

CUYAHOGA COUNTY
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B O A R D O F H E A L T H
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION
CONTRACT REVIEW COMMITTEE
MINUTES – August 5, 2025

Meeting called to order by Martha Halko, Chair of the CRC at 1:34 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on August 5, 2025.

Roll Call: The following members were present: Rod Harris, Brandy Eaton, Martha Halko, Matthew Johnson, and Wedad Alhamwi.

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 – July 15, 2025.

Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2025-145 Population Health submitting a Memorandum of Understanding(MOU) with the Cuyahoga County Juvenile Detention Center under the 2025/2026 Ending the HIV Epidemic/CDC grant (formerly Implementing Enhanced HIV) from June 1, 2025 through May 31, 2026 to distribute point of care (rapid) HIV Tests. No exchange of funds.

CRC 2025-146 Environmental Public Health Services is submitting an addendum to the contract with Croxton Technology Corp. (CRC 2025-094), 131 E. 204th St. Euclid, OH 44123 to extend the contract end date from July 28, 2025, to August 11, 2025. Amount to be paid to remain the same.

CRC 2025-147 Environmental Public Health Services is submitting an addendum to the contract with American Builders and Applicators (CRC 2025-092), 15906 Friend Ave. Maple Heights, OH 44137 to extend the contract end date from July 28, 2025, to October 3, 2025. Amount to be paid to remain the same.

CRC 2025-148 Epidemiology, Surveillance & Informatics submitting an addendum to the contract with ODH MRC-STRONG (2024-013) to revise the end date of the contract from May 31, 2025 to November 30, 2025. Amount to be received is to remain the same.

CRC 2025-149 Epidemiology, Surveillance & Informatics submitting a Data Usage Agreement with the MetroHealth System to share STI/HIV testing data for the purpose of the REDMAP project. No Exchange of Funds.

It was moved by Ms. Eaton, seconded by Mr. Johnson, that the consent agenda, including the minutes of the July 15, 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 $\geq$ \$40,000.00: None

Bid/Quote Openings $<$ \$40,000.00

CRC 2025-150 It was moved by Ms. Halko, seconded by Mr. Johnson, that the contract (CRC 2025-150) for 1237 E 125th St. East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to Croxton Technology in the amount of \$21,295.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-151 It was moved by Mr. Johnson, seconded by Ms. Eaton, that the following contract (CRC 2025-151) for 301 East 211th St. Euclid, OH 44123 be accepted as the lowest and best, and that a contract be awarded to American Builders and Applicators in the amount of \$13,070.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-152 It was moved by Ms. Alhamwi, seconded by Mr. Johnson, that the following contract (CRC 2025-152) for 23811 Greenwood Rd. Euclid, OH 44117 be accepted as the lowest and best, and that a contract be awarded to American Builders and Applicators in the amount of \$12,050.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-153 It was moved by Ms. Alhamwi, seconded by Ms. Halko, that the following contract (CRC 2025-153) for 20870 Westport Ave. Euclid, OH 44123 be accepted as the lowest and best, and that a contract be awarded to American Builders and Applicators in the amount of \$23,950.00 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 2025-154 It was moved by Mr. Johnson, seconded by Ms. Eaton, that contract (CRC 2025-154) with the Cuyahoga Department of Senior and Adult Services under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026. Amount to be paid to the Cuyahoga Department of Senior and Adult Services is not to exceed \$24,623.00 be approved.

Presented by: Zach Levar

Purpose: To provide HIV care and support services to underserved and underinsured clients living in six-county Cleveland Transitional Grant Area.

Funding Source: 100% reimbursable through the 2025/2026 Ryan White grant.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-155 It was moved by Mr. Johnson, seconded by Dr. Harris, that contract addendum (CRC 2025-155) with the with the MetroHealth System (Resolution 2025-007) under the 2024/2025 Overdose Data to Action grant from September 1, 2024 through August 31, 2025 to increase the amount to be paid to the MetroHealth System from \$452,968.00 to \$472,968.00 be approved.

Presented by: Emily Landis

Purpose: Using CDC Guidance, to identify drug products and/or drug paraphernalia to track the lethality of the illicit drug market by collecting, identifying, and storing syringes, reporting data, and communicating toxicological testing results back to patients.

Funding Source: 100% reimbursable through the 2023/2024 and 2024/2025 Overdose Data to Action grants.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-156 It was moved by Ms. Halko, seconded by Ms. Eaton, that service agreement (CRC 2025-156) with Pluralsight from July 21, 2025 through July 20, 2026. Amount to be paid to Pluralsight is not exceed \$2,260.00 be approved.

Presented by: Yancey Quinn

Purpose: To have access to online training materials for software platforms.

Funding Source: 100% funded through CCBH General Revenue

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-157 It was moved by Ms. Eaton, seconded by Mr. Johnson, that contract (CRC 2025-157) with the Cuyahoga County Agricultural Society for space rental from August 5, 2025 through August 12, 2025 at the Cuyahoga County Fair. Amount to be paid to the Cuyahoga County Agricultural Society is not to exceed \$600.00 be approved.

Presented By: John Mills

Purpose: To promote agency awareness during the Cuyahoga County Fair.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary counts the vote:

Ayes: All, Nays: None, Motion Carries.

CRC 2025-158 It was moved by Ms. Eaton, seconded by Mr. Johnson, that contract (CRC 2025-158) with Julian & Grube, Inc. through September 15, 2025 in an amount not to exceed \$5,400.00 be approved.

Presented by: Wedad Alhamwi

Purpose: To prepare CCBH financial statements in compliance with the cash-basis of accounting, and to prepare CCBH Schedule of Expenditures of Federal Awards (the “Federal Schedule”) for the year ending December 31, 2024, including the related notes to the financial statements, and to perform a compilation engagement with respect to those financial statements.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary counts the vote:

Ayes: All, Nays: None, Motion Carries.

Revenue Generating Agreements < \$25,000.00: None

Contract Rescissions: None

Other Business: None

Public Comment (3-minute maximum): None

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:47 p.m.

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

Committee Chair

Clerk