CONTRACT REVIEW COMMITTEE

MINUTES – October 20, 2026 REVISED 10/15/2026

Meeting called to order by Matt Johnson, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 20, 2026.

Roll Call: The following members were present: Brandy Eaton, Matt Johnson, 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 – October 6, 2026.

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

CRC 2026-119 Administrative Services submitting an addendum to the Data Use Agreement (DUA) with Cleveland Clinic Foundation to revise approved outgoing data variables and update the Phase 2 Institutional Review Board (IRB) approval number for the REDMAP project, Creation of a Novel Geospatial Information System (GIS)-Based Reportable Diseases Mapping Tool to Optimize Ending the HIV Epidemic.

It was moved by Dr. Harris, seconded by Ms. Eaton, that the consent agenda, including the minutes of the October 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 > $50,000.00

None

Lead Program

None

New Items For Review
Bid/Quote Openings ≤ $50,000.00

i. It was moved by Dr. Brown, seconded by Ms. Halko that the contract (CRC 2026-118) with the Cuyahoga Community College be accepted as the lowest and best in the amount of $49,620.00, be approved (ref. enclosed).

Presented by: Erin Lark Turcoliveri.

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

Lead Program

ii. It was moved by Dr. Brown, seconded by Ms. Rush that the contract (CRC 2026-120) with 12623 Speedway Overlook East Cleveland, OH 44112 be accepted as the lowest and best and that a contract be awarded to the American Building & Abatement in the amount of $16,575.00, be approved (ref. enclosed).

Presented by: Stephanie McConoughey.

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

iii. It was moved by Ms. Eaton, seconded by Dr. Brown that the contract (CRC 2026-121) with 14320 Janice Dr. Maple Hts., OH 44137 be accepted as the lowest and best and that a contract be awarded to the American Builders & Applicators in the amount $6,150.00, be approved (ref. enclosed).

Presented by: Stephanie McConoughey.

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

iv. It was moved by Ms. Eaton, seconded by Ms. Rush that the contract (CRC 2026-122) with 21340 Westport Ave. Euclid, OH 44123 be accepted as the lowest and best and that a contract be awarded to the American Builders & Applicators in the amount of $15,750.00, be approved (ref. enclosed).

Presented by: Stephanie McConoughey.

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

Expenditures: Contracts < $50,000.00

It was moved by Dr. Harris, seconded by Mr. Johnson, that the contract (CRC 2026-123) with Better World Advertising, Inc. under the 2026/2027 Ending the HIV Epidemic/CDC (EHE Prevention) grant from November 1, 2026 through May 31, 2027, in an amount to be paid not to exceed $25,000.00, be approved.

Presented by: Erin Lark Turcoliveri.

Purpose: To provide updates to LoveLeadsHere.org, an EHE funded web resource.

Funding source: 100% reimbursable through the 2026/2027 Ending the HIV Epidemic/CDC (EHE Prevention) grant.

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

It was moved by Mr. Johnson, seconded by Ms. Rush, that the contract (CRC 2026-124) with Muse Content Group under the 2026/2027 Reach grant from October 20, 2026 through September 29, 2027 in an amount to be paid not to exceed $10,000.00, be approved.

Presented by: Alison Patrick.

Purpose: As the Feed Our Future communications partner, to support the development of Farm to ECE classroom materials in collaboration with Early Ages Healthy Stages that promote gardening, taste tests, and the expansion of the Harvest of the Month program.

Funding source: 100% reimbursable through the 2026/2027 Reach grant.

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

It was moved by Dr. Brown, seconded by Ms. Eaton, that the contract (CRC 2026-125) with Davey Resource Group, Inc. for the period January 1, 2025 through December 31, 2026, to increase the contract amount by $12,000.00, from $31,135.00 to an amount not to exceed $43,135.00., be approved.

Presented by: Erik Hamilton.

Purpose: Installation of CCBH Community Garden.

Funding source: CCBH General Revenue Fund.

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

BE IT RESOLVED that the meeting be adjourned at 1:58 p.m.

The Secretary called the roll:

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

Following the roll call, Dr. Brown, the Equity, Diversity, and Inclusion (EDI) Director, proposed exploring strategies to increase the utilization of diverse vendors within the Cuyahoga County Board of Health's procurement pipeline. Dr. Brown noted that this initiative would be discussed within the various employee committees. The Contract Review Committee members acknowledged the suggestion.

Committee Chair

Clerk

Roderick Harris, DrPH Health Commissioner

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