	MT1500	14569	687CNT0690
12	Motorola	MT1500	14582	687CNT0711
13	Motorola	MT1500	14579	687CNT0687
14	Motorola	MT1500	14577	687CNT0704
15	Motorola	MT1500	14568	687CNT0686
16	Motorola	PR1500	9223	626TGG0739
17	Motorola	PR1500	9400	626TJA0023
18	Motorola	PR1500	9244	626TGG2821
19	Motorola	PR1500	9225	626TGG0683
20	Motorola	PR1500	9399	626TJA0022
21	Motorola	HT1000	4752	402TYE6195Z
22	Motorola	HT1000	4733	402TYE6183Z
23	Motorola	HT1000	9708	402TYE6249Z
24	Motorola	HT1000	566	402AXG6578Z
25	Motorola	HT1000	4751	402TYE6209Z
26	Motorola	HT1000	4719	402TYE5871Z
27	KENWOOD	TK-2140*		70100008

For \$30.00 per radio. Included in the transfer are:  
QTY - 22 Impress Chargers, model WPLN4114AR  
QTY - 01 Kenwood Charger, model KSC-25

Transferred from:

\_\_\_\_\_  
Chief S.A. Korinek, Brecksville Police

\_\_\_\_\_  
Date

Transferred to:

\_\_\_\_\_  
VASU Communications, Inc.  
2432 Ridgeland Dr.  
Avon, OH 44011

\_\_\_\_\_  
Date



**QUOTATION**

**101001130**

This is NOT an Invoice

Customer#: 6284

**Bill To:**  
 BRECKSVILLE POLICE  
 Attn: PAT COLEMAN  
 9069 BRECKSVILLE RD  
 BRECKSVILLE, OH 44141

**Ship To:**  
 BRECKSVILLE POLICE  
 Attn:  
 9020 BRECKSVILLE RD  
 BRECKSVILLE, OH 44141

**Contact** PAT COLEMAN  
**Contact #:** 440-717-0318  
**Contact #:** 216-533-5563

**Contact:**  
**Contact #:**  
**Contact #:**

Date: 01/30/2024

*All quotes & estimates are valid for 90 days from the above date*

Customer#: 6284

Customer Rep: AV

Terms: NET 30

Qty	Item	Description	List Price / Discount	Price	Extended
<i>SPEAKER MICS &amp; BATTERIES</i>					
1	KMC-65M	MIL SPEC MICROPHONE	63.50 -12.70	50.80	50.80
3	KNB-L2M	Li-ion 2600mAh (Standard) Battery	169.00 -33.80	135.20	405.60
3	KMC-70M	SPEAKER MIC, 3PF KEYS, BLACK, VP-T IP67, IS (CSA), MIL-STD, PTT BUTTON, 3 PROGRAMMABLE BUTTONS, 3.5 MM	158.30 -31.66	126.64	379.92
1	TRADE-IN	RADIO TRADE IN	-150.00 -660.00	-810.00	-810.00

Acceptance of Proposal - The above prices and specifications are satisfactory and are hereby accepted. You are authorized to do the work as described above to do the work in a timely and professional manner.

Subtotal : \$26.32  
 Tax : \$0.00  
 Total Quote : \$26.32

Signature of Acceptance

Date

Vasu Communications, Inc.  
 2432 Ridgeland Dr.  
 Avon, OH 44011  
 Phone: 440-934-5268



**ORDINANCE RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

5689

Ordinance No. \_\_\_\_\_

**AN ORDINANCE ACCEPTING THE BIDS OF  
J.D. STRIPING & SERVICES, INC., SPECIALIZED  
CONSTRUCTION, INC., KONSTRUCTION KING, INC.  
CUYAHOGA FENCE LLC AND RONYAK PAVING, INC.  
FOR VARIOUS PORTIONS OF THE 2024 ROAD  
MAINTENANCE PROGRAM FOR THE SERVICE  
DEPARTMENT OF THE CITY OF BRECKSVILLE;  
AND DECLARING AN EMERGENCY**

**WHEREAS**, pursuant to the publication of bids, according to law, bids for various portions of the 2024 Road Maintenance Program for the Service Department of the City of Brecksville in accordance with the specifications on file in the office of the Director of Purchasing, were received and opened according to law at 9:00 o'clock A. M. on February 9, 2024, and it being determined that the bids of J.D. Striping & Services, Inc., Specialized Construction, Inc., Konstruction King, Inc., Ronyak Paving, Inc. and Cuyahoga Fence LLC are the lowest and best bids.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Brecksville, County of Cuyahoga, and State of Ohio, that:

**SECTION 1.** The bids of J.D. Striping & Services, Inc., dated February 9, 2024, for the Paint Markings of various City streets in an amount not to exceed \$111,742.11, and Newly Paved Street Remobilizations for \$1,500.00 all in accordance with the specifications on file in the office of the Director of Purchasing, be and the same are hereby accepted.

**SECTION 2.** The bids of Specialized Construction, Inc., dated February 9, 2024, for Partial Depth Joint Repair- Concrete, ODOT Item 253-Pavement Repair-Asphalt and for certain Equipment Rental in the various amounts as listed in the bid specifications, in accordance with the specifications on file in the office of the Director of Purchasing, be and the same are hereby accepted.

**SECTION 3.** The bids of Konstruction King, Inc. dated February 9, 2024, for various types of Concrete Repairs, in various amounts as listed in the bid specifications, in accordance with the specifications on file in the office of the Director of Purchasing, be and the same is hereby accepted.

**SECTION 4.** The bids of Ronyak Paving, Inc. dated February 9, 2024, for Asphalt Concrete Delivered & Placed, Pavement Planing, Asphalt Pavement Interseal and for certain Equipment Rental in various amounts as listed in the bid specifications, and to include Tack Coat Distributor at \$225/day and Tack Coat at \$4.50 per gallon, in accordance with the specifications on file in the office of the Director of Purchasing, be and the same is hereby accepted.

**SECTION 5.** The bids of Cuyahoga Fence LLC, dated February 9, 2024, for Guardrail Reconstruction & Replacement in the various amounts as listed in the bid specifications, in accordance with the specifications on file in the office of the Director of Purchasing, be and the same is hereby accepted.



**ORDINANCE RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

Ordinance No. 5689

No. -2-

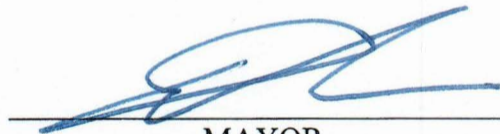
**SECTION 6.** The Mayor be and hereby is authorized and directed to enter into contracts on behalf of the City of Brecksville with the said J.D. Striping & Services, Inc., Specialized Construction, Inc., Konstruction King, Inc., Ronyak Paving, Inc., and Cuyahoga Fence LLC, as set forth in Sections 1 through 5 hereof, said contracts to be in such form as is approved by the Director of Law.

**SECTION 7.** The Council hereby appropriates sufficient funds to effectuate the provisions contained in Sections 1 through 5 hereof, and the Director of Finance is hereby authorized to transfer the funds necessary to complete this expenditure from the available funds of the City. The Director of Finance be and is hereby further authorized to issue the fiscal officer's certificate necessary to make the expenditures as described in Sections 1 through 5 hereof, and is further directed to issue vouchers of this City in the amounts and for the purposes as expressed in Sections 1 through 5 hereof, said amounts to be charged to the appropriately designated Fund.

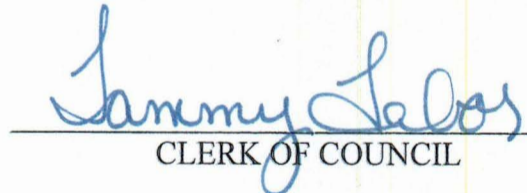
**SECTION 8.** The Council declares this Ordinance to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency is that the same relates to the need for a road program, therefore, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise from and after the earliest period allowed by law.

PASSED: February 20, 2024

APPROVED: February 20, 2024




MAYOR



CLERK OF COUNCIL

I do hereby certify that the foregoing is a true and correct copy of Ordinance No. 5689 duly passed by the Council of the City of Brecksville, Ohio, on 2-20, 20 24 and that same was duly posted in accordance with the existing Charter of the City of Brecksville on 2-23, 20 24.



CLERK OF COUNCIL



**RESOLUTION RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

5532

Resolution No. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE CITY OF BRECKSVILLE  
FIRE CHIEF TO COMPLETE THE GRANT PROCESS FOR THE  
FY 2023 ASSISTANCE TO FIREFIGHTERS GRANT; AND  
DECLARING AN EMERGENCY**

**WHEREAS**, the United States Department of Homeland Security, Federal Emergency Management Agency has made available FY 2023 Assistance to Firefighters Grants funding; and

**WHEREAS**, the Brecksville Fire Department, desires to apply for funding for radios.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Brecksville, County of Cuyahoga, and State of Ohio, that:


**SECTION 1.** The City of Brecksville Fire Chief, Nikola Zamiska, be, and he hereby is, authorized to complete the grant process for the FY 2023 Assistance to Firefighters Grant and to execute whatever documents are necessary to complete the application process. If successful in obtaining a grant, the Mayor is authorized to execute whatever documents are necessary to effectuate the receipt of grant funds.

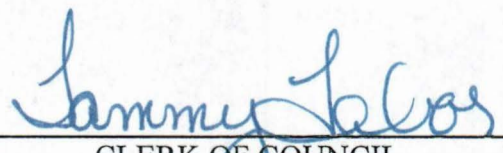
**SECTION 2.** The Council hereby appropriates sufficient funds to effectuate the provisions contained in Section 1 hereof and the Director of Finance is hereby authorized to transfer the funds necessary to complete this expenditure from the available funds of the City. The Director of Finance be and is hereby further authorized to issue the fiscal officer's certificate necessary to make the expenditures as described in Section 1 hereof, and is further directed to issue vouchers of this City in the amounts and for the purposes expressed in Section 1 hereof, said amounts to be charged to the appropriately designated Fund.

**SECTION 3.** The Council declares this Resolution to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency is that it relates to the need to meet the deadline for the Grant application of March 8, 2024, therefore, said Resolution shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise, from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_ February 20, 2024

APPROVED: \_\_\_\_\_ February 20, 2024

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK OF COUNCIL

I do hereby certify that the foregoing is a true and correct copy of Resolution No. 5532 duly passed by the Council of the City of Brecksville, Ohio, on 2-20, 2024 and that same was duly posted in accordance with the existing Charter of the City of Brecksville on 2-23, 2024.

  
\_\_\_\_\_  
CLERK OF COUNCIL

**RESOLUTION RECORD**  
**COUNCIL OF THE CITY OF BRECKSVILLE**

Resolution No. \_\_\_\_\_ **5533**

**A RESOLUTION AUTHORIZING THE MAYOR TO  
COMPLETE THE APPLICATION FOR A TRANSPORTATION,  
UTILITY SYSTEMS, TELECOMMUNICATIONS AND  
FACILITIES ON FEDERAL LANDS AND PROPERTY  
PERMIT FOR THE NEORSD RIVERVIEW ROAD  
FLOOD REDUCTION PROJECT; AND DECLARING  
AN EMERGENCY**

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Brecksville, County of Cuyahoga, and State of Ohio, that:

**SECTION 1.** The Mayor be, and he hereby is, authorized to complete an application for a Transportation, Utility Systems, Telecommunications and Facilities on Federal Lands and Property Permit for the NEORSD Riverview Road Flood Reduction Project and to execute whatever documents are necessary to complete the application process.

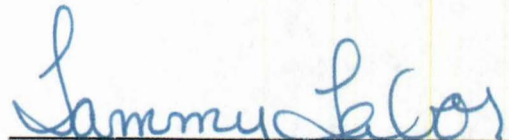
**SECTION 2.** The Council hereby appropriates sufficient funds to effectuate the provisions contained in Section 1 hereof and the Director of Finance is hereby authorized to transfer the funds necessary to complete this expenditure from the available funds of the City. The Director of Finance be and is hereby further authorized to issue the fiscal officer's certificate necessary to make the expenditures as described in Section 1 hereof, and is further directed to issue vouchers of this City in the amounts and for the purposes expressed in Section 1 hereof, said amounts to be charged to the appropriately designated Fund.

**SECTION 3.** The Council declares this Resolution to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency is that it relates to the need for the permit, therefore, said Resolution shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise, from and after the earliest period allowed by law.

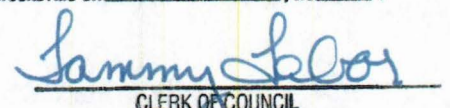
PASSED: February 20, 2024

APPROVED: February 20, 2024

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK OF COUNCIL

I do hereby certify that the foregoing is a true and correct copy of Resolution No. 5533 duly passed by the Council of the City of Brecksville, Ohio, on 2-20, 2024 and that same was duly posted in accordance with the existing Charter of the City of Brecksville on 2-23, 2024.

  
\_\_\_\_\_  
CLERK OF COUNCIL