

CUYAHOGA COUNTY
BOARD OF HEALTH
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CONTRACT REVIEW COMMITTEE

MINUTES – November 18, 2025

Meeting called to order by Matt Johnson, Chair of the CRC at 1:35p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on November 18, 2025.

Roll Call: The following members were present: Brandy Eaton, Jana Rush, Roderick Harris, Matt Johnson, Martha Halko, Michael Pissini, Joe McRae, 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 4, 2025.

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

CRC 2025-220 Environmental Public Health Services is submitting a no cost extension with Paragon CMS (CRC 2025-190), 23206 Cedar Rd., Beachwood, OH 44122 to extend the contract end date from December 1, 2025, to December 31, 2025.

CRC 2025-221 Environmental Public Health Services is submitting a no cost extension with Paragon CMS (CRC 2025-172), 1899 Beersford Ave., East Cleveland, OH 44112 to revise and extend the contract end date from November 11, 2025, to December 31, 2025.

CRC 2025-222 Environmental Public Health Services is submitting a no cost extension with Paragon CMS (CRC 2025-142), 1185-1187 Brockley Ave., Lakewood, OH 44107 to revise and extend the contract end date from October 6, 2025, to December 31, 2025.

CRC 2025-223 Environmental Public Health Services is submitting a no cost extension with Paragon CMS (CRC 2025-206), 13815 Beaumont Ave., Down, East Cleveland, OH 44112 to revise and extend the contract end date from November 16, 2025, to December 31, 2025.

CRC 2025-224 Environmental Public Health Services is submitting a no cost extension with Paragon CMS (CRC 2025-177), 1865 Farmington Rd., East Cleveland, OH 44111 to revise and extend the contract end date from November 16, 2025, to December 31, 2025.

It was moved by Dr. Brown, seconded by Ms. Eaton, that the consent agenda, including the minutes of the November 4, 2025 CRC meeting be approved.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CONTRACTS AND AWARDS:

Tabled Items:

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

It was moved by Ms. Halko, seconded by Mr. Johnson, the addendum (CRC 2025-209) to the Data Use Agreement with Case Western Reserve University (CRC 2025-185) under the Newborn Home Visiting Program be tabled. Ayes: All, Nays: None, motion carries.

Bid/Quote Openings < \$50,000.00

It was moved by Ms. Halko, seconded by Ms. Rush, that the contract (CRC 2025-213), RFQ 2025-05, with Clarke Environmental Mosquito Management for unmanned aerial vehicle treatment in an amount not to exceed \$17,500.00, be approved.

Presented by: Ashley Ruminski

Purpose: Unmanned aerial vehicle treatment.

Funding: 100% funded by CCBH General Revenue.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

New Items For Review

Bid/Quote Openings ≥ \$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 addendum (CRC 2025-226) to the contract with Ohio Guidestone (Resolution 2024-154) under the 2024/2025 PREP grant from November 1, 2024 through November 30, 2025 to increase the amount to be paid to the Ohio Guidestone from \$120,000.00 to \$127,027.00, be approved.

Presented by: Maurice Cole

Purpose: Provide support for CCBH in implementing Ohio PREP in District 2 through partner agency recruitment, youth cohort coordination across five counties, and co-facilitation of Making Proud Choices and Beyond the Birds and the Bees workshops.

Funding source: 100% reimbursable through the 2024/2025 PREP grant.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Dr. Harris, seconded by Mr. Johnson, that the contract (CRC 2025-227) with Douglass & Associates, LPA as outside legal counsel for Cuyahoga County Board of Health judgment lien execution and related services in an amount not to exceed \$50,000.00, be approved.

Presented by: John Mills

Purpose: To serve as outside legal counsel for Cuyahoga County Board of Health judgment lien execution and related services.

Funding source: 100% funded by CCBH General Revenue.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Ms. Halko, seconded by Ms. Rush, that the professional services agreement (CRC 2025-228) with VEERAKONE PLLC for financial consulting and related services in an amount not to exceed \$50,000.00, be approved.

Presented by: Joe McRae

Purpose: To provide financial consulting and related services.

Funding source: 100% funded by CCBH General Revenue.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

It was moved by Mr. Johnson, seconded by Dr. Brown, that the contract (CRC 2025-229) with The Baldwin Group, Inc. from January 1, 2026 through December 31, 2026 in an amount not to exceed \$950.00., be approved.

Presented by: Kathryn Birdsell

Purpose: To provide HDIS software used for CMH charting and billing and historical resource for Immunization clients.

Funding Source: 100% funded through CCBH General Revenue

Ayes: All, Nays: None, motion carries.

It was moved by Mr. Johnson, seconded by Dr. Brown, that a no cost extension addendum (CRC 2025-230) to the contract with Kelly Stake, MSN, APRN (Board 2024-156), to extend the contract terms from December 31, 2025 to March 31, 2026, be approved.

Presented by: Brandy Eaton

Purpose: To serve as PRN Nurse Practitioner for the CCBH Family Planning Clinic as needed.

Funding Source: 100% reimbursable through the Reproductive Health and Wellness 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 Dr. Harris, the Phase II storm water Service Agreement (CRC 2025-231) with the following communities to provide Phase II storm water services from January 1, 2026 through December 31, 2027, be approved.

Amount to be received Not to exceed:

City of Richmond Heights	\$3,780.00
City of Bay Village	\$16,300.00

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

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:52p.m.

The Secretary called the roll:

Ayes: Brandy Eaton, Jana Rush, Becki Burke, Roderick Harris, Matt Johnson, Becki Burke, Martha Halko, Michael Pissini, Joe McRae, and John Mills.



Committee Chair



Clerk