

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

*CONTRACT REVIEW COMMITTEE*

*MINUTES – January 20, 2026*

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:31p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on January 20, 2025.

Roll Call: The following members were present: Brandy Eaton, Matt Johnson, Martha Halko, Michael Pissini, Joe McRae, John Mills.

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 – January 6, 2026.

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

CRC 2026-004 Population Health submitting a no cost extension addendum to the contract with Case Western Reserve University, Center for Community Health Integration (Resolution 2025-108) under the 2025/2027 Maternal and Infant Vitality grant to revise the end of the contract from December 31, 2025 to February 28, 2026.

CRC 2026-005 Environmental Public Health Services submitting Memorandums of Understanding (MOUs) with the following communities to provide Phase II Stormwater services as part of the NEORSD Regional Stormwater Management Program (RSMP) from January 1, 2026, through December 31, 2030. No Exchange of Funds.

Olmsted Township  
City of Brooklyn  
City of South Euclid  
Village of Walton Hills

City of Lakewood  
City of Warrensville Heights  
City of North Royalton  
Village of Highland Hills

\

It was moved by Mr. Johnson, seconded by Ms. Halko, that the consent agenda, including the minutes of the January 6, 2026 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 Ms. Halko, seconded by Mr. Johnson, that the contract (CRC 2026-006) with Hootsuite, Inc. for social media software services including content integration and monitoring analytics, in an amount not to exceed \$19,400., be approved.

Presented by: Joe McRae

Purpose: Social media software 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 Mr. McRae, that the addendum (CRC 2026-007) to the contract with We Think 4 A Change (CRC 2025-061 & CRC 2025-192) under the Ending HIV Epidemic-Care grant from March 1, 2025 to February 28, 2026 to increase the amount to be paid from \$30,000.00 to \$32,143.00., be approved.

Presented by: Erin Lark

Purpose: To support increased effort on the program.

Funding source: 100% reimbursable through the 2025/2026 Ending HIV Epidemic grant.

The Secretary counts the vote:

Ayes: All, Nays: none, motion carries.

It was moved by Ms. Eaton, seconded by Mr. Pissini, that the addendum (CRC 2026-008) to the contract with A.J. Boggs & IXN, Inc (Resolution 2025-036 & CRC 2025-138 & CRC 2025-194) under the Ending HIV Epidemic-Care and Ryan White grants from March 1, 2025 to February 28, 2026 to increase the amount to be paid from \$91,285.00 to \$93,325.00., be approved.

Presented by: Erin Lark

Purpose: To provide full funding for hosting services and technical support for CareWare where Ryan White client data is stored.

Funding source: 100% reimbursable through the 2025/2026 Ending HIV Epidemic-Care and Ryan White grants.

The Secretary counts the vote:

Ayes: All, Nays: none, motion carries.

It was moved by Mr. McRae, seconded by Ms. Eaton, that the addendum (CRC 2026-009) to the contract with Strategy Solution, Inc. (Resolution 2025-074 & 2025-134) under the Cuyahoga County Community Health Needs Assessment and Community Health Improvement Plan Project from July 23, 2025 through June 30, 2026 to increase the amount to be paid from \$99,300.00 to \$104,300.00., be approved.

Presented by: Martha Halko

Purpose: To fund the project as additional award becomes available.

Funding source: 100% reimbursable through the 2025/2026 Overdose Data to Action grant.

The Secretary counts the vote:

Ayes: All, Nays: none, motion carries.

Revenue Generating Agreements < \$25,000.00

None

Contract Rescissions

None

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

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

The Secretary called the roll:

Ayes: Brandy Eaton, Matt Johnson, Martha Halko, Michael Pissini, Joe McRae, and John Mills.

---

Committee Chair

---

Clerk

---

**Roderick Harris, DrPH Health Commissioner**

5550 Venture Drive ♦ Parma, Ohio 44130 ♦ Direct: 216.201.2000 ♦ Fax: 216.676.1311 ♦ [www.ccbh.net](http://www.ccbh.net)