

CUYAHOGA COUNTY  
BOARD OF HEALTH  
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*CONTRACT REVIEW COMMITTEE*

*MINUTES – February 3, 2026*

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:29 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on February 3, 2026.

Roll Call: The following members were present: Brandy Eaton, Martha Halko, Michael Pissini, Joe McRae, John Mills, Roderick Harris, Thomas Fink, Andre Brown, Takisha Fuller, and Jana Rush.

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 20, 2026.

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

CRC 2026-010 Environmental Public Health Services submitting Memorandums of Understanding (MOUs) with the following communities to provide Phase II Stormwater services as part of the NEORS Regional Stormwater Management Program (RSMP) from January 1, 2026, through December 31, 2030. No Exchange of Funds.

City of Seven Hills

City of Brecksville

City of Pepper Pike

City of Mayfield Heights

City of Berea

Mayfield Village

It was moved by Ms. Halko, seconded by Ms. Eaton, that the consent agenda, including the minutes of the January 20, 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 > \$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 Mr. Fink, seconded by Ms. Eaton, that the contract (CRC 2026-011) with David W. Knight, D.D.S. under the 2026 Dental Sealant grant from January 1, 2026 through December 31, 2026. Amount to be paid to David W. Knight, D.D.S. in an amount not to exceed \$1,000.00., be approved.

Presented by: Katherine Birdsell

Purpose: To serve as the supervising dentist and advise the Dental Sealant team.

Funding source: 100% reimbursable through the 2026 Dental Sealant grant.

The Secretary counts the vote:

Ayes: All, Nays: none, motion carries.

It was moved by Ms. Eaton, seconded by Dr. Harris, that the addendum (CRC 2006-012) to the contract with Cleveland Clinic Foundation (CRC 2025-112 & CRC 2025-174 & Resolution 2025-109) under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026 to decrease the amount to be paid from \$164,500.00 to \$140,500.00., be approved.

Presented by: Anastasia Idov

Purpose: The project budget reflects the reduced expenditure due to a decrease in the direct services delivery for the program year.

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 Ms. Halko, seconded by Dr. Harris, that an extension contract (CRC 2026-013) with the Ohio public health association (OPHA) for professional design services from January 1, 2026 through January 31, 2026 in an amount not to exceed \$4,000., be approved.

Presented by: Suzanne Hrusch

Purpose: Professional design services.

Funding source: 100% funded through CCBH General Revenue.

The Secretary counts the vote:

Ayes: All, Nays: none, motion carries.

It was moved by Ms. Halko, seconded by Ms. Eaton, that an outside counsel agreement (CRC 2026-014) with Tyler Portner, a solo practitioner, for legal and consulting services related to nonprofit formation, not to exceed \$30,000., be approved.

Presented by: John Mills

Purpose: For legal and consulting services related to nonprofit formation.

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

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:38 p.m.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Michael Pissini, Joe McRae, John Mills, Roderick Harris, Thomas Fink, Andre Brown, Takisha Fuller, and Jana Rush.

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Committee Chair

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Clerk