

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

CONTRACT REVIEW COMMITTEE

MINUTES – December 2, 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 December 2, 2025.

Roll Call: The following members were present: Brandy Eaton, Matt Johnson, Zachary Levar, Jana Rush, John Mills, and Andre Brown.

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 – November 18, 2025.

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

None

It was moved by Dr. Brown, seconded by Ms. Eaton, that the consent agenda, including the minutes of the November 18, 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 \$50,000.00

None

Lead Program

None

New Items For Review
Bid/Quote Openings $<$ \$50,000.00

None

Lead Program

None

Expenditures: Contracts $<$ \$50,000.00

It was moved by Dr. Brown, seconded by Ms. Eaton, that the agreement (CRC 2025-232) for services by Greene County Combined Health District from October 31, 2025 to December 31, 2025 in an amount not to exceed \$5,000.00, be approved.

Presented by: Wedad Alhamwi

Purpose: To help with completing annual reports for the two most recent fiscal years.

Funding source: 100% funded through CCBH General Revenue.

The Secretary counts the vote:
Ayes: All, Nays: None, motion carries.

It was moved by Dr. Brown, seconded by Ms. Eaton, that the renewal of business agreement (CRC 2025-233) with LexisNexis for legal research and disease investigations, in an amount not to exceed \$9,720.00, be tabled.

Presented by: John Mills

Purpose: For legal research and disease investigation.

Funding source: 100% funded through CCBH General Revenue.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Ms. Eaton, seconded by Mr. Levar that the addendum (CRC 2025-209) to the Data Use Agreement with Case Western Reserve University (CRC 2025-185) under the Newborn Home Visiting Program for the removal of service location, no exchange of funds, be approved.

Presenting: Yancey Quinn.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Dr. Brown, seconded by Mr. Levar, that the addendum (CRC 2025-234) to the timeshare agreement with Cleveland Clinic Health System – East Region dba South Pointe Hospital (CRC 2023-201 & CRC 2024-155) under the Reproductive Health and Wellness (RHW) grant to extend the end date from January 31, 2026 to January 21, 2027 and increase the amount to be paid from \$13,399.52 to \$19,099.52, be approved.

Presented by: Brandy Eaton

Purpose: Family Planning Clinic site provides education and comprehensive family planning services in Warrensville Heights, including contraceptive counseling and options, HIV and STI testing and treatment, and referrals to appropriate local social services as needed.

Funding source: 100% reimbursable through the Reproductive Health and Wellness grant.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Ms. Eaton, seconded by Dr. Brown, that the contract (CRC 2025-235) with Robert DeLorenzo for plumbing inspections and plan review services while acting on behalf of the Board in the role of “Cuyahoga County Board of Health Plumbing Inspector” from January 1, 2026, through December 31, 2027, in an amount to be paid based on a per inspection basis, be approved.

Presented by: Megan Conklin

Purpose: On behalf of the Board will conduct plumbing program inspections and plan review in Cuyahoga County Townships and other communities that do not choose to conduct these activities themselves.

Funding source: 100% funded through permit fees collected in the Plumbing Program.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Dr. Brown, seconded by Mr. Levar, that the contract (CRC 2025-236) with Jason Monaco in the role of "Cuyahoga County Board of Health Plumbing Inspector" from January 1, 2026, through December 31, 2027, in an amount to be paid based on a per inspection basis, be approved.

Presented by: Megan Conklin

Purpose: On behalf of the Board will conduct plumbing inspections and plan review services in Cuyahoga County Townships and Villages that do not choose to conduct these activities themselves.

Funding source: 100% funded through permit fees collected in the Plumbing Program.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Dr. Brown, seconded by Mr. Johnson, that the contract (CRC 2025-237) with Michael Spies in the role of "Cuyahoga County Board of Health Plumbing Inspector" from January 1, 2026, through December 31, 2027, in an amount to be paid based on a per inspection basis, be approved.

Presented by: Megan Conklin

Purpose: On behalf of the Board will conduct plumbing inspections and plan review services in Cuyahoga County Townships and Villages that do not choose to conduct these activities themselves.

Funding source: 100% funded through permit fees collected in the Plumbing Program.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Ms. Eaton, seconded by Ms. Rush, that the addendum (CRC 2025-238) to the contract with Thrive for Change (Resolution 2025-110) under the 2025/2026 Overdose Data to Action grant, to increase the amount to be paid from \$62,275.00 to \$73,275.00, be approved.

Presenting: Mollie Evans

Purpose: Additional funds will support expanded scope of work efforts to plan and host community education sessions and conduct targeted street outreach.

Funding source: 100% reimbursable through the 2025/2026 and 2023/2024 Overdose Data to Action grants.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Dr. Brown, seconded by Mr. Johnson, that the addendum (CRC 2025-239) to the contract with Nueva Luz Urban Resource Center (Resolutions 2025-038 & 2025-063 & 2025-094) under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026 to decrease the amount to be paid to Nueva Luz Urban Resource Center from \$605,526.00 to \$560,431.00, be approved.

Presenting: Zachary Levar

Purpose: The project budget reflects reduced expenditures due to staffing changes.

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

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

Revenue Generating Agreements < \$25,000.00

It was moved by Dr. Brown, seconded by Ms. Rush, that the Phase II storm water Service Agreement (CRC 2025-240) with the following communities from January 1, 2026 through December 31, 2027, be approved.

	Amount to be received
	Not to exceed
City of Lakewood	\$8,130.00
City of Strongsville	\$3,640.00
Orange Village	\$5,300.00

Purpose: Implementation of the Minimum Control measures (MCM) #3: Illicit Discharge Detection and Elimination (IDDE) and MCM #6: Pollution Prevention/Good Housekeeping for Municipal Operations programming.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

Contract Rescissions

None

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

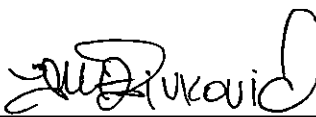
Thereupon, it was moved by Ms. Eaton, seconded by Mr. Levar, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:59 p.m.

The Secretary called the roll:

Ayes: Brandy Eaton, Jana Rush, Matt Johnson, Zachary Levar, Andre Brown, and John Mills.


Committee Chair


Clerk