

AGENDA CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING TUESDAY, FEBRUARY 4, 2025 CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR 10:00 AM

<u>Committee Members:</u> Martin J. Sweeney, Chair – District 3 Michael J. Gallagher, Vice Chair – District 5 Yvonne M. Conwell – District 7 Meredith M. Turner – District 9 Michael J. Houser, Sr. – District 10

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PUBLIC COMMENT
- 4. APPROVAL OF MINUTES FROM THE JANUARY 21, 2025 MEETING [See Page 5]
- 5. MATTERS REFERRED TO COMMITTEE
 - a) <u>R2025-0047</u>: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective. [See Page 14]
 - b) <u>R2025-0049</u>: A Resolution reappointing Deborah Southerington to serve on the Cuyahoga County Personnel Review Commission for the term 3/8/2025 to 3/7/2031; and declaring the necessity that this Resolution become immediately effective. [See Page 39]

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- c) <u>R2025-0051</u>: A Resolution confirming the County Executive's appointment of Dolores Garcia to serve on The MetroHealth System Board of Trustees for an unexpired six-year term ending 2/28/2027; and declaring the necessity that this Resolution become immediately effective. [See Page 41]
- d) <u>R2025-0052</u>: A Resolution confirming the County Executive's appointment of Artis Arnold, III to serve on The MetroHealth System Board of Trustees for an unexpired six-year term ending 3/9/2027; and declaring the necessity that this Resolution become immediately effective. [See Page 56]
- e) <u>R2025-0053</u>: A Resolution confirming the County Executive's reappointment of Sam Thomas III to serve on the Western Reserve Area Agency on Aging Board of Trustees for the term 1/1/2024 12/31/2026; and declaring the necessity that this Resolution become immediately effective. [See Page 70]
- f) <u>R2025-0054</u>: A Resolution confirming the County Executive's appointment of Nestor Rivera, Deputy Sheriff Major, to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2024 12/31/2026, in his official capacity as a representative of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective. [See Page 80]
- g) <u>R2025-0055</u>: A Resolution confirming the County Executive's reappointment of Brandy Carney, Director of Public Safety and Justice Services, to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2025 12/31/2027, in her official capacity as a representative of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective. [See Page 90]
- h) <u>R2025-0056</u>: A Resolution confirming the County Executive's reappointment of Vincent Holland to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2025 12/31/2027; and declaring the necessity that this Resolution become immediately effective. [See Page 97]
- i) <u>R2025-0057</u>: A Resolution confirming the County Executive's reappointment of Scott Osiecki to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2025 - 12/31/2027; and declaring the necessity that this Resolution become immediately effective. [See Page 107]

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- j) <u>R2025-0058</u>: A Resolution confirming the County Executive's reappointment of Cynthia Schulz to serve on the Cuyahoga County Board of Developmental Disabilities for the term 2/1/2025 – 1/31/2029; and declaring the necessity that this Resolution become immediately effective. [See Page 116]
- R2025-0059: A Resolution confirming the County Executive's reappointment of Sheryl King-Benford to serve on the Cuyahoga County Law Library Resources Board for the term 1/1/2025 12/31/2029; and declaring the necessity that this Resolution become immediately effective. [See Page 127]
- R2025-0060: A Resolution confirming the designation of Marka Fields to serve as the alternate to the Honorable Mayor Justin Bibb, on the Cuyahoga County Planning Commission representing the Cleveland Region for the term 1/1/2025 – 12/31/2027; amending Resolution No. R2024-0409, adopted 12/3/2024; and declaring the necessity that this Resolution become immediately effective. [See Page 137]
- m) <u>R2025-0066</u>: A Resolution making an award on RQ14216 to Medical Mutual Services, LLC. in the amount not-to-exceed \$361,085,387.30 for group healthcare benefits for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2025 – 12/31/2027; authorizing the County Executive to execute Contract No. 5091 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 149]
- n) <u>R2025-0067</u>: A Resolution making an award on RQ14216 to Medical Mutual of Ohio in the amount not-to-exceed \$2,126,403.00 for stop loss insurance services for Cuyahoga County and Cuyahoga County Benefits Regionalization Program participants for the period 1/1/2025 – 12/31/2025; authorizing the County Executive to execute Contract No. 5092 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 164]

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

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*Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.

**Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.

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MINUTES CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING TUESDAY, JANUARY 21, 2025 CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR 10:00 AM

1. CALL TO ORDER

Chairman Sweeney called the meeting to order at 10:06 a.m.

2. ROLL CALL

Mr. Sweeney asked Assistant Deputy Clerk Georgakopoulos to call the roll. Committee members Sweeney, Gallagher, Conwell and Turner were in attendance and a quorum was determined. Committee member Houser was absent.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE NOVEMBER 19, 2024 MEETING

A motion was made by Mr. Gallagher, seconded by Ms. Turner and approved by unanimous vote to approve the minutes from the November 19, 2024 meeting.

[Clerk's Note: Due to the inclement weather, nominees for board appointments were informed that their attendance to provide testimony was not required at the committee meeting and the items would be discussed and referred back to County Council, as appropriate.]

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5. MATTERS REFERRED TO COMMITTEE

 a) <u>R2024-0369</u>: A Resolution approving the appointment of Douglas J. Maser to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees for an unexpired term ending 11/15/2028; and declaring the necessity that this Resolution become immediately effective.

Mr. Joseph Nanni, Chief of Staff for County Council, addressed the Committee regarding Resolution No. R2024-0369. Discussion ensued.

Committee members asked questions of Mr. Nanni pertaining to the item, which he answered accordingly.

On a motion by Ms. Turner with a second by Ms. Conwell, Resolution No. R2024-0369 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

b) <u>R2024-0436</u>: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Mr. Albert Bouchahine, Manager of Classification and Compensation for the Personnel Review Commission, addressed the Committee regarding Resolution No. R2024-0436. Discussion ensued.

Committee members asked questions of Mr. Bouchahine pertaining to the item, which he answered accordingly.

On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2024-0436 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

c) <u>R2025-0019</u>: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Mr. Bouchahine addressed the Committee regarding Resolution No. R2025-0019. Discussion ensued.

Committee members asked questions of Mr. Bouchahine pertaining to the item, which he answered accordingly.

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On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No. R2025-0019 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

d) <u>R2025-0021</u>: A Resolution confirming the County Executive's appointment of Sara Steimle to serve on the Cuyahoga County Board of Developmental Disabilities for the term 2/1/2025 – 1/31/2029; and declaring the necessity that this Resolution become immediately effective.

Mr. Chris Alvarado, Director of Regional Collaboration, addressed the Committee regarding Resolution No. R2025-0021. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Sara Steimle addressed the Committee regarding her nomination to serve on the Cuyahoga County Board of Developmental Disabilities. Discussion ensued.

Committee members asked questions of Ms. Steimle pertaining to her experience, expertise and qualifications, which she answered accordingly. Discussion ensued.

Ms. Amber Gibbs, Superintendent and Chief Executive Officer for the Cuyahoga County Board of Developmental Disabilities, also addressed the Committee regarding Ms. Steimle's nomination.

On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No. R2025-0021 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

e) <u>R2025-0022</u>: A Resolution confirming the County Executive's reappointment of Alaina McCruel to serve on the Cuyahoga County Board of Developmental Disabilities for the term 5/1/2025 – 1/31/2029; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado and Mr. Nanni addressed the Committee regarding Resolution No. R2025-0022. Discussion ensued.

Committee members asked questions of Mr. Alvarado and Mr. Nanni pertaining to the item, which they answered accordingly.

On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No.

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R2025-0022 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

f) <u>R2025-0023</u>: A Resolution confirming the County Executive's reappointment of Janice M. Dzigiel to serve on the Western Reserve Area Agency on Aging Board of Trustees for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0023. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Janice M. Dzigiel addressed the Committee regarding her nomination to serve on the Western Reserve Area Agency on Aging Board of Trustees. Discussion ensued.

Committee members asked questions of Ms. Dzigiel pertaining to her experience, expertise and qualifications, which she answered accordingly. Discussion ensued.

On a motion by Ms. Conwell with a second by Ms. Turner, Resolution No. R2025-0023 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

Mr. Alvarado then requested that the item be considered for referral to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

Mr. Gallagher motioned to withdraw the prior motion with a second by Ms. Turner and approved by unanimous vote.

On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2025-0023 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

g) <u>R2025-0024</u>: A Resolution confirming the County Executive's appointment of Benjamin R. Goodwin to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the unexpired term ending 12/31/2026; and declaring the necessity that this Resolution become immediately effective.

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Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0024. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Maridell Couture, Advocacy Officer for the Division of Senior and Adult Services, also addressed the Committee regarding Mr. Goodwin's nomination.

On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No. R2025-0024 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

h) <u>R2025-0025</u>: A Resolution confirming the County Executive's appointment of Alyssa Peters to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0025. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Couture also addressed the Committee regarding Ms. Peters' nomination.

On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2025-0025 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

i) <u>R2025-0026</u>: A Resolution confirming the County Executive's appointment of Victoria Bowden to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0026. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

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Ms. Couture also addressed the Committee regarding Ms. Bowden's nomination.

On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2025-0026 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

j) <u>R2025-0027</u>: A Resolution confirming the County Executive's appointment of Robyn Kaltenbach to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0027. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Robyn Kaltenbach addressed the Committee regarding her nomination to serve on the Cuyahoga County Advisory Board of Senior and Adult Services. Discussion ensued.

Committee members asked questions of Ms. Kaltenbach pertaining to her experience, expertise and qualifications, which she answered accordingly. Discussion ensued.

Ms. Couture also addressed the Committee regarding Ms. Kaltenbach's nomination.

On a motion by Ms. Conwell with a second by Mr. Gallagher, Resolution No. R2025-0027 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

k) <u>R2025-0028</u>: A Resolution confirming the County Executive's appointment of Jared D. Sherman to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0028. Discussion ensued.

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Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Mr. Jared D. Sherman addressed the Committee regarding his nomination to serve on the Cuyahoga County Advisory Board on Senior and Adult Services. Discussion ensued.

Committee members asked questions of Mr. Sherman pertaining to his experience, expertise and qualifications, which he answered accordingly. Discussion ensued.

On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2025-0028 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

 <u>R2025-0029</u>: A Resolution confirming the County Executive's reappointment of Christopher T. Hall to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0029. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Couture also addressed the Committee regarding Mr. Hall's nomination.

On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2025-0029 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

m) <u>R2025-0030</u>: A Resolution confirming the County Executive's reappointment of Jennifer Kons to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0030. Discussion ensued.

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Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Couture also addressed the Committee regarding Ms. Kon's nomination.

On a motion by Ms. Turner with a second by Mr. Gallagher, Resolution No. R2025-0030 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

n) <u>R2025-0031</u>: A Resolution confirming the County Executive's reappointment of Cheryl M. Bradas to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0031. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Couture also addressed the Committee regarding Ms. Bradas' nomination.

On a motion by Ms. Turner with a second by Mr. Gallagher, Resolution No. R2025-0031 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

<u>R2025-0032</u>: A Resolution confirming the County Executive's reappointment of Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2025 – 12/31/2027; and declaring the necessity that this Resolution become immediately effective.

Mr. Alvarado addressed the Committee regarding Resolution No. R2025-0032. Discussion ensued.

Committee members asked questions of Mr. Alvarado pertaining to the item, which he answered accordingly.

Ms. Couture also addressed the Committee regarding Ms. Greene's nomination.

On a motion by Ms. Turner with a second by Mr. Gallagher, Resolution No. R2025-0032 was considered and approved by unanimous vote to be referred to

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the full Council agenda with a recommendation for passage under second reading suspension of the rules.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

Chairman Sweeney adjourned the meeting at 11:09 a.m., without objection.

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County Council of Cuyahoga County, Ohio

Resolution No. R2025-0047

Sponsored by: Councilmember	A Resolution adopting various changes to		
Sweeney on behalf of Cuyahoga	the Cuyahoga County Non-Bargaining		
County Personnel Review	Classification Plan and declaring the		
Commission	necessity that this Resolution become		
	immediately effective.		

WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Personnel Review Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and

WHEREAS, the Personnel Review Commission submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan; and

WHEREAS, the Personnel Review Commission considered this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Classification Plan; and

WHEREAS, on January 9, 2025, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through E) and recommended to County Council the formal adoption and implementation of the attached changes; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby adopts the following changes to the Cuyahoga County Non-Bargaining Classification Plan:

<u>Modifications of the following Classifications:</u> (See attached Classification Specifications)

Proposed New Classifications:

Exhibit A:Class Title:Assistant Board of Control CoordinatorNumber:10101Pay Grade:9A/Non-Exempt

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Exhibit B:	Class Title: Number: Pay Grade:	<i>Green Energy Project Manager</i> 18141 11A/Exempt
Exhibit C:	Class Title: Number: Pay Grade:	<i>Green Energy Senior Project Manager</i> 18142 14A/Exempt

Proposed Revised Classifications:

Exhibit D:	Class Title: Superintendent, Maintenance
	Class Number: 15143
	Pay Grade: 15A/Exempt (No change)
	*PRC routine maintenance. Classification last revised in 2020.
	Changes made to essential functions, language and formatting.
	A technology section and minimum qualifications equivalency
	table were added. No change to pay grade or FLSA status.

Class Number: 11101 Pay Grade: 9A/Exempt (No change)	
* DD C must be a single set of C_1 and C_2 at the set of C_1 and C_2	
* PRC routine maintenance. Classification last revised in	2020.
Changes made to essential functions, language and format	tting.
A technology section and minimum qualifications equival	ency
table were added. No change to pay grade or FLSA status	3.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion	by,	seconded by	, the forgoing
Resolution	was duly adopted	d.	

Yeas:

Nays:

County Council President

County Executive

Date

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal_____, 20__



F. Allen Boseman, Chairman Thomas Colaluca, Commissioner Deborah Southerington, Commissioner

CUYAHOGA COUNTY PERSONNEL REVIEW COMMSSION MEMORANDUM

Date: January 10, 2025

- To: Cuyahoga County Council President Dale Miller Council Members, Human Resources, Appointments & Equity Committee
- From: F. Allen Boseman, Chair Cuyahoga County Personnel Review Commission
- Re: Recommending Modifications to Class Plan

Please be advised that on January 9, 2025, the Personnel Review Commission considered and approved recommending modifications to the County's classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC's website before any formal action was taken on them. Details of the recommended changes are below:

PROPOSED NEW CLASSIFICATIONS			
NEW CLASSIFICATIONS	RECOMMENDED PAY GRADE & FLSA	DEPARTMENT	
Assistant Board of Control Coordinator 10101	9A Non-Exempt	Purchasing	
Green Energy Project Manager 18141	11A Exempt	Public Works	
Green Energy Senior Project Manager 18142	14A Exempt	Public Works	

Cuyahoga County Personnel Review Commission 9830 Lorain Avenue • Cleveland, Ohio 44102 • (216) 698-2290 • Fax (216) 443-3694 cuyahogacounty.gpy/personnel-review-commission Page 17 of 177



F. Allen Boseman, Chairman Thomas Colaluca, Commissioner Deborah Southerington, Commissioner

PROPOSED REVISED CLASSIFICATIONS

REVISED CLASSIFICATIONS (Revised Title)	CURRENT PAY GRADE & FLSA	RECOMMENDED PAY GRADE & FLSA	DEPARTMENT
Superintendent, Maintenance 15143	15A Exempt	15A Exempt (No Change)	Public Works
Supervisor, Fiscal Office 11101	9A Exempt	9A Exempt (No Change)	Fiscal Office

cc: Thomas Colaluca, Commissioner Deborah Southerington, Commissioner Rebecca Kopcienski, PRC Director Andria Richardson, Clerk of Council Joseph Nanni, Council Chief of Staff Sarah Nemastil, HR Director

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Assistant Board of Control Coordinator	Class Number:	10101
FLSA:	Non-Exempt	Pay Grade:	9A
Dept:	Department of Purchasing E	EXHIBIT A	

Classification Function

The purpose of the classification is to assist with the Board of Control meetings by preparing submissions for various meeting agendas, attending and assisting with Board of Control meetings, and supervising assigned staff.

Distinguishing Characteristics

This is a journey level classification that is responsible for reviewing and preparing submissions for items appearing on the Executive Sponsored Items and Board of Control (BOC) agendas, attending and assisting with Board of Control meetings, and supervising assigned staff. The employee works under general supervision of the Board of Control Coordinator and works within a framework of established policies and procedures. Employees are expected to use judgment in application of policies and procedures. This classification serves as a supervisor of assigned staff. This position differs from the Board of Control Coordinator in that the latter oversees and reviews the work of this position.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

40% +/- 10%

• Manages progress of incoming item submissions through the queue in the database/agenda management systems; reviews incoming item submissions to ensure compliance with guidelines; determines item submissions assignment (BOC agenda, County Council agenda, contract cover modification, etc.); researches incoming purchase orders that meet the approved threshold amount; creates lists of purchase order submissions including all pertinent information (purchase order number, type, submitting department, vendor, etc.) for submission to the Clerk of the Board; determines whether approved items from BOC and County Council agendas will require an electronic signature or a wet signature; prepares approved documents for signature by electronically or physically tabbing documents and including appropriate verbiage for signature lines; submits documents for appropriate designee(s) to sign; scans and uploads fully executed contracts into database system; reviews items in the system that have been fully executed and approves them to move them out of the system; ensures that travel approval letters are completed and submissions are approved; takes note of the vote for each BOC meeting submission; assigns items and submissions under the proper agenda headings; moves submissions back into data management system for approval letters and electronic signature after meetings.

15% +/- 5%

Creates Agenda of Executive Sponsored items for the Executive Review Meetings; researches relevant history of items to formulate captions for the draft agenda; ensures all items have the necessary attachments, reports, and/or funding sources; contacts interdepartmental staff to verify incomplete or inaccurate vendor information and ensure compliance with policies, procedures, and ordinances; prepares summaries of agenda items ('captions') for Executive Review Meetings so all pertinent information is available when making decisions; creates captions for walk-on request of Executive Sponsored items for the draft agenda; finalizes Executive Sponsored items; approves

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submissions (for BOC and Executive Sponsored Items) through the queue process into the agenda management system; distributes final County Executive Sponsored Items to appropriate parties via email.

Assistant Board of Control Coordinator

- Trains buyers and department staff on how to navigate and submit items on the agenda management software system; trains staff on the proper procedures; answers staff questions about the system or process.
- Supervises and directs the work of assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.
- 5% +/- 2%
 Assists with setup of Board of Control and Executive Review Meetings; connects computer with screens to project BOC agenda; tests screens to check that cameras and sound system are ready for live transmission of BOC meeting; starts/stops the recording and live transmission of the BOC meeting; sets-up and handles the timer for public comments; takes notes on votes for BOC agenda items; takes notes on questions asked regarding BOC agenda items; records changes to BOC agenda including final board approval votes, OnBase document handle numbers, and items for signature.
- Completes duties of Board of Control Coordinator in his/her absence; establishes BOC agenda; attends and monitors the Executive Review meeting; creates minutes for the previous BOC meeting; answers questions and concerns regarding BOC agenda; attends BOC meetings to take attendance and read captions into the record.
- Performs supporting administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings places orders to purchase office essentials; completes process for office work orders for requested repairs; oversees maintenance and repair of office machines; coordinates record requests.

Minimum Training and Experience Required to Perform Essential Job Functions

• Associate degree in business administration, management, or related field with one (1) year of administrative experience; or an equivalent combination of education, training, and experience.

Highest degree of education attained	Experience required
High school diploma	3 years
Associate degree	1 year
Bachelor's degree	No experience necessary
Related master's/doctoral degree	No experience necessary

5% +/- 2%

5% +/- 2%

Assistant Board of Control Coordinator

Related work experience: contract administration, contract compliance, accounting, fiscal, business administration, project management, purchasing, invoicing, or general office experience.

Additional Requirements

• No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

• Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.

Technology Requirements

• Ability to operate a variety of software including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel, Microsoft Access), electronic mail software (Microsoft Outlook), presentation software (Microsoft PowerPoint), agenda management software (OnBase), and database software (Infor Lawson).

Supervisory Responsibilities

- Ability to assign, review, plan, and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

• Ability to add, subtract, multiply, divide, and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including public records requests, letters, memoranda, contracts, permits, grant awards, submissions for BOC/Council meetings, leases, meeting minutes, agendas, order slips, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Department of Purchasing Procurement Checklists and Purchasing Procedures, Ohio Administrative Code, Ohio Revised Code, and Cuyahoga County's Contracting and Purchasing Procedures Code.

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Assistant Board of Control Coordinator

- Ability to prepare employee performance evaluations, purchase order list, contract lists, Executive's Sponsored Item summaries, Board of Control Agenda, meeting notices, meeting minutes, reports, spreadsheets, letters, memoranda, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to communicate effectively with supervisor, employees, co-workers, the County Executive, department directors, managers, Clerk of Council, Department of Law, buyers, other County employees, and the general public.

Environmental Adaptability

• Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Green Energy Project Manager	Class Number:	18141
FLSA:	Exempt	Pay Grade:	11A
Dept:	Public Works	EXHIBIT B	

Classification Function

The purpose of this classification is to manage and/or assist with renewable energy projects for Cuyahoga Green Energy.

Distinguishing Characteristics

This is a journey-level position that is responsible for managing projects for Cuyahoga Green Energy including EPA funded grants for Solar for All (SFA) and the Climate Pollution Reduction Act (CPRG) including development of solar energy on brownfields and installation of rooftop solar on homes. The classification works under general supervision from the Green Energy Senior Project Manager. Incumbents are expected to become/remain up-to-date regarding methods, protocols, procedures, and applicable regulations. The incumbent exercises discretion in applying procedures to resolve project management issues. The employee in this classification assists in ensuring that projects are completed on time, on budget, and with adherence to contract requirements. This class is distinguished from the advanced journey level Senior Project Manager classification in that the latter has more extensive experience, manages more complex projects, and performs work with more independence.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

40% +/- 10%

- Oversees and monitors grant funded projects for SFA and CPRG through development, construction, and operation; ensures work performed by contractors and vendors complies with technical requirements, contractual procedures, employment guidelines, and regulatory standards governing the project; monitors project budget and spending; works with tax attorneys and accountants to ensure proper implementation of IRS guidelines to project financials; assists with ensuring adherence to eligibility requirements for renewable energy tax credits; works with engineering firm to develop and implement interconnection strategies; assists with development and implementation of economic models for power system planning and distribution.
 - 20% +/- 10%
- Completes procurement and contracts for projects; assists with preparation of RFPs to obtain bids on goods and services for projects; assists with development of criteria/score sheet by which applicants will be evaluated; coordinates with the Law Department, Fiscal Department, and DEI Department throughout procurement process (i.e. contract development, assigning appropriate NAICS codes, obtaining potential applicant list, etc.); hosts bid open meetings; organizes applications for review by the panel; sets insurance requirements for contractors.

10% +/- 5%

 Collects, summarizes, and reports on project data to support the project, update management and stakeholders, and complete reporting requirements; collects data from grant subrecipients including employment data, financial data, solar system functioning and productivity, kilowatt hour production,

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Green Energy Project Manager

etc.; assists with preparing grant reports to the EPA for the SFA and CPRG grants; ensures that reports meet grant requirements.

- Liaisons and coordinates projects with sub-contractors, vendors, and grant partners; assists with coordinating work with partners at the City of Cleveland and the City of Painesville; coordinates with grant partners in the procurement of vendors needed on solar project development; assists with coordinating work with housing agencies.
- Coordinates workforce issues; coordinates project(s) labor agreements, union concerns, and general workforce issues; ensures that prevailing wage requirements are being met; coordinates DEI (Diversity, Equity, and Inclusion) goals that are part of the SFA and CPRG projects; monitors if DEI goals are being met by contractors; coordinates with sub-grant awardee regarding pre-apprenticeship placements.
- Assists with community outreach for projects; assists with procurement of community outreach vendor to implement process; works with vendor to engage community on the project, provide information, and address concerns; provides educational opportunities regarding the project for community members.
- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends various trainings, workshops, and meetings.

Minimum Training and Experience Required to Perform Essential Job Functions

• Bachelor's degree in engineering, environmental science, construction management, project management, or related field with three (3) years of renewable energy development; or any equivalent combination of education and experience as specified in the table below.

Highest degree of education attained	Experience required
High school diploma/GED	7 years
Unrelated associate degree	7 years
Related associate	5 years
Unrelated bachelor's degree	5 years
Related bachelor's degree or	3 years
Unrelated master's/doctoral degree	2 years
Related master's/doctoral degree	2 years

Related degree fields: business administration,

Related work experience: construction management, utilities administration

• Valid driver license, proof of automobile insurance, and access to a vehicle.

10% +/- 5%

5% +/- 2%

5% +/- 2%

Green Energy Project Manager

Additional Requirements

• No special license or certification required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

• Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer and digital camera.

Supervisory Requirements

• No supervisory responsibilities required.

Technology Requirements

 Ability to operate a variety of software including word processing software (Microsoft Word), electronic mail software (Microsoft Outlook), spreadsheet software (Microsoft Excel), and PDF software (Adobe, Nitro).

Mathematical Ability

 Ability to add, subtract, multiply, divide, and calculate decimals and percentages, and perform routine statistics.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including task order proposals, RFQ/RFP responses, construction plans and specifications, consultant invoices, grants, memos, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, EPA compliance reporting guidelines, Federal Energy Regulatory Commission rules, State laws regarding solar installations, and Public Utilities Commission of Ohio rules and guidelines.
- Ability to prepare RFPs/RFQs, permit applications, reports for grants, closeout documents for EPA and DOE grants, Estimates, data project request form, spreadsheets, contract agreements/amendments, memorandums, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret electric utility engineering and electric utility electrical terminology and language.
- Ability to communicate with direct supervisor, management, contractors, vendors, consultants, representatives of government agencies and businesses, other County employees and departments, and the general public.

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Green Energy Project Manager

Environmental Adaptability

• Work is typically performed in an office environment but with regular offsite visits to site locations.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Green Energy Senior Project Manager	Class Number:	18142
FLSA:	Exempt	Pay Grade:	14A
Dept:	Public Works	EXHIBIT C	

Classification Function

The purpose of this classification is to manage renewable energy projects for Cuyahoga Green Energy.

Distinguishing Characteristics

This is a supervisory-level position that is responsible for managing projects for Cuyahoga Green Energy including EPA funded grants for Solar for All (SFA) and the Climate Pollution Reduction Act (CPRG) including development of solar energy on brownfields and installation of rooftop solar on homes. The classification works under general direction from the Deputy Administrator, Cuyahoga Green Energy. Employees work independently with minimal instruction or assistance and perform work in accordance with established departmental policies and procedures. The incumbent exercises discretion in applying procedures to resolve project management issues. The employee in this classification ensures that projects are completed on time, on budget, and with adherence to contract requirements. This class is distinguished from the lower-level Green Energy Project Manager classification in that the former has more extensive experience, has greater decision-making responsibility for project decisions, and oversees the work of that position.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

40% +/- 10%

 Manages grant funded projects for SFA and CPRG through development, construction, and operation; ensures work performed by contractors and vendors complies with technical requirements, contractual procedures, employment guidelines, and regulatory standards governing the project; oversees project budget and spending; works with tax attorneys and accountants to ensure proper implementation of IRS guidelines to project financials; assists with ensuring adherence to eligibility requirements for renewable energy tax credits; works with engineering firm to develop and implement interconnection strategies; tracks and understands interconnection requirements, utility regulatory guidelines, and electric transmission system planning; oversees development and implementation of economic models for power system planning and distribution; analyzes various factors affecting power grid modeling including distribution costs, transmission costs, applicable constraints, market variables, supply/demand forecasts, etc.

20% +/- 10%

 Oversees procurement and contracts for projects; oversees preparation of RFPs to obtain bids on goods and services for projects and reviews as necessary; oversees development of criteria/score sheet by which applicants will be evaluated; coordinates with the Law Department, Fiscal Department, and DEI Department throughout procurement process (i.e. contract development, assigning appropriate NAICS codes, obtaining potential applicant list, setting insurance requirements for contractors, etc.); hosts bid open meetings; organizes applications for review by the panel;.

10% +/- 5%

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Green Energy Senior Project Manager

 Oversees data collection and reporting of project data to support the project, update management and stakeholders, and complete reporting requirements; oversees data collection from grant subrecipients including employment data, financial data, solar system functioning and productivity, kilowatt hour production, etc.; ensures that subrecipients are complying with federal rules around project data and enforces corrective actions as necessary; prepares grant reports for submittal to the EPA for the SFA and CPRG grants; ensures that reports meet grant requirements.

10% +/- 5%

 Liaisons and coordinates projects with sub-contractors, vendors, and grant partners; assists with coordinating work with partners at the City of Cleveland and the City of Painesville; coordinates with grant partners in the procurement of vendors needed on solar project development; assists with coordinating work with housing agencies.

10% +/- 5%

- Manages workforce issues; coordinates project(s) labor agreements, union concerns, and general workforce issues; ensures that prevailing wage requirements are being met; coordinates DEI (Diversity, Equity, and Inclusion) goals that are part of the SFA and CPRG projects; monitors if DEI goals are being met by contractors; coordinates with sub-grant awardee regarding pre-apprenticeship placements.
- Manages community outreach for projects; oversees procurement of community outreach vendor to implement process; works with vendor to engage community on the project, provide information, and address concerns; provides educational opportunities regarding the project for community members.

5% +/- 2%

5% +/- 2%

• Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends various trainings, workshops, and meetings.

Minimum Training and Experience Required to Perform Essential Job Functions

• Bachelor's degree in engineering, environmental science, construction management, project management, or related field with six (6) years of renewable energy development; or any equivalent combination of education and experience as specified in the table below.

Highest degree of education attained	Experience required
High school diploma/GED	10 years
Unrelated associate degree	10 years
Related associate	8 years
Unrelated bachelor's degree	8 years
Related bachelor's degree or	6 years
Unrelated master's/doctoral degree	5 years
Related master's/doctoral degree	5 years

Related degree fields: business administration

Related work experience: construction management, utilities administration

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Green Energy Senior Project Manager

• Valid driver license, proof of automobile insurance, and access to a vehicle.

Additional Requirements

• No special license or certification required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

• Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer and digital camera.

Supervisory Requirements

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Technology Requirements

 Ability to operate a variety of software including word processing software (Microsoft Word), electronic mail software (Microsoft Outlook), spreadsheet software (Microsoft Excel), and PDF software (Adobe, Nitro).

Mathematical Ability

 Ability to add, subtract, multiply, divide, and calculate decimals and percentages, and perform routine statistics.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including task order proposals, RFQ/RFP responses, construction plans and specifications, consultant invoices, grants, memos, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, EPA compliance reporting guidelines, Federal Energy Regulatory Commission rules, State laws regarding solar installations, and Public Utilities Commission of Ohio rules and guidelines.
- Ability to prepare RFPs/RFQs, permit applications, reports for grants, closeout documents for EPA and DOE grants, Estimates, data project request form, spreadsheets, contract agreements/amendments, memorandums, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

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Green Energy Senior Project Manager

- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret electric utility engineering and electric utility electrical terminology and language.
- Ability to communicate with direct supervisor, subordinates, management, contractors, vendors, consultants, representatives of government agencies and businesses, other County employees and departments, and the general public.

Environmental Adaptability

• Work is typically performed in an office environment and regular offsite visits to site locations.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Superintendent, Maintenance	Class Number:	15143
FLSA:	Exempt	Pay Grade:	15A
Dept:	Public Works	EXHIBIT D	

Classification Function

The purpose of this classification is to administer, manage, and supervise the operations and personnel of the Maintenance Department of the Public Works Office, and to provide administrative support a Chief Section Engineer.

Distinguishing Characteristics

This is a management classification with responsibility for planning, directing, and controlling the Maintenance section of the Public Works Office under general direction. This class requires the solution of operational, technical, administrative, and management problems related to maintenance. The employee is expected meet, consult, and collaborate with a Chief Section Engineer to discuss plans, projects, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

20% +/- 10%

 Supervises and directs the work of Maintenance Supervisors, Sign Shop Supervisors, and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to payroll, timesheets, requests for leave and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

20% +/- 10%

 Administers and manages the operations of the Maintenance department; plans and implements all daily operations; coordinates work operations with administration, other departments, contractors, and the public; oversees the maintenance of and capital improvements to all Public Works Buildings; provides technical assistance and direction on job sites, projects, and facilities; participates in matters of safety and security; establishes plans for irregular occurrences including emergency circumstances; directs staff in purchase, maintenance, repair, and replacement of County vehicles and equipment.

20% +/- 10%

Meets with officials, contractors, and other agencies to discuss proposed and active projects and to
resolve problems; develops and implements process improvement projects; assists in the adaptation
and implantation of changes to solve problems, improve efficiency and safety, and reduce costs;
reviews accident investigation reports; completes walk-thru inspections for compliance with various
standards and regulations.

Effective Date: 07.10.2012 Last Modified: 01.29.2020

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20% +/- 10%

 Analyzes, develops, and evaluates programs, procedures, and policies; makes recommendations for changes; updates and modifies policies and procedures and work and project standards; administers labor contracts; participates in union negotiations and labor management meetings; ensures adherence to multiple collective bargaining agreements.

10% +/- 5%

 Oversees department budget; evaluates, reviews, and recommends budget disbursements for materials, parts, supplies, equipment, and tools; forecasts expenditures; make recommendations regarding project costs, personnel, equipment, supplies, and other budgetary needs; reviews daily work distribution, reports, labor, and materials costs and work done; approves payroll and all departmental purchases and establishes costs of work needed; prepares grant and aid applications and reimbursement claims for financial assistance.

10% +/- 5%

• Reviews and responds to citizen and employee requests and complaints; investigates all grievances within the department; confers with labor attorneys on labor/trade, union issues; plans, coordinates and attends meetings and demonstrations; holds grievance and disciplinary hearings.

Minimum Training and Experience Required to Perform Essential Job Functions

• Bachelor's degree in civil engineering, public administration, or a related field with six (6) years of related experience including three (3) years of supervisory experience; or any equivalent combination of training and experience as defined below:

Highest degree of education attained	Experience required*
High school diploma/GED	12 years
Unrelated associate degree	10 years
Related associate or unrelated bachelor's degree	8 years
Related bachelor's degree	6 years
Related or unrelated master's/doctoral degree	4 years

*Three (3) years of supervisory experience required for each level of education and cannot be substituted.

Related degree fields: civil engineering, public administration, business administration, mechanical engineering, physics, management, human resources

Related work experience:

• Valid driver's license and proof of automobile insurance.

Additional Requirements

• No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

• Ability to operate a variety of automated office machines including computer and multifunction printer.

Superintendent, Maintenance

• Ability to operate a variety of maintenance and construction equipment including scoopers, lifts, ladders, survey equipment, safety equipment, pickup truck, and peripheral equipment.

Technology Requirements

 Ability to operate a variety of software including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), electronic mail software (Microsoft Outlook), database software (Infor), and tracking software (Fleet Vehicle Tracker).

Supervisory Responsibilities

- Ability to assign, review, plan, and coordinate the work of other employees, and to maintain standards.
- Ability to provide instruction to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

• Ability to add, subtract, multiply, divide, calculate decimals and percentages, and ability to understand and apply college level algebra, geometry, calculus, and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including Ohio Department of Transportation (O.D.O.T.) drawings, work orders, employee grievances, billing invoices, vendor quotes, packing slips, purchase orders, job descriptions, forms, plans, maps, legal descriptions, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including departmental personnel policy manual, Employee Handbook, Local Bargaining Unit Contracts, Occupational Safety and Health Administration (OSHA) and Public Employment Risk Reduction Program (PERRP) guidelines, Ohio Revised Code, O.D.O.T manuals, environmental guidelines and regulations, reference manuals, union contracts, specifications, standards, guidelines, and codes.
- Ability to prepare performance appraisals, correspondence, agreements, contracts, work order sheets, plans, estimates, charts, grievance response, injury accent reports, memos, daily itineraries, employee evaluations, costing sheets, work order reports, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and

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Superintendent, Maintenance

outside the Department.

- Ability to use and interpret maintenance, legal, human resource terminology, and language.
- Ability to communicate with staff, directors of other sections, consultants, departmental employees, and administrators.

Environmental Adaptability

- Work is typically performed in an office environment and in the field.
- Work may involve exposure to temperature/weather extremes, smoke, dust, pollen, wetness/humidity, bright/dim lights, noise extremes, vibrations, machinery, and traffic hazards.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Supervisor, Fiscal Office	Class Number:	11101
FLSA:	Exempt	Pay Grade:	9A
Dept:	Fiscal Office	EXHIBIT E	

Classification Function

The purpose of this classification is to plan, coordinate, schedule, and supervise office operations and activities within the Fiscal Office.

Distinguishing Characteristics

This is a supervisory level classification, working under the direction of a senior supervisor within the Fiscal Office. Incumbents promote the efficiencies of the area they are assigned to, recommend and incorporate process improvements, and ensure that projects meet time and quality objectives. The incumbent ensures that activities are performed according to policies, procedures, and related regulations. This class requires extensive public contact in ensuring that customers are provided with appropriate and immediate services in a tactful and diplomatic manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

40% +/- 10%

Supervises and directs the work of Senior Account Clerks and other assigned staff; directs staff to
ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides
training and instruction; evaluates employee performance; responds to employee questions,
concerns, and problems; approves employee timesheets and leave requests; prepares and reviews
documents related to timesheets, requests for leave, and overtime; develops and monitors unit work
plans and work performance standards; monitors and provides for training needs; meets with
employees individually and as a unit; recommends personnel actions including selection, promotion,
transfer, discipline, or discharge.

30% +/- 10%

 Plans, coordinates, schedules, and participates in office services and activities and ensures completion in a timely and efficient manner; creates, monitors, and updates a database with information of departmental activities and services provided; implements and oversees the execution of policies and procedures to ensure they are conducted in compliance with County, state, and federal regulations; approves retention schedules and disposition of records; approves transactions; prepares various tax and fee calculations; coordinates electronic files and the disposition of records for retention and auditing purposes.

10% +/- 5%

 Provides information and support as a Subject Matter Expert to stakeholders and the general public; reviews consumer complaints and takes action to resolve complaints; provides services to the public including providing documents and information as needed.

20% +/- 10%

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Supervisor, Fiscal Office

• Performs related administrative responsibilities; attends various trainings and meetings; coordinates office needs; prepares proposals for purchase of department equipment; prepares the department inventory and ordering office supplies; reviews expense vouchers and purchase orders; answers phone calls; responds to emails and other forms of communications.

Minimum Training and Experience Required to Perform Essential Job Functions

• Associate degree in business administration, accounting, or a related field with three (3) years of billing, real estate management, accounting; or any equivalent combination of education, training, and experience as defined below.

Highest degree of education attained	Experience required
High school diploma/GED	5 years
Unrelated associate degree	4 years
Related associate degree	3 years
Unrelated bachelor's degree	3 years
Related bachelor's degree	2 years
Unrelated master's/doctoral degree	2 years
Related master's/doctoral degree	1 year

Related degree fields: accounting, business administration, finance, business management, economics, public/nonprofit administration.

Related work experience: billing, real estate, accounting, finance, budget administration, grant management, contracting, procurement, bookkeeping.

Additional Requirements

• No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

• Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and to act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

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Technology Requirements

• Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), publishing software (Nitro Pro), database software (Sigma, MVP), and word processing software (Microsoft Word).

Mathematical Ability

• Ability to add, subtract, multiply, divide, and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including customer complaint forms, timesheets, court decisions, bankruptcy notifications, petitions, parcel cards, memos, letters, various regulation documents from governing bodies, forms, mileage reports, building permits, performance reviews, resolutions, journal entries, invoices, and a variety of activity reports.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, computer software manuals, map books, copy machine manuals, Ohio Department of Taxation guidelines, and the Ohio Revised Code (ORC).
- Ability to prepare purchase receipts, inventory reports, workload reports, order forms, equipment
 purchase forms, vouchers, cashier reports, forms, spreadsheets, petitions, semi-annual reports,
 spreadsheets, and other job-related documents using prescribed format and conforming to all rules
 of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret basic accounting terminology and language.
- Ability to communicate effectively with co-workers, supervisors, staff, vendors, other County employees, business owners, and the general public.

Environmental Adaptability

• Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

Posted: 1/3/2025 Meeting: 1/9/2025

Job Title	Classification	Current	RECOMMENDED	Department	Rationale
	<u>Number</u>	<u>Pay</u>	PAY GRADE		
<u>NEW</u>		Grade & FLSA	<u>& FLSA</u>		
Assistant Board of Control	10101	N/A	9A Non-Exempt	Purchasing	This is a new classification based on the CPQ of a current Administrative Officer. This
Coordinator					classification was requested by HR based on a job audit. The new classification is specific to
					the work being performed by this employee.
Green Energy Project	18141	N/A	11A Exempt	Public Works	This is a new classification requested by Public Works based on department need. The
Manager					classification reflects the essential functions and minimum qualifications of the position.
Green Energy Senior	18142	N/A	14A Exempt	Public Works	This is a new classification requested by Public Works based on department need. The
Project Manager					classification reflects the essential functions and minimum qualifications of the position.

Job Title	Classification	Current Pay	RECOMMENDED	Department	Rationale
	<u>Number</u>	Grade & FLSA	PAY GRADE		
REVISED			<u>& FLSA</u>		
Superintendent,	15143	15A Exempt	15A Exempt	Public Works	PRC routine maintenance. Classification last revised in 2020. Changes made to essential
Maintenance			(No Change)		functions, language, and formatting. A technology section and minimum qualifications
					equivalency table were added. No change to pay grade or FLSA status.
Supervisor, Fiscal Office	11101	9A Exempt	9A Exempt	Fiscal Office	PRC routine maintenance. Classification last revised in 2020. Changes made to essential
			(No Change)		functions, language, and formatting. A technology section and minimum qualifications
					equivalency table were added. No change to pay grade or FLSA status.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0049

Sponsored by: Councilmember	A Resolution reappointing Deborah
Sweeney	Southerington to serve on the Cuyahoga
	County Personnel Review Commission for
Co-sponsored by: Councilmember	the term 3/8/2025 to 3/7/2031, and
Miller declaring the necessity that this Re	
	become immediately effective.

WHEREAS, Article IX, Section 9.01 of the Cuyahoga County Charter, entitled Personnel Review Commission, creates the Cuyahoga County Personnel Review Commission which is "responsible for administering, for and in cooperation with the officers, agencies, boards and commissions of the County, an efficient and economical system for the employment of persons in the public service of the County according to merit and fitness;" and,

WHEREAS, the Cuyahoga County Charter Section 9.01, states that the County "Council shall appoint the members of the Personnel Review Commission, consisting of three electors of the County having experience in personnel matters or personnel administration and who are supportive of equal opportunity considerations," and that, "no more than two of the three members of the Personnel Review Commission shall be members of the same political party;" and,

WHEREAS, the term of office of each member of the Personnel Review Commission shall be six years, and the terms shall be staggered so that no term expires within less than two years of the expiration of any other term; and,

WHEREAS, the County Council has determined to reappoint Deborah Southerington to serve on the Cuyahoga County Personnel Review Commission for the term 3/8/2025 - 3/7/2031; and,

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of a County Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Council of Cuyahoga County hereby reappoints Deborah Southerington to serve on the Cuyahoga County Personnel Review Commission for the term 3/8/2025 - 3/7/2031.

SECTION 2. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County Commission. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were passed in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by ______, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal ______, 20

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0051

Sponsored by: County Executive	A Resolution confirming the County	
Ronayne	Executive's appointment of Dolores Garcia	
	to serve on The MetroHealth System Board	
	of Trustees for an unexpired six-year term	
	ending 2/28/2027; and declaring the	
	necessity that this Resolution become	
	immediately effective.	

WHEREAS, Ohio Revised Code Chapter 339 provides for the organization and operation of a county hospital; and

WHEREAS, Ohio Revised Code Section 339.02 provides for the creation of county hospital board of trustees and the means by which such trustees are appointed; and

WHEREAS, Ohio Revised Code Section 339.02 further provides that such appointments to the board of trustees shall be for a six-year term; and

WHEREAS, pursuant to Ohio Revised Code 339.02(F)(1), the County Executive has sought and received approval from both the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, the County Executive has nominated Dolores Garcia to serve on The MetroHealth System Board of Trustees for an unexpired six-year term ending 2/28/2027.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's appointment of Dolores Garcia to serve on The MetroHealth System Board of Trustees for an unexpired six-year term ending 2/28/2027.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal _____

_____, 20___

Chris Ronayne Cuyahoga County Executive



January 14, 2025

Dale Miller, President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: MetroHealth System Board of Trustees

Dear President Miller,

Pursuant to Ohio Revised Code Chapter 339, I submit the following nomination for service on the MetroHealth System Board of Trustees:

- Dolores Garcia, 6 year term, 3/1/2021 to 2/28/2027
 - Appointment, replacing vacant seat
 - Resides in Cleveland (Cuyahoga County)

Candidates for this board shall:

- 1. "Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"
- 2. "...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service shall appoint or reappoint for a term of six years a sufficient number of members to replace those members whose terms have expired"

Dolores Garcia's resume is attached for your review and meets the qualifications to serve on this board. The candidate has been jointly selected by the County Executive and the Judge, "of the most senior in point service" for the Common Pleas Court (the Honorable Kathleen Ann Sutula) and for the Probate Courts (the Honorable Anthony J. Russo). Correspondence from the Honorable Kathleen Ann Sutula and the Honorable Anthony Russo in support of this nomination is attached.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are a total of 32 candidates on file for this position.

Thank you for your consideration of this appointment. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

DOLORES P. GARCIA



EDUCATION

Harvard Law School, Cambridge, MA J.D., June 2009

Grinnell College, Grinnell, IA

B.A. with honors Independent Major, 19th C. American History, Literature, and Culture, May 2006

PROFESSIONAL EXPERIENCE

UB Greensfelder LLP, *Partner and Co-Leader Business Litigation Group*, January 1, 2020 to present

First chair trial lawyer that represents a broad range of clients in litigation matters in state and federal courts and alternative dispute fora. Maintain an active caseload with primary case management and client service responsibility. Served as one of 5 equity partners from Ulmer & Berne LLP on the committee tasked with negotiating and executing merger with Greensfelder, Hemeker & Gale in a merger of equals that closed on February 1, 2024. Currently manage largest practice group in the firm with over 85 attorneys across all nine of the firm's office locations.

Ulmer Berne LLP, *Business Litigation Associate*, May 2017 to December 31, 2020 Was primary working attorney for litigation matters in state and federal courts and alternative dispute fora with experience in complex commercial litigation, federal practice, and financial services industry.

United States Department of Justice, *Assistant United States Attorney*, May 2016 to May 2017

Represented the United States, federal agencies, and federal employees in all phases of civil litigation in the United States District Court for the Northern District of Ohio and Sixth Circuit Court of Appeals.

Jones Day, Business & Tort Litigation Associate, October 2009 to May 2016

Performed work on a variety of litigation matters with particular focus on government investigation defense, antitrust, internal investigations, and compliance matters.

Harvard Legal Aid Bureau, Student Attorney, August 2007 to May 2009

Lead counsel for matters in family law practice. Invited to membership after competitive writing, interview, and grade evaluation process.

CURRENT COMMUNITY INVOLVEMENT

SPACES, Inc. Board Member

On the Executive and Governance Committees of arts organization based in Ohio City that commissions artists from around the world to make new work, and create educational

initiatives that help develop a more informed citizenry. Recently sat on interview and resume review ad hoc committee for national executive director search for organization.

Providence House, *Board Member*

On the Governance Committee for crisis nursery and provides other support services to families facing challenges affecting family cohesion and custody.

MetroHealth Foundation, Board Member

On the Finance Committee for organization with just under \$90 million in assets that provides philanthropic support to The MetroHealth System and supports the mission to provide whole community health care and eradicate health disparities for all Greater Clevelanders.

Tri-C Foundation, *Board Member*

Organization provides philanthropic support to The MetroHealth System and supports the mission to provide whole community health care and eradicate health disparities for all Greater Clevelanders. Joined in March of this year so committee not yet assigned.

Say Yes Cleveland Scholarship Board, Board Member

On the Finance Committee for organization committed to scholarship effort and higher education partnerships to make a college degree affordable and attainable for all Cleveland Metropolitan School District Graduate with over \$100 million in assets. Also sit on the ad hoc committee to design completion award pilot program.

PRIOR COMMUNITY INVOLVEMENT

Near West Family Network, Board Member, 2016-2019

Board member and volunteer in all-volunteer family organization committed to improving and enhancing quality of life for families in Cleveland's downtown and near west side neighborhoods. Organized social events, engaged, in advocacy and education efforts to support urban families.

Norman S. Minor Bar Association, *Treasurer (Jan. 2016-2018) and Vice President (2018-2020) Executive Committee Member*, January 2016 to January 1, 2020.

Two term elected leader of Northeast Ohio's oldest and largest association for Black legal professionals. Key responsibilities included managing finances, organizing membership meetings, events, and activities including the annual Trailblazer Luncheon.

Minds Matter of Cleveland, *Mentor (Sept. 2009-May 2017), Vice President of Students (Sept. 2011-Dec. 2012), Senior Vice President, Student Programming, (Jan. 2012 to Sept. 2016), Board Member (2015-2018), Vice President of Mentors (Sept. 2017-May 2018), 2009-2018*

Started as a mentor to a single student, became member of executive committee, and eventually oversaw all student services which included academic, mentoring, and college admissions offerings for high potential high need students from their sophomore to senior year. As SVP for student programming, managed six Vice Presidents, ten Executive Team members, and 160 student-facing volunteers.

Ohio City Inc. *Board Member*, 2011-2017

Served two terms as board member for the community development corporation responsible for preserving, promoting and developing the Ohio City neighborhood. Served as chair of the Finance Committee and on Executive Committee. On the ad hoc strategic planning committee for creating five year strategic plan and the search committee for a new executive director. Chaired the Ohio City 5k race event.

RECENT AWARDS AND RECOGNITION

- *The Best Lawyers in America*, Commercial Litigation (2024)
- Ohio Super Lawyers list (2023)
- Corporate Counsel Business Journal's 50 Women to Watch List (2023)
- Case Western Reserve University Latinx Law Students Association Trailblazer Award Recipient (2023)
- "Latino Leader Worth Watching" by Profiles in Diversity Journal (2022)
- Crain's Cleveland Business list of "Notables in Law" (2022)
- Most Influential Black Lawyers in America by Savoy Magazine (2022)
- Ohio Super Lawyers Rising Stars list (2019)
- AmMore Consulting's Inaugural list of "100+ Latinos Cleveland Must Know" (2020)
- YWCA Woman of Professional Excellence (2020)

INTERESTS

Running, baking, and mothering my seven children

PROBATE COURT OF CUYAHOGA COUNTY DIVISION OF THE COURT OF COMMON PLEAS 1 LAKESIDE AVE. W. CLEVELAND, OHIO 44113

ANTHONY J. RUSSO PRESIDING & ADMINISTRATIVE JUDGE

LAURA J. GALLAGHER JUDGE JENNIFER A. ALEXANDER COURT ADMINISTRATOR MAGISTRATE

> HEIDI M. KOENIG CHIEF MAGISTRATE

November 25, 2024

Chris Ronayne Cuyahoga County Executive 2079 East 9th Street Cleveland, OH 44115

> Re: The MetroHealth System Board of Trustees

County Executive Ronayne:

Enclosed please find my signed approval of your recommendation of Dolores Garcia for appointment on the MetroHealth System Board of Trustees.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

Sudge Anthony J. Russo Presiding Judge Probate Court

ajr/ss

Enclosure

Chris Ronayne Cuyahoga County Executive

Cuyahoga County

October 28, 2024

Judge Anthony Russo, Presiding Judge Probate Court of Cuyahoga County 1 Lakeside Avenue Cleveland, OH 44113

Re: <u>MetroHealth System Board of Trustees</u>

Dear Judge Russo,

Pursuant to Ohio Revised Code Chapter 339, I submit the following nomination for a new appointment on the MetroHealth System Board of Trustees:

• Dolores Garcia

Candidates for this board shall:

- 1. "Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"
- 2. "...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service shall appoint or reappoint for a term of six years a sufficient number of members to replace those members whose terms have expired"

Ms. Garcia's resume is attached for your review and meets the qualifications to serve on this board.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at (216) 348-4239.

Sincerely,

Chris Ronayne County Executive

Approved

Judge Anthony Russo

11/25/24

Date



Chris Ronayne Cuyahoga County Executive

October 28, 2024

Judge Kathleen Ann Sutula Cuyahoga County Common Pleas Court 1200 Ontario Street Cleveland, OH 44113

Re: <u>MetroHealth System Board of Trustees</u>

Dear Judge Sutula,

Pursuant to Ohio Revised Code Chapter 339, I submit the following nomination for reappointment on the MetroHealth System Board of Trustees:

• Dolores Garcia

Candidates for this board shall:

- 1. "Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"
- 2. "...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service shall appoint or reappoint for a term of six years a sufficient number of members to replace those members whose terms have expired"

Ms. Garcia's resume is attached for your review and meets the qualifications to serve on this board.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at (216) 348-4239.

Sincerely,

Chris Ronayne County Executive

Approved:

Judge Kathleen Sutula

2-9-24 Date

2079 East Ninth Street | Cleveland, Ohio 44115 | 216-443-7178 | www.cuyahogacounty.us

Page 50 of 177

Voter Profile Page

Name:	DOLORES P GARCIA		
Address:			
Polling Location:	FRANKLIN CIRCLE CHRISTIAN CHURCH 1688 FULTON RD CLEVELAND OH 44113 (Get Directions) *		
Precinct:	CLEVELAND-03-D		
US Congressional District:	11		
Senate District:	23		
State Rep. District:	13		
The information on this page reflects Ohio's newly drawn legislative maps that will be used for the 2024 election cycle and go into effect in 2025. To see your current State Senate and State House districts, please visit <u>OhioSoS.gov/DistrictMaps</u> .			

The information displayed on this page is data sent to the Ohio Secretary of State's Office from the local county boards of elections. If your county board of elections has notified you by mail of a precinct change, or if you have a question about any of the information displayed here, please contact your county board of elections directly. <u>Follow this link for an Ohio county board of elections directory</u>.

*Google Maps is an internet-based mapping service. The Ohio Secretary of State's Office makes no guarantee as to the accuracy of the directions provided by Google Maps.

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- **2.** A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

MetroHealth Board of Trustees

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

Please see the attached document confirming Dolores (Lola) Garcia as a qualified elector of Cuyahoga County.

2.3 The specific term of office during which the candidate would serve;

3/1/2021- 2/28/2027

2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Appointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

Vacant Seat

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

2.7 A cumulative list of individuals who applied for the position;

Richard G. Johnson Christopher West Kevin Dau Richard M. Knoth Sharon Dumas Dean Robertson John Stefan Holmes **David Greenspan Tim Chapman Jacqueline Easley** Laconya Witherspoon Kara Tatum- Johnson **Ronald Dziedzicki Tracy Marie Greenberg** Maureen Dee Faye A Gary **Demar Sheffey Crystal Bryant-Agyemang Carl Kirkland Norman Bliss Nicolette Martincic Michael P Summers Monnolly Terry**

Simmie M. Davis Cortarius Antwaun McGlothen Fred M DeGrandis Albano Mahilaj Dolores Garcia Artis A. Arnold III Adam G. Jacobs Charlene Mancuso Dr. Yvette M. Clemons

2.8 The candidate's city and county of residence;

Cleveland, Cuyahoga County

2.9 An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;

MetroHealth Foundation Board Member on the Finance Committee (*if appointed, Ms. Garcia would step down from this board*) Providence House Board Member SPACES, Inc. Board Member Tri-C Foundation Board Member Say Yes Cleveland Scholarship Board Member

2.10 An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

1. In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0052

Sponsored by: County Executive	A Resolution confirming the County	
Ronayne	Executive's appointment of Artis Arnold, III	
	to serve on The MetroHealth System Board	
	of Trustees for an unexpired six-year term	
	ending 3/9/2027; and declaring the necessity	
	that this Resolution become immediately	
	effective.	

WHEREAS, Ohio Revised Code Chapter 339 provides for the organization and operation of a county hospital; and

WHEREAS, Ohio Revised Code Section 339.02 provides for the creation of a county hospital board of trustees and the means by which such trustees are appointed; and

WHEREAS, Ohio Revised Code Section 339.02 further provides that such appointments to the board of trustees shall be for a six-year term; and

WHEREAS, pursuant to Ohio Revised Code 339.02(F)(1), the County Executive has sought and received approval from both the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, the County Executive has nominated Artis Arnold, III (replacing Inajo Davis Chappell) to serve on The MetroHealth System Board of Trustees for an unexpired six-year term ending 3/9/2027.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

Page 56 of 177

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's appointment of Artis Arnold, III (replacing Inajo Davis Chappell) to serve on The MetroHealth System Board of Trustees for an unexpired six-year term ending 3/9/2027.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal _____

_____, 20___

Chris Ronayne Cuyahoga County Executive



January 29, 2025

Dale Miller, President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: MetroHealth System Board of Trustees

Dear President Miller,

Pursuant to Ohio Revised Code Chapter 339, I submit the following nomination for service on the MetroHealth System Board of Trustees:

- Artis Arnold, III, 6 year term, 3/10/2021 to 3/9/2027
 - Appointment, filling the seat vacated by Inajo Davis Chappell
 - Resides in Cleveland (Cuyahoga County)

Candidates for this board shall:

- 1. "Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"
- 2. "...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service shall appoint or reappoint for a term of six years a sufficient number of members to replace those members whose terms have expired"

Artis Arnold, III's resume is attached for your review and meets the qualifications to serve on this board. The candidate has been jointly selected by the County Executive and the Judge, "of the most senior in point service" for the Common Pleas Court (the Honorable Kathleen Ann Sutula) and for the Probate Courts (the Honorable Anthony J. Russo). Correspondence from the Honorable Kathleen Ann Sutula and the Honorable Anthony Russo in support of this nomination is attached.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are a total of 32 candidates on file for this position.

Thank you for your consideration of this appointment. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

ARTIS A. ARNOLD III

Work: (216) 515-0398

| artis.a.arnold@huntington.com

Community Involvement Aspiration Statement:

My personal vision statement is "Mission First, People Always."

I am a senior corporate financier with ~20 years of advisory, lending, and capital raising experience during my career in global investment banking and regional banking. Currently, I am responsible for Huntington Sponsor Finance Team's Midwest and New England sponsor coverage efforts.

I am pursuing board level opportunities in the not-for-profit sector within the Chicago and Cleveland communities. I aspire to leverage my educational, professional, not-for-profit and ministry experiences for the benefit of the communities in which I work and reside.

I am a servant leader with a disciplined approach to providing strategic advice, while maintaining an intuitive approach to team building and relationship management. I believe this uniquely positions me to pursue not-for-profit board opportunities within Cuyahoga County.

Professional Experience THE HUNTINGTON NATIONAL BANK

Managing Director, Huntington Sponsor Finance

- Senior calling officer for the Huntington Sponsor Finance Team
- Institutional approach to client selection, client coverage and relationship management
- Serve as the focal point of client coverage efforts, including determination of client needs, idea generation, internal advocacy, and delivery of Huntington's full suite of products and services

CRE Managing Director, National Institutional Real Estate - REIT Finance

• Senior calling officer for the National Institutional Real Estate - REIT Finance Team

Senior Vice President | Managing Director, National Institutional Real Estate - REIT Finance 2017 to 2022

- · Originated and managed public and private institutional real estate client relationships across the United States
- Proficiency in structuring, underwriting, and managing institutional real estate public and private credits

CREDIT SUISSE SECURITES (USA) LLC New York, NY Director, Investment Banking and Capital Markets 2013 to 2016 · Coordinated and managed global deal teams in The United Kingdom, Europe, Latin America, and North and Southeast Asia, in addition to the United States Advanced proficiency in mergers and acquisitions and corporate finance with expertise across private equity. public equity, leveraged finance, investment grade, private placement and rating agency products Vice President, Investment Banking Department 2010 to 2012 Associate, Investment Banking Department 2005 to 2009 **CAMBRIDGE ASSOCIATES** Boston, MA **Investment Associate** 2000 to 2003 Prepared investment research, portfolio asset allocation, spending and performance analyses to support

investment recommendations

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Cleveland, OH

2024 to Present

2023 to 2024

Not for Profit Experience THE CITY OF THE OF OF EVELAND

THE CITY CLUB OF CLEVELAND	Cleveland, OH	
Board Member	2021 to Present	
 Executive committee member and Co-finance committee chair 		
BETHANY BAPTIST CHURCH	Cleveland, OH	
Youth Minister	2023 to Present	
 Responsible for the Youth and Young Adult Ministry 		
Ordination ceremony scheduled for November 2024		
Education TRINITY COLLEGE OF THE BIBLE AND THEOLOGICAL SEMINARY Master of Divinity in Pastoral Ministry	Online 2024 to Present	
MIT SLOAN SCHOOL OF MANAGEMENT Master of Business Administration, General Management	Cambridge, MA 2003 to 2005	
 BROWN UNIVERSITY Bachelor of Arts, Applied Mathematics Brown University Track & Field, Division 1 Long jump; 200 Meter sprint (Walk-on) 95.5 WBRU Radio Disc Jockey (1995 - 1999) 	Providence, RI 1995 to 1999	
 Honors and Accomplishments The American College of Financial Services Black Executive Leadership Program - Fellow (2022) Huntington National Bank Commercial Bank Emerging Leader Program (2022 - Present) Huntington National Bank Commercial Diversity, Equity and Inclusion Committee (2022 - Present) Robert Toigo Foundation - Fellow (2003 - 2005); Alum (2005 - Present) Henry B. DuPont Scholar, MIT Sloan Leadership Award (Summer 2005) Brown University Inman Page Black Alumni Council - Co-founder (2000) 		

Not for Profit Affiliations

• Alpha Phi Alpha Fraternity, Incorporated - Life Member (1996 - Present)

Interests

• Sports, modern art, cooking, jazz and wine tasting

PROBATE COURT OF CUYAHOGA COUNTY DIVISION OF THE COURT OF COMMON PLEAS 1 LAKESIDE AVE. W. CLEVELAND, OHIO 44113

ANTHONY J. RUSSO PRESIDING & ADMINISTRATIVE JUDGE

LAURA J. GALLAGHER JUDGE JENNIFER A. ALEXANDER COURT ADMINISTRATOR MAGISTRATE

> HEIDI M. KOENIG CHIEF MAGISTRATE

December 20, 2024

Chris Ronayne Cuyahoga County Executive 2079 East 9th Street Cleveland, OH 44115

> Re: The MetroHealth System Board of Trustees

County Executive Ronayne:

Enclosed please find my signed approval of your recommendation of Artis Arnold, III for appointment on the MetroHealth System Board of Trustees.

If you have any questions, please do not hesitate to contact me

Very truly yours. Judge Anthony J. Busso

Presiding Judge Probate Court

ajr/ss

Enclosure

Chris Ronayne Cuyahoga County Executive

December 9, 2024

Judge Anthony Russo, Presiding Judge Probate Court of Cuyahoga County 1 Lakeside Avenue Cleveland, OH 44113

Cuyahoga County

Re: MetroHealth System Board of Trustees

Dear Judge Russo,

Pursuant to Ohio Revised Code Chapter 339, I submit the following nomination for a new appointment on the MetroHealth System Board of Trustees:

• Artis Arnold, III

Candidates for this board shall:

- "Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"
- 2. "...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service shall appoint or reappoint for a term of six years a sufficient number of members to replace those members whose terms have expired"

Mr. Arnold's resume is attached for your review and meets the qualifications to serve on this board.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at (216) 348-4239.

Sincerely,

Chris Ronayne County Executive Approved:

Judge Anthony Russo

12/20/24

Date

2079 East Ninth Street | Cleveland, Ohio 44115 | 216-443-7178 | www.cuyahogacounty.us

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Chris Ronayne Cuyahoga County Executive

December 9, 2024

Judge Kathleen Ann Sutula Cuyahoga County Common Pleas Court 1200 Ontario Street Cleveland, OH 44113

Re: <u>MetroHealth System Board of Trustees</u>

Dear Judge Sutula,

Pursuant to Ohio Revised Code Chapter 339, I submit the following nomination for a new appointment on the MetroHealth System Board of Trustees:

• Artis Arnold, III

Candidates for this board shall:

- 1. "Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"
- 2. "...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service shall appoint or reappoint for a term of six years a sufficient number of members to replace those members whose terms have expired"

Mr. Arnold's resume is attached for your review and meets the qualifications to serve on this board.

Sincerely,

Chris Ronayne County Executive

Approved:

Judge Kathleen Sutula

than me Date

Voter Profile Page

Name:	ARTIS ADOLPHUS ARNOLD III		
Address:			
Polling Location:			
Precinct:			
US Congressional District:	11		
Senate District:	23		
State Rep. District:	20		
The information on this page reflects Ohio's newly drawn legislative maps that will be used for the 2024 election cycle and go into effect in 2025. To see your current State Senate and State House districts, please visit <u>OhioSoS.gov/DistrictMaps</u> .			

The information displayed on this page is data sent to the Ohio Secretary of State's Office from the local county boards of elections. If your county board of elections has notified you by mail of a precinct change, or if you have a question about any of the information displayed here, please contact your county board of elections directly. <u>Follow this link for an Ohio county board of elections directory</u>.

*Google Maps is an internet-based mapping service. The Ohio Secretary of State's Office makes no guarantee as to the accuracy of the directions provided by Google Maps.

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- **2.** A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

MetroHealth Board of Trustees

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

N/A

2.3 The specific term of office during which the candidate would serve;

3/10/2021-3/9/2027

2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Appointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

Vacant Seat

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

- **2.7** A cumulative list of individuals who applied for the position;
 - **Richard G. Johnson Christopher West** Kevin Dau **Richard M. Knoth Sharon Dumas Dean Robertson** John Stefan Holmes David Greenspan Tim Chapman **Jacqueline Easley** Laconya Witherspoon Kara Tatum- Johnson **Ronald Dziedzicki Tracy Marie Greenberg** Maureen Dee Faye A Gary **Demar Sheffey Crystal Bryant-Agyemang Carl Kirkland Norman Bliss Nicolette Martincic Michael P Summers Monnolly Terry**

Simmie M. Davis Cortarius Antwaun McGlothen Fred M DeGrandis Albano Mahilaj Dolores Garcia Artis A. Arnold III Adam G. Jacobs Charlene Mancuso Dr. Yvette M. Clemons

2.8 The candidate's city and county of residence;

Cleveland, Cuyahoga County

2.9 An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;

The City Club of Cleveland

2.10 An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

1. In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file

the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0053

Sponsored by: County Executive	A Resolution confirming the County	
Ronayne	Executive's reappointment of Sam Thomas	
	III to serve on the Western Reserve Area	
	Agency on Aging Board of Trustees for the	
	term 1/1/2024 - 12/31/2026; and declaring	
	the necessity that this Resolution become	
	immediately effective.	
	-	

WHEREAS, Ohio Revised Code Chapter 173.011 provides for the designation of a private nonprofit entity as an "area agency on aging" to administer programs granted under the Older Americans Act of 1965; and

WHEREAS, the Western Reserve Area Agency on Aging ("WRAAA") is a private nonprofit corporation organized and designated by the State of Ohio to be the planning, coordinating, administrative agency for federal and state aging programs in Cuyahoga, Geauga, Lake, Lorain, and Medina Counties and is one of twelve (12) Area Agencies on Aging that the State organized together with local service provider organizations and the Ohio Department of Aging to form the State's public aging network; and

WHEREAS, the Western Reserve Area on Aging Board of Trustees is composed of twenty-one (21) members who serve three (3) year terms; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, the County Executive has nominated Sam Thomas to serve on the Western Reserve Area Agency on Aging Board of Trustees for the term 1/1/2024 - 12/31/2026.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment Sam Thomas to serve on the Western Reserve Area Agency on Aging Board of Trustees for the term 1/1/2024 - 12/31/2026.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Sectio 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal _____

_____, 20___

Chris Ronayne Cuyahoga County Executive



January 14, 2025

Dale Miller, President Cuyahoga County Council Cuyahoga County Administration Building 2079 E.9th, 8th Floor Cleveland, OH 44115

Re: <u>Western Reserve Area Agency on Aging (WRAAA)</u>

Dear President Miller:

Pursuant to Article IV, Section 2 of the Code of Regulations of the Western Reserve Area Agency on Aging, I submit the following nominee for reappointment to the *Western Reserve Area Agency on Aging (WRAAA)* Board:

- **Sam Thomas III**, 3-year term, 1/1/24 to 12/31/26-- Reappointment
- Resides in Shaker Heights (Cuyahoga County)

The Western Reserve Area Agency on Aging is the state-designated funding, planning and coordinating authority for home- and community-based services and supports for older adults and individuals with disabilities. The organization serves planning and service area (PSA) 10A, which includes the counties of Cuyahoga, Geauga, Lake, Lorain and Medina.

The Board consists of 23 members – four appointed by the Cuyahoga County Executive; one each appointed by the counties of Geauga, Lake, Lorain and Medina; two ex-officio members; and thirteen at-large members appointed by the trustees. Article IV, Section 4 of the WRAAA Regulations – "Selection" – requires that board candidates be nominated by a county's Advisory Council. In Cuyahoga County, the Division of Senior and Adult Services Advisory Board serves as the local Advisory Council. Mr. Thomas was nominated and submitted for consideration for reappointment through this process.

Article IV, Section (2)(b) of the Agency's Code of Regulations states the following qualifications for trustees appointed by the County Executive:

- Prior to being appointed, all trustees shall have qualifications which will help the Agency advance consumers' independence and welfare, and have demonstrated an interest in consumers of the Agency, particularly the socially and economically disadvantaged; and
- Trustees must reside within PSA 10A; and
- Trustees cannot have a financial interest in any organization that received funds from the WRAA or is under contract with WRAA

No advisory opinion was requested. The Mr. Thomas's resume is attached for your review. There are 13 candidates on file for this position. Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

Sam Thomas III

Sam Thomas III, owner of Sam Thomas III, Esq. & Associates, located in Beachwood, Ohio. His firm provides legal services as a general practitioner with the focus of his practice on Estate Planning for clients who want to avoid probate and create generational wealth.

Sam was inspired to become an attorney to bring legal services to his and other underserved communities. He was further motivated by his need to help ensure that people's constitutional rights are protected.

He feels blessed to have been a two-time graduate of Cleveland State University, earning an undergraduate Bachelor of Science degree in Business Administration while competing as a member of the varsity basketball team. After graduating from CSU, during a ten-year absence from Cleveland, he earned a Master's degree of Science in education from Indiana University in Bloomington, Indiana. Upon his return to Cleveland he earned a Jurist Doctorate, for his second degree from CSU.

He served as a college administrator at Ohio Wesleyan University in Delaware, Ohio, The Ohio State University and Ohio Institute of Technology (Bell and Howell), in Columbus, Ohio. He provided counseling, mentoring and "reality therapy" to help develop the "total student".

Sam currently serves on the board of Values in Action/Project Love-Remember the Children Foundation, in addition to his service on the Western Reserve Area Agency on Aging. Serving on the WRAAA has better equipped him to advocate and help his aging parents and the aging community at large.

Sam Thomas III, Esq.

Sam Thomas III, Esq

Legal Services with A Personal Touch

November 21, 2024

Mr. Chris Ronayne Executive, Cuyahoga County 2079 East Ninith Street Cleveland, Ohio 44115

Dear Executive, Ronayne:

I currently serve as a Cuyahoga County appointed member of the Western Reserve Area Agency on Aging (WRAAA.) I was reappointed on October 19, 2021, and the term will be expiring soon.

This letter is to express my continued desire in being reappointed so that I can complete my duties as a board member and president of the Agency for another term. I remain keenly committed to advocating for and serving the older adults of our community personally and professionally. I have attached my resume for your consideration.

I look forward to being informed of the next steps in the process of my reappointment. Please contact me should you require any additional information.

Sincerely,

Sam Thomas III, Esq.

26300 Cedar Road, Suite 1105 Beachwood, Ohio 44122 216-229-1521 Phone 844-898-4754 Fax samthomas@st3law.com

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

Please see attached

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- **2.** A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

Western Reserve Area Agency on Aging (WRAAA)

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

Article IV, Section (2)(b) of the Agency's Code of Regulations states the following qualifications for trustees appointed by the County Executive:

• Prior to being appointed, all trustees shall have qualifications which will help the Agency advance consumers' independence and welfare, and have demonstrated an interest in consumers of the Agency, particularly the socially and economically disadvantaged; and

- Trustees must reside within PSA 10A; and
- Trustees cannot have a financial interest in any organization that received funds from the WRAA or is under contract with WRAA
- 2.3 The specific term of office during which the candidate would serve;

1/1/2024 to 12/31/2026

2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Reappointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

N/A

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

- **2.7** A cumulative list of individuals who applied for the position;
 - Sue Biagianti Mary McNamara Sam Thomas III Stephanie Leigh Barbee Demar Sheffey Brenda Stoller Elaine Matthews Ismael Flores Yuvette Bozman Daniel B Pajak Tammy Kennedy Albano Mahilaj
- 2.8 The candidate's city and county of residence;

Shaker Heights, Cuyahoga County

2.9 An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;

Values in Action/ Project Love-Remember the Children Foundation Board member Glenville Community Foundation Athletic Visiting Committee at Cleveland State University

2.10 An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

 In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0054

Sponsored by: County Executive	A Resolution confirming the County
Ronayne	Executive's appointment of Nestor Rivera,
	Deputy Sheriff Major, to serve on the
	Cuyahoga County Community-Based
	Correctional Facility Governing Board for
	the term 1/1/2024 - 12/31/2026 in his official
	capacity as a representative of Cuyahoga
	County; and declaring the necessity that this
	Resolution become immediately effective.

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board was created pursuant to the provisions of Ohio Revised Code Section 2301.51; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work and education; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board has twelve members, and the members are appointed by both Cuyahoga County and the Cuyahoga County Judicial Advisory Board (JAB); and

WHEREAS, members of the Cuyahoga County Community-Based Correctional Facility Governing Board shall be appointed to serve a three (3) year term; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS, the County Executive has nominated Nestor Rivera, Deputy Sheriff Major, (replacing Al Sanchez) to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2024 -12/31/2026 in his official capacity as a representative of Cuyahoga County.

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NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's appointment of Nestor Rivera, Deputy Sheriff Major, (replacing Al Sanchez) to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2024 - 12/31/2026 in his official capacity as a representative of Cuyahoga County.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources, Appointments & Equity</u>

Journal _____, 20

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Chris Ronayne Cuyahoga County Executive



January 14, 2025

Dale Miller, President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: Cuyahoga County Community-Based Correctional Facility Governing Board

Dear President Miller,

Pursuant to Ohio Revised Code 2301.51, Cuyahoga County has established a community-based correctional facility that provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work, and education. I am pleased to nominate the following individual for appointment to serve on the Cuyahoga Community-Based Correctional Facility Governing Board:

• **Nestor Rivera**, Appointment (replacing Al Sanchez), 3-year term, 1/1/2024 – 12/31/2026

Community-based correctional facilities provide comprehensive programming to address the needs of offenders including chemical dependency issues, education, and training for current employment opportunities. These efforts are designed to achieve the goal or reducing recidivism and providing successful reentry into society. Members of the Board shall serve for three-year terms.

I have attached a copy of Mr. Rivera's resume for your review.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are a total of 10 candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

NESTOR RIVERA SR. Experienced Law Enforcement Professional

Professional Summary

Law Enforcement Professional with twenty-eight years of experience and a 2018 F.B.I.N.A graduate. Over seventeen years of progressive supervisory experience driving departmental policy, training promotion and morale building, development of departmental strategy for practical performance objectives, adherence to budgetary guidelines, and proven leadership in communication and collaboration. Extensive knowledge in functioning of human resources, fiscal, payroll, research analysis, program development and implementation, criminal investigations, project management, and anticipatory calculation of positive outcomes.

Experience

- Cuyahoga County Sheriff's Department · Cleveland, Ohio · 8/1998 Present
 - Interim Chief Deputy of Corrections 6/2024 Present
 - Oversight of all administrative and operational functions of the Corrections Center, collaboration with community service providers to reinstate and/or implement inmate programming, assessment of current and projecting future functioning of the facility to develop strategic planning and implementation of provided services and coordinate inmate care, supervision of all command staff, and work in concert with Human Resources to ensure proper staffing and remove barriers from effective work performance.
 - Evaluation and monitoring of the efficiency of facility equipment, services, and programming; assist in the management and expenditure of the Corrections Center overall budget in conjunction with the CCSD Fiscal Department; active participant in review, assessment of needs, development, and implementation of policies, procedures, post orders, manuals of instruction and direction, and other necessary and supportive guidance to Corrections Center staff; direct oversight to ensure compliance with Minimum Standards for Jails in Ohio upon annual inspection by the Bureau of Adult Detention; and direct oversight of all reported deficiencies, complaints, reports, etc. to ensure optimal rehabilitative programming and humane conditions for the inmate population.
 - Active engagement with local, state, and federal agencies/partners to implement programs and initiatives to provide safe and secure

management of the inmate population; active participant and lead presenter of administrative and operational reporting to County Council, committees, the Sheriff, and various regulatory agencies; management and supervision of contracted vendors providing services/goods within the Corrections Center and address inconsistencies and deficiencies of such; and active participant in the development of RFP's and contract negotiations with existing and/or potential awarded vendors.

- Deputy Sheriff Major 2/2024 Present
 - Management and execution of operations and programming over jail administration, civil division, law enforcement, security, communications, and command division; development of programs and policies in addition to ensuring compliance with departmental policies and procedures; active participant in departmental budget development to include budgetary need projections and cost-reduction practices; serve as a departmental liaison at civil/administrative/criminal hearings, proceedings/trials, and with various stakeholders including municipal, state, and federal law enforcement, judicial, and legislative agencies; evaluate departmental programs and initiatives and present to County Council and other stakeholders related to performance; and collaborate with the Human Resources Department to plan training and personnel needs, build morale, and implement succession planning.
- Deputy Sheriff Lieutenant 9/2016 2/2024
 - Oversight of the Court Security Division and assignment as the Field Operations Unit (FOU) Alternate Supervisor. Executed management and supervision of the second shift Field Operations Unit (FOU), Motor Pool, Sex Offender Unit, Arson Unit, Electronic Monitoring Unit (E.M.U), Civil Training Unit, and Animal Abuse Registration Unit. Maintained the Stone Garden and S.M.A.R.T. grant. Represented the CCSD as a board member for the Juvenile Sex Offender Certification Department for the State of Ohio. Collaborated on the development of the original policies and procedures for the Electronic Monitoring Unit (E.M.U.) and worked in concert with the Fiscal Department in maintaining the billing and purchasing budget for this unit. Acted as the Critical Incident Supervisor of the Civil Training Unit.
 - Executed management and supervision of the Narcotic Unit Task Force to include the officers, detectives, evidence rooms, and Canine (K9) Unit. Conducted investigations and executed search warrants as a Canine (K9) Officer and Supervisor. Performed parcel interdiction and worked alongside local, state, and federal law enforcement agencies in conjunction with the Prosecutor's Office.

- Maintenance of the FOJ (Furtherance of Justice Funds) and LETF (Law Enforcement Trust Fund Grants) in addition to DAG-71 (Equitable Sharing Request Form) from federal seizures/forfeitures.
- Deputy Sheriff Sergeant 9/2006 9/2016
 - Executed management and supervision of the Narcotic Unit Task Force to include the officers, detectives, evidence rooms, and Canine (K9) Unit. Conducted investigations and executed search warrants as a Canine (K9) Officer and Supervisor. Developed the restructure of the Canine (K9) Parcel Interdiction Unit and worked alongside local, state, and federal law enforcement agencies in conjunction with the Prosecutor's Office. Twoyear assignment as Patrol Unit Supervisor for the City of East Cleveland.
 - Assignment as a Task Force Officer to the Ohio H.I.D.T.A. (High Intensity Drug Trafficking Areas) Task Force, D.E.A. Task Force, and the F.B.I. Caribbean Gang Task Force/N.E.O.L.F.T. Task Force as a Detective Canine (K9) Handler. Participated in Spanish Title III wiretap cases as a bilingual Task Force Officer Detective.
- Deputy Sheriff Detective 1/1999 9/2006
 - Assignment to the Narcotics Unit and to the Ohio H.I.D.T.A. (High Intensity Drug Trafficking Areas). Conducted investigations and executed search warrants alongside local, state, and federal law enforcement agencies as a Canine (K9) Officer and Task Force Officer.
- Deputy Sheriff 8/1998 1/1999
 - Maintained security in county court buildings during all phases of criminal proceedings; responded to emergencies and rendered assistance as needed; subdued, apprehended, arrested, and processed criminal violators; preserved crime scenes and performed initial investigations; identified and interviewed witnesses; collected, identified, and preserved physical evidence; prepared detailed incident reports; served and executed search warrants; and participated in all phases of criminal investigations.
- Belmont County Sheriff's Office · St. Clairsville, Ohio · 6/1995 8/1999
 - Assigned as a special Deputy Sheriff until receiving OPOTA certification. Upon certification, assigned as a Deputy Jailer and transitioned to Deputy Patrolman as needed.

Education

- > OPOTA Certification · Eastern Ohio Law Enforcement Academy · Barnesville, Ohio · 9/1996
- Corrections Basic Training · Tuscarawas County Corrections Academy · Tuscarawas County, Ohio · 6/1997
- F.B.I.N.A. Session 271. University of Virginia · Quantico, Virginia · 1/2018 3/2018
 - Fitness in Law Enforcement · Essentials for Law Enforcement Leaders · Contemporary Issues in Law Enforcement and Media Relations · Public Speaking · Drugs, Society, and Contemporary Drug Enforcement Strategies · Contemporary Issues in Law Enforcement
 - Cumulative GPA: 3.98 · 17 College Credits Earned
 - Scheduled to attend OPOTA Jail Administrator course 11/18/2024 11/22/2024

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- 2. A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

Community Based Correctional Facility Board

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

N/A

2.3 The specific term of office during which the candidate would serve;

1/1/24 to 12/31/26

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2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Appointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

Al Sanchez

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

2.7 A cumulative list of individuals who applied for the position;

Ashley Johnson Laconya Witherspoon Brenda Stoller Darrell Houston Demar Sheffey Derek McBryde Scott Osiecki Brandy Carney Vincent Holland Nestor Rivera

2.8 The candidate's city and county of residence;

North Royalton, Cuyahoga County

- **2.9** An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;
 - N/A

2.10 An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

 In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0055

Sponsored by: County Executive	A Resolution confirming the County	
Ronayne	Executive's reappointment of Brandy	
	Carney, Director of Public Safety and Justice	
	Services, to serve on the Cuyahoga County	
	Community-Based Correctional Facility	
	Governing Board for the term 1/1/2025 -	
	12/31/2027 in her official capacity as a representative of Cuyahoga County; and declaring the necessity that this Resolution	
	become immediately effective.	

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board was created pursuant to the provisions of the Ohio Revised Code Section 2301.51; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work and education; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board has twelve members, and the members are appointed by both Cuyahoga County and the Cuyahoga County Judicial Advisory Board (JAB); and

WHEREAS, members of the Cuyahoga County Community-Based Correctional Facility Governing Board shall be appointed to serve a three (3) year term; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council" and

WHEREAS, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS, the County Executive has nominated Brandy Carney, Director of Public Safety and Justice Services, to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2025 - 12/31/2027 in her official capacity as a representative of Cuyahoga County.

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NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Brandy Carney, Director of Public Safety and Justice Services, to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2025 - 12/31/2027 in her official capacity as a representative of Cuyahoga County.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal _____, 20

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Chris Ronayne Cuyahoga County Executive



January 14, 2025

Dale Miller, President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: Cuyahoga County Community-Based Correctional Facility Governing Board

Dear President Miller,

Pursuant to Ohio Revised Code 2301.51, Cuyahoga County has established a community-based correctional facility that provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work, and education. I am pleased to nominate the following individual for reappointment to serve on the Cuyahoga Community-Based Correctional Facility Governing Board:

• Brandy Carney, Reappointment, 3-year term, 1/1/2025 – 12/31/2027

Community-based correctional facilities provide comprehensive programming to address the needs of offenders including chemical dependency issues, education, and training for current employment opportunities. These efforts are designed to achieve the goal or reducing recidivism and providing successful reentry into society. Members of the Board shall serve for three-year terms.

I have attached a copy of Ms. Carney's resume for your review.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are a total of 10 candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

Brandy Carney is a committed public safety professional with extensive experience developing and implementing impactful programs within government and non-profit operations. She currently serves as Cuyahoga County's Director of Public Safety and Justice Services. In that role, she oversees numerous agencies and staff including Public Safety & Justice Administration, Cuyahoga County Office of Emergency Management (OEM), Cuyahoga Emergency Communications Center (CECOMS/Countywide 911), Witness Victim Services, Fiscal and Grants related operations for both the county and external public safety agencies, and staff assigned to the Northeast Ohio Regional Fusion Center, a combined County and City of Cleveland operation. She stays active as a board member for multiple organizations, including but not limited to the Regional Enterprise Data Sharing Service (REDSS), the Cuyahoga Community Based Correctional Facility, the multi-hospital Northeast Ohio Trauma Systems (NOTS) Board, One Ohio Region 3 Board, Cuyahoga Emergency Services Advisory Board, and the Cuyahoga County Diversion Center Board.

One of her significant enhancements in Cuyahoga County has been her lead in the implementation and operation of the Cuyahoga County Diversion Center, opening the resource in May 2021 as the first of its kind in Ohio. She stays heavily engaged with emergency communications/911 at the local and state level and remains active in Criminal Justice (CJ) planning with a myriad of CJ stakeholders and the people they serve. In addition to being one of 30 selected leaders on an ongoing national peer exchange for opioid mitigation strategies, she was invited by the National Academy of Medicine to participate in their opioid strategy and mitigation series. She has become an identified leader far beyond Cuyahoga County in her expertise and work to mitigate or eradicate the opioid epidemic that plagues Cuyahoga County, and the rest of the nation. She manages all Cuyahoga County's opioid settlement funds and the projects and initiatives those funds support.

In addition to her passion for public safety, she is a champion for increased access to treatment services, criminal justice diversion programming, and recovery supports for those living with substance use disorders and mental health concerns. She has a long history of sustaining high-impact projects, with a belief that adaptability is key. Brandy possesses a strong information technology foundation including understanding and overseeing Cuyahoga's 911 system technologies. She is known for her highly specialized knowledge in emergency management, emergency communications, and justice related processes. She has spent decades building and sustaining partnerships that enhance the public safety landscape. She believes in the core principle that knowledge is power, and a good attitude and personal drive can move mountains, however, nothing can be done without relationships and the ability to work together with others.

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- **2.** A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

Community Based Correctional Facility Board

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

N/A

2.3 The specific term of office during which the candidate would serve;

1/1/2025 - 12/31/2027

2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Reappointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

N/A

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

2.7 A cumulative list of individuals who applied for the position;

Ashley Johnson Laconya Witherspoon Brenda Stoller Darrell Houston Demar Sheffey Derek McBryde Scott Osiecki Brandy Carney Vincent Holland Nestor Rivera

2.8 The candidate's city and county of residence;

Willowick, Lake County

- **2.9** An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;
 - Member, Regional Enterprise Data Sharing Service (REDSS),
 - Member, Cuyahoga Community Based Correctional Facility,
 - Member of multi-hospital Northeast Ohio Trauma Systems (NOTS) Board,

- Member, One Ohio Region 3 Board, Cuyahoga Emergency Services Advisory Board,
- Member, Cuyahoga County Diversion Center Board
- **2.10** An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

 In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0056

Sponsored by: County Executive	A Resolution confirming the County	
Ronayne	Executive's reappointment of Vincent	
	Holland to serve on the Cuyahoga County	
	Community-Based Correctional Facility	
	Governing Board for the term 1/1/2025 -	
	12/31/2027; and declaring the necessity that	
	this Resolution become immediately	
	effective.	

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board was created pursuant to the provisions of the Ohio Revised Code Section 2301.51; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work and education; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board has twelve members, and the members are appointed by both Cuyahoga County and the Cuyahoga County Judicial Advisory Board (JAB); and

WHEREAS, members of the Cuyahoga County Community-Based Correctional Facility Governing Board shall be appointed to serve a three (3) year term; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS, the County Executive has nominated Vincent Holland to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2025 - 12/31/2027.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Vincent Holland to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2025 - 12/31/2027.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal ______, 20____

Chris Ronayne Cuyahoga County Executive



January 14, 2025

Dale Miller, President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: Cuyahoga County Community-Based Correctional Facility Governing Board

Dear President Miller,

Pursuant to Ohio Revised Code 2301.51, Cuyahoga County has established a community-based correctional facility that provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work, and education. I am pleased to nominate the following individual for reappointment to serve on the Cuyahoga Community-Based Correctional Facility Governing Board:

• Vincent Holland, Reappointment, 3-year term, 1/1/2025 – 12/31/2027

Community-based correctional facilities provide comprehensive programming to address the needs of offenders including chemical dependency issues, education, and training for current employment opportunities. These efforts are designed to achieve the goal or reducing recidivism and providing successful reentry into society. Members of the Board shall serve for three-year terms.

I have attached a copy of Mr. Holland's resume for your review.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are a total of 10 candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

RESUME

	Dr. Vince	ent D. Holland	
Home	Address:		
Mailing	Address:		
Home:	Cell:	Web:	

EDUCATION:

Cleveland State University (June 1975), Bachelor of Arts in Political Science (Major) History (minor)

Case Western Reserve University (January 1979) Master of Arts Sociology

Cleveland State University (March 1991) Master of Public Administration

Thesis/Capstone: "In Search of A Method: Developing A Correctional AIDS Policy" (Thesis Advisor Dr. James Slack)

Cleveland State University (Spring 2014) PhD. Levin College of Urban Studies and Public Affairs

Dissertation: "Reform Where Is Thy Victory?: A Study Of The Reform Efforts in Summit, Allegheny and Cuyahoga Counties" (Chair: Dr. Lawrence Keller)

LICENSE:

LICDC (License in Chemical Dependency Counseling)

Independent Chemical Dependency Counselor license number 943823

WORK HISTORY: Part-time & summers

Swimming Instructor & Coach (1969-1985) Glenville YWCA; Swimming Instructor General Electric Nela Park (Summers 1971-1974); Swimming Instructor, Pool Captain & District Supervisor for Cleveland City Pools (Summers 1975-1979).

Cleveland Clinic: Alcohol and Drug Dependency Unit (part-time 1985-1994)

Cuyahoga Community College Law Enforcement Corrections Department: Taught Introduction to Corrections and Community Corrections classes (part-time fall1997 through fall of 1999)

FULLTIME:

Cuyahoga Probation Department: (May 1980 to December 2013 retired)

Probation Officer (1980-1986)

Direct Supervision and presentence Investigation; ADDU (Alcohol and Drug Dependence Unit) Officer;

Supervisor (1986-1999)

Oversaw officers who did direct supervision of felony level adult offenders; ADDU (Alcohol & Drug Dependency Unit) officers and staff; Intensive Supervision officers and staff and training.

Manager (1999-2008)

Special Projects: Mentally Disordered, Intensive Supervision, electronic monitoring, developmental disability, Security Threat Group & Shock probation (community control) offenders. Duties included training, grant writing, auditing, budget planning, preparing reports for the State of Ohio and overseeing a staff of over 60 people. Clifford Skeen Award winner in 2003 for Excellence in an Ohio Prison Diversion Program (407 Project).

Chief Probation Officer (2008-2013)

Responsible for a Department of 200 employees. Managed Budget, workflow monitoring, implementing an evidence based practices model, report writing, policy implementation, grant implementation and numerous trainings, committees and corrections related activities.

Cuyahoga Community College:

Adjunct Professor-Sociology	2015-2017 and 2020 to Present
Lecturer-Sociology	2018-2020

Publications and Reports:

"Street Gangs: The National, State and Local Experience". In State of Corrections: Proceedings American Correctional Association (2002) 115-121.

"Security Threat Groups Manual Trends (1999)" Law Enforcement Training Document.

"Militias, Motorcycle and Domestic Terrorists Manual" (1999-2000) Law Enforcement Training Document. "The Foundation of Modern Gang and Threat Group Theory: A Summary of the Three Modern Eras of Theoretical Work on America's Gang Culture" (1999). Court and Law Enforcement Training Document.

"Cuyahoga County's Mentally Disordered Offender's Project: The First Fifteen Years" (2002) Report to the State of Ohio on model projects serving a felony population.

"Cuyahoga County's Forensic Clients Fiscal Summary for 2001". Report to the Mental Health Court Committee on the County's mental health expenditures for the forensic population (2002) pp. 1-19.

"Cuyahoga County Probation Department Special Programs Supervision Survey" (April 2009) 1-42. A report submitted to the State of Ohio on attitudes of probationers pertaining to their supervision.

"Alternative Work Schedule Survey" (2009) pp. 1-16. Report submitted to the Court Administrator that resulted in a policy change.

GRANTS:

(1) Principal writer of an awarded two-year \$10,000.00 security threat group training grant. The purpose was to train all local probation officers in municipalities, local counties, state and Federal staff on gang identification and trends in Northeastern Ohio and its surrounding communities.

(2) Principal writer of an awarded one-year \$40,000.00 grant to establish a liaison position between Cuyahoga County's witness victim services and the Court's mental health probation staff.

(3) Involved in numerous grants, grant reviews and grant monitoring activities.

Committees & Organizations:

Ohio Chief Probation Officers Association

American Probation and Parole Association

Co-Chairman of Cuyahoga County's Re-Entry Coalition (2010-2013)

Community Action Against Addiction Board member (Presently)

Partners in Justice Coalition Board Member (Presently): dedicated to changing policy pertaining developmentally disabled person who enter the corrections system)

Cuyahoga County Mental Health Court Advisory Committee

County Government transition Committees (Justice Services and Health and Human Services).

State of Ohio's Mental Health and the Courts Committee

Opiate Death Review Coalition (Cuyahoga)

Workforce Development Coalition (Re-entry Population)

Cuyahoga County's Community Based Correctional Facility

Working with a few organizations dedicated to working with returning citizen, justice reform, gun control and mental health initiatives.

Case Western Reserve University African American Society's Board of Directors

Membership & Committee Activities:

Cleveland State's MPA Alumni Association

Maxine Goodman Levin Advisory committee on curriculum

Glenville Development Center (CDC)

Ohio Justice Alliance for Community Corrections (OJACC)

TRAINER & PRESENTER

Developmentally and Behaviorally Disabled, Security Threat Group (Gang), Addicted and Returning citizen offender populations. In addition, I have been involved in training, teaching and directing staff on evidence based practices, management, ethics, and evaluation paradigms.

SOFTWARE: Word, PowerPoint, Access, Excel, SPSS and other statistical software releases

Recommendations provided upon request

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- **2.** A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

Community Based Correctional Facility Board

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

N/A

2.3 The specific term of office during which the candidate would serve;

1/1/2025 - 12/31/2027

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2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Reappointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

N/A

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

2.7 A cumulative list of individuals who applied for the position;

Ashley Johnson Laconya Witherspoon Brenda Stoller Darrell Houston Demar Sheffey Derek McBryde Scott Osiecki Brandy Carney Vincent Holland Nestor Rivera

2.8 The candidate's city and county of residence;

Cleveland, Cuyahoga County

- **2.9** An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;
 - Member, Community Action Against Addiction Board
 - Member, State Board of Developmental Disabilities

• Case Western Reserve University African American Society's Board of Directors, Member & Treasurer

2.10 An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

 In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0057

Sponsored by: County Executive	A Resolution confirming the County	
Ronayne	Executive's reappointment of Scott Osiecki	
	to serve on the Cuyahoga County	
	Community-Based Correctional Facility	
	Governing Board for the term 1/1/2025 -	
	12/31/2027; and declaring the necessity that	
	this Resolution become immediately	
	effective.	

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board was created pursuant to the provisions of the Ohio Revised Code Section 2301.51; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility provided a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work and education; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board has twelve members, and the members are appointed by both Cuyahoga County and the Cuyahoga County Judicial Advisory Board (JAB); and

WHEREAS, members of the Cuyahoga County Community-Based Correctional Facility Governing Board shall be appointed to serve a three (3) year term; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS, the County Executive has nominated Scott Osiecki to serve on the Cuyahoga County Community-Based Community- Based Correctional Facility Governing Board for the term 1/1/2025 - 12/31/2027.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL **OF CUYAHOGA COUNTY, OHIO:**

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Scott Osiecki to serve on the Cuyahoga County Community-Based Community- Based Correctional Facility Governing Board for the term 1/1/2025 - 12/31/2027.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____, 20___

Chris Ronayne Cuyahoga County Executive



Jan 14, 2025

Dale Miller., President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: Cuyahoga County Community-Based Correctional Facility Governing Board

Dear President Miller,

Pursuant to Ohio Revised Code 2301.51, Cuyahoga County has established a community-based correctional facility that provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work, and education. I am pleased to nominate the following individual for reappointment to serve on the Cuyahoga Community-Based Correctional Facility Governing Board:

• Scott Osiecki, Reappointment, 3-year term, 1/1/2025 – 12/31/2027

Community-based correctional facilities provide comprehensive programming to address the needs of offenders including chemical dependency issues, education, and training for current employment opportunities. These efforts are designed to achieve the goal or reducing recidivism and providing successful reentry into society. Members of the Board shall serve for three-year terms.

I have attached a copy of Mr. Osiecki's resume for your review.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are a total of 10 candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

E-mail: osiecki@adamhscc.org

◆ Profile

Public Sector Alcohol and Other Drug and Mental Health Services Executive with over 30 years of progressively responsible experience in the following areas:

Leadership	Community Affairs/Public Relations
Strategic Planning & Implementation	Governmental Affairs/Legislation
Media Relations/Spokesperson	Clients Rights
Advocacy	Program Administration
Fundraising	Levy Communication & Organization
Crisis Communication	Staff Supervision
Special Event Planning	Website/Facebook Design and Maintenance
Education & Training	Public Relations Planning Development & Implementation
Marketing Campaign Design & Implementation	Presentations/Public Speaking
Internal/Staff Communication	Budgeting
Executive Management	Speech Writing/Talking Points
Brand Management	Board Relations

◆ Career Achievements

- Chief Executive Officer of the ADAMHS Board of Cuyahoga County since 2018 and oversee this \$80+ million government agency responsible for advocacy, planning, and management of a recovery oriented system of care that delivers quality services through contract agencies.
- Employee of the ADAMHS Board in various management positions for nearly 30 years, including former Chief of External Affairs of the ADAMHS Board promoted from Director of External Affairs that included expanded duties in Clients Rights, Crisis Intervention Team Training and the Department of Justice/City of Cleveland Mental Health Response Advisory Committee responsibilities.
- Launching of a Care Response Pilot Program in partnership with the Cleveland Department of Public Health and FrontLine Service in the 44102 and 44105 zip codes.
- Addressing the Behavioral Health Workforce shortage in Cuyahoga County through partnerships with local school districts and participation in the Cleveland-Cuyahoga Workforce Development Board's Youth Mental Health Workforce Development Sprint Task Force.
- Testimony and advocacy resulting in an increase to Medicaid rates for providers and additional funding to OhioMHAS to ensure the continuation of state hospital operations in State Fiscal Year 24/25.
- Over \$8 million in ARPA funding from OhioMHAS resulting in the opening of a Step Down/Step Up facility in 2024 and the planning for a Crisis Center slated to open in 2026.
- Implementation and Oversight of the Cuyahoga County Diversion Center the first in the State of Ohio.
- Overseeing transition of ADAMHS Board and behavioral health services during the COVID-19 pandemic.
- Overseeing, completing and implementing the ADAMHS Board 2021-2025 Strategic Plan.
- Overseeing, completing and implementing the ADAMHS Board Three-Year Diversity, Equity and Inclusion (DEI) Strategic Implementation Plan.
- Development of Annual Reports that highlight ADAMHS Board program accomplishment and finances.
- Member of the Cuyahoga County Health & Human Services Levies committees with continued successful passage of renewal and replacement levies.
- Development and presentation of workshops at statewide conferences concerning heroin prevention, crisis services, faith-based initiative, Diversity, Equity and Inclusion planning, Crisis Intervention Team training and the Mental Health Response Advisory Committee.
- Relationships with the Ohio Department of Mental Health and Addiction Services, Ohio Association of County Behavioral Health Authorities, ADAMHS Board Executives throughout the State, client groups and members of the Cuyahoga County Council and County Executive Office.
- Positive image of ADAMHS Board of Cuyahoga County through media outreach and relationships.

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♦ EDUCATION

Bachelor of Arts in Communication, Cleveland State University Cleveland State University Leadership Academy

AWARDS, RECOGNITIONS, ORGANIZATIONS & AFFILIATIONS

- Hispanic Heritage Month Sankofa Award from Galilean Theological Center
- Cleveland Magazine 2024 Cleveland 500 Recognition Government
- Cleveland State University David C. Sweet Distinguished Alumni Outstanding Non-profit Leader Award
- Substance Abuse and Mental Health Services Administration Sliver Recognition Media Outreach Award
- Executive Council Member, Ohio Association of County Behavioral Health Authorities
- Member, Ohio Department of Mental Health and Addiction Services Ohio Crisis Task Force and Stabilize and Thrive Committee
- Member, Ohio Department of Mental Health and Addiction Services Certified Community Behavioral Health Clinic Advisory Committee
- Member, Family & Children First Executive Committee and Council
- Member, Family & Children First Placement Committee
- Member, Community Based Correctional Facility Governing Board
- Member, Cuyahoga County Corrections Planning Board
- Member, Cuyahoga County Drug Court Advisory Board
- Member, Cleveland Drug Court Advisory Board
- Member, OneOhio: Region 3 Board
- Past Cleveland State University Mentor
- Past President and Board Member of the Cleveland State University Leadership Academy Society
- Cleveland State University Leadership Academy: Proclamation Dedicated Service to Advisory Board

◆ EMPLOYMENT HISTORY & ACCOMPLISHMENTS

3/18 – present Chief Executive Officer, Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board of Cuyahoga County Note: Served as Acting Chief Executive Officer from 1/18 – 2/18

Serves as the executive officer of the board subject to approval of the board and executes contracts for the provision of services and facilities which are provided, operated, contracted, or supported by the board. Consults with agencies, associations, or individuals providing services supported by the board.

Be aware of and advocate for changes necessary to increase effectiveness of mental health, alcohol, drug and other addiction services necessary and desirable to carry out the mission of the board.

Encourage the development and expansion of preventive treatment, rehabilitative, and consultative programs in both mental health and alcohol and other drug addiction.

Explore, investigate, and consult with others as necessary and practical for the promotion of mental health and alcohol and other drug prevention programs.

- Hire, supervise, monitor, control, and remove, as required, employees and consultants in the classified civil service, and, subject to the approval from the board, employ and remove, fix the compensation and reimbursement, within set schedules, other employees and consultants as may be necessary for the work of the board, within a budget approved by the board.
- Prepare for board approval an annual report of the programs under the jurisdiction of the board, including a fiscal accounting of all services.
- Authorize payments, through the office of the county auditor, via warrants for the payment of board obligations approved by the board, for all services provided in accordance with the comprehensive community mental health and alcohol and drug addiction services plan.

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Scott S. Osiecki

Page 3 of 3

4/01 - 3/18Chief of External Affairs, Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board of Cuvahoga County/Director of External Affairs. ADAMHS Board & Cuvahoga County Community Mental Health Board (CCCMHB) NOTE: CCCMHB consolidated with Alcohol and Drug Addiction Services Board in July 2009 to form ADAMHS - duties expanded when promoted to Chief of External Affairs. Develop and implement strategic communication and education and training plans and evaluate annual goals and objectives for a \$64 million government agency Report directly to the CEO and serve as a member of the Executive Council Serve as the staff liaison to the Board of Directors' Community Relations & Advocacy Committee, including agenda development, participating in meeting discussions, and developing, implementing and monitoring a yearly Advocacy Action Agenda Ensure compliance with the Mental Health Response Advisory Committee as required by the Settlement Agreement between the Department of Justice and the Cleveland Division of Police, including Crisis Intervention Team (CIT) Program and Training Respond to all public information and records requests Direct and oversee the ADAMHS Board Web site: <u>www.adamhscc.org</u>, Facebook, and other social media Direct Health and Human Services levy campaigns as a member of the Core Management Team Plan and direct the Training Institute, special events, annual meetings and conferences Ensure the development of media relations, public relations, and multimedia campaigns focused on specific goals and objectives concerning mental health and addiction treatment and recovery services, including an award winning suicide prevention campaign Serve as main contact and secondary spokesperson to the media Track and report frequency and nature of media mentions and social media to the CEO and Board Provide briefings and talking points to the CEO and Board Chair on legislative and mental health and addiction topics Oversee the Board's Client Art Program Represent the ADAMHS Board and CEO at local and statewide meetings and events, including OACBHA membership meetings Develop and manage effective internal communications to provide timely information, promote positive staff relations and enhance morale Implement advocacy initiatives to promote the interest of individuals with mental illness and addiction disorders. ADAMHS Board services and mental health and addiction recovery programs Provide briefings to the CEO, Board of Directors, staff and community on local, state and national legislation that affect mental health and addiction issues Prepare and manage the External Affairs Division's budget, including drafting contracts Develop and oversee the creation and production of all video, audio and print materials, including annual reports, service directories, CEO Headliners, and multi-media campaigns Supervise External Affairs Officer, Training Officer, Crisis Intervention Team Program Officer, Clients Rights Officer and Clients Affairs Officer OTHER PROFESSIONAL POSITIONS 7/00 – 4/01 **Communications Manager**, Cuyahoga Metropolitan Housing Authority (CMHA)

- 11/99 6/00 **Public Relations & Communications Consultant Motorcycle, Recreation Vehicle** and Boat Insurance Division, Progressive Insurance
- 1/94 10/99 Manager of Public Relations, Manager of Governmental & Community Affairs, Cuyahoga County Community Mental Health Board
- 11/91 1/94 Public Relations & Fundraising Coordinator, Interchurch Council Hunger Task Force

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- **2.** A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

Community Based Correctional Facility Board

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

N/A

2.3 The specific term of office during which the candidate would serve;

1/1/2025 - 12/31/2027

2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Reappointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

N/A

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

2.7 A cumulative list of individuals who applied for the position;

Ashley Johnson Laconya Witherspoon Brenda Stoller Darrell Houston Demar Sheffey Derek McBryde Scott Osiecki Brandy Carney Vincent Holland Nestor Rivera

2.8 The candidate's city and county of residence;

Avon Lake, Lorain County

- **2.9** An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;
 - Executive Council Member, Ohio Association of County Behavioral Health Authorities
 - Member, Ohio Department of Mental Health and Addiction Services Ohio Crisis Task Force and Stabilize and Thrive Committee

- Member, Ohio Department of Mental Health and Addiction Services Certified Community Behavioral Health Clinic Advisory Committee
- Member, Family & Children First Executive Committee and Council
- Member, Family & Children First Placement Committee
- Member, Community Based Correctional Facility Governing Board
- Member, Cuyahoga County Corrections Planning Board
- Member, Cuyahoga County Drug Court Advisory Board
- Member, Cleveland Drug Court Advisory Board
- Member One Ohio: Region 3 Board
- **2.10** An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

 In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0058

Sponsored by: County Executive	A Resolution confirming the County
Ronayne	Executive's reappointment of Cynthia
	Schulz to serve on the Cuyahoga County
	Board of Developmental Disabilities for the
	term $2/1/2025 - 1/31/2029$; and declaring the
	necessity that this Resolution become
	immediately effective.

WHEREAS, pursuant to Ohio Revised Code Section 5126.02, the County of Cuyahoga shall have its own county board of developmental disabilities; and

WHEREAS, pursuant to the provisions in Ohio Revised Code Section 5126.021, the Cuyahoga County Board of Developmental Disabilities consists of seven members: five members appointed by the County and two members appointed by the Probate Court; and

WHEREAS, members appointed to fill a vacancy in the Cuyahoga County board of Developmental Disabilities shall service a term of four years; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, the County Executive has nominated Cynthia Schulz to serve on the Cuyahoga County Board of Developmental Disabilities for the term 2/1/2025 - 1/31/2029.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Cynthia Schulz to serve on the Cuyahoga County Board of Developmental Disabilities for the term 2/1/2025 - 1/31/2029.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that

this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal _____, 20

Chris Ronayne Cuyahoga County Executive



January 14, 2025

Dale Miller, President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: <u>Cuyahoga County Board of Developmental Disabilities</u>

Dear President Miller,

Pursuant to the provisions found in Ohio Revised Code Section 5126, I submit the following nominee for appointment to the Cuyahoga County Board of Developmental Disabilities:

• Cynthia Schulz, 4-year term, 2/1/25-1/31/29 (reappointment)

The Board of Developmental Disabilities is composed of seven members. Five of the members are appointed by the County and two are appointed by the Probate Court. The Board helps to establish policies to assist children and adults with developmental disabilities so they can live, learn, work and play in our community. Also, the Board and the policies it enacts, play a pivotal role in providing needed resources and assistance for families who have family members receiving services from this body.

The nominee has experience in issues involving disabilities and serves in numerous nonprofit boards. Ms. Schulz's bio has been attached for your review.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are thirteen additional candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

Cynthia Vrsansky Schulz

Cynthia Vrsansky Schulz is recently and happily retired, working on projects that ignite her passion for writing, community leadership, and special needs advocacy.

An accomplished writer and communicator, Cindy spent more than 40 years in a fulfilling career working with CEOs of public and private companies, professional service firms, and nonprofit organizations.

Her broad skills range from advising leaders, writing speeches and annual reports, and leading high-stakes communication during mergers, acquisitions, downsizings, and crises.

She spent eight years as director of public affairs and strategy for the Cleveland Foundation, and 15 years at investor and public relations firm Dix & Eaton, rising to senior managing director and the first woman to serve on its leadership committee. Her early career flourished at Diamond Shamrock Corp. as the key public relations executive for Cleveland-based operations.

Most recently, she enjoyed an encore career as senior advisor at the Calfee law firm, working with the managing partner on special projects.

Active in the community, Cindy has served on numerous nonprofit boards. She currently chairs the board of Southwest General Health Center and sits on the Cuyahoga County Board of Developmental Disabilities. She is a past president of the Union Club of Cleveland, founding chair of In Counsel With Women, and founder of Adapted Sports for Kids.

Among her honors, she is a YWCA Woman of Achievement, recipient of the Public Relations Society of America Lighthouse Award for lifetime achievement, and a Kent State University Journalism School Distinguished Alumna.

She writes a blog at BaloneyMacaroni.com, featuring a collection of stories on living a wonderful life with special needs by not taking no for an answer!



November 19, 2024

Chris Ronayne, Executive Via Email

Re: Cuyahoga DD Board Members appointments

Dear Mr. Ronayne:

I am writing concerning our seven-member DD Board. As you know from our conversations, the terms of three of our Cuyahoga County appointed members will expire in January 2025. Two of these members are eligible for an additional term, and we request that they be reappointed. The Board members listed below have performed well, have expressed interest in serving again, and we would be pleased to have them continue.

• Cynthia (Cindy) Vrsansky Schulz will complete her second four-year term in January 2025 and is eligible to serve a third and final term. She has been an active member and has held the roles of President and Vice President. Ms. Schulz has a daughter with a developmental disability who receives services from Cuyahoga DD. As a retired communications executive, Cindy brings a wealth of experience to the Board

• Alaina McCruel's first four-year term expires April 30, 2025, and is eligible to serve again. Generally, Board members' terms begin and end in January on the date of our Organizational Meeting. Ms. McCruel's term started after this due to the timing of the outgoing Board members notification to step down. Ms McCruel's son receives supports from Cuyahoga DD, therefore she (along with Ms. Schulz) fulfills the requirement for appointing a member with an immediate family member eligible to receive services from our Board.

Following 12 years of dedicated service, Stephen Licciardi's term will end in January 2025 as our board members are limited to three consecutive terms. The result is our third open position. We ask that you appoint Sara Steimle, an individual eligible for Cuyahoga DD services who has served in many leadership and advocacy roles in the DD system throughout the state. She will be a strong addition to our board, providing us with the critical perspective of someone with a disability.

Please let me know if we can be of any other assistance in the process of appointing these valued members of our Board. Thank you.

Sincerely,

Amber C. Gibbs. Ed. D Superintendent and CEO

1275 Lakeside Avenue • Cleveland, OH 44114-1129 • (216) 241-8230 • Fax (216) 861-0253

Stephen M. Scheidt, President• Allison R. Frazier, Vice President• Mozelle T. Jackson, SecretaryLisa M. Hunt• Steven M. Lice Page 120a of Mozel• Cynthia V. Schulz

Declaration by Member of the Cuyahoga County Board of Developmental Disabilities

1275 Lakeside Ave East, Cleveland, Ohio 44114

I, _____ [name of Board member] am a member of the Cuyahoga County Board of Developmental Disabilities (referred to as the "DD Board"). I make the following declaration in accordance with ORC 5126.024:

- 1. I am a citizen of the United States.
- 2. I am a resident of _____ County.
- 3. I am interested and knowledgeable in the field of developmental disabilities.

<u>Relationship to person(s) served</u>: (Check all which apply)

- □ I have an immediate family member who is eligible to receive early intervention services or services for preschool or school-age children from the DD Board.
- □ I have an immediate family member who is eligible to receive adult services from the DD Board.
- □ I have an immediate family member who is eligible to receive residential or supported living services from the DD Board.

The information gathered below will help determine whether your relationships/and or activities may disqualify you from serving on the Board. Some activities are allowed but will require that you abstain from voting on items where there is a conflict of interest. "**Immediate family**" means parents, grandparents, brothers, sisters, spouses, sons, daughters, aunts, uncles, mothers-in-law, fathers-in-law, brothers-in-law, sisters-in-law, and daughters-in-law. This definition applies to all of Chapter 5126 of the Ohio Revised Code which governs the operations of county boards of developmental disabilities.

Check all which apply:

Potential conflicts of interest:

□ I have an ownership interest in the _____agency, which has a contract with the DD Board. The nature of this ownership interest is as follows:

I have an immediate family member who has an ownership interest in the _______ agency, which has a contract with the DD Board. The nature of this ownership interest is as follows:

□ I have a contract with the ______agency which has a contract with the DD Board. The nature of the contract is as follows:

Potential conflicts of interest (continued):

□ I have an immediate family member who has a contract with the ______ agency which has a contract with the DD Board. The nature of the contract is as follows:

- □ I am a board member or employee of the ______ agency which is licensed or certified by the Ohio Department of DD and which provides services to individuals with DD.
- I have an immediate family member who is a board member or employee of the _______ agency which is licensed or certified by the Ohio Department of DD and which provides services to individuals with DD.
- □ I am a board member or employee of the ______ agency, which is not licensed or certified by the Ohio Department of DD, which provides services to individuals with DD and which is under contract with the DD Board.
- I have an immediate family member who is a board member or employee of the _______ agency which is not licensed or certified by the Ohio Department of DD, which provides services to individuals with DD and which is under contribution

Department of DD, which provides services to individuals with DD and which is under contract with the DD Board.

I am an elected public official in the following position: _____

□ I have an immediate family member who is currently a county commissioner, executive or county council member in ______ County.

Other relationships with the Cuyahoga DD and/or any other county board of developmental disabilities:

□ I have an immediate family member who is currently on the DD Board.

□ I am currently an employee of the DD Board.

□ I was an employee of the DD Board and terminated my employment with the DD Board on the following date: ______.

□ I have an immediate family member who is currently an employee of the DD Board. If yes, please list name: _____

□ I am a current or past employee of another county board of DD. (If yes, indicate location and dates): _____

□ I have an immediate family member who is a current or past employee of another county board of DD. (If yes, indicate relationship, location, and dates):

The above statements and written responses are true to the best of my knowledge.

In the event of a change in circumstances, please notify the Superintendent and complete an updated form.

Date

Signature

Print Name

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

Please see attached

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- 2. A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

Cuyahoga County Board of Developmental Disabilities

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

ORC 5126.021 outlines the following qualifications:

(1) Appoint only individuals who are adult residents of the county the appointing authority serves, citizens of the United States, and interested and

knowledgeable in the field of intellectual and developmental disabilities and other allied fields;

(C) If the appointing authority is a board of county commissioners, the board of county commissioners shall appoint the following:

(1) Except as otherwise provided in this section, at least one individual with developmental disabilities;

(2) At least one individual who is a family member of an individual with developmental disabilities.

Cynthia Schulz is an individual who is a family member of an individual with developmental disabilities. They are a resident of Cuyahoga County.

2.3 The specific term of office during which the candidate would serve;

2/1/25-1/31/29

2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Reappointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

N/A

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

2.7 A cumulative list of individuals who applied for the position;

Tracy Marie Greenberg Shalida Dobbins

Stephanie Leigh Barbee Albano Mahilaj Ashley Johnson Kara Tatum- Johnson Dana Corraini Najiiah Abdul-Hakim Jeanne Gallagher Elaine Matthews Demar Sheffey Sara Steimle Cynthia Schulz Alaina McCruel

2.8 The candidate's city and county of residence;

Middleburg Heights, Cuyahoga County

- **2.9** An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;
 - Chair, Board of Southwest General Health Center
- **2.10** An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

1. In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of

making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0059

Sponsored by: County Executive	A Resolution confirming the County	
Ronayne	Executive's reappointment of Sheryl King-	
	Benford to serve on the Cuyahoga County	
	Law Library Resources Board for the term	
	1/1/2025 - 12/31/2029; and declaring the	
	necessity that this Resolution become	
	immediately effective.	

WHEREAS, Ohio Revised Code Section 307.51 provides for the organization and operation of a County Law Library Resources Board; and

WHEREAS, the Cuyahoga County Law Library Resources Board was established to oversee services to the local judiciary, elected officials in Cuyahoga County, members of the Ohio General Assemble and to provide a venue for public access; and

WHEREAS, Ohio Revised Code Section 307.511 provides for the composition, including appointment and terms, of the law library resources board members; and

WHEREAS, members of the Cuyahoga County Law Library Resources Board shall be appointed to serve a five (5) year term; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, the County Executive has nominated Sheryl King-Benford to serve on the Cuyahoga County Law Library Resources Board for the term 1/1/2025 - 12/31/2029.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Sheryl King-Benford to serve on the Cuyahoga County Law Library Resources Board for the term 1/1/2025 – 12/31/2029.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by was duly adopted.	, seconded by	, the foregoing Resolution
Yeas:		
Nays:		
	County Council President	Date
	Clerk of Council	Date
	o Committee: <u>January 28, 2</u> <u>Human Resources, Appoin</u>	
Journal, 20	-	

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Chris Ronayne Cuyahoga County Executive



January 14, 2025

Dale Miller, President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: Cuyahoga County Law Library Resources Board

Dear President Miller,

Pursuant to Ohio Revised Code Chapter 307, I am pleased to nominate the following individual for reappointment to the Cuyahoga County Law Library Resources Board:

• Sheryl King-Benford, Esq., 5-year term, 1/1/2025 – 12/31/2029

The Law Library Resources Board is composed of five members who serve five-year terms. The members serve without compensation and are eligible for reappointment. Two Board members are appointed by Cuyahoga County, one by the County Prosecutor, one by the Court of Common Pleas, and one by Municipal Courts.

This body is responsible for the maintenance of our County Law Library and the hiring of the necessary personnel to support the library's operations. Additionally, the Board manages the coordination, acquisition, and utilization of legal resources throughout Cuyahoga County, including providing legal research, reference assistance and other library services to Cuyahoga County residents. I have attached Ms. King-Benford's biographical information.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are a total of 3 candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

SHERYL KING BENFORD General Counsel, Deputy General Manager for Legal Affairs Greater Cleveland Regional Transit Authority 1240 West 6th Street Cleveland. Ohio 44113-1331

EXPERIENCE

April 2000 to Present	GENERAL COUNSEL, DEPUTY GENERAL MANAGER FOR LEGAL AFFAIRS GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
	Chief Legal Officer for the Greater Cleveland Regional Transit Authority. Serves as a member of the Executive Management Team. The GCRTA serves Cuyahoga County with more than one million residents since 1975 and has approximately 2,300 employees.
	Directs all legal activities. Provides legal advice to the CEO/General Manager, Board of Trustees and all divisions and departments of GCRTA. Directs both an in-house legal staff and outside counsel for litigation, contracts, real estate and employment matters. Interfaces with government agencies, elected officials, as well as, business and civic groups. Responsible for Risk Management Department consisting of Claims and Workers Compensation. Also responsible for Safety Department and Office of Equal Opportunity. Division has approximately 40 employees.
	In addition to being the Chief Legal Officer, also serves as the Director of the Legal Department, Chief Safety Officer, and Chief Civil Rights Officer.
June 1992 to January 2000	DIRECTOR OF LAW CITY OF SHAKER HEIGHTS
	Served as member of Mayor's management team. Planned, directed and supervised civil and criminal legal staff operations; served as chief legal officer for the city; advised the mayor, council, and management and staff on legal affairs for a city with a general fund budget of approximately \$31.4 million, 32,000 residents, and 662 full- and part-time employees.

	Duties included group leadership for two city departments (Law and Community Services), including policy, staff, budget, and operations.
1991 to 1992	ASSOCIATE COUNSEL GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
	General litigation
	<u>Tower City Station Close-Out Team Leader for Major</u> Joint Development Project
	Worked directly with the General Manager of the GCRTA in supervising the close out of the \$60,000,000 construction and purchase of Tower City Station and access ways located in the Tower City Center. Duties included supervision of a close-out team comprised of project engineers, contract administrator, finance support staff, and outside legal counsel.
1981 to 1984 1988 to 1991	ASSISTANT DIRECTOR OF LAW CITY OF CLEVELAND LAW DEPARTMENT
	Labor Employment Discrimination
	Defense litigation on municipal, state, and federal level of labor; employment discrimination; tort, contract and municipal law.
	Corporate Counsel to Department of Safety, Division of Emergency Medical Services. Served as House Counsel to the Department of Parks, Recreation and Properties. Drafted, reviewed, monitored, and negotiated contracts and leases for various pieces of property under the jurisdiction of Parks, Recreation and Properties, including the Cleveland Convention Center and Stadium.
1984 to 1988	PRIVATE GENERAL PRACTICE BAILEY, BENFORD AND ASSOCIATES
	Practice areas included corporation, real estate, probate, domestic relations, labor.
1979 to 1981	ASSISTANT DEAN FOR ADMISSIONS AND STUDENT AFFAIRS CLEVELAND-MARSHALL COLLEGE OF LAW

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1971-1979	EAST CLEVELAND CITY SCHOOLS ASSISTANT PRINCIPAL (two years) Kirk Middle School
	UNIT PRINCIPAL (two years) TEACHER (three years) Shaw High School
	PRINCIPAL (two years) Shaw West Campus
EDUCATION	HARVARD UNIVERSITY JOHN F. KENNEDY SCHOOL OF GOVERNMENT
	Strategic Public Sector Negotiation Program, 1998
	Program for Senior Executives in State and Local Government, 1996
	CLEVELAND STATE UNIVERSITY CLEVELAND-MARSHALL COLLEGE OF LAW J.D., 1979
	UNIVERSITY OF AKRON M.S. in Education, 1975
	WILBERFORCE UNIVERSITY B.S. in Education, Cum Laude, 1971
GRADUATE AND LAW SCHOOL TEACHING	
2002 Spring Semester	ADJUNCT INSTRUCTOR CLEVELAND STATE UNIVERSITY LEVIN COLLEGE OF URBAN AFFAIRS
	Course: Ethics in Public Sector
1980 to 1981	ADJUNCT INSTRUCTOR CLEVELAND-MARSHALL COLLEGE OF LAW
	Legal research; writing and oral advocacy.
BAR ADMISSIONS:	Ohio, Federal, Appellate Court and U.S. Supreme Court

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3

PROFESSIONAL AFFILIATIONS AND VOLUNTEER ACTIVITIES

Cleveland Sight Center, Board Chair
Cuyahoga County Law Library Resource Board, Chair
Cleveland State University, Albert A. Levin Chair
of Urban Studies & Public Service Advisory
Committee
The Diversity Center, Immediate Vice Chair
Ohio State Fellows Foundation, Vice Chair
Cleveland Metropolitan Bar Association, Vice Chair JCRC
Conference of Minority Transportation Officials (COMTO)
Greater Cleveland Chapter President, 2001-2002
Cuyahoga County Law Directors Association
President, 1998
Ohio Municipal Lawyers Association President, 2001
International Municipal Lawyers Association
President, 2014
Cleveland-Marshall Law Alumni Association
President, 1992 to 1993
YWCA Leadership Wisdom Circle Executive Mentor
Ohio Women's Bar Association
American Bar Association
Diocese of Cleveland, Television Mass (28 years)
St. Dominic Church, Lector and Eucharistic Minister

HONORS

2017 CM Law Hall of Fame Honoree 2014 YWCA Women of Achievement Award 2014 Cleveland-Marshall College of Law, Chapter of the Black Law Students' Association - Honoree at the 2014 Scholarship and Awards Banquet 2013 Crain's General & In-House Counsel Finalist 2013 Norman S. Minor Bar Association Trailblazer Award Who's Who in Black Cleveland, 2004-2013 2004 Cleveland-Marshall Law Alumni Association Distinguished Alumna Award

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

Professional licenses are not required for this position under County Charter or state law.

- **2.** A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

Cuyahoga County Law Library Resources Board

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

O.R.C. 302.511: The five members of the county law library resources board shall be residents of the county

2.3 The specific term of office during which the candidate would serve;

1/1/2025 - 12/31/2029

2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Reappointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

N/A

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

2.7 A cumulative list of individuals who applied for the position;

Nicolette Martincic Derek McBryde Sheryl King Benford

2.8 The candidate's city and county of residence;

Shaker Heights, Cuyahoga County

2.9 An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;

Member, Cleveland Sight Board Member, Diversity Center of Northeast Ohio Board Member, Visiting Committee of the Cleveland State University Law School

2.10 An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No ethics opinion was requested or issued.

2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

There is no compensation for this position.

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

 In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0060

Sponsored by: County Executive	A Resolution confirming the designation of	
Ronayne	Marka Fields to serve as the alternate to Mayor	
	Justin Bibb on the Cuyahoga County Planning	
	Commission representing the Cleveland Region	
	for the term $1/1/2025 - 12/31/2027$; amending	
	Resolution No. R2024-0409, adopted 12/3/2024;	
	and declaring the necessity that this Resolution	
	become immediately effective.	

WHEREAS, Ohio Revised Code ("R.C.") Section 713.22 provides for the organization and maintenance of a county planning commission;

WHEREAS, R.C. Section 713.22(A) establishes the procedure by which a member of a county planning commission may designate not more than (1) one alternate to serve on a member's behalf;

WHEREAS, R.C. Section 713.22(A) requires that a member's designation of an alternate be made by a letter of appointment directed to the clerk of the county board of commissioners, which designation the board may either approve or disapprove;

WHEREAS, Article III, Section 3.01 states the Council shall be the legislative and taxing authority of the County; and

WHEREAS, on or about December 2, 2024, Mayor Justin Bibb caused a letter of appointment designating Marka Fields as his alternate to the Cuyahoga County Planning Commission to be served on Mary Cierebiej, Executive Director & CEO of the Cuyahoga County Planning Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms Marka Fields to serve as the alternate to Mayor Justin Bibb on the Cuyahoga County Planning Commission, representing the Cleveland Region for the term 1/1/2025 - 12/31/2027.

SECTION 2. That Section 1 of Resolution R2024-0409, passed December 3, 2024, is hereby amended to read as follows (deleted text is stricken):

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Mayor Justin Bibb to serve on the Cuyahoga County Planning Commission representing the Cleveland Region for the term 1/1/2025 - 12/31/2027, and approves Joyce Pan Huang as Mayor Bibb's alternate to serve on the Cuyahoga County Planning Commission representing the Cleveland Region for the term 1/1/2025 - 12/31/2027.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution was duly
adopted.		

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal _____

_____, 20____

Chris Ronayne Cuyahoga County Executive



January 14, 2025

Dale Miller, President Cuyahoga County Council 2079 E. Ninth Street, 8th Floor Cleveland, OH 44115

Re: Cuyahoga County Planning Commission (CPC)

Dear President Miller:

Pursuant to Ohio Revised Code Section 713.22 and Cuyahoga County Code Section 206.12, I am pleased to nominate the following individual and their representative for appointment to the Cuyahoga County Planning Commission:

- Mayor Justin Bibb (three-year term, 1/1/2025-12/31/2027)
 - Reappointment
 - Representing the Cleveland Region
 - **Marka Fields- Cleveland Planning Commission Director** selected by Mayor Bibb as his designee representing the Cleveland Region on the Cuyahoga County Planning Commission (CCPC)

Per Section 5.01.B, the chief elected official from the City of Cleveland shall select the member to represent the Cleveland Region on the CCPC. Regional members must be a Mayor representing community within the designated area. There are no other candidates on file for these positions. There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated.

Thank you for your consideration of this appointment. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado in my office at 216-348-4239.

Sincerely,

Chris Ronayne County Executive

MAYOR Justin M. Bibb

Justin M. Bibb is the 58th Mayor of Cleveland working to improve public safety, invest in neighborhoods and modernize City Hall. On January 3, 2022, Mayor Bibb took the oath of office as the city's first millennial mayor.

Mayor Bibb was born and raised on Cleveland's southeast side in the Mt. Pleasant neighborhood. Over the past 15 years, Mayor Bibb has worked in government, business and the nonprofit sector as an executive and nonprofit leader. He started his career in public service working for President Obama when he was in the U.S. Senate and later at Cuyahoga County as a Special Assistant advising on education and economic development policies. He led the Global Cities Practice at global research firm Gallup, served as Vice President at KeyBank and most recently as Chief Strategy Officer at Urbanova, a startup focused on improving cities.

Mayor Bibb is a proud American University alumni with an undergraduate degree in Urban Studies. He completed the General Course Programme with an emphasis in Social Policy and Economics from the London School of Economics and is a graduate of Case Western Reserve University. He holds a Master of Business Administration (MBA) and Doctor of Law (JD).

Mayor Bibb's vision for Cleveland is to become a national model for city management, police reform, and neighborhood revitalization.

Marka Fields

Cleveland, Ohio

Professional Summary

Accomplished urban planning professional with over 20 years of experience in land use planning and zoning. Demonstrated expertise in leading multidisciplinary teams, managing complex urban projects, and fostering collaborations to promote health, equity, and sustainability. Proven ability to develop and implement strategic plans, streamline processes, and engage diverse stakeholders to achieve community development goals.

Professional Experience

Assistant Director/Interim Director City of Cleveland, Planning Commission, Cleveland, OH May 2022 – Present

- Serve as Acting Director in the Director's absence, overseeing departmental operations.
- Manage a team of 34 planning staff members, conducting annual performance evaluations and providing training and coaching to ensure optimal performance.
- Assist in the preparation and administration of the department's \$3-4M annual budget, aligning financial resources with strategic priorities.
- Present legislation at Council Committee meetings, advocating for urban planning initiatives and policy changes.
- Guide staff on strategic approaches to projects, ensuring alignment with organizational goals and community needs.
- Manage the Records Retention process.
- Manage Casino Fund applications, ensuring compliance with funding guidelines and objectives.
- Collaborate with the Organisation for Economic Co-operation and Development (OECD) Cleveland team to produce a case study on city-higher education institution partnerships aimed at achieving UN Sustainable Development Goals (SDGs).

Interim Director City of Cleveland, Planning Commission, Cleveland, OH

January 2022 – February 2022

- Served as Secretary to the Planning Commission, ensuring Planning Commission meetings operated within the guidelines of the Rules of the Commission.
- Served as a member of the Landmarks Commission, contributing to historic preservation efforts.
- Directed planning operations to achieve departmental goals.
- Led and supported staff through administrative transitions, ensuring continuity and efficiency.
- Communicated departmental needs to the Mayor's office, facilitating improvements in operational processes and efficiency.
- Provided comprehensive departmental information to the incoming administration to assist with the transition.

Chief City Planner

City of Cleveland, Planning Commission, Cleveland, OH

March 2013 – May 2022

- Led and supervised a team of urban planners in the development of short- and long-term plans.
- Managed all planning projects on the southeast side of Cleveland.
- Initiated collaboration with the Mayor's Office of Capital Projects, resulting in infrastructure projects that reflected resident-inspired plans.
- Managed the Safe Routes to Schools study, leading to the demolition of abandoned houses within a mile of Cleveland Metropolitan Schools.
- Partnered with the Department of Community Development to reduce the processing time of Land Bank applications by approximately 87%.
- Represented City Planning on internal and external committees, advancing equitable development initiatives.

City Planner

City of Cleveland, Planning Commission, Cleveland, OH

November 2000 – March 2013

- Collaborated on the update of the City's comprehensive plan, "Connecting Cleveland 2020."
- Developed citywide goals and policies for housing development to address the affordability, variety and quality of housing.
- Prepared comprehensive rezoning to ensure consistency with the Citywide Plan.
- Collaborated on the citywide vacant land reuse strategy, "8 Ideas for Vacant Land Reuse."
- Managed all planning projects on the southeast side of Cleveland.

- Managed the Southeast Design Review Committee to ensure high quality development
- Conducted blight studies to justify the use of eminent domain for removing blight and improving health and sustainability in underserved neighborhoods.

Education

Master of Urban Administration

Wright State University, Dayton, OH | June 1997

Professional Activities

- Chairperson: NOACA Bicycle and Pedestrian Advisory Committee
- Chairperson: Sustainable Cleveland Vital Neighborhoods Working Group
- Panelist: OECD High-Level Political Forum on "Higher Education Institutions Collaborating with Cities and Regions to Achieve the SDG Goals."
- Panelist: CLEVLOT Forum, GCP Equitable Development Initiative, and Cleveland Bar Association's "Zoning is a Racial Justice Issue" program series.
- **Presenter:** Urban Land Institute (ULI) Real Estate Development Initiative and Ohio CDC conference.
- **Treasurer:** Center for Achieving Equity (formerly Cuyahoga County Place Matters), providing fiscal oversight and strategic input.
- Mentor: Cleveland State University urban studies students, offering guidance and professional development support.
- Board Member (Alternate): Vibrant NEO Board, contributing to regional sustainability initiatives.

Skills

- Strategic Planning and Implementation
- Team Leadership and Development
- Budget Preparation and Financial Management
- Policy Advocacy and Legislative Presentation
- Community Engagement and Stakeholder Collaboration
- Project Management
- Process Improvement
- Data Analysis
- Grant Writing



City of Cleveland Justin M. Bibb, Mayor

Office of the Mayor Cleveland City Hall 601 Lakeside Avenue, Room 202 Cleveland, Ohio 44114 216/664-3990 • Fax 216/420-8766 www.cleveland-oh.gov

December 2, 2024

Mary Cierebiej Cuyahoga County Planning Commission Executive Director & CEO 2079 E. 9th Street, Suite 5-300, Cleveland, OH 44115

Dear Mary:

Please accept this correspondence as official notification that I am nominating the following individual to serve on my behalf to represent the City of Cleveland on the Cuyahoga County Planning Commission in 2025:

Marka Fields
 Interim Director of City Planning mfields@clevelandohio.gov
 (216) 664-3465

If you have any questions, please don't hesitate to contact Ryan Puente, Deputy Chief of Staff and Chief Government Affairs Officer, at (216) 664-3544 or rpuente@clevelandohio.gov.

With warmest regards,

M.M.

Justin M. Bibb Mayor | City of Cleveland

An Equal Opportunity Employer Page 145 of 177

Chapter 114: Appointment and Confirmation

Section 114.01: Submission of Appointments to County Council

- **1.** The submission of any candidate to the Council for confirmation shall be accompanied by the following:
 - **1.1** A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A

1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

Please see attached

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

N/A

- 2. A letter from the appointing authority providing the following information:
 - **2.1** The title of the board, agency, commission, or authority to which the candidate is being appointed;

Cuyahoga County Planning Commission (CPC)

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

Regional members must be a Mayor representing community within the designated area.

2.3 The specific term of office during which the candidate would serve;

1/1/2025-12/31/2027

2.4 An indication of whether the candidate is being considered for a new appointment or for reappointment;

Reappointment

2.5 For a new appointment: the name of the individual who the candidate would replace;

N/A

2.6 For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

2.7 A cumulative list of individuals who applied for the position;

There are no other candidates on file for these positions.

2.8 The candidate's city and county of residence;

Cleveland, Cuyahoga County

- **2.9** An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;
 - Member African American Advisory Committee at Cleveland Museum of Art
 - Trustee Executive Committee for Destination Cleveland
 - Board Member and Chairman for Teach for America
 - Board Member for LAND Studio Inc.
 - Trustee for Greater Cleveland RTA
 - Founder of Cleveland Can't Wait
 - Co-Founder of Hack Cleveland
- **2.10** An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

N/A

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2.11 If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

N/A

2.12 In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

Section 114.02: Notice of Interim Appointments

 In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

County Council of Cuyahoga County, Ohio

Sponsored by: County Executive	A Resolution making an award on
Ronayne/Department of Human	RQ14216 to Medical Mutual Services, LLC.
Resources	in an amount not-to-exceed \$361,085,387.30 for group healthcare benefits for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2025 – 12/31/2027; authorizing the County Executive to execute Contract No. 5091 and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.

Resolution No. R2025-0066

WHEREAS, the County Executive/Department of Human Resources recommends an award on RQ14216 to Medical Mutual Services, LLC in an amount not-to-exceed \$361,085,387.30 for group healthcare benefits for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2025 - 12/31/2027; and

WHEREAS, the primary goal of this project is to provide group healthcare benefits for County employees and their eligible dependents; and

WHEREAS, the project is funded 100% Self Insurance Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ14216 to Medical Mutual Services, LLC in an amount not-to-exceed

361,085,387.30 for group healthcare benefits for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants employees and their eligible dependents for the period 1/1/2025 - 12/31/2027.

SECTION 2. That the County Executive is authorized to execute Contract No. 5091 and all documents consistent with said award and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

County Executive

Date

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal _____

, 20____

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PURCHASE-RELATED TRANSACTIONS

Title	Human Resources; 2025; Contract Resulting from RFP with Medical Mutual Services, LLC for Employee Medical Benefit Administration Services for the period 1/1/2025-12/31/2027 in the amount NTE \$361,085,387.30.		
Department or Agency Name Human Resources		Human Resources	
Requested Action		 ☑ Contract □ Agreement □ Lease □ Amendment □ Revenue Generating □ Purchase Order □ Other (please specify): 	

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Counci I Approved	Approval No.
0	5091	Medical Mutual Services, LLC	1/1/2025- 12/31/2027	\$361,085,387.30		PENDING

Service/Item Description (include quantity if applicable).

The County provides employees with medical insurance coverage as part of the employee benefits package. Due to the number of employees, the County is a self-insured employer and thus requires the services of a medical benefits administrator. Medical Mutual Services, LLC (Medical Mutual) was the highest ranked provider resulting from an RFP conducted in 2024, providing the greatest value and flexibility to the County and its employees.

As a self-insured employer, all medical claims are paid by the County to the providers through the administrator (Medical Mutual). The administrator collects a per participant per month (PPPM) fee, with all other costs being passed through to providers of care. For this fee, Medical Mutual administers the plan as agreed by the County, Medical Mutual, and the County's benefits consultant.

Indicate whether:
New service/purchase
Existing service/purchase
Replacement for an existing service/purchase (provide details in Service/Item Description section above)

For purchases of furniture, computers, ve	hicles: 🗆 Additional 🛛 Replacement				
Age of items being replaced:	How will replaced items be disposed of?				
Project Cools, Outcomps or Durness (list 2):					

Project Goals, Outcomes or Purpose (list 3):

With this agreement, the County seeks to continue providing healthcare benefits for employees to ensure they and their dependents receive the care they need and continue to be an employer of choice in the region by offering competitive, quality health insurance at low costs to current and prospective employees.

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
Medical Mutual Services, LLC	Tony Helton
100 American Rd	Interim CEO
Brooklyn, OH 44114	

Rev. 05/07/2024

Vendor Council District:	Project Council District:	
03	County-wide	
If applicable provide the full address or list the		
municipality(ies) impacted by the project.		

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# 14216 (Insert RQ# for formal/informal items, as	Provide a short summary for not using competitive bid
applicable)	process.
🗀 RFB 🖾 RFP 🗆 RFQ	
Informal	*See Justification for additional information.
Formal Closing Date: 4/30/2024	
The total value of the solicitation: \$486,954,693.10	Exemption
Number of Solicitations (sent/received) 19 / 8	State Contract, list STS number and expiration date
	□ Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0) DBE (0) SBE	□ Sole Source □ Public Notice posted by Department
(0) MBE (0) WBE. Were goals met by awarded	of Purchasing. Enter # of additional responses received
vendor per DEI tab sheet review? 🗌 Yes	from posting ().
No, please explain.	
If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	
Recommended Vendor was low bidder: Yes No, please explain:	Government Purchase
Scoring of the medical and prescription benefits proposals are extremely complicated, with many factors beyond pricing heavily considered. The County received multiple proposals, some of which were slightly lower in cost but would require major disruption of benefits and care by limiting or changing plan offerings by the County.	□ Alternative Procurement Process
How did pricing compare among bids received? With regards to medical, a full replacement program	□ Contract Amendment - (list original procurement)
proposed was projected to yield minor savings compared to the MMO and the CVS proposals, though this minor savings was not enough to offset the expected disruption caused by such a change per the County's benefits consultant. Other solutions projected to be more costly.	□ Other Procurement Method, please describe:

Is Purchase/Services technology related 🛛 Yes 🛛 No. If yes, complete section below:

□ Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:			
Is the item ERP related? No Yes, answer the below questions.				

Are the purchases compatible with the new ERP system? \Box Yes \Box No, please explain.

FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

100& Self-Insurance Fund

Is funding for this included in the approved budget? \boxtimes Yes \square No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

HR765100 (County)

HR765115 (Board of Developmental Disabilities)

Payment Schedule: \square Invoiced \square Monthly \square Quarterly \square One-time \square Other (please explain):

Provide status of project.

Due to the complexity of the contract, these benefit plans were utilized for the 2025 employee open enrollment and are currently in place for the 2025 plan year.

Is contract/purchase late
No
Yes, In the fields below provide reason for late and timeline of late submission
Reason:

The medical benefit administration contract required lengthy and complex negotiations for legal terms and risk management. Due to the complexity of the agreement, the County utilizes the contract provided by Medical Mutual. Before this contract is drafted, the County must review and agree to the rates via some preliminary documents that also took time to draft, review, and have signed by the administration. Once this was done, Medical Mutual then had to draft the agreement, which was then reviewed and redlined by Law and Risk which required extensive back-and-forth to ensure that all parties were satisfied and that the County's risk exposure minimized.

Timeline

Project/Procurement Start Date (date your	12/20/2023 (Begin drafting RFP)
team started working on this item):	
Date documents were requested from vendor:	9/5/2024
Date of insurance approval from risk manager:	12/12/2024
Date Department of Law approved Contract:	11/26/2024
Detail any issues that arose during processing correction:	in Infor, such as the item being disapproved and requiring
If late, have services begun? No Yes (if ye	s, please explain) See above and attached timeline.
Have payments been made? M No. D Ves /if	as plaase evelain)

Have payments been made? \boxtimes No \square Yes (if yes, please explain)

HISTORY (see in	nstructions)					
Previous agreer	nent with N	Aedical Mutual for	employee med	lical benefits ad	ministration:	
Prior Original (O) and subsequent	Contrac t No. (If	Vendor Name	Time Period	Amount	Date BOC/Counci I Approved	Approval No.

Rev. 05/07/2024

Amendments (A-#)	PO, list PO#)					
0	1978	Medical	1/1/2022-	\$285,376,490.00	1/25/2022	R2022-0010C
	(fmr)	Mutual of Ohio	12/31/2024			
A-1	2290	Medical	1/1/2023-	\$0.00	10/23/2023	BC2023-670
	(fmr)	Mutual of Ohio	12/31/2024			
A-2	3929	Medical	1/1/2024-	\$0.00	4/9/2024	BC2024-278
		Mutual of Ohio	12/31/2024			

CM5091 Timeline:

12/20/2023 – Department begins RFP drafting.

2/26/2024 – Requisition created in Infor.

3/5/2024 - Requisition released.

3/12/2024 – Draft RFP provided by Purchasing.

3/18/2024 – Final draft adjustments made by Department.

3/29/2024 – RFP posted.

4/30/2024 – RFP closed.

5/13/2024 – Internal discussion regarding acceptability of one proposal.

5/15/2024 – Revised tab sheet received from Purchasing.

7/16/2024 – Initial review presented by County's benefits consultant.

8/26/2024 – Review of best and final pricing received from County's benefits consultant.

8/29/2024 – Scores finalized and decision to move forward with Medical Mutual and CVS/EH made. Benefit's consultant contacted for additional information for negotiations.

9/5/2024 – Medical Mutual notified and documents requested.

9/16/2024 – Pre-renewal documents received for review and signature.

10/4/2024 –Notified that documents were missing legal language and revised documents need signed instead.

10/8/2024 – Language confirmed by Law. Benefits requested delay to address additional questions.

10/23/2024 – Benefits clarified that revised documents could be signed. Requested complete list of documents required by Medical Mutual.

10/24/2024 – Signed documents provided to Medical Mutual.

10/31/2024 – Remaining Board of DD documents provided to Medical Mutual.

11/4/2024 – Independent Contractor and COI documents received from Medical Mutual. COI was deficient and returned.

11/12/2024 – Draft agreements received from Medical Mutual. Responded to with concerns/changes.

11/15/2024 – Revised drafts received back from Medical Mutual.

11/18/2024 – Contracts sent to Law for review.

11/19/2024 – Redlines provided by Law and sent to Medical Mutual.

11/19/2024 – 12/3/2024 – Various back and forth between Medical Mutual and Risk.

11/26/2024 – Reached out to Medical Mutual for update.

12/3/2024 – Checked back with Medical Mutual on update to discussion with Risk.

12/5/2024 – Meeting between Medical Mutual and Risk on insurance terms.

12/11/2024 – Revised COI documents provided by Medical Mutual.

12/12/2024 – COI approved by Risk. Request made for Medical Mutual to update contract draft and provide signed copy to County.

12/18/2024 – Final redlines provided by Medical Mutual.

12/19/2024 – Final redlines approved by Law.

12/23/2024 – Signed agreements received from Medical Mutual.

12/26/2024 – Signed agreements verified by County's benefits consultant.

1/3/2025 – Infor release.

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Department of Purchasing – Required Documents Checklist

Upload as "word" document in Infor

	prode de word document in mor
Infor/Lawson RQ# (if applicable):	14216
Infor/Lawson PO# Code (if applicable):	RFP
Event #	5392
CM Contract#	5091

Late Submittal Required:	Yes 🛛	No 🗆
Why is the contract being submitted late?	Lengthy contrac	ting process with Law and
	Risk.	
What is being done to prevent this from reoccurring?	Aim to begin pro	ocess earlier in the future.
TAC or CTO Required or Authorized IT Standard	Yes 🗆	No 🖾

	ND OPEN COMPETI Formal RFP viewed by Purchasing			
			Department Initials	Purchasing
Briefing Memo			SW	Attached
Notice of Intent to Award (sent to all	respondin	g vendors)	SW	OK
Bid Specification Packet (RFP Packe	et)		SW OK	
Final DEI Goal Setting Worksheet			SW	OK
Diversity Documents - if required (g	oal set)		N/A	N/A
Award Letter (sent to awarded vendo	SW	OK		
Vendor's Confidential Financial Stat	N/A	N/A		
Bid Tabulation Sheet	SW	OK		
Evaluation with Scoring Summary (A included, must have minimum of three	SW	OK		
IG# 21-0138-REG	SW	OK		
Debarment/Suspension Verified	Date:	12/31/2024	SW	OK
Auditor's Findings	SW	OK		
Vendor's Submission	SW	OK		
Independent Contractor (I.C.) Form	SW	OK		
Cover - Master contracts only	N/A	OK		
Contract Evaluation – <i>if required pro</i> contract history table (see pg 2)	SW	OK		
TAC/CTO Approval or IT Standards relevant page #s or meeting approva		ed attach and identify	N/A	N/A
Checklist Verification			SW	OK

Other documentation may be required depending upon your specific item Glossary of Terms at: https://intranet.cuyahoga.cc/policies-procedures/procurement-information

Review	wed by Law		
	Department Initials		
Agreement/Contract and Exhibits	SW		
Matrix Law Screen shot	SW		
COI	SW		
Workers' Compensation Insurance	SW		
Performance Bond, if required per RFP	N/A		

Department of Purchasing – Required Documents Checklist

	Accounting	Account	Activity	Account Category or	
Time Period	Unit	Number	Code	Subaccount	Dollar Amount
01/01/2025-12/31/2025	HR765100	55310			\$98,519,678.40
01/01/2025-12/31/2025	HR765115	55310			\$12,639,306.90
01/01/2026-12/31/2026	HR765100	55310			\$106,173,534.50
01/01/2026-12/31/2026	HR765115	55310			\$13,427,201.70
01/01/2027-12/31/2027	HR765100	55310			\$115,585,813.20
01/01/2027-12/31/2027	HR765115	55310			\$14,739,852.60
			TOTAL		\$361,085,387.30

CONTRACT SPENDING PLAN

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicab	le)				· · · · · · · · · · · · · · · · · · ·		
Infor/Lawson PO# a	nd PO Code (if a	pplicable)	RFP				
Lawson RQ# (if app	licable)		6057				
CM Contract#			CM3929 (fmr 1977, 2	2290)			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #		
Original Amount	\$285,376,490.00		1/1/2022-12/31/2024	1/25/2022	R2022-0010C		
Prior Amendment Amounts (list separately) (A-1)		\$0.00		10/23/2023	BC2023-670		
(A-2)		\$0.00		4/9/2024	BC2024-278		
		\$					
Pending Amendment		\$0.00					
Total Amendments		\$0.00					
Total Contract Amount		\$285,376,490.00					

PURCHASING USE ONLY

Prior Resolutions:	BC2024-278, BC2023-670, R2022-0010
CM#:	5091
Vendor Name:	Medical Mutual Services, L.L.C.
Time Period:	1/1/2025-12/31/2027
Amount:	\$361,085,387.30mm
History/CE:	OK
EL:	OK
Purchasing Notes:	1/6/2025: EL clause references prior RFP5067; however, Law has approved; there are various signature pages in the contract for execution; lines do not have the annual spreading completed – this action may be disapproved in order for this to be completed and department to re-submit for final approval.
Purchasing Agents Initials and date of approval	OK, ssp 1/6/2025

2 | P a g e

Revised 7/10/2024



Department of Purchasing Tabulation Sheet

Amil Soufford 12-31-2029

REQUISITION NUMBER: 14216 Event: 5392	TYPE: RFP	ESTIMATE: \$380 000,000.00	00.00		
CONTRACT PERIOD: January 1, 2025 - December 31, 2025	RFP DUE DATE: April 30, 2024	SOLICITATIONS MANUAL	-	LECTRONIC	ELECTRONIC TOTAL RESPONSES
		ISSUED RESPONSES RESPONSES	PONSES RE	ESPONSES	
REQUESTING DEPARTMENT: Human Resources	COMMODITY DESCRIPTION: Group Medical ASO/Prescription Drug PBM & Stop Loss Insurance	ription Drug PBM & Stop Los	ss Insurance		
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%	E 0%		

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award
-	Actua Life Insurance Company 151 Economy Avenue	Compliant: Z Yes		DYes
	Hartford, Connecticut 06156	IG Registration Complete: 🛛 No IG Number: Not Registered		
		NCA: 🛛 Yes		
		Planholder: 🖾 Yes		
		Cooperative Purchasing (Form Attached): Z Yes (Agree to Participate?): Z No		
		Purchasing Agent: SSP		
	IEC Group, Inc. dha AmeriRen	Compliant: 🛛 Yes		DY CS
	220 Virginia Avenue Indianapolis, Indiana 46204	IG Registration Complete: 🛛 No IG Number: Not Repistered		

RQ14216

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щ	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
		NCA: 🛛 Yes		
		Planholder: 🖾 Yes		
		Cooperative Purchasing (Form Attached): 🖾 Yes (Agree to Participate?): 🖾 Yes		
		Purchasing Agent: SSP		
08	CaremarkPCS Health L.L.C.	Compliant: 🛛 Yes*		Xes
>щ С (Employers Health Purchasing Corporation (Employers Health)	IG Registration Complete: 🖾 No IG Number: Not Registered		N N
	Woonsocket, Rhode Island 02895	NCA: 🛛 Yes		-
		Planholder: 🛛 Yes		
		Cooperative Purchasing (Form Attached): ⊠ Yes (Agree to Participate?): ⊠ No		
		Purchasing Agent: SSP		
08	CVS CaremarkPCS Health, L.L.C.	Compliant: 🛛 Yes*		DY es
чцов	Normscretch Relation Council One CVS Drive Wormscreter Rhode Taland 02895	IG Registration Complete: ⊠ No IG Number: Not Registered		0 NIX
-		NCA: 🕅 Yes		
		Planholder: 🛛 Yes		
		Cooperative Purchasing (Form Attached): 🛛 Yes		

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	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award:
		(Agree to Participate?): 🖾 No		(contraction)
		Purchasing Agent: SSP		
5.	Health Insurance Solutions Incorporated 114 West Main Street	Compliant: 🛛 Yes		DYes
	Suite A Suite A Telford, Pennsylvania 18969	IG Registration Complete: 🕅 No IG Number: Not Registered		ON N
		NCA: 🛛 Yes		
		Planholder: 🛛 Yes		
		Cooperative Purchasing (Form Attached): 🖾 Yes (Agree to Participate?): 🖾 No		
		Purchasing Agent: SSP		
<i>.</i> 9	Medical Mutual of Ohio 100 American Road	Compliant: 🖾 Yes		⊠Yes
	Cleveland, Ohio 44144	IG Registration Complete: 🛛 Yes IG Number: 21-0138		MEDICAL & STOP
		NCA: 🛛 Ycs		SSOI
		Planholder: 🛛 Yes		t
		Cooperative Purchasing (Form Attached): ⊠ Yes (Agree to Participate?): ⊠ Yes		
		Purchasing Agent: SSP		
7.	UnitedHeathcare Services, Inc. 9900 Bren Road East	Compliant: 🛛 Yes		

Minneconka, Minnecota 55343 IG Registration Complete: S No IA humber: Not Registered No NCA: S No NCA: S No NCA: S No Patholder: S Ves Cooperative Purchasing Groun Attrabedor, S NA Patholder: S No Registered No No Agree to Participate?): S N/A Purchasing Agent: SSP Purchasing Agent: SSP Sol Bagles Landing Drive Compliant: S Yes I. Akelland, Washington 33810 IG Registration Complete: S No NCA: S Yes No No Yes Patholder: S Yes Patholder: S Yes Cooperative Purchasing (Pount No Notable Yes Patholder: S Yes Patholder: S Yes Purchasing Agent: SSP Purchasing (Pount	L	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award:
WellDyne 500 Eagles Landing Drive Lakeland, Washington 33810		Minnetonka, Minnesota 55343	IG Registration Complete: 🛛 No IG Number: Not Registered		
WellDyne 500 Eagles Landing Drive Lakeland, Washington 33810		ŝ	NCA: 🖾 No		
WellDyne 500 Eagles Landing Drive Lakeland, Washington 33810			Planholder: 🖾 Yes		
WellDyne 500 Eagles Landing Drive Lakeland, Washington 33810			Cooperative Purchasing (Form Attached): ⊠ No (Agree to Participate?): ⊠ N/A		
WellDyne 500 Eagles Landing Drive Lakeland, Washington 33810					
	ø	1	Compliant: 🛛 Yes		□Yes ₩No
NCA: 🛛 Yes Planholder: 🖉 Yes Cooperative Purchasing (Form Attached): 🖾 Yes (Agree to Participate?): 🖾 Yes Purchasing Agent: SSP		Lakeland, Washington 33810	IG Registration Complete: ⊠ No IG Number: Not Registered		
Planholder: A Yes Cooperative Purchasing (Form Attached): A Yes (Agree to Participate?): A Yes Purchasing Agent: SSP			NCA: 🛛 Yes		
Cooperative Purchasing (Form Attached): X Yes (Agree to Participate?): X Yes Purchasing Agent: SSP			Planholder: 🛛 Yes		
			Cooperative Purchasing (Form Attached): ⊠ Ycs (Agree to Participate?): ⊠ Yes		

*Per Purchasing Director

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GOAL SETTING WORKSHEET

Department Name:	Human Resources								
Contact Name:	Stephen Witt						NOTE: User Departm	ent completes the Vi	ELLOW AREAS ONLY
Contact Phone®:	215-698-1372								
Contact Email: RQ#:	9901110 (1993) 6 (1993) 14216								
RQ Description: Work Category/Scope	NIGP Code (5 digits)	Work/Scope Amount (5)	Disparity Study Work/Scope Availability # (All Vendors]	d Stop Loss Coverage Disparity Study Work/Scope Availability # (MBE)	Disparity Study Work/Scope Availability %	Disparity Study Work/Scope Availability S (MBE)	Disparity Study Work/Scope Availability # (WBE)	Disparity Study Work/Scope Availability % (WBE)	Disparity Study Work/Scope Availability 5 (W8E)
Health Insurance Benefits	95300	27906000.00			0.00	0.00		0.00	0.00
Prescription Drug Banefits	94800	9600000.00	1		0.00	0.00		0.00	0.00
Stop Loss Coverage	95861	500000.00	1		0.00	0.00		0.00	0.00
			1		0.00	0.00		0.00	0.00
Totals (\$):		38000000.00				0.00			0.00
Project Diversity Goals:	0%		Comments: NIGP 95300: Ot/Om/Ow with duplicates	LL 3/11/2024 NIGP 94800: Ot/Om/Ow no duplicates	NIGP 95861; 17t/1m/0w no duplicates	NIGP 95861: 17t/1m/0w no duplicatés	Override (scope of w County employees & county certified dive It is important to not \$380M, the County & be passed through th drug providers.	Stop Loss Coverage rsity vendors; AND F te that while the esti s self-insured and mi): Limited number of er note in INFOR - mate RFP value is uch of the funds will

MBE Goal	0%
WBE Goal	0%
SBE Goal (not calculated)	0%

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CONTRACT EVALUATION FORM

Contractor	Medical Mutual Services, LLC				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM# 3929 (fmr 1977, 2290)				
RQ#	6057				
Time Period of Original Contract	1/1/2022-12/31/2024				
Background Statement	The County provides health insurance to employees as part of the benefits package. As a self-insured employer, the County utilizes a third-party administrator solicited via RFP.				
Service Description	Medical Mutual administers the County's medical benefit plans and passes through the costs from the providers for a PPPM fee.				
Performance Indicators	Claims controls, responsiveness, communication.				
Actual Performance versus performance indicators (include statistics):		tion could be imp herwise service h		working on contr pectable.	actual
. ,					
Rating of Overall	Superior	Above Average	Average	Below Average	Poor
Rating of Overall Performance of Contractor	Superior	Above Average X	Average	Below Average	Poor
Rating of Overall Performance of Contractor Select One (X)	Communica	X	proved when	working on contr	
Rating of Overall Performance of Contractor Select One (X) Justification of Rating	Communica	X tion could be imp herwise service h	proved when	working on contr	
Rating of Overall Performance of Contractor Select One (X) Justification of Rating Department Contact User Department	Communica items, but ot	X tion could be imp herwise service h	proved when	working on contr	

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0067

Sponsored by: County Executive	A Resolution making an award on
Ronayne/Department of Human	RQ14216 with Medical Mutual of Ohio in
Resources	an amount not-to-exceed \$2,126,403.00 for
	stop loss insurance services for Cuyahoga
	County and Cuyahoga County Benefits
	Regionalization Program participants for
	the period $1/1/2025 - 12/31/2025$;
	authorizing the County Executive to execute
	Contract No. 5092 and all other documents
	consistent with said award and this
	Resolution, and declaring the necessity that
	this Resolution become immediately
	effective.

WHEREAS, the County Executive/Department of Human Resources recommends an award on RQ14216 with Medical Mutual of Ohio in an amount not-to-exceed \$2,126,403.00 for stop loss insurance services for Cuyahoga County and Cuyahoga County Benefits Regionalization Program participants' for the period 1/1/2025 – 12/31/2025; and

WHEREAS, the primary goal is to reduce the County's risk as a self-insured healthcare provider; and

WHEREAS, this project will be funded 100% by the Self-Insurance Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ14216 with Medical Mutual of Ohio in an amount not-to-exceed \$2,126,403.00 for stop loss insurance services for Cuyahoga County and Cuyahoga County Benefits Regionalization Program participants for the period 1/1/2025 – 12/31/2025.

SECTION 2. That the County Executive is authorized to execute Contract No. 5092 and all other documents consistent with said award and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public

peace, health or safety in the County, and an additional reason set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by	, seconded by	, the foregoing Resolution
was duly adopted.		

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 28, 2025 Committee(s) Assigned: <u>Human Resources</u>, Appointments & Equity

Journal ______, 20

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PURCHASE-RELATED TRANSACTIONS

Title	Human Resources; 2025; Contract Resulting from RFP with Medical Mutual Services, LLC for Healthcare		
	Stop Loss Coverage for the period 1/1/2025-12/31/2025 in the amount NTE \$2,126,403.00.		
Depar	Pepartment or Agency Name Human Resources		
Reque	Requested Action 🛛 Contract 🗆 Agreement 🗆 Lease 🗆 Amendment 🗆 Revenue		
		Generating 🗆 Purchase Order	
	Other (please specify):		

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Counci I Approved	Approval No.
0	5092	Medical Mutual Services, LLC	1/1/2025- 12/31/2025	\$2,126,403.00		PENDING

Service/Item Description (include quantity if applicable).

The County provides employees with medical insurance coverage as part of the employee benefits package. Due to the number of employees, the County is a self-insured employer and thus requires the services of a medical benefits administrator. Medical Mutual Services, LLC (Medical Mutual) was the highest ranked provider resulting from an RFP conducted in 2024, providing the greatest value and flexibility to the County and its employees.

As a self-insured employer, all medical claims are paid by the County to the providers through the administrator (Medical Mutual). The stop loss coverage limits the County's risk by capping individual claims at a set limit of \$750,000 for the County and \$300,000 for the Board of DD.

Indicate whether:
New service/purchase
Existing service/purchase
Replacement for an existing service/purchase (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles:
 Additional
 Replacement

 Age of items being replaced:How will replaced items be disposed of?

Project Goals, Outcomes or Purpose (list 3):

With this agreement, the County seeks to continue providing healthcare benefits for employees to ensure they and their dependents receive the care they need while mitigating risk as a self-insured employer.

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)		
Vendor Name and address:	Owner, executive director, other (specify):	
Medical Mutual Services, LLC	Tony Helton	
100 American Rd	Interim CEO	
Brooklyn, OH 44114		
Vendor Council District:	Project Council District:	
03	County-wide	

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applicable provide the full address or list the
ipality(ies) impacted by the project.

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# 14216 (Insert RQ# for formal/informal items, as	Provide a short summary for not using competitive bid
applicable)	process.
□ RFB ⊠ RFP □ RFQ	
Informal	*See Justification for additional information.
□ Formal Closing Date: 4/30/2024	
The total value of the solicitation: \$486,954,693.10 Number of Solicitations (sent/received) 19 / 8	Exemption
Number of Solicitations (sent/received) 1978	 State Contract, list STS number and expiration date Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0) DBE (0) SBE	□ Sole Source □ Public Notice posted by Department
(0) MBE (0) WBE. Were goals met by awarded	of Purchasing. Enter # of additional responses received
vendor per DEI tab sheet review? Yes	from posting ().
No, please explain.	
If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	
Recommended Vendor was low bidder: □ Yes ☑ No, please explain:	Government Purchase
Scoring of the medical and prescription benefits proposals are extremely complicated, with many factors beyond pricing heavily considered. The County received multiple proposals, some of which were slightly lower in cost but would require major disruption of benefits and care by limiting or changing plan offerings by the County.	□ Alternative Procurement Process
How did pricing compare among bids received? With regards to medical, a full replacement program	Contract Amendment - (list original procurement)
proposed was projected to yield minor savings compared to the MMO and the CVS proposals, though this minor savings was not enough to offset the expected disruption caused by such a change per the County's benefits consultant. Other solutions projected to be more costly.	□ Other Procurement Method, please describe:

Is Purchase/Services technology related 🖾 Yes 🛛 No. If yes, complete section below:		
Check if item on IT Standard List of approved If item is not on IT Standard List state date of TAC		
purchase.	approval:	
Is the item ERP related? \Box No 🗆 Yes, answer the below questions.		
Are the purchases compatible with the new ERP system? Yes No, please explain.		

FUNDING SOURCE:	Please provide the complete, proper name of each funding source (No acronyms). Inc	clude
% for each funding s	source listed.	

100& Self-Insurance Fund

Is funding for this included in the approved budget? \square Yes \square No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

HR765100 (County)

HR765115 (Board of Developmental Disabilities)

Payment Schedule: \square Invoiced \square Monthly \square Quarterly \square One-time \square Other (please explain):

Provide status of project.

Due to the complexity of the contract, this coverage is currently in place for the active 2025 plan year.

Is contract/purchase late
No
Yes, In the fields below provide reason for late and timeline of late submission Reason:

The medical benefit administration contract required lengthy and complex negotiations for legal terms and risk management. Due to the complexity of the agreement, the County utilizes the contract provided by Medical Mutual. Stop loss, while a separate contract, relates directly with the medical benefit administration contract. Before this contract is drafted, the County must review and agree to the rates via some preliminary documents that also took time to draft, review, and have signed by the administration. Once this was done, Medical Mutual then had to draft the agreement, which was then reviewed and redlined by Law and Risk which required extensive back-and-forth to ensure that all parties were satisfied and that the County's risk exposure minimized.

Timeline

Project/Procurement Start Date (date your	12/20/2023 (Begin drafting RFP)
team started working on this item):	
Date documents were requested from vendor:	9/5/2024
Date of insurance approval from risk manager:	12/12/2024
Date Department of Law approved Contract:	11/26/2024

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?
No
Yes (if yes, please explain) See above and attached timeline.

Have payments been made? 🛛 No 🗖 Yes (if yes, please explain)

HISTORY (see in Previous agree			emplovee med	lical benefits admin	istration:	
Prior Original (O) and subsequent Amendments (A-#)	Contrac t No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Counci I Approved	Approval No.
0	3403	Medical Mutual of Ohio	1/1/2023- 12/31/2023	\$1,800,000.00	9/26/2023	R2023-0254

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A-1	3403	Medical	1/1/2023-	\$1,934,511.00	5/28/2024	R2024-0193
		Mutual of Ohio	12/31/2024			

CM5091 Timeline:

12/20/2023 – Department begins RFP drafting.

2/26/2024 – Requisition created in Infor.

3/5/2024 - Requisition released.

3/12/2024 – Draft RFP provided by Purchasing.

3/18/2024 - Final draft adjustments made by Department.

3/29/2024 – RFP posted.

4/30/2024 – RFP closed.

5/13/2024 – Internal discussion regarding acceptability of one proposal.

5/15/2024 – Revised tab sheet received from Purchasing.

7/16/2024 – Initial review presented by County's benefits consultant.

8/26/2024 – Review of best and final pricing received from County's benefits consultant.

8/29/2024 – Scores finalized and decision to move forward with Medical Mutual and CVS/EH made. Benefit's consultant contacted for additional information for negotiations.

9/5/2024 – Medical Mutual notified and documents requested.

9/16/2024 – Pre-renewal documents received for review and signature.

10/4/2024 – Notified that documents were missing legal language and revised documents need signed instead.

10/8/2024 – Language confirmed by Law. Benefits requested delay to address additional questions.

10/23/2024 – Benefits clarified that revised documents could be signed. Requested complete list of documents required by Medical Mutual.

10/24/2024 – Signed documents provided to Medical Mutual.

10/31/2024 – Remaining Board of DD documents provided to Medical Mutual.

11/4/2024 – Independent Contractor and COI documents received from Medical Mutual. COI was deficient and returned.

11/12/2024 – Draft agreements received from Medical Mutual. Responded to with concerns/changes.

11/15/2024 – Revised drafts received back from Medical Mutual.

11/18/2024 – Contracts sent to Law for review.

11/19/2024 – Redlines provided by Law and sent to Medical Mutual.

11/19/2024 – 12/3/2024 – Various back and forth between Medical Mutual and Risk.

11/26/2024 – Reached out to Medical Mutual for update.

12/3/2024 – Checked back with Medical Mutual on update to discussion with Risk.

12/5/2024 – Meeting between Medical Mutual and Risk on insurance terms.

12/11/2024 – Revised COI documents provided by Medical Mutual.

12/12/2024 – COI approved by Risk. Request made for Medical Mutual to update contract draft and provide signed copy to County.

12/18/2024 – Final redlines provided by Medical Mutual.

12/19/2024 – Final redlines approved by Law.

12/23/2024 - Signed agreements received from Medical Mutual.

12/26/2024 – Signed agreements verified by County's benefits consultant.

1/3/2025 – Infor release.

Department of Purchasing – Required Documents Checklist

l	Jpload as "word" document in Infor
Infor/Lawson RQ# (if applicable):	14216
Infor/Lawson PO# Code (if applicable):	RFP
Event #	5392
CM Contract#	5092

Late Submittal Required:	Yes 🛛	No 🗆
Why is the contract being submitted late?	Lengthy contrac	ting process with Law and
	Risk.	
What is being done to prevent this from reoccurring?	Aim to begin pro	ocess earlier in the future.
TAC or CTO Required or Authorized IT Standard	Yes 🗆	No 🛛

		ND OPEN COMPETI Formal RFP eviewed by Purchasing		
			Department Initials	Purchasing
Briefing Memo			SW	Attached
Notice of Intent to Award (sent to a	ll respondi	ng vendors)	SW	OK
Bid Specification Packet (RFP Pac	(xet)		SW	OK
Final DEI Goal Setting Worksheet			SW	OK
Diversity Documents - if required	(goal set)		N/A	N/A
Award Letter (sent to awarded vene	lor)		SW	OK
Vendor's Confidential Financial St	atement – i	f RFP requested	N/A	N/A
Bid Tabulation Sheet		A.	SW	OK
Evaluation with Scoring Summary included, must have minimum of th			SW	ОК
IG# 21-0138-REG			SW	OK
Debarment/Suspension Verified	Date:	12/31/2024	SW	OK
Auditor's Findings	Date:	12/31/2024 1/6/2025	SW	OK (completed by Department of Purchasing)
Vendor's Submission			SW	OK
Independent Contractor (I.C.) Form	Date:	9/16/2024	SW	OK
Cover - Master contracts only			N/A	OK
Contract Evaluation – <i>if required p</i> contract history table (see pg 2)	rovide mosi	t recent CM history on	SW	OK
TAC/CTO Approval or IT Standard relevant page #s or meeting approv			N/A	N/A
Checklist Verification			SW	OK

Other documentation may be required depending upon your specific item Glossary of Terms at: https://intranet.cuyahoga.cc/policies-procedures/procurement-information

Revie	wed by Law	
	Department Initials	
Agreement/Contract and Exhibits	SW	
Matrix Law Screen shot	SW	
COI	SW	
Workers' Compensation Insurance	SW	
Performance Bond, if required per RFP	N/A	

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CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2025-12/31/2025	HR765100	55305			\$1,492,484.68
01/01/2025-12/31/2025	HR765115	55305			\$633,918.32
			TOTAL		\$2,126,403.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicab	le)				
Infor/Lawson PO# a	nd PO Code (if	applicable)	EXMT		
Lawson RQ# (if app	licable)				
CM Contract#			CM3403		
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$1,800,000.00		1/1/2023 - 12/31/2023	9/26/2023	R2023-0254
Prior Amendment Amounts (list separately) (A-1)		\$1,934,511.00	12/31/2024	5/28/2024	R2024-0193
(A-2)		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$1,934,511.00			
Total Contract Amount		\$3,734,511.00			

PURCHASING USE ONLY

	I EREMIDING COL CIVILI
Prior Resolutions:	R2024-0193, R2023-0254
СМ#:	5092
Vendor Name:	Medical Mutual of Ohio
Time Period:	1/1/2025 - 12/31/2025
Amount:	\$2,126,403.00mm
History/CE:	OK
EL:	Needs WET
Purchasing Notes:	1/6/2025: Department of Purchasing attached auditor findings for vendor's contracted name. Lines do not have the annual spreading completed – this action may be disapproved in order for this to be completed and department to re-submit for final approval.
Purchasing Agents Initials and date of approval	OK, ssp 1/6/2025

2 | Page Revised 7/10/2024



Department of Purchasing Tabulation Sheet

pring. Saufford 12-31-2029

REQUISITION NUMBER: 14216 Event: 5392	TYPE: RFP	ESTIMATE: \$380 000,000.00		
CONTRACT PERIOD: January 1, 2025 - December 31, 2025	RFP DUE DATE: April 30, 2024	ATIONS MANUAL	ELECTRONIC TOTAL RESPONSES	TAL RESPONSES
		ISSUED RESPONSES REPUNSES	KENPUNDED	
REQUESTING DEPARTMENT: Human Resources	COMMODITY DESCRIPTION: Group Medical ASO/Prescription Drug PBM & Stop Losis Insurance	iption Drug PBM & Stop Loss Insurance	0	
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%		

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award (Y/N)
-i	Actna Life Insurance Company 151 Earminton Avenue	Compliant: A Yes		DYes
	Hartford, Connecticut 06156	IG Registration Complete: 🛛 No IG Number: Not Registered		
		NCA: 🛛 Yes		
		Planholder: 🖾 Yes		
		Cooperative Purchasing (Form Attached): 🖾 Yes (Agree to Participate?): 🖾 No		
		Purchasing Agent: SSP		
5	IEC Group, Inc. dba AmeriBen	Compliant: 🛛 Yes		DY SNo
	220 Virginia Avenue Indianapolis, Indiana 46204	IG Registration Complete: 🛛 No IG Number: Not Remistered		

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щ	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
		NCA: 🛛 Yes		
		Planholder: 🛛 Yes		
		Cooperative Purchasing (Form Attached): ⊠ Yes (Agree to Participate?): ⊠ Yes		
		Purchasing Agent: SSP		
3.05	CaremarkPCS Health L.L.C.	Compliant: 🛛 Yes*		⊠Yes
	Employers Health Purchasing Corporation (Employers Health) One CVS Drive	IG Registration Complete: 🖾 No IG Number: Not Registered		NI X2
) (2	Woonsocket, Rhode Island 02895	NCA: 🛛 Yes		•
		Planholder: 🛛 Yes		
		Cooperative Purchasing (Form Attached): ⊠ Yes (Agree to Participate?): ⊠ No		
		Purchasing Agent: SSP		
4	CVS CaremarkPCS Health, L.L.C.	Compliant: 🛛 Yes*		
CHOR	New Concentration Description Council One CVS Drive Womescher Rhole Island 02805	IG Registration Complete: ⊠ No IG Number: Not Registered		Å X
•		NCA: 🖾 Yes		
		Planholder: 🛛 Yes		
		Cooperative Purchasing (Form Attached): X Yes		

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N. Constrained of the contribution of Agene: Sety Not Not 1. Hold in memore 6 oblitions homoponed Compilant: Set Sety Not Not 1. Hold in memore 6 oblitions homoponed Compilant: Set Sety Not Not 1. Hold in memore 6 oblitions homoponed Compilant: Set Sety Not Not State A Compilant: Set Sety Compilant: Set Sety Not State A Not Sety Not Sety Not Sety		Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award:
Itending Agent: SSP Health Interactes Solutions Incorporated Interactes Rout Interac			(Agree to Participate?): 🛛 No		(ALLEY)
Heat Interactions Solutions Incorporated Compliant: & Yea 144 West Main Street 164 Registration Compliant: & No Suite A. NCA: & Yea NCA: & Yea NCA: & Yea NCA: & Yea Corperative Functuaning Competentive Functuaning Competentive Functuaning Competentive Functuaning Competentive Functuaning Medical Mutual of Ohio Compliant: & Yea Not American Registration Compliant: & Yea Not American Road Compliant: & Yea Not American Road Ice Registration Compliant: & Yea Not American Registration Compliant: & Yea Not American Road Ice Registration Compliant: & Yea Not American Not Not American Road Ice Registration Compliant: & Yea Not American Road Ice Registration Compliant: & Yea Not American Road Ice Registration Compliant: & Yea Not American Road Ice Registration Compreative Functowers <td< td=""><td></td><td></td><td></td><td></td><td></td></td<>					
Stirk A Stirk A No Telloud, Pennarywaiua 18969 ICA: IS Yes No. NCA: IS Yes NCA: IS Yes NCA: IS Yes NCA: IS Yes Corperative Purchasing Corperative Purchasing Command Corperative Purchasing Corperative Purchasing Medical Mittal of Obio Purchasing Agent: SSP No Medical Mittal of Obio Compliant: IS Yes Yes Medical Mittal of Yes Yes Yes <	5.	Health Insurance Solutions Incorporated 114 West Main Street	Compliant: 🛛 Yes		□Yes
NCA: S Yes NCA: S Yes Planholder: S Yes Pranholder: S Yes Cooperative Puricipate(): S No Cooperative Puricipate(): S No Medical Mutual of Otio Purchasing Agent: SSP Medical Mutual of Otio Purchasing Agent: SSP Medical Mutual of Otio Compliant: S Yes No Cooperative Purchasing Agent: SSP No Purchasing Agent: SSP No Compliant: S Yes No Compliant: S Yes No See Cleveland, Olio 44144 Compliant: S Yes No NCA: S Yes No See Planholder: S Yes Yes Purchasing Agent: SSP Purchasing Agent: SSP OutiedHenduner Services. In:. Compliant: S Yes		Suite A Telford, Pennsylvania 18969	IG Registration Complete: 🛛 No IG Number: Not Registered		N N
Planholder: ⊠ Yes Pombolder: ⊠ Yes Cooperative Purchasing (Form Attachol): ⊠ Yes Cooperative Purchasing (Form Attachol): ⊠ Yes Modical Munal of Otio Purchasing Ageart: SSP Indexical Munal of Otio Purchasing Ageart: SSP Modical Munal of Otio Purchasing Ageart: SSP Indexical Munal of Otio Purchasing Ageart: SSP			NCA: 🛛 Yes		
Modical Mutual of Ohio Cooperative Purchasing (Form Attachod): ⊠ Yes (Agree to Participater?): ⊠ No Modical Mutual of Ohio Purchasting Ageur: SSP Modical Mutual of Ohio Compliant: ⊠ Yes 100 Americian Road Cooperative Purchasting 100 Americian Road Fore 100 Americian Road Cooperative Purchasting 100 Americian Road NCA: ⊠ Yes 100 Americian Road Planholder: ⊠ Yes 100 Americian Road Planholder: ⊠ Yes 100 Americian Road Cooperative Purchasting 100 Americian Road Purchasting Ageur: SSP 100 Americian Road Purchasting Ageur: SSP			Planholder: 🛛 Yes		
Modiciel Mutual of Ohio Purchasting Agent: SSP Modiciel Mutual of Ohio Compliant: IX Yes 100 American Road Compliant: IX Yes IO0 American Road IG Registration Complete: IX Yes IG Number: 21-0138 NCA: IX Yes IG Number: 21-0138 Yes			Cooperative Purchasing (Form Attached): ⊠ Yes (Agree to Participate?): ⊠ No		
Medical Mutual of Ohio Compliant: IS Yes 100 American Road IG Registration Complete: IS Yes IOD American Road IG Number: 21-0138 Cleveland, Ohio 44144 IG Registration Complete: IS Yes IG Number: 21-0138 NCA: IS Yes NCA: IS Yes NCA: IS Yes Planholder: IS Yes Sea Planholder: IS Yes Properative Purchasing (Point Attached): IS Yes Yes UnitedHeathcare Services, Inc. Compliant: IS Yes 900 Bren Road East Compliant: IS Yes			Purchasing Agent: SSP		
Cleveland, Ohio 44144 IG Registration Complete: \Box Yes IG Number: 21-0138 IG Number: 21-0138 IG Number: 21-0138 NCA: \Box Yes NCA: \Box Yes Planholder: \Box Yes Cooperative Purchasing (Form Attached): \Box Yes Cooperative Purchasing (Form Attached): \Box Yes UnitedHeathcare Services, Inc. 900 Brear Road East	6.	Medical Mutual of Ohio	Compliant: 🛛 Yes		ØYes
NCA: S Yes Planholder: S Yes Panholder: S Yes Cooperative Purchasing (Form Attached): S Yes Cooperative Purchasing (Form Attached): S Yes Purchasing Agent: SSP DuritedHeathcare Services, Inc. 900 Bren Road East		rov Autoriau Avau Cleveland, Ohio 44144	IG Registration Complete: 🛛 Yes IG Number: 21-0138		MEDICAL & STOP
Planholder: ⊠ Yes Cooperative Purchasing (Form Attached): ⊠ Yes Purchasing Agent: SSP UnitedHeathcare Services, Inc. 900 Bren Road East			NCA: 🛛 Yes		SSOI
Cooperative Purchasing (Form Attached): ⊠ Yes (Form Attached): ⊠ Yes (Form Attached): ⊠ Yes Purchasing Agent: SSP UnitedHeathcare Services, Inc. 900 Bren Road East			Planholder: 🖂 Yes		t
UnitedHeathcare Services, Inc. Purchasing Agent: SSP 9900 Bren Road East Compliant: 🖾 Yes			Cooperative Purchasing (Form Attached): ⊠ Yes (Agree to Participate?): ⊠ Yes		
UnitedHeathcare Services, Inc. Compliant: 🛛 Yes 9900 Bren Road East					
	7.	UnitedHeathcare Services, Inc. 9900 Bren Road East	Compliant: 🛛 Yes		⊡Yes ⊠No

RQ14216

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award:
Minnetonka, Minnesota 55343	IG Registration Complete: 🖾 No IG Number: Not Registered		(NoT)
	NCA: 🛛 No		
	Planholder: 🖾 Yes		
	Cooperative Purchasing (Form Attached): ⊠ No (Agree to Participate?): ⊠ N/A		
	Purchasing Agent: SSP		
WellDyne 500 Forder I anding Drive	Compliant: 🛛 Yes		DYes
Lakeland, Washington 33810	IG Registration Complete: 🖾 No IG Number: Not Registered		
	NCA: 🛛 Yes		
	Planholder: 🛛 Yes		
	Cooperative Purchasing (Form Attached): 🖾 Yes (Agree to Participate?): 🖾 Yes		
	Purchasing Agent: SSP		

*Per Purchasing Director

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GOAL SETTING WORKSHEET

Department Name:	Human Resources								
Contact Name:	Stephen Witt						NOTE User Departm	ent completes the Y	ELLOW AREAS ONLY
Contact Phone#:	216-698-2372								
Contact Email: RQ#:	nyitii ilionniaan 14216	CALMENTER LANS							
RQ Description:	Medical and Presc	ription Drug Bene	fits Administration a	nd Stop Loss Coverage					
Work Category/Scope	NIGP Code (5 digits)	Work/Scope Ampunt (\$)	Disparity Study Work/Scope Availability II (All Vendors)	Disparity Study Work/Scope Availability # [MBE]	Disparity Study Work/Scope	Disparity Study Work/Scope Availability \$ (M8E)	Disparity Study Work/Scope Availability # (WBE)	Disparity Study Work/Scope Availability % (WBE]	Disparity Study Work/Scope Availability \$ (WBE)
Health Insurance Benefits	95300	27906080.00	3		0.00	6.00		0.00	0.0
Prescription Drug Benefits	94800	9600000.00		L	Q.00	0.00		0.00	0.0
hop Loss Coverage	95861	500000.00	1	L	0.00	-0.00		0.00	0.0
			1	L	0.00	0.00		0.00	0.0
fotats (\$):		38000000.00				0.00			0.00
Project Diversity Goals:			Comments: NIGP 95200: Ot/Om/Ow with duplicates	LL 3/11/2024 NIGP 94800: Ot/Om/Ow no duplicates	17t/1m/0w no	NMP 95861: 17t/1m/Ow no duplicatés	Override (scope of w County employees & county certified diver it is important to not \$380M, the County is be passed through th drug providers.	Stop Loss Coverage rsity vendors; AND P e that while the esti s self-insured and mu	Limited number of er note in INFOR - mate RFP value is uch of the funds will
MBE Goal	0%						stall hraningin-		

MBE Goal	0%
WBE Goal	0%
SBE Goal (not calculated)	0%

CONTRACT EVALUATION FORM

Contractor	Medical Mu	tual of Ohio						
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM3403							
RQ#	N/A							
Time Period of Original Contract	01/01/2023-12/31/2024							
Background Statement	The County is a Self-Insured employer for healthcare costs. This leads to a need for Stop Loss Coverage to limit the County's potential loss on significant claims.							
Service Description	limits of \$75	0,000 and \$300,0	000 respectiv	ne County and BO vely. Any individ ather than the Cou	ual claims			
Performance Indicators	Number of c	laims hitting lim	it. Vendor re	esponsiveness. Co	ost.			
Actual Performance versus performance indicators (include statistics):	The County has several claims that near or exceed these limits annually, making this contract a good risk mitigator. Medical Mutual could be more responsive during the contracting process.							
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor			
Select One (X)		X						
Justification of Rating	Medical Mutual covers the claims as required. Responsiveness could be better, but we are pushing for a new account rep.							
Department Contact	Stephen Witt							
User Department	Human Resources, Board of Developmental Disabilities							