

CUYAHOGA COUNTY  
BOARD OF HEALTH  
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION  
*CONTRACT REVIEW COMMITTEE*  
*FINAL MINUTES – September 16, 2025*

Meeting called to order by Martha Halko, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 16, 2025.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Martha Halko, Matthew Johnson, 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 – September 2, 2025.

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

CRC 2025-183 Environmental Public Health Services is submitting an addendum to the contract with American Builders and Applicators (CRC 2025-132), 364 E 270th St., Euclid, OH, 44132 to extend the contract end date from September 22, 2025 to October 22, 2025. Amount to be paid to remain the same.

CRC 2025-184 Administration submitting an agreement for the Deposit of Public Funds with Fifth Third Bank, NA through August 18, 2030.

CRC 2025-185 Nursing and Clinical Services is submitting a Data Use Agreement with Case Western University for the use of certain data for the Newborn Home Visiting Program.

It was moved by Mr. McRae, seconded by Mr. Johnson, that the consent agenda, including the minutes of the August 5, 2025 CRC meeting be approved.

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

## **CONTRACTS AND AWARDS:**

New Items For Review:

Bid/Quote Openings  $\geq$  \$40,000.00

CRC 2025-186 It was moved by Ms. Eaton, seconded by Mr. Johnson, that the following contract (CRC 2025-186) for 3647 Rolliston Rd., Up Shaker Hts., OH 44120 be accepted as the lowest and best, and that a contract be awarded to Green Home Solutions in the amount of \$48,050.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

CRC 2025-187 It was moved by Mr. McRae, seconded by Mr. Johnson, that the following contract (CRC 2025-187) for 13815 Beaumont Ave., Down East Cleveland, OH 44112 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$54,307.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

Bid/Quote Openings  $<$  \$40,000.00

CRC 2025-188 It was moved by Mr. Johnson, seconded by Ms. Halko, that the contract (CRC 2025-188) for Environmental Laboratory Approved for Analysis of Dust, Paint Chips, and Soil for Lead Content be accepted as the lowest and best, and that a contract be awarded to Accurate Analytical, LLC. in the amount of \$35,512.50 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

CRC 2025-189 It was moved by Mr. Johnson, seconded by Mr. McRae, that the contract (CRC 2025-189) for Rabies Vaccination Tags be accepted as the lowest and best, and that a contract be awarded to National Band and Tag Company in the amount of \$5,335.00 be approved (ref. enclosed).

Presented by: Mason Leuthaeuser

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

CRC 2025-190 It was moved by Mr. Johnson, seconded by Mr. McRae, that the contract (CRC 2025-190) for 23206 Cedar Rd. Beachwood, OH 44122 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$26,595.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

Expenditures: Contracts < \$40,000.00

CRC 2025-191 It was moved by Ms. Rush, seconded by Ms. Eaton, that contract addendum with A.J. Boggs & IXN, Inc. (CRC 2025-104) under the Ending HIV Epidemic-Care grant from March 1, 2025 through February 28, 2026 to increase the amount to be paid to the A.J. Boggs & IXN, Inc. from \$3,312.05 to \$18,729.50 be approved.

Presented by: Erin Lark-Turcoliveri

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

CRC 2025-192 It was moved by Ms. Rush, seconded by Ms. Halko, that contract addendum to the contract with We Think 4 A Change, Inc. (CRC 2025-061) under the Ending HIV Epidemic-Care grant from March 1, 2025 to February 28, 2026 to increase the amount to be paid to the We Think 4 A Change, Inc. from \$8,500.00 to \$30,000.00 be approved.

Presented by: Erin Lark-Turcoliveri

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

CRC 2025-193 It was moved by Mr. Johnson, seconded by Ms. Halko, that contract addendum with Near West Side Multi Service Corp. (CRC 2025-072 & CRC 2025-125) under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026 to increase the amount to be paid to the Near West Side Multi Service Corp. from \$10,100.00 to \$20,100.00 be approved.

Presented by: Anastassia Idov

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

CRC 2025-194 It was moved by Mr. McRae, seconded by Mr. Johnson, that contract addendum with the A.J. Boggs & IXN, Inc. (Resolution 2025-036 & CRC 2025-138) 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 to the A.J. Boggs & IXN, Inc from \$66,285.00 to \$91,285.00 be approved.

Presented by: Anastassia Idov

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

CRC 2025-195 It was moved by Ms. Eaton, seconded by Mr. Johnson, rental contract with the Neighborhood Leadership Institute under the 2025 Cuyahoga County Community Health Needs Assessment Project from October 16, 2025 to October 16, 2025. Amount to be paid to the Neighborhood Leadership Institute is not to exceed \$225.00 be approved.

Presented by: Nichelle Shaw

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

CRC 2025-196 It was moved by Mr. McRae, seconded by Mr. Johnson, that contract addendum to increase the contract with PalAmerican Security be approved.

Presented by: Erik Hamilton

The Secretary counts the vote:

Ayes: All, Nays: None, Motion carries.

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.


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

BE IT RESOLVED that the meeting be adjourned at 1:48 p.m.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

  
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Committee Chair

  
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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)