

CUYAHOGA COUNTY
BOARD OF HEALTH
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

CONTRACT REVIEW COMMITTEE
ROUGH MINUTES – October 21, 2025

Meeting called to order by Matt Johnson, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 21, 2025.

Roll Call: The following members were present: Brandy Eaton, Zachary Levar, Takisha Fuller, Matt Johnson, Becki Burke, Andre Brown and Roderick Harris.

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 – October 7, 2025.

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

It was moved by Ms. Eaton, seconded by Ms. Fuller, that the consent agenda, including the minutes of the October 7, 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

It was moved by Mr. Levar, seconded by Dr. Harris, that the following contract (CRC 2025-205) for 3647 Rolliston Ave, Down Shaker Heights, OH 44120 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$29,400.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Ms. Eaton, seconded by Dr. Harris, that the following contract (CRC 2025-206) for 13817 Beaumont Ave, Up East Cleveland, OH 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$29,225.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

Expenditures: Contracts < \$40,000.00

It was moved by Ms. Eaton, seconded by Ms. Burke, that the addendum (CRC 2025-207) to the contract with the Cuyahoga County Department of Senior and Adult Services (CRC 2025-154) under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026 to increase the amount to be paid to the Cuyahoga County Department of Senior and Adult Services from \$24,623.00 to \$55,836.00 be approved.

Presented by: Anastasia Idov

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.

It was moved by Mr. Levar, seconded by Ms. Fuller, that the Health Equity, Inc. (CRC 2025-208) Premium Only Plan for health benefits premiums (major medical/prescription coverage, dental, vision, life insurance, and FSA) from January 1, 2026 through December 31, 2026 in an amount not to exceed \$200.00 be approved.

Presented by: Becki Burke

Purpose: To establish CCBH's pre-tax plan.

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

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

Thereupon, it was moved by Dr. Harris, seconded by Ms. Eaton, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:40 p.m.

The Secretary called the roll:

Ayes: Brandy Eaton, Zachary Levar, Takisha Fuller, Matt Johnson, Becki Burke, Andre Brown and Roderick Harris

Committee Chair

Clerk