

CUYAHOGA COUNTY
BOARD OF HEALTH
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CONTRACT REVIEW COMMITTEE

MINUTES – September 1, 2026

Meeting called to order by Martha Halko, Chair of the CRC at 1:30 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 1, 2026.

Roll Call: The following members were present: Brandy Eaton, Tom Fink, Martha Halko, Michael Pissini, Joe McRae, John Mills, Roderick Harris, Jana Rush, 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 – August 18, 2026.

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

CRC 2026-097 Administration Services submitting a no cost addendum to the contract with Veerakone PLLC to revise the end date of the contract from June 1, 2026 to September 1, 2026.

CRC 2026-098 Administration Services submitting a Memorandum of Understanding (MOU) with the City of Middleburg Heights Recreation for use of facilities and related arrangements associated with the Cuyahoga County Board of Health All Staff Meeting scheduled for May 11, 2027.

Mr. McRae stated that the revised date for CRC 2026-097 addendum should read from June 1, 2026 to October 1, 2026. The date was corrected during the minutes by the CRC Committee Clerk.

It was moved by Ms. Eaton, seconded by Mr. Fink, that the consent agenda, including the minutes of the August 18, 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

Lead Program

- i. It was moved by Mr. Fink, seconded by Dr. Harris that the contract (CRC 2026-099) with 1935 Warrensville Center Rd., South Euclid, OH 44121 be accepted as the lowest and best and that a contract be awarded to the Green Home Solutions in the amount of \$14,300.00, be approved (ref. enclosed).

Presented by: Stephanie McConoughey.

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

- ii. It was moved by Dr. Harris, seconded by Ms. Rush that the contract (CRC2026-100) with 1999 S. Green Rd., South Euclid, OH 44121 be accepted as the lowest and best and that a contract be awarded to the American Builders & Applicators in the amount of \$18,150.00, be approved (ref. enclosed).

Presented by: Stephanie McConoughey.

Expenditures: Contracts < \$50,000.00

None

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. Eaton, seconded by Mr. Fink, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:34 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk