

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

*CONTRACT REVIEW COMMITTEE*

*MINUTES – March 3, 2026*

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:30 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on March 3, 2026.

Roll Call: The following members were present: Brandy Eaton, Matt Johnson, Martha Halko, Joe McRae, John Mills, Roderick Harris, 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 – February 17, 2026.

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

CRC 2026-021 Administration Services submitting a Rental Contract with the Middleburg Heights Community Center to host an all staff meeting at the facility on May 11, 2026. No Exchange of Funds.

CRC 2026-022 Administration Services submitting a Public Health Experience Agreement with Ohio University to provide public health experience for students from March 1, 2026 through April 30, 2031. No Exchange of funds.

CRC 2026-023 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.

Village of Glenwillow  
City of Middleburg Heights  
Village of Moreland Hills  
Village of Newburgh Heights

It was moved by Mr. Johnson, seconded by Ms. Halko, that the consent agenda, including the minutes of the February 17, 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

It was moved by Ms. Halko, seconded by Mr. Johnson, that the following contract (CRC 2026-024) for 675 Sidwell Ct, Saint Charles, IL 60174 be accepted as the lowest and the best, and that a contract be awarded to Clarke Mosquito Control Products in the amount of \$28,440.00, be approved (ref. enclosed).

Lead Program

None

Expenditures: Contracts < \$50,000.00

It was moved by Ms. Halko, seconded by Ms. Eaton, that the addendum (CRC 2026-025) with Cuyahoga County Medical Examiner's Office (Resolutions 2025-131) under the 2024/2025 and 2025/2026 Overdose Data to Action grants from September 1, 2025 through August 31, 2026 to increase the amount to be paid from \$245,583.00 to \$253,501.00., be approved.

Presented by: Mollie Evans

Purpose: To fund staff attendance at two conferences for with the purpose of strengthening OD2A program initiatives.

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

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

It was moved by Ms. Rush, seconded by Mr. Johnson, that the contract (CRC 2026-026) with West Creek Conservancy under the 2025/2026 Reach grant from February 17, 2026 through September 29, 2026, in an amount to be paid not to exceed \$10,000.00., be approved.

Presented by: Alison Patrick

Purpose: To connect ECE professionals with Feed Our Future’s Harvest of the Month Program to design seasonal, hands-on virtual cooking classes that blend nutrition education with practical skills.

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

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 Ms. Rush, seconded by Ms. Halko, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:36 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk