

CUYAHOGA COUNTY
BOARD OF HEALTH
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*CONTRACT REVIEW COMMITTEE
ROUGH MINUTES – September 2, 2025*

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 2, 2025.

Roll Call: The following members were present: Brandy Eaton, Matthew Johnson, Becki Burke, Jana Rush, and Michele Benko.

Public Comments – N/A.

APPROVAL OF CONSENT AGENDA: Items listed under the Consent Agenda are considered routine. Each item will be read individually into the record and the Consent Agenda will then be enacted as a whole by one motion and one roll call. There will be no separate discussion of these items. If discussion by CRC members is desired on any item on the Consent Agenda, that item will be removed from the Consent Agenda by a motion and majority affirmative vote and considered in its normal sequence under the Regular Order of Business.

Approval of the Minutes of Prior Meetings: Regular Meeting – August 19, 2025.

It was moved by Mr. Johnson, seconded by Ms. Burke, that the consent agenda, including the minutes of the August 19, 2025 CRC meeting be approved.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CONTRACTS AND AWARDS:

Tabled Items:

None

New Items For Review:

Bid/Quote Openings ≥ \$40,000.00

CRC 2025-177

It was moved by Ms. Eaton, seconded by Mr. Johnson, that the following contract (CRC 2025-177) for 1865 Farmington Rd. East Cleveland, OH 44112 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$48,905.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-178

It was moved by Mr. Johnson, seconded by Ms. Eaton, that the following contract (CRC 2025-178) for 1752 Allandale Ave. East Cleveland, OH 44112 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$49,563.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-179

It was moved by Mr. Johnson, seconded by Ms. Burke, that the following contract (CRC 2025-179) for 3412 Ashby Rd., Up/Down Shaker Heights, OH 44120 be accepted as the lowest and best, and that a contract be awarded to Lead Guru in the amount of \$41,150.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

Bid/Quote Openings < \$40,000.00

CRC 2025-180

It was moved by Mr. Johnson, seconded by Ms. Burke, that the contract (CRC 2025-180) for 1771 E. 234th St. Euclid, OH 44117 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$20,625.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

Expenditures: Contracts < \$40,000.00

CRC 2025-181

It was moved by Ms. Eaton, seconded by Mr. Johnson, that sponsor agreement (CRC 2025-181) with Trinity High School from September 2, 2025 through May 30, 2026. The amount to be paid to Trinity High School is not to exceed \$500.00 be approved.

Purpose: For CCBH to participate as a sponsoring partner in the Trinity High School Internship Program for the 2025-2026 school year.

Funding Source: 100% funded by CCBH General Revenue.

Presented by: Becki Burke

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-182

It was moved by Mr. Johnson, seconded by Ms. Burke, that contract addendum (CRC 2025-182) with American Builders and Applicators (CRC 2025-133), 4149 Verona Rd, South Euclid, Ohio 44121 to increase the amount to be paid to American Builders and Applicators from \$25,300.00 to \$26,710.00 be approved.

Purpose: To complete additional work found during project completion.

Funding source: 100% reimbursable through Lead Safe Ohio

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

Thereupon, it was moved by Mr. Johnson, seconded by Ms. Burke, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:39 p.m.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

Committee Chair

Clerk