



CUYAHOGA COUNTY COUNCIL

HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
4th FLOOR

MEETING AGENDA

TUESDAY, NOVEMBER 18, 2025—10:00 A.M.

Committee Members

Martin J. Sweeney, Chair | Dist. 3
Michael J. Gallagher, Vice Chair | Dist. 5
Yvonne M. Conwell | Dist. 7
Michael J. Houser, Sr. | Dist. 10
Meredith M. Turner | Dist. 9

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES FROM THE OCTOBER 21, 2025 MEETING

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0312: A Resolution confirming the County Executive's reappointment of the Honorable Mayor Nicole Dailey-Jones to serve on the Cuyahoga County Planning Commission representing the Westshore Region for the term 1/1/2026 – 12/31/2028, and declaring the necessity that this Resolution become immediately effective.
- b) R2025-0313: A Resolution confirming the County Executive's appointment of Dr. Charles Garven to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for the term 7/1/2025 – 6/30/2029, and declaring the necessity that this Resolution become immediately effective.
- c) R2025-0314: A Resolution confirming the County Executive's reappointment of Isabel G. Klein to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2025 – 11/30/2029, and declaring the necessity that this Resolution become immediately effective.
- d) R2025-0315: A Resolution confirming the County Executive's reappointment of Romona J. Davis to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 1/2/2026 – 1/1/2029, and declaring the necessity that this Resolution become immediately effective.
- e) R2025-0316: A Resolution confirming the County Executive's reappointment of Richard Perry to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 1/2/2026 – 1/1/2029, and declaring the necessity that this Resolution become immediately effective.

- f) R2025-0319: A Resolution making an award on RQ16009 to Metropolitan Life Insurance Company in the amount not-to-exceed \$1,924,746.28 for vision insurance for County employees and their eligible dependents, effective upon signatures of all parties for the period 1/1/2026 – 12/31/2029; authorizing the County Executive to execute Contract No. 5721 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
- g) R2025-0320: A Resolution making an award on RQ16008 with Delta Dental Plan of Ohio, Inc. in the amount not-to-exceed \$11,875,028.40 for dental insurance for County employees and their eligible dependents, effective upon signatures of all parties for the period 1/1/2026 – 12/31/2028; authorizing the County Executive to execute Contract No. 5724 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
- h) O2025-0009: An Ordinance providing for the adoption of modifications to Sections 6.09 and 6.13 of the Cuyahoga County Employee Handbook; and declaring the necessity that this Ordinance become immediately effective.

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

** 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. Download the Metropolis smartphone app and create an account to have parking validated at meetings. Please scan the QR code posted in Council Chambers to input your license plate information for parking to be validated by Metropolis, a non-County entity. You will be responsible for the cost of parking if you are unable to utilize this online parking service.*

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



CUYAHOGA COUNTY COUNCIL

HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
4th FLOOR

MEETING MINUTES

TUESDAY, OCTOBER 21, 2025—10:00 A.M.

Committee Members

Martin J. Sweeney, Chair | Dist. 3
Michael J. Gallagher, Vice Chair | Dist. 5
Yvonne M. Conwell | Dist. 7
Michael J. Houser, Sr. | Dist. 10
Meredith M. Turner | Dist. 9

1. CALL TO ORDER

Chairman Sweeney called the meeting to order at 10:03 a.m.

2. ROLL CALL

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

A motion was made by Mr. Sweeney, seconded by Ms. Conwell and approved by unanimous vote to excuse Mr. Gallagher from the meeting.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE SEPTEMBER 30, 2025 MEETING

A motion was made by Ms. Turner, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes from the September 30, 2025 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0289: A Resolution adopting changes to the Cuyahoga County Non-Bargaining Classification for the position of Administrator, Senior Records Management; and declaring the necessity that this Resolution become immediately effective.

Mr. Sweeney and Ms. Katherine Gallagher, Chief of Operations and Community Innovation for the County Executive's Office, addressed the Committee regarding Resolution No. R2025-0289. Discussion ensued.

Committee members asked questions of Mr. Sweeney and Ms. Gallagher pertaining to the item, which they answered accordingly.

There was no legislative action taken on Resolution No. R2025-0289.

- b) R2025-0290: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Ms. Rebecca Kopcienski, Director of the Personnel Review Commission, addressed the Committee regarding Resolution No. R2025-0290. Discussion ensued.

Committee members asked questions of Ms. Kopcienski pertaining to the item, which she answered accordingly.

On a motion by Ms. Conwell with a second by Ms. Turner, Resolution No. R2025-0290 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- c) R2025-0294: A Resolution confirming the County Executive's reappointment of Kenneth A. Bravo to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2025 – 11/30/2029, and declaring the necessity that this Resolution become immediately effective.

Mr. Kenneth A. Bravo addressed the Committee regarding his nomination to serve on the Cuyahoga County Archives Advisory Commission. Discussion ensued.

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

On a motion by Mr. Sweeney with a second by Ms. Turner, Resolution No. R2025-0294 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- d) R2025-0295: A Resolution confirming the County Executive's reappointment of Chris H. Gerrett to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2025 – 11/30/2029, and declaring the necessity that this Resolution become immediately effective.

Ms. Chris H. Gerrett addressed the Committee regarding her nomination to serve on the Cuyahoga County Archives Advisory Commission. Discussion ensued.

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

On a motion by Ms. Conwell with a second by Ms. Turner, Resolution No. R2025-0295 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- e) O2025-0006: An Ordinance amending Section 206.13 of the Cuyahoga County Code to remove the term limits for Commission on Human Rights members.

Mr. Trevor McAleer, Legislative Budget Advisor for County Council, addressed the Committee regarding Ordinance No. O2025-0006. Discussion ensued.

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

On a motion by Ms. Turner with a second by Ms. Conwell, Ordinance No. O2025-0006 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

Mr. Sweeney, Mr. Houser, Ms. Turner and Ms. Conwell requested to have their names added as co-sponsors to the legislation.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

Chairman Sweeney adjourned the meeting at 10:29 a.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0312

Sponsored by: County Executive Ronayne Co-sponsored by: Councilmember Kelly	A Resolution confirming the County Executive’s reappointment of Mayor Nicole Dailey-Jones to serve on the Cuyahoga County Planning Commission representing the Westshore Region for the term 1/1/2026 – 12/31/2028; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Section 713.22 provides for the organization and maintenance of a county planning commission; and

WHEREAS, in accordance with Section 206.12 of the County Code, the Cuyahoga County Planning Commission membership consists of eight members appointed by the County Executive and confirmed by Council in accordance with Section 713.22 of the Ohio Revised Code and the County Charter, the County Executive, and two members of the County Council appointed by the President of Council; and

WHEREAS, members of the Cuyahoga County Planning Commission shall serve three-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 Mayor Nicole Dailey-Jones to serve on the Cuyahoga County Planning Commission representing the Westshore Region for the term 1/1/2026 – 12/31/2028.

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 Mayor Nicole Dailey-Jones to serve on the Cuyahoga County Planning Commission representing the Westshore Region for the term 1/1/2026 – 12/31/2028.

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: November 12, 2025

Committee(s) Assigned: Human Resources, Appointments & Equity

Additional Sponsorship Requested on the Floor: November 12, 2025

Journal_____

_____, 20__



October 15, 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, I am pleased to nominate the following individual for appointment to the Cuyahoga County Planning Commission:

- **Mayor Nicole Dailey-Jones (three year term, 1/1/2026 - 12/31/2028)**
 - Reappointment
 - Representing the Westshore region

There are no specific requirements of Executive nominees. 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 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,

A handwritten signature in black ink, appearing to read "Chris Ronayne".

Chris Ronayne
County Executive

NICOLE DAILEY JONES

E-mail: ndjones@north-olmsted.com

PROFESSIONAL EXPERIENCE

Mayor, the City of North Olmsted, Ohio (January 2022-Current)

- Second female Mayor in the history of the City of North Olmsted – Population 33,000; Full-time, elected position.
- Official and ceremonial head of the City Government for military purposes and by the courts for the purpose of serving civil processes.
- Execute all contracts on behalf of the City.
- Supervise 550 full-and-part-time employees in all City Departments including Public Safety, Public Service, Economic and Community Development, Recreation and Public Engagement, Human Resources, Information Technology, Finance, Law, Engineering, and a state-of-the-art Waste Water Treatment Plant.
- Responsible for the preparation and submission of the City's annual estimates of receipts and expenditures, and of appropriation measures.
- Recommend and introduce legislation to City Council members.

U.S. Representative Marcy Kaptur (OH-09), Cleveland, OH

Congressional Assistant/Communications (August 2013 – January 2022)

- Represent the Congresswoman at events and meetings throughout the 9th Congressional District
- Coordinate print, radio and televisions interviews and news conferences for the Congresswoman
- Manage media relations for the Congresswoman's District office, including developing and pitching news items
- Create strategic partnerships and connect federal grant opportunities with key stakeholders in the District
- Meet with constituents and stakeholders in the District to assist with issues pertaining to the federal government, including disseminating current legislative information

Cuyahoga County Government, Office of the County Executive

Director of Communications (January 2011 – April 2013)

- Established the first-ever comprehensive communications department for the Cuyahoga County government
- Managed all media relations and communications county-wide
- Served as spokesperson to deliver a consistent and professional response to all issues
- Wrote news releases, media advisories, web and social media updates, Executive's quotes, speeches and talking points
- Coordinated print, radio, and television interviews and news conferences for the Executive and staff members
- Developed and pitched stories to media outlets
- Created a county-wide Customer Service initiative

- Worked to bring transparency, openness and accessibility to all areas of county government by renovating the website, establishing Town Hall meetings throughout the County and the region, and instituting a more consistent approach to handling public records requests

Cleveland Municipal School District Board of Education, Office of the CEO

Executive Assistant to the Chief of Staff (May 2004 – February 2005)

- Oversaw duties of District Employees who report to the Chief of Staff and handled the day-to-day operation of the Office of the Chief of Staff
- Managed Special Projects as assigned
- Served as a liaison between the Chief of Staff and all Departments; and external partners and consultants, including the Cleveland Teacher's Union
 - Managed the budget for the Chief of Staff and assisted in the allocation of funds
 - Assisted with external communications on behalf of the Chief of Staff and the School District
 - Facilitated the opening of the school year for the School District

Cleveland Municipal School District Board of Education, Office of Professional Development

Executive Assistant/Specialist (January 2003 –May 2004)

- Planned and coordinated Professional Development workshops, seminars and other events for Principals, Teachers and other Employees of the District
- Created and organized external communications on behalf of the Department
- Managed contracts with external partners and consultants
- Oversaw duties of District Employees who report to the Executive Director of Professional Development and handled the day-to-day operation of the Department
- Managed the budget for the Department and assisted the Executive Director of Professional Development in the allocation of funds and gave assistance in the writing of grants for the School District

U.S. Senator Barbara Boxer, Washington, D.C.

Deputy Press Secretary (June 2002 – November 2002)

- Drafted the Senator's statements, press releases and speeches; composed articles and letters for various media outlets
- Responded to media inquiries both over the phone and in person
- Created and coordinated press conferences
- Prepared and staffed the Senator at radio and TV interviews
- Assisted the Communications Director with outreach and special projects
- Developed visual aides for use by the Senator on the Senate Floor

Assistant to the Administrative Assistant (AA) and the Legislative Director (LD) (April 2001 - June 2002)

- Prepared written requests for Presidential nominations on behalf of the Senator for select constituents
- Researched legislative and political issues and assisted with special projects, including developing visual aides for use by the Senator on the Senate Floor
- Served as a liaison between the AA, LD and various organizations; and between the LD and the legislative staff
- Responsible for disseminating current legislative information to six state offices and for maintaining issues and voting databases

- Supervised up to 20 interns during a session, including creating a curriculum and schedule for the office
- Monitored Senate Floor in absence of LD

U.S. Senate Democratic Policy Committee, Washington, D.C.

Assistant to the Staff Director/Event Coordinator (May 2000 - April 2001)

- Planned weekly DPC lunches during the legislative session and assisted in the organization of Leadership events, such as press conferences, DPC hearings, and DPC issue conferences for Democratic Senators
- Researched and assisted with the writing of DPC special reports, fact sheets, talking points and legislative bulletins
- Coordinated and facilitated the operation and relationship between the policy, publications and Steering Committee offices and staff

O'Brien Calio Legislative Strategy Firm, Washington, D.C.

Legislative Assistant (May - August 1999), Legislative Intern (September - December 1998)

- Tracked legislative issues relating to the interests of represented clients
- Assisted in the planning of firm-related political events

Mary Boyle for U.S. Senate, Cleveland, OH

Event Coordinator (May - August 1998), Intern (May - August 1997)

- Coordinated all events in the state of Ohio, including high profile events with the candidate and Vice President Gore and First Lady Hillary Clinton
- Assisted candidate at public engagements

PUBLIC SERVICE

Mayor, City of North Olmsted, Ohio

Elected (January 2022 – Current)

Cuyahoga County Planning Commission Member (January 1, 2023 – December 31, 2025)

Region 3 One Ohio Advisory Board Chairperson (2022 – Current)

Aerozone Alliance Elected Official Advisory Committee

(2022 – Current)

Aerozone Alliance Governance Board Member

(2023 – Current)

President of North Olmsted City Council

Elected (January 2018 – January 2022)

Elected (January 2014 – January 2018)

Appointed (February 2013 – January 2014)

Member of North Olmsted City Council, Ward 3

Elected (January 2010 – February 2011)

Elected (January 2006 – January 2010)

EDUCATION

Ohio Wesleyan University, May 2000

B.A., Politics and Government; International Studies

Cleveland State University Leadership Academy for Elected and Public Officials (*November 2007 – May 2008*)

U.S. Senate Office of Education and Training

Clear Writing through Critical Thinking (*May 2002*); Effective Public Speaking (*June 2002*)

Congressional Research Service

Federal Legal Research (*October 2000*); Congress: An Introduction to Resources and Procedures (*July 2000*)

HONORS AND ASSOCIATIONS

Past President, Northeast Ohio City Council Association (*2019-2021*); President, Northeast Ohio City Council Association (*2015-2019*); Vice President, Northeast Ohio City Council Association (*2011 and 2013-2015*); Board Member, Northeast Ohio City Council Association (*2009, 2010*); Co-Chair, Master Plan for City of North Olmsted, (*2015*); Chairperson, City of North Olmsted Fair Housing Review Board (*2003 – 2010*) Member, City of North Olmsted Charter Review Commission (*2005*); Member, Ohio Wesleyan University Cleveland Planning Committee (*2003 – 2011*); Member, Ohio Wesleyan University Board of Trustees (*2000-2003*); Volunteer, St. Clarence Church (*2003 – present*); Volunteer, North Olmsted City Schools (*2010-present*); Volunteer, Forest School PTA (*2010-2022*); Volunteer, Chestnut School PTA (*2014-2024*); Volunteer, North Olmsted Eagles Unite PTA (*2018-present*); Chestnut School PTA President (*2017-2019*) and Vice President (*2019-2020*); Eagles Unite PTA President (*2019-2021*); Ohio PTA District 12 Treasurer (*2017-2019*); North Olmsted High School After Prom Co-Chair (*2022-2023*); North Olmsted PTA Council President (*2025-2026*)

VOTER SEARCH RESULTS

CLICK ON YOUR NAME BELOW TO SEE COMPLETE DETAILS INCLUDING INFORMATION ABOUT YOUR VOTING HISTORY

Name	Address
NICOLE DAILEY JONES	

If you are unable to locate your voter registration information, but believe you are registered to vote, it is recommended that you contact your local election official for more information. [Click here for more information](#) to your voter registration. [Follow this link for a full listing of Boards of Elections.](#)

[Follow this link to search again.](#)

If you are unable to locate your voter registration information but think you are registered to vote and you have not received your voter registration card, please contact your local election official for more information. [Click here for more information](#) to your voter registration. [Follow this link for a full listing of Boards of Elections.](#)



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 Planning Commission

- 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-year term, 1/1/26 - 12/31/28

- 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 candidates on file for this position.

- 2.8** The candidate's city and county of residence;

North Olmsted, Cuyahoga County

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

**Board Member of the Cuyahoga County Mayor and Managers Association,
Board Member of the Aerozone Alliance, Chair of the Region 3 Committee of
the OneOhio Opioid Foundation**

- 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. R2025-0313

Sponsored by: **County Executive Ronayne**

A Resolution confirming the County Executive's appointment of Dr. Charles Garven to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for the term 7/1/2025 – 6/30/2029; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, Ohio Revised Code Chapter 340 establishes the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County; and

WHEREAS, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County is responsible for planning, funding and monitoring public mental health and alcohol and other drug addiction services delivered to the residents of Cuyahoga County; and

WHEREAS, pursuant to the Ohio Revised Code Section 340.02, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County shall consist of eighteen (18) appointed members; and

WHEREAS, members of the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County shall be appointed to serve a four-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;”

WHEREAS, the County Executive has nominated Dr. Charles Garven (replacing Katie Kern-Pilch) to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for the term 7/1/2025 – 6/30/2029.

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 appointment of Dr. Charles Garven (replacing Katie Kern-Pilch) to serve on the Alcohol, Drug Addiction and Mental Health Services Board for the term 7/1/2025 – 6/30/2029.

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: November 12, 2025

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____

_____, 20__



October 29, 2025

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

Re: Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board

Dear President Miller,

I am pleased to nominate the following individual for appointment to the Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board (ADAMHS) Board:

- **Dr. Charles Garven, 4-year term, 7/1/2025- 6/30/2029**
 - Replacing Katie Kern-Pilch (State appointee who has termed off of the board)
 - Resides in Lakewood, Cuyahoga
 - Currently serves on the following government, private, or non-profit board or commissions:
 - Regina Health Center Board of Directors, Healthy Lakewood Foundation

The Alcohol, Drug Addiction, and Mental Health Services Board of Cuyahoga County is authorized by O.R.C. Chapter 340. The Board consists of 18 members, 11 of whom are appointed by the Executive, subject to Council confirmation, and 7 of whom are appointed by the Ohio Department of Alcohol & Drug Addiction Services. The ADAMHS Board's mission is to promote and enhance the quality of life of Cuyahoga County residents through a commitment to excellence in mental health, alcohol, drug, and other addiction services.

There are no known conflicts of interest for which an advisory opinion has been requested. The nominee's resumes are attached for your review. There are 5 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,

A handwritten signature in black ink, appearing to read "Chris Ronayne". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Chris Ronayne
County Executive

CURRICULUM VITAE

CHARLES JOHN GARVEN, M.D., F.A.A.F.P.

OCTOBER, 2025

PERSONAL INFORMATION

Name: Garven, Charles John

Address:

Email:

Personal: Married - 3 children and 2 grandchildren

EDUCATION

School: Cleveland State University, Cleveland, Ohio

Degree: B.S. in Occupational Therapy, *Summa Cum Laude*

Dates: 1975-1979

School: Case Western Reserve University, Cleveland, Ohio

Degree: Doctor of Medicine

Dates: 1983-1987

POSTGRADUATE TRAINING

Institution: Medical University of South Carolina, Charleston, South Carolina

Position: Resident - Family Medicine

Dates: 1987-1990

Institution: Case Western Reserve Weatherhead School of Management

Course: Physician Executive Institute: Leadership Core Certificate

Date: 2006-2007

Institution: Cleveland Clinic Education Institute

Course: Leading in Health Care (One year course and certification)

Date: 2010-2011

CURRENT POSITION

Position: Since January 2025 part-time supervising and teaching family medicine residents at Cleveland Clinic and medical students at Case Western Reserve University, School of Medicine and free medical clinic attending physician.

CLINICAL APPOINTMENTS

Position: **Family Physician**

Institution: *Cleveland Clinic 2006-2021*

Location/Dates: ***Center for Family Medicine Residency - Lakewood
Family Health Center***

August 2019- May 2021 (*part-time*)

Provided outpatient medical care to a panel of patients.
Precepted residents in their continuity outpatient clinic.

***Cleveland Clinic Family Medicine, Rockport,
Lakewood Ohio***

*(2006-2010 practice was known as Lakewood Medical
Associates, Rockport)*

2006-2015 (*full-time*); 2015-July 2019 (*part-time*)

Provided both outpatient and inpatient care to patients.
Was the founding Medical Director of this primary care
office in collaboration with Lakewood Hospital. Lead
this group into full time Active Staff status membership
in the Cleveland Clinic in 2000, and continued as Section
Head of that group.

***Neighborhood Family Practice - A Federally Qualified
Community Health Center (FQHC). Lakewood Ohio.
(From 2015-2018 the practice was known as North Coast
Health - a free and charitable clinic.) Professional time
leased from Cleveland Clinic.***

2015 - May 2021

Provided outpatient primary medical care at this free
and charitable clinic, dedicated to care of all regardless
of ability to pay for services. As Medical Director, helped
facilitate the merger of this organization with
Neighborhood Family Practice to provide more
comprehensive medical, behavioral health, and “wrap
around services”.

Position: **Family Physician**

Institution: *Ohio Medical Group, Rocky River, Ohio*

Dates: 2001-2006

Provided outpatient and inpatient family medical care.

Position: **Family Physician**

Institution: *Fairview Medical Group, Westlake, Ohio*

Dates: 1996-2000

Provided outpatient and inpatient family medical care.

Position: **Family Physician**

Institution: *MetroHealth Medical Center, Center for Community Health, Cleveland, Ohio*

Dates: 1992-1996

Provided outpatient and inpatient primary medical care. Was part of the three member team that founded Family Medicine Clinic at the McCafferty Health Center in the near west side of Cleveland in 1993.

Position: **Family Physician**

Institution: *Physician Services of Cleveland, Cleveland, Ohio*

Dates: 1990-1992

Solo family medicine outpatient and inpatient care in collaboration with Deaconess Hospital.

ADMINISTRATIVE APPOINTMENTS

Position **Chief Medical Officer**

Institution *Sisters of Charity Health System, Cleveland, Ohio*

Dates: November, 2022 - December 2024

Responsible for system quality performance, patient safety plans, promoting service excellence and leadership in promotion of best practices of clinical care. Major element has been transition of an acute care hospital to an ambulatory community health center providing primary medical and behavioral health care.

Position: **Community Health Consultant**

Institution: *St. Vincent Charity Health System, Cleveland, Ohio*

Dates: November, 2021 - November, 2022

Community Health Consultant on a team organized by St Vincent Charity Foundation, Cleveland to form a “Health Campus”, to develop programs and partnerships to address Social Determinants of Health.

Position: **Vice President Medical Operations**

Institution: *Lakewood Hospital: a Cleveland Clinic Hospital*

Dates: 2008-2013

Fifty percent of time dedicated to this role as Chief Medical Officer. Reported to hospital presidents (three presidents in five years). Helped in development and implementation of strategies, programs, policies and procedures for all hospital medical services. Worked with medical staff, management and hospital board. Responsible for quality of medical care and for patient safety.

Position: **Section Head, Cleveland Clinic Family Medicine, Rockport**

Dates: 2006-2014

Founding Medical Director of this group, originally with two family physicians, growing into a group of five full time physicians. From 2006 to 2010, was supervisor of all staff at this office. After joining Cleveland Clinic Staff, continued to lead the physicians in this group from 2010-2014.

While in this position, chaired a working group of Cleveland Clinic Community Primary Care offices responsible for developing and implementing “Value Based Care” delivery model.

Was inaugural board member of the Quality Alliance. This is the Cleveland Clinic’s Accountable Care Organization - a clinically integrated partnership between Cleveland Clinic and independent physicians to insure quality and value for patients and for payors. Co-chaired the committee to choose the original quality metrics for this organization.

Position: **Medical Director, North Coast Health**

Dates: 2015 - 2018

Reported to CEO of this free and charitable clinic. Developed and implemented strategies, programs, policies and procedures for all medical services. Supervised and collaborated with nurse practitioners and volunteer physicians, to insure quality medical care and patient safety. Worked with CEO and Board of Trustees to facilitate merger with a larger, financially stable organization (Neighborhood Family Practice). Joining this FQHC enabled more comprehensive care of patients without regard for patients' ability to pay for services.

CERTIFICATION AND LICENSURE

Name of Board: American Board of Family Medicine, Diplomate

Date of Certificate: 1987

Number: #066493

Date Issued: Recertified 1996, 2002, 2009, 2019, 2025

Name of Board: Ohio Medical Board

Date of Certificate: 1987

Licensure State/Number: Ohio #35-055675

Date Issued: 1987-present

Name of Board: South Carolina Medical Board

Date of Certificate: 1987

Licensure State/Number: South Carolina #14019

Date Issued: 1987-1991

HONORS AND AWARDS:

Guardian Angel of Children of Honduras - Honduran Children's Rescue Fund/
Sociedad Amigos de los Ninos, 2022

Degree of Fellow - American Academy of Family Physicians, 2006

Community Service Award - Cleveland Clinic Western Region, 2006

Presidents' Award - Padua Franciscan High School, 2003

MEMBERSHIP IN PROFESSIONAL SOCIETIES

American Academy of Family Physicians - Member, 1987-present

Northeast Ohio Academy of Family Physicians - Member, 1990-present;
Executive Team Member 2008-2009; President 2023-2024

TEACHING ACTIVITIES

Teaching Activities **Cleveland Clinic Center for Excellence in Healthcare Communication**

- Facilitator - Foundations of Healthcare Communications course 2017-2020

Teaching Activities **Case Western Reserve University**

- Cleveland Clinic Lerner College of Medicine, Assistant Professor, Department of Family Medicine, 2012-present
- Clinical Instructor, Department of Family Medicine Case Western Reserve, 1993-2012
 - Preceptor – Medical students, residents, and nurse practitioner students in my clinical practice 1993-2021
 - Preceptor – Family Medicine Resident Clinic 1993-2009; 2019-present
 - Facilitator Second Year Medical Students – Problem-based learning group 2014
 - Facilitator – First Year Medical Students – IQ Team-Based Learning Groups 2007-2008, 2025

VOLUNTEER ACTIVITIES

Volunteer physician Staffed a weekly “Church Basement” free medical clinic held in the evenings at St. Malachi Center 1991-2010.

Medical Relief Trips Honduras, Haiti, post-Hurricane Katrina evacuees in Houston, Texas. Annually, 1999-ongoing.

Volunteer - Covid 19 Vaccinations Volunteered frequently at numerous community vaccination sites with Cuyahoga County Board of Health and with Neighborhood Family Practice, Cleveland. December 2020-2022.

Healthy Lakewood Foundation Member of the Board of Directors. This foundation was created to ensure that residual assets from the conversion of Lakewood Hospital will benefit the health and wellness of local residents. There is a focus on the social determinants of health. 2017-ongoing.

Regina Health Center, Richfield, OH Board Member. 2023-present. Regina Health Center is a nursing home and assisted living facility that is part of the Sisters of Charity Health System. Serves anyone in the community, with a focus on aged religious nuns and priests..



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Get Your Voting Information

Voter

Charles J. Garven

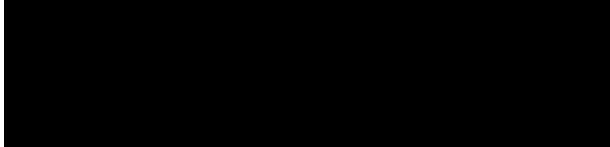
Date of birth

8/24/1955

Address



Current polling location



[Map and directions](#)

Precinct

LAKEWOOD-02-A

Party Affiliation

Democrat

Election Dates

Next Election: NOVEMBER 4, 2025 GENERAL ELECTION 6:30AM - 7:30PM

Voter registration ends on Monday, October 6, 2025

District

- CONGRESSIONAL DISTRICT 11
- COUNTY COUNCIL DISTRICT 02
- HOUSE DISTRICT 13
- LAKEWOOD CSD -TAX ID # 1817
- LAKEWOOD LIBRARY DISTRICT
- LAKEWOOD MUNI COURT DISTRICT
- LAKEWOOD WARD 2
- METROPARKS DISTRICT
- STATE BOARD OF EDU DISTRICT 11
- STATE SENATE DISTRICT 23

[+ Participation History](#)

NOTE: Voter participation data may not be immediately available at the end of an election. Please allow for certifications and data entry.

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;

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County

- 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;

7/1/2025- 6/30/2029

- 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;

Katie Kern-Pilch

- 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;

Charles Garven, Cameron Racut, Gina Weisblat, Jacquelin Ann Fields, Vincent DeGeorge

- 2.8** The candidate's city and county of residence;

Lakewood, Cuyahoga

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

Regina Health Center Board of Directors, Healthy Lakewood Foundation

- 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. R2025-0314

Sponsored by: **County Executive Ronayne**

A Resolution confirming the County Executive's reappointment of Isabel G. Klein to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2025 – 11/30/2029; and declaring the necessity that this Resolution become immediately effective.

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 Cuyahoga County Archives Advisory Commission is authorized under Cuyahoga County Code Section 206.11; and

WHEREAS, Cuyahoga County Code Section 206.11 (E)(3) states that, “With regard to the initial terms of appointed Commission members, three members shall be appointed to full terms, and two members shall be appointed to half terms;” and

WHEREAS, the County Executive has nominated Isabel G. Klein to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2025 – 11/30/2029.

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 Isabel G. Klein to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2025 – 11/30/2029.

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

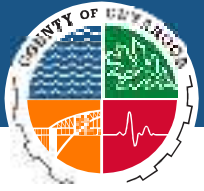
Date

First Reading/Referred to Committee: November 12, 2025

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____

_____, 20__



October 29, 2025

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

Re: Cuyahoga County Archives Advisory Commission

Dear President Miller,

Pursuant to Cuyahoga County Ordinance No. 0214-0028, I am pleased to nominate the following individual for reappointment to the Cuyahoga County Archives Advisory Commission:

- **Isabel G. Klein**, 4-year term, 12/01/2025 – 11/30/2029
 - o Resides in University Heights (Cuyahoga County)
 - o Reappointment

This nine (9) member board promotes the identification and preservation of historical records and ensures access by Cuyahoga County and the general public. Members of this board shall serve a four-year term.

Attached you will find copies of the nominee's bio/resume for your review. The members of this board are not compensated. There are no 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,

A handwritten signature in black ink, appearing to read "Chris Ronayne", written in a cursive style.

Chris Ronayne
County Executive



Professional Experience

Cuyahoga County Public Library – Warrensville Heights Branch, Warrensville Heights, OH

Children's Branch Services Librarian Supervisor • August 2020 – July 2025

- Initiated CCPL's virtual Trauma-Informed Programs Pilot in Spring 2021, which offered music, dance, and art therapy to children throughout Cuyahoga County
 - Created a novel data tracking tool with built-in analytics to quantify qualitative participation metrics more effectively
 - A report was written and submitted to library administration using the data that demonstrated the positive impact of the program pilot and successfully advocated for further funding and support
- From Fall 2022 – Spring 2025, coordinated and implemented the library branch's Trauma-Informed Art Therapy Pilot in partnership with P.A.L.S. for Healing and the Warrensville Heights City School District
 - The program offered weekly art therapy sessions to youth who had experienced significant trauma at the Warrensville Heights Elementary School
 - Continued to track program participation and effectiveness through the collection of qualitative and quantitative data utilizing the novel data tracking tool created in Spring 2021
- Created new and improved existing strategic partnerships with community stakeholders. In particular, served as the library's point person for program collaborations and communication with the Warrensville Heights City School District, worked to strengthen alliances with local city offices and officials
- Oversaw interactive outdoor learning experiences in the library branch's Community Learning Garden for children and families; managed the garden fund budget for its continued care and maintenance with other internal stakeholders.
- Facilitated emergency response protocols as part of an ongoing process to create a safe and peaceful environment
- Collaborated with the library administration's Literacy & Learning Division to implement centrally planned and grant-funded initiatives, including Baby Club, Kindergarten Club, Summer Fun for Everyone, and Student Success Center
- Supervised Children's Department staff by providing direction, coaching, training and development, and managed staff performances in keeping with the library's expectations and goals
- Directed daily departmental operations; including, strategic collection development/maintenance to optimize customer engagement with a focus on inclusion and belonging
- Created and facilitated original children's programs, including family storytimes, STEAM programs, school & community outreach, and a variety of literacy-based programs

Acting Children's Branch Services Librarian Supervisor • March 2020 – August 2020

- Created and facilitated original children's programs, including family storytimes
- Established the interactive StoryWalk in the library branch's community learning garden for children and families
- Supervised Children's Department staff and managed staff performances in keeping with the library's expectations and goals.
- Directed daily departmental operations that focused on strategic collection maintenance to optimize customer engagement with close attention to Diversity, Equity, Inclusion.
- Collaborated with Literacy & Learning Division to implement centrally planned and grant-funded programs and initiatives

Teen Librarian • January 2018 – March 2020

- Created and facilitated original teen programs, piloting an Eight-Week "Teen Deep Dive" with a focus on holistic health and wellness
- Provided reader's advisory to teens and families
- Hired and supervised library pages; provided job direction, coaching, training and development, and managed employee performances in keeping with the library's expectations and goals.
- Spearheaded 2018 grant-funded collaborative outdoor art project for library's garden
- Provided outreach services and programs at Cuyahoga Hills Juvenile Correctional Facility (CHJCF)
 - Managed and facilitated the American Library Association's Great Stories Club grant at Cuyahoga Hills Juvenile Correctional Facility with a focus and theme of teaching empathy through literature with incarcerated youth
- Reestablished curriculum support with teachers at the Warrensville Heights Middle School and the Warrensville Heights High School
- Collaborated and advocated with colleagues to implement trauma informed practices and programs for at-risk youth
- Directed daily departmental operations that focused on strategic collection maintenance to optimize customer engagement with close attention to Diversity, Equity, Inclusion.

Hudson Library & Historical Society, Hudson, OH**Youth Services Librarian • April 2015 – December 2017**

- Developed a successful Library Services and Technology Act (LSTA) grant funded arts education series called "Arts Around the World" for children in grades 3–5 in 2017; series included 7 hands-on workshops and performances and 7 hands-on educational sessions with the Cleveland Museum of Art
- Collaborated with colleagues to create a week-long History camp for 30–40 tweens each summer on a specific period in American History
- Created original art lessons and projects for Art Club. Each month highlighted one particular artist and art movement for children in grades 3–6
- Planned and led historic walking tours for children of Hudson, OH. "Kids only" walking tours included: Underground Railroad, Disasters, Transportation, and Spooky
- Created and distributed all press releases and promotional materials for original and ongoing programs of responsibility
- Prepared and presented history-oriented programs to outside children's organizations
- Participated in collection development responsibilities
- Designed, promoted and incorporated early literacy skills in every story time from preschool to family drop-in
- Provided reader's advisory to children, teens, and families.

Shaker Heights Public Library, Shaker Heights, OH**Children's Associate • November 2014 – April 2015**

- Created and conducted story time programming for preschool age children
- Provided reader's advisory to children, teens and families

Library Assistant • February 2014 – November 2014

- Assisted customers in navigating software applications and related computer questions
- Troubleshoot basic hardware issues on computers and printers
- Executed and maintained excellent administrative roles and tasks for customers and staff

Archives & Special Collections Experience**Photographer Herb Ascherman, Jr., Shaker Heights, OH****Archivist & Librarian • September 2012 – Present**

- Catalog new material for Herb Ascherman, Jr.'s private special collection of ca. 2,000 photography books
- Arrange and describe archival holdings and deaccessioning parts of the collection
- Plan and execute the reorganization of the private library collection
- Participate in the printing process of platinum photographs
- Assist with special projects

Cuyahoga County Archives, Cleveland, OH

Volunteer/Intern • March 2014 – December 2017

- Appraise, arrange, and describe archival records
- Assist in conducting research requests by patrons and staff

Artists Archives of the Western Reserve, Cleveland, OH

Gallery & Archive Assistant • March 2013 – March 2014

- Created new cataloging forms and procedures
- Provided guidance on archival related topics and questions; updated and organized records
- Assisted in lighting, hanging, and selecting art for gallery exhibits

Heights Libraries – Lee Road Branch, Cleveland Heights, OH

Volunteer/Intern • January 2013 – July 2013

- Created arrangement and description of original photographs of the Cleveland Height – University Heights Library for the Local History Photography Collection, which is digitally available through the Cleveland Memory Project at: clevelandmemory.org

Prints & Photographs Division, Library of Congress, Washington, D.C.

Volunteer/Intern • September 2011 – June 2012

- Assisted in the re-housing project of prints from photographer Edwin Rosskam's "Puerto Rico, 1944-46" collection as well as prints from the presidential files of President Warren G. Harding
- Reviewed captioning and indexing of untitled Farm Security Administration/Office of War Information (FSA/OWI) photographs, checking the accuracy of supplied titles and subject headings; edited records as necessary

Academic Intern • January 2011 – May 2011

- Cataloged ca. 270 color slides of Sikkim, India from the Dr. Alice S. Kandell Collection, resulting in their digital availability through the Prints & Photographs Online Catalog (PPOC) at: loc.gov/pictures/collection/kskm/
- Created new subject headings for the Thesaurus for Graphic Materials (TGM)
- Scanned collection slides surrogates for patron use

Leadership & Service

Cuyahoga County Archives Advisory Commission, Cleveland, OH

Secretary • December 2017 – Present

- Promotes and advocates for the preservation of Cuyahoga County's historical records by helping to identify resources to support the work of the Cuyahoga County Archives
- Records and disseminates all meeting minutes for in-person and virtual meetings

Diversity, Equity and Inclusion Steering Council, Cuyahoga County Public Library, Parma, OH

Member • April 2022 – May 2023

- Participated in the inaugural Diversity, Equity and Inclusion Steering Council with the goal of creating supportive and welcoming workplace environment in which employees of all backgrounds and demographic characteristics can work together.

Coalition Building Committee, Intellectual Freedom Round Table, American Library Association, Chicago, IL

Committee Member • July 2017 – June 2021

- Helped administer the Gerald Hodges Intellectual Freedom Chapter Relations Award, supporting the importance of effective coalition building necessary to end censorship at the ground level

Executive Board, Intellectual Freedom Round Table, American Library Association, Chicago, IL

Secretary • July 2018 – June 2020

- Created agendas and recorded meeting minutes for all in-person and virtual meetings
- Supported libraries and staff around the country on intellectual freedom issues through advocacy work and innovative programs

Sophie Brody Medal Committee, Reference and User Services Association, American Library Association, Chicago, IL

Committee Member • January 2018 – January 2019

- Helped administer the Sophie Brody Medal in 2018, which is given to encourage, recognize and commend outstanding achievement in Jewish literature.

Intellectual Freedom Committee, Ohio Library Council, Columbus, OH

Chair • January 2017 – December 2017

- Developed and presented educational sessions at various Chapter conferences on intellectual freedom
- Educated and supported Ohio public libraries on intellectual freedom issues
- Created and submitted program proposals for Ohio Library Council's Annual Convention and Expo, working collaboratively with fellow committee members and outside organizations

Committee Member • November 2014 – December 2016

- Developed and presented educational sessions at various Chapter conferences on intellectual freedom
- Educated and supported Ohio public libraries on intellectual freedom issues

Department of Resident Life, University of Maryland, College Park, MD

Graduate Administrative Coordinator for the Denton Community • July 2009 – June 2012

- Supervised up to 45 students each semester and the operations of three 24-hour service desks serving a residential area of approximately 1,600 students
- Hired, trained, supervised, and evaluated 35 – 40 Community Assistants and three Customer Service Supervisors assigned to the service desks in the Denton Community on North Campus
- Assisted in developing and communicating to all staff policies and procedures related to hall openings and closings, desk operations, room assignments, room changes, and student billing
- Led Spring Open House Tours for accepted students of residence halls

Research Experience

Hamel Center for Undergraduate Research, University of New Hampshire, Durham, NH

Summer Undergraduate Research Fellow • Summer 2008

- Wrote a proposal and received a \$3,500 research grant
- Conducted research at the University of Louisville, Special Collections and the Library of Congress
- Recovered the 1938 Farm Security Administration's photography exhibit, "How American People Live" Worked with primary documents, including correspondence and photographs

Education & Certifications

M.S., Library Science • May 2012

University of Maryland at College Park, MD

- Specialization in Archives & Records Management

Certified Archivist • 2017 – 2029

Academy of Certified Archivists

B.A., Women's Studies • May 2009

University of New Hampshire, Durham, NH

- Magna Cum Laude

Study Abroad • January 2008 – May 2008

University College Utrecht, Utrecht, The Netherlands

Professional Associations

- Academy of Certified Archivists
- American Library Association
 - Core: Leadership, Infrastructure, Futures
 - Public Library Association
 - Intellectual Freedom Round Table
- Society of American Archivists

Get Your Voting Information

Voter

Isabel Gordon Klein

Date of birth

7/30/1987

Address

[REDACTED]

Current polling location

[REDACTED]

[Map and directions](#) 

Precinct

BEACHWOOD-00-E

Party Affiliation

Democrat

Election Dates

Next Election: NOVEMBER 4, 2025 GENERAL ELECTION 6:30AM - 7:30PM

Voter registration ends on Monday, October 6, 2025

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;

Archives Advisory Commission

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

No statutory or other qualifications required.

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

12/01/2025 – 11/30/2029

- 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;

There are no other applications on file.

- 2.8** The candidate's city and county of residence;

Beachwood, Cuyahoga County

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

Cuyahoga County Archives Advisory Commission

- 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 opinion was requested.

- 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. R2025-0315

Sponsored by: County Executive Ronayne	A Resolution confirming the County Executive’s reappointment of Romona Davis to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 1/2/2026 – 1/1/2029; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Community Improvement Corporation (“CCCIC”) was incorporated in 1982 under the authority granted in ORC 1724; and

WHEREAS, the CCCIC serves the sole purpose of advancing, encouraging and promoting the industrial, economic, commercial and civic development in Cuyahoga County, and serves as Cuyahoga County’s review agent of industrial revenue bond financing; and

WHEREAS, Article III of the CCCIC’s Code of Regulations provides that the Board of Trustees shall consist of two classes of Trustees. The “County Class”, which shall consist of five members appointed or elected officers of Cuyahoga County, and the “Private Class”, which shall be six members elected from persons nominated by the County Executive, in consultation with the Greater Cleveland Partnership; and

WHEREAS, the members of CCCIC Board of Trustees shall serve for three-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 Romona Davis to serve as a County Class Trustee on the CCCIC’s Board of Trustees for the term 1/2/2026 – 1/1/2029.

**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 Romona Davis to serve as a County Class Trustee on the CCCIC's Board of Trustees for the term 1/2/2026 – 1/1/2029.

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: November 12, 2025

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____

_____, 20__



October 29, 2025

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

Re: Cuyahoga County Community Improvement Corporation (CCCIC)

Dear President Jones:

Pursuant to Ohio Revised Code Section 1724, I am pleased to nominate the following individual for appointment to serve on the Cuyahoga County Community Improvement Corporation's Board of Trustees:

- **Romona Davis**, 3-year term, 01/02/2026 – 01/01/2029
 - Reappointment
 - Resides in Hudson, Summit County

The Cuyahoga County Community Improvement Corporation ("CCCIC") was incorporated in 1982, for the sole purpose of advancing, encouraging, and promoting, the industrial, economic, commercial, and civic development of Cuyahoga County. The Corporation serves as Cuyahoga County's review agent for industrial revenue bond financing and economic development lending activity. Members of the Board shall serve a three-year term.

I have attached a copy of each nominee'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 five 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 Chris Alvarado in my office at (216) 348-4239.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Ronayne", with a stylized flourish at the end.

Chris Ronayne
County Executive

SUMMARY OF QUALIFICATIONS

- MBA with 20+ years combined experience in commercial banking, SBA lending, underwriting, financial management, strategic planning, teaching, and training, leadership, and supervision.
- 20 years as a Business Development Officer who generated significant income for Banks.
- Recipient of Crains Women of Note Award and other Women's Leadership Awards.

PROFESSIONAL EXPERIENCE

VICE PRESIDENT/SR SBA Business Development Officer, Akron, Ohio

HUNTINGTON NATIONAL BANK - April 2018 – August 2025

Business Development Officer for the Nation's #1 SBA leader based on volume. Developed and implemented marketing strategies to generate local and national SBA loans ranging from \$200,000 to \$5,000,000. Responsible for self-sourcing deals and working with internal partners to identify prospective SBA opportunities. Prepare detailed narratives and reports to assist underwriting and loan closing departments. Conducted presentations on Access to Capital for aspiring and existing business owners.

VICE PRESIDENT/SBA BUSINESS DEVELOPMENT OFFICER, Boston Heights, Ohio

BYLINE BANK, - March 2015 – March 2018

Business Developer for one of the top 5 SBA Lenders in the U.S. Worked remotely and covered the State of Ohio and nation for SBA production, 100% self-sourced. Worked with former clients, developed COIs and others to generate SBA 7a, 504, and USDA loan production. Maintained visibility by conducting SBA Seminars, Lunch & Learns and other presentations to groups of all sizes. Prepared detailed financial reports and conducted thorough analysis of borrowing entities.

VICE PRESIDENT/SBA SPECIALIST , Akron, Ohio

HUNTINGTON NATIONAL BANK (FirstMerit Bank) - May 2011–Feb. 2015

Was hired to pilot a centralized SBA lending department for First Merit Bank. Developed department strategy and play book to present to internal banking partners. Worked with internal and external banking partners in Ohio and Illinois to grow SBA production year after year. Conducted SBA training and seminars to banking partners, COIs, and community organizations. Worked with the bank's conventional underwriters to better understand SBA rules and regulations.

SBA BUSINESS DEVELOPMENT OFFICER , Brecksville, Ohio

US BANK - July 2010 – May 2011

Served as the SBA Manager for Northeast and Central Ohio. Worked with Business Bankers, Brokers, & CIOs to generate SBA volume. Analyzed and structured SBA 7A and 504 loans ranging from \$250K to \$5MM. Interfaced with Credit Underwriting and Loan Closing to facilitate loan approval and closings.

REGIONAL ACCOUNT MANAGER, Hudson, Ohio

CIT SMALL BUSINESS LENDING - Aug. 2005 – July 2010

Led State of Ohio in loan production for CIT Small Business Lending. Developed and implemented Annual Marketing Plan. Established and maintained relationships with Business Brokers, Bankers and CIOs. Analyzed and Structured SBA7A and 504 loan packages ranging from \$250K to \$4MM.

VICE PRESIDENT, SBA SPECIALIST, Pepper Pike, Ohio

HUNTINGTON NATIONAL BANK (Republic Bank) - Nov. 2004 – Aug. 2005

Served as the SBA Representative for the State of Ohio. Analyzed and Processed loan requests. Provided portfolio management Participated in loan closings.

VICE PRESIDENT, SMALL BUSINESS MANAGER , Akron Ohio

HUNTINGTON BANK (Second National Bank) - Dec. 2001 – Nov. 2004

Managed bank's small business portfolio for Summit, Stark, and Portage counties. Business development, processing and closing loans, and credit administration.

AVP/SENIOR UNDERWRITER, Brooklyn, Ohio

KEY BANK - March 1999 – Sept. 2000

Utilized lending authority to review and underwrite SBA loans ranging from \$100K to \$3MM. Complied with bank's loan policy and reviewed applications for credit worthiness. Conducted financial and credit analysis, structured loans, provided risk rating, and prepared necessary paperwork to evidence loan outcome. Solid understanding of SBA, OH 166, USDA, and Conventional financing.

FORMAL EDUCATION

M.B.A., Marketing, Clark/Atlanta University, 1988
B.S. Human & Family Resources, Northern Illinois University, 1985

COMMUNITY INVOLVEMENT

Board Member, Cuyahoga County Community Improvement Corporation (CCCIC)
Board Member, Commercial Real Estate Women, Cleveland Chapter
Former Board Chairwoman, PBS Western Reserve Public Media
Leadership Akron, Class XX

AWARDS

CREW Cleveland Economic & Community Improvement Award, 2023
Linking Partnership Foundation Hidden Figure Award, 2023
CREW Cleveland Outstanding Member Award, 2022
Athena Akron Honoree, September 2021
CREW Cleveland Leadership Award, December 2022
Crains Women of Note, June 2020
Northern Illinois University Alumni Award, 2018
Alpha Kappa Alpha Sorority, Outstanding Chapter President Award, 2017
Community Leadership Award, 2016

REFERENCES

Available upon request.



- [Home](#)
- [Secretary LaRose & the Office](#)
- [Elections & Voting](#)
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VOTER SEARCH RESULTS

CLICK ON YOUR NAME BELOW TO SEE COMPLETE DETAILS INCLUDING INFORMATION ABOUT YOUR VOTER REGISTRATION STATUS.

Name	Address
ROMONA JEAN DAVIS	

If you are unable to locate your voter registration information, but believe you are registered to vote, it is recommended that you search again making sure all information provided is accurate. Contact your county board of elections regarding any questions pertaining to your voter registration. [Follow this link for a full listing of Boards of Elections.](#)

[Follow this link to search again.](#)

If you are unable to locate your voter registration information but think you are registered to vote and you have not moved outside of your county of prior registration, you may be eligible to cast a provisional ballot during in-person absentee voting period at an appropriate early voting location or the county board of elections, or on Election Day at the correct polling place for your current address that may be counted.



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 Community Improvement Corporation

- 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;

01/02/2026 – 01/01/2029

- 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;

Max Didion, Cameron Racut, Diana Burke, Romona Davis, Richard Perry

- 2.8** The candidate's city and county of residence;

Hudson, Summit County

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

Cuyahoga County Community Improvement Corporation Board, Commercial Real Estate Women Board, PBS Western Reserve Public Media 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.

N/A

- 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

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. R2025-0316

Sponsored by: County Executive Ronayne	A Resolution confirming the County Executive’s reappointment of Richard Perry to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 1/2/2026 – 1/1/2029; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Community Improvement Corporation (“CCCIC”) was incorporated in 1982 under the authority granted in ORC 1724; and

WHEREAS, the CCCIC serves the sole purpose of advancing, encouraging and promoting the industrial, economic, commercial and civic development in Cuyahoga County, and serves as Cuyahoga County’s review agent of industrial revenue bond financing; and

WHEREAS, Article III of the CCCIC’s Code of Regulations provides that the Board of Trustees shall consist of two classes of Trustees: the “County Class”, which shall consist of five members appointed or elected officers of Cuyahoga County, and the “Private Class”, which shall be six members elected from persons nominated by the County Executive, in consultation with the Greater Cleveland Partnership; and

WHEREAS, the members of CCCIC Board of Trustees shall serve for three-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 Richard Perry to serve as a County Class Trustee on the CCCIC’s Board of Trustees for the term 1/2/2026 – 1/1/2029.

**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 Richard Perry to serve as a County Class Trustee on the CCCIC's Board of Trustees for the term 1/2/2026 – 1/1/2029.

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: November 12, 2025

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____

_____, 20__



October 29, 2025

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

Re: Cuyahoga County Community Improvement Corporation (CCCIC)

Dear President Jones:

Pursuant to Ohio Revised Code Section 1724, I am pleased to nominate the following individual for appointment to serve on the Cuyahoga County Community Improvement Corporation's Board of Trustees:

- **Richard Perry**, 3-year term, 01/02/2026 – 01/01/2029
 - Reappointment
 - Resides in Solon, Cuyahoga County

The Cuyahoga County Community Improvement Corporation ("CCCIC") was incorporated in 1982, for the sole purpose of advancing, encouraging, and promoting, the industrial, economic, commercial, and civic development of Cuyahoga County. The Corporation serves as Cuyahoga County's review agent for industrial revenue bond financing and economic development lending activity. Members of the Board shall serve a three-year term.

I have attached a copy of each nominee'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 four 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 Chris Alvarado in my office at (216) 348-4239.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Ronayne".

Chris Ronayne
County Executive



President

P 216-795-1995

C [REDACTED]

E rperry@pinkney-perry.com

ABOUT PINKNEY PERRY

Founded in 1961 as a minority-owned business, Pinkney-Perry Insurance Agency provides comprehensive insurance, risk management and employee benefits solutions to small businesses and Fortune 500 companies alike.

6000 Freedom Square Drive
Suite 400
Independence, OH 44131
pinkney-perry.com



Richard C. Perry - President

Industry Experience

Pinkney-Perry Insurance Agency, Inc. is one of the oldest and largest minority-owned and privately held insurance brokerage firms in the state of Ohio. Pinkney-Perry is a full-service commercial insurance firm specializing in Property/Casualty, Risk Management, Employee Benefits, Workers Compensation, and much more.

Since 1987, Richard C. Perry has served multiple roles at Pinkney-Perry including President and Chief Executive Officer. Today, Richard's focus is primarily in the areas of new business development, account retention, and account expansion.

Community / Industry Involvement

A true commitment to his community has led Mr. Perry to devote time to numerous community and charitable causes. Richard serves as a member of the board of directors of Recovery Resources and The Presidents Council Foundation. An active supporter of the March of Dimes as well as many local community development corporations. Richard is active with National Minority Supplier Development Council (NMSDC) and the National African American Insurance Association (NAAIA). Richard is a Cuyahoga County Executive appointee to the Cuyahoga County Community Investment Commission Board of Trustees. Richard was appointed by Ohio Governor Mike DeWine to service a 5-year term as Central State University Board Trustee.

Richard is an avid golfer and high school sports enthusiast. Richard resides in Solon, Ohio with his wife Venetta and his three adult sons.

Education and Accreditations

Richard is a 1987 graduate of Central State University with a B.S. in Business Administration, Marketing. Richard holds the Accredited Advisor in Insurance (AAI) designation as well as the Certified Insurance Consoler (CIC) Designation.



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VOTER PROFILE PAGE

[Print friendly](#)

Name: RICHARD C PERRY

Address:

Polling Location:

Precinct:

US Congressional District: 7

Senate District: 18

State Rep. District: 19

Please Note – If the address above is out-of-date, [follow this link to update your voting address online](#). Remember the deadline to register to vote or to update your voting information is 30 days prior to the election in which you wish to vote.

If you are unable to locate your voter registration information, but believe you are registered to vote, it is recommended that you search again making sure all information provided is accurate. Contact your county board of elections regarding any questions pertaining to your voter registration. [Follow this link for a full listing of Boards of Elections](#).

[Follow this link to search again.](#)

If you are unable to locate your voter registration information but think you are registered to vote and you have not moved outside of your county of prior registration, you may be eligible to cast a provisional ballot during in-person absentee voting period at an appropriate early voting location or the county board of elections, or on Election Day at the correct polling place for your current address that may be counted.

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 Community Improvement Corporation 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;

1/2/2026-1/1/2029

- 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;

Max Didion, Cameron Racut, Diana Burke, Romona Davis

- 2.8** The candidate's city and county of residence;

Solon, Cuyahoga County

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

**Recovery Resources Board of Directors, The Presidents Council Foundation
Board Member, Central State University Board Trustee**

- 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. R2025-0319

Sponsored by: County Executive Ronayne/Department of Human Resources	A Resolution making an award on RQ16009 with Metropolitan Life Insurance Company in the amount not-to-exceed \$1,924,746.28 for vision insurance for County employees and their eligible dependents, effective upon signatures of all parties for the period 1/1/2026 – 12/31/2029; authorizing the County Executive to execute Contract No. 5721 and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Human Resources recommends an award on RQ16009 with Metropolitan Life Insurance Company in the amount not-to-exceed \$1,924,746.28 for vision insurance for County employees and their eligible dependents, effective upon signatures of all parties for the period 1/1/2026 – 12/31/2029; and

WHEREAS, the primary goal of this project is to provide employees vision benefits and increase satisfaction with the benefits package which improves the attraction and retention of quality employees; and

WHEREAS, this 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 RQ16009 with Metropolitan Life Insurance Company in the amount not-to-exceed \$1,924,746.28 for vision insurance for County employees and their eligible dependents, effective upon signatures of all parties for the period 1/1/2026 – 12/31/2029.

SECTION 2. That the County Executive is authorized to execute Contract No. 5721 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 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

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: November 12, 2025
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	Human Resources; 2025; Contract with Metropolitan Life Insurance Company (MetLife) for employee vision benefits for the period 1/1/2026-12/31/2029 in the amount NTE \$1,924,746.28.
Department or Agency Name	Human Resources
Requested Action	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	5721	Metropolitan Life Insurance Company	1/1/2026- 12/31/2029	\$1,924,746.28		PENDING

Service/Item Description (include quantity if applicable). When submitting an amendment, address any changes to the time period of the agreement, reduction or addition of funds, changes to the existing scope of services, changes to service rates/costs, and retroactive applicability of the changes, if any.

The Department of Human Resources requesting approval of a contract with Metropolitan Life Insurance Company (Metlife) for vision benefits for County employees for the period 1/1/2026-12/31/2029 in the amount not-to-exceed \$1,924,746.28. This contract is the result of an RFP with six (6) responses of which MetLife was the highest scoring. MetLife will provide a fully-insured vision benefits plan for County employees and their dependents as part of the total benefits package for employees. As the highest scoring proposal, MetLife's proposal also provides savings over the previous contract in addition to quality service and network providers.

The previous vision contract was with VSP for the period 1/1/2023-12/31/2025, approved R2022-0409 on 12/6/2022.

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):

The goals of this contract are to provide employees vision benefits and increase satisfaction with the benefits package which improves the attraction and retention of quality 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). If there are multiple vendors copy this table and complete for each vendor.

Vendor Name and address: Metropolitan Life Insurance Company 200 Park Avenue New York, NY 10166	Owner, executive director, other (specify): Michel A. Khalaf, CEO
Vendor Council District: N/A	Project Council District: County-wide

If applicable provide the full address or list the municipality(ies) impacted by the project.	
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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# 16009 <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$1,600,000.00	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 35 / 6	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0) DBE (0) SBE (0) MBE (0) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? Pricing for this contract was lower than the other proposals received with a rate guarantee for 4 years rather than the 3 initially bid out. This is a savings over the current expiring contract.	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes, list date of TAC approval and answer the questions below. <div> <div>List date of TAC approval</div> <div>Date: 10/16/2025</div> </div> <input type="checkbox"/> Check if item on IT Standard List of approved purchase and provide date of TAC approval. <input type="checkbox"/> Check if item is ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. Are the purchases compatible with the new ERP system? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain. This service requires file feeds of employee eligibility information from the ERP system to MetLife. IT has conducted a security review and TAC has approved moving forward.

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? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

Provide status of project. HRIS has begun working on the file feed necessary and these benefits have been included in the 2025 benefits open enrollment but no vendor costs have been incurred.	
Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission	
Reason:	
Timeline	
Project/Procurement Start Date (date your team started working on this item):	8/15/2025 (notification sent to vendor)
Date documents were requested from vendor:	8/15/2025
Date of insurance approval from risk manager:	10/15/2025 (conditional)
Date Department of Law approved Contract:	10/7/2025
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments been made? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

HISTORY (see instructions):						
Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	2835	Vision Service Plan (VSP)	1/1/2023-12/31/2025	\$1,500,000.00	12/6/2022	R2022-0409

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	16009
Infor/Lawson PO# Code (if applicable):	RFP
Event #	6493
CM Contract#	5721

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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FULL AND OPEN COMPETITION

Formal RFP

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	SW	Attached
Notice of Intent to Award (sent to all responding vendors)	SW	OK
Bid Specification Packet (RFP Packet)	SW	OK
Final DEI Goal Setting Worksheet	SW	OK
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A
Award Letter (sent to awarded vendor)	SW	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Bid Tabulation Sheet	SW	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	SW	OK
IG# 25-0306-REG	SW	OK
Debarment/Suspension Verified	Date: 10/17/2025	SW
Auditor’s Findings	Date: 10/17/2025	SW
Vendor’s Submission	SW	OK
Independent Contractor (I.C.) Form	Date: 8/20/2025	SW
Cover - <i>Master contracts only</i>	N/A	OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	N/A	N/A
TAC/CTO Approval or IT Standards (<i>if required attach and identify relevant page #s or meeting approval number</i>)	SW	OK (2025-TAC-109, 10/16/2025)
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>

Reviewed 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

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2026-12/31/2026	HR765105	55305			\$481,186.57
01/01/2027-12/31/2027	HR765105	55305			\$481,186.57
01/01/2028-12/31/2028	HR765105	55305			\$481,186.57
01/01/2029-12/31/2029	HR765105	55305			\$481,186.57
			TOTAL		\$1,924,746.28

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department) (The vendor has not had a prior contract for this service)

CE/AG# (if applicable)			N/A		
Infor/Lawson PO# and PO Code (if applicable)			RFP		
Lawson RQ# (if applicable)			9686		
CM Contract#			2835 (VSP)		
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$1,500,000.00		12/31/2025	12/6/2022	R2022-0409
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$0			
Total Contract Amount		\$1,500,000.00			

PURCHASING USE ONLY

Prior Resolutions:	
CM#:	5721
Vendor Name:	Metropolitan Life Insurance Company
Time Period:	1/1/2026 – 12/31/2029, effective
Amount:	\$1,924,746.28mm
History/CE:	OK
EL:	OK
Purchasing Notes:	10/22/2025: Once contract approved, action will be disapproved in order for the department to complete line entry, per the executed cover, once the 2026 budget opens. All noted exhibits attached in contract.
Purchasing Agents Initials and date of approval	OK, ssp 10/22/2025



Department of Purchasing Tabulation Sheet

10/17/2025

REQUISITION NUMBER: 16009	Event: 6493	TYPE: RFP	ESTIMATE: \$1,600,000.00			
CONTRACT PERIOD: January 1, 2026 start date		RFP DUE DATE: June 30, 2025	SOLICITATIONS ISSUED	MANUAL RESPONSES	ELECTRONIC RESPONSES	TOTAL RESPONSES
REQUESTING DEPARTMENT: Human Resources		COMMODITY DESCRIPTION: Vision Benefits for Cuyahoga County Employees	35	0	6	
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)
1. Avesis Third Party Administrators, LLC 1295 W. Washington Street Suite 212 Tempe, Arizona 85281	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> No Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2. Elevance Health dba Arithem Blue Cross and Blue Shield 8940 Lyra Drive Suite 300 Columbus, Ohio 43240	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ16009

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
	Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> No Purchasing Agent: SSP		
3. EyeMed Vision Care, LLC 4000 Luxottica Place Cincinnati, Ohio 45040	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Metropolitan Life Insurance Company 200 Park Avenue New York, New York 10166	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> No		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ16009

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
		Purchasing Agent: SSP		
5.	Surency Life and Health Insurance Company 11300 Tomahawk Creek Parkway Suite 350 Leawood, Kansas 66211	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	Vision Service Plan dba Vision Service Plan Insurance Company 3333 Quality Drive Rancho Cordova, California 95670	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

GOAL SETTING WORKSHEET

Department Name: Human Resources
Contact Name: Stephen Watt
Contact Phone: 216-698-2372
Contact Email: stephen.watt@co.miamilake.fl.us
RQ#: 16009
RQ Description: Vision Benefits RFP 2026-2028

NOTE: User Department completes the YELLOW AREAS ONLY.

Work Category/Scope	NIGP Code (5 digits)	Work/Scope Amount (\$)	Disparity Study Work/Scope Availability # (All Vendors)	Disparity Study Work/Scope Availability # (MBE)	Disparity Study Work/Scope Availability % (MBE)	Disparity Study Work/Scope Availability \$ (MBE)	Disparity Study Work/Scope Availability # (WBE)	Disparity Study Work/Scope Availability % (WBE)	Disparity Study Work/Scope Availability \$ (WBE)
Insurance, All Types	95300	1600000.00	1		0.00	0.00		0.00	0.00
			1		0.00	0.00		0.00	0.00
			1		0.00	0.00		0.00	0.00
Totals (\$):		1600000.00				0.00			0.00

Project Diversity Goals:

Comments: 11/4/2025
 NIGP 95300: Insurance, All Types
 0x/0m/0w with duplicates

Override due to zero/limited certified diversity vendors & limited subcontracting opportunities - Vision benefits to County employees)

Override (scope of work - Vision benefits to County employees); Limited number of county certified diversity vendors; AND Per note in INFOR - It is important to note that while the estimate RFP value is \$1.6M, the County is self-insured and much of the funds will be passed through the awarded contracts to vision providers.

MBE Goal 0%
WBE Goal 0%
SBE Goal (not calculated) 0%

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0320

Sponsored by: County Executive Ronayne/Department of Human Resources	A Resolution making an award on RQ16008 with Delta Dental Plan of Ohio, Inc. in the amount not-to-exceed \$11,875,028.40 for dental insurance for County employees and their eligible dependents, effective upon signatures of all parties for the period 1/1/2026 – 12/31/2028; authorizing the County Executive to execute Contract No. 5724 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 RQ16008 with Delta Dental Plan of Ohio, Inc. in the amount not-to-exceed \$11,875,028.40 for dental insurance for County employees and their eligible dependents, effective upon signatures of all parties for the period 1/1/2026 – 12/31/2028; and

WHEREAS, the primary goal of this project is to provide employees dental benefits and increase satisfaction with the benefits package which improves the attraction and retention of quality employees; and

WHEREAS, this 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 RQ16008 with Delta Dental Plan of Ohio, Inc. in the amount not-to-exceed \$11,875,028.40 for dental insurance for County employees and their eligible dependents, effective upon signatures of all parties for the period 1/1/2026 – 12/31/2028.

SECTION 2. That the County Executive is authorized to execute Contract No. 5724 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 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

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: November 12, 2025
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	Human Resources; 2025; Contract with Delta Dental Plan of Ohio, Inc. for employee dental benefits for the period 1/1/2026-12/31/2028 in the amount NTE \$11,875,028.40.
Department or Agency Name	Human Resources
Requested Action	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	5724	Delta Dental Plan of Ohio, Inc.	1/1/2026- 12/31/2028	\$11,875,028.40		PENDING

Service/Item Description (include quantity if applicable). When submitting an amendment, address any changes to the time period of the agreement, reduction or addition of funds, changes to the existing scope of services, changes to service rates/costs, and retroactive applicability of the changes, if any.

The Department of Human Resources requesting approval of a contract with Delta Dental Plan of Ohio, Inc. for dental benefits for County employees for the period 1/1/2026-12/31/2028 in the amount not-to-exceed \$11,875,028.40. This contract is the result of an RFP with six (6) responses of which Delta Dental was the highest scoring. Delta Dental will provide a fully-insured dental benefits plan for County employees and their dependents as part of the total benefits package for employees. As the highest scoring proposal, Delta Dental's proposal provides the greatest value to the County and employees with quality service, network providers, and cost.

The previous vision contract was with Delta Dental Plan of Ohio, Inc. for the period 1/1/2023-12/31/2025, approved R2022-0410 on 12/6/2022. There was an amendment to term for no additional funds, BC2024-989, approved 12/23/2024.

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):
 The goals of this contract are to provide employees dental benefits and increase satisfaction with the benefits package which improves the attraction and retention of quality 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). If there are multiple vendors copy this table and complete for each vendor.

Delta Dental Plan of Ohio, Inc. 600 Superior Avenue East, Suite 2600 Cleveland, OH 44114	Owner, executive director, other (specify): Sarah Chavarria, CEO
Vendor Council District:	Project Council District:
07	County-wide

If applicable provide the full address or list the municipality(ies) impacted by the project.	
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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# 16008 <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$11,875,028.40	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 31 / 6	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0) DBE (0) SBE (0) MBE (0) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain: While Dental Dental was not the lowest cost, their proposal was the highest ranked based on other factors.	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? Pricing was below the average cost of the proposals received for a fully-insured dental plan.	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes, list date of TAC approval and answer the questions below.		
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 2px;">List date of TAC approval</td> <td style="padding: 2px;">Date: 10/2/2025</td> </tr> </table>	List date of TAC approval	Date: 10/2/2025
List date of TAC approval	Date: 10/2/2025	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase and provide date of TAC approval. <input type="checkbox"/> Check if item is ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes.		
Are the purchases compatible with the new ERP system? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain. This service requires file feeds of employee eligibility information from the ERP system to Delta Dental. IT has conducted a security review and TAC has approved moving forward. As the incumbent, the necessary file feeds are already in place.		

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? ☒ Yes ☐ No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

Payment Schedule: ☒ Invoiced ☐ Monthly ☐ Quarterly ☐ One-time ☐ Other (please explain):

Provide status of project.

HRIS has begun working on the file feed necessary and these benefits have been included in the 2025 benefits open enrollment but no vendor costs have been incurred.

Is contract/purchase late ☒ No ☐ Yes, In the fields below provide reason for late and timeline of late submission

Reason:

Timeline

Project/Procurement Start Date (date your team started working on this item):	7/28/2025 (notification sent to vendor)
Date documents were requested from vendor:	7/28/2025
Date of insurance approval from risk manager:	10/21/2025
Date Department of Law approved Contract:	10/22/2025

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)

Have payments been made? ☒ No ☐ Yes (if yes, please explain)

HISTORY (see instructions):						
Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	2836	Delta Dental Plan of Ohio, Inc.	1/1/2023-12/31/2025	\$9,000,000.00	12/6/2022	R2022-0410
A-1	2836	" "	1/1/2025-12/31/2025	\$0.00	12/23/2024	BC2024-989

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	16008
Infor/Lawson PO# Code (if applicable):	RFP
Event #	6426
CM Contract#	5724

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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FULL AND OPEN COMPETITION

Formal RFP

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	SW	Attached
Notice of Intent to Award (sent to all responding vendors)	SW	OK
Bid Specification Packet (RFP Packet)	SW	OK
Final DEI Goal Setting Worksheet	SW	OK
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A
Award Letter (sent to awarded vendor)	SW	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Bid Tabulation Sheet	SW	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	SW	OK
IG# 22-0315-REG	SW	OK
Debarment/Suspension Verified	Date: 10/22/2025	SW
Auditor’s Findings	Date: 10/17/2025	SW
Vendor’s Submission	SW	OK
Independent Contractor (I.C.) Form	Date: 11/19/2024	SW
Cover - <i>Master contracts only</i>	N/A	OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	SW	OK
TAC/CTO Approval or IT Standards (<i>if required attach and identify relevant page #s or meeting approval number</i>)	SW	OK (2025-TAC-112, 10/2/2025)
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>

Reviewed 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

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2026-12/31/2026	HR765105	55305			\$3,686,941.44
01/01/2026-12/31/2026 1/1/2027 – 12/31/2027	HR765105	55305			\$3,939,391.44
01/01/2026-12/31/2026 1/1/2028 – 12/31/2028	HR765105	55305			\$4,248,695.52
			TOTAL		\$11,875,028.40

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		RFP			
Lawson RQ# (if applicable)		9659			
CM Contract#		2836			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$9,000,000.00		1/1/2023-12/31/2025	12/6/2022	R2022-0410
Prior Amendment Amounts (list separately) (A-1)		\$0.00	12/31/2025	12/23/2024	BC2024-989
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$0.00			
Total Contract Amount		\$9,000,000.00			

PURCHASING USE ONLY

Prior Resolutions:	BC2024-989, R2022-0410
CM#:	5724
Vendor Name:	Delta Dental Plan of Ohio, Inc.
Time Period:	1/1/2026-12/31/2028
Amount:	\$11,875,028.40mm
History/CE:	OK
EL:	Needs WET
Purchasing Notes:	10/23/2025: revised contract attached. Once contract approved, action will be disapproved in order for the department to complete line entry, per the executed cover, once the 2026 budget opens. Department must change contract tab's expiration date to 12/31/2028 prior to re-submission. 10/22/2025: HOLD – department needs to attach revised contract with correct amount.
Purchasing Agents Initials and date of approval	OK, ssp 10/23/2025



Department of Purchasing Tabulation Sheet

10/21/2025

REQUISITION NUMBER: 16008	Event: 6426	TYPE: RFP	ESTIMATE: \$9,187,000.00			
CONTRACT PERIOD: January 1, 2026 – December 31, 2028		RFP DUE DATE: June 2, 2025	SOLICITATIONS ISSUED	MANUAL RESPONSES	ELECTRONIC RESPONSES	TOTAL RESPONSES
REQUESTING DEPARTMENT: Human Resources		COMMODITY DESCRIPTION: Employee Dental Benefits Administration	31	1	5	6
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)
1. Aetna Life Insurance Company 151 Farmington Avenue Hartford, Connecticut 06156	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> No Purchasing Agent: SSP		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2. Anthem Blue Cross and Blue Shield 8940 Lyra Drive Suite 300	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ16008

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
Columbus, Ohio 43240	IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> No Purchasing Agent: SSP		
3. Delta Dental of Ohio Fifth Third Center, Suite 2600 600 Superior Avenue East Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 22-0315 Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> No Purchasing Agent: SSP		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Humana Insurance Company 500 West Main Street Louisville, Kentucky 40202	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> No Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ16008

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
	(Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> No Purchasing Agent: SSP		
5. Metropolitan Life Insurance Company 26555 Evergreen Road Suite 1050 Southfield, Michigan 48076	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6. Superior Dental Care 6683 Centerville Business Parkway Centerville, Ohio 45459	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ16008

GOAL SETTING WORKSHEET

Department Name:

Contact Name:

Contact Phone(s):

Contact Email:

RQ#:

RQ Description:

Human Resources

Stephen Witt

216-698-2372

switt1@wv.gov

16008

Dental Benefits REP 2026-2028

NOTE: User Department completes the YELLOW AREAS ONLY

Work Category/Scope	NIGP Code (5 digits)	Work/Scope Amount (\$)	Disparity Study Work/Scope Availability # (All Vendors)	Disparity Study Work/Scope Availability # (MBE)	Disparity Study Work/Scope Availability % (MBE)	Disparity Study Work/Scope Availability \$ (MBE)	Disparity Study Work/Scope Availability # (WBE)	Disparity Study Work/Scope Availability % (WBE)	Disparity Study Work/Scope Availability \$ (WBE)
Insurance, All Types	95300	9187000.00	1		0.00	0.00		0.00	0.00
Totals (\$):		9187000.00	1		0.00	0.00		0.00	0.00

Project Diversity Goals:

Comments:

LL 4/2/2025

NIGP 91840:
30t/4m/0w with
duplicates

Employee Benefits
Consulting

NIGP 91840:
28t/2m/0w w/o
duplicates

Override (scope of work - Vision benefits to County employees); Limited number of county certified diversity vendors; AND Per note in INFOR - It is important to note that while the estimate REP value is \$9,187M, the County is self-insured and much of the funds will be passed through the awarded contracts to vision providers.

MBE Goal

0%

WBE Goal

0%

SBE Goal (not calculated)

NIGP 91856:

55t/5m/3w with
duplicates

Human Resources
Consulting

NIGP 91856:

52t/3m/2w
without duplicates

Override due to
zero/limited
certified diversity
vendors & limited
subcontracting
opportunities -
Dental benefits to
County
County
0% employees)

NIGP 95300:

0t/0m/0w with
duplicates

Insurance, All Types

CONTRACT EVALUATION FORM

Contractor	Delta Dental Plan of Ohio, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM2836				
RQ#	RQ9659				
Time Period of Original Contract	1/1/2023-12/31/2025				
Background Statement	The County provides employees dental benefits as part of the complete employee benefits package. This is provided via a fully insured plan through a third-party provider, which must be amended for 2025 to capture updated rates and correct terms in the agreement.				
Service Description	Delta Dental provides the County with a fully insured dental coverage plan for County employees and their families.				
Performance Indicators	Breadth of coverage, claims, claims denied, responsiveness to employees, responsiveness to administrators.				
Actual Performance versus performance indicators (include statistics):	Minimal complaints regarding service beyond the initial transition to the new provider.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Benefits staff have not had any significant issues with Delta Dental. Vendor was willing to amend some term language that was missed in the original agreement from 2022.				
Department Contact	Stephen Witt				
User Department	Human Resources				
Date	10/22/2025				

County Council of Cuyahoga County, Ohio
Ordinance No. O2025-0009

Sponsored by: Cuyahoga County Executive Ronayne/Department of Human Resources	An Ordinance providing for the adoption of modifications to Sections 6.09 and 6.13 of the Cuyahoga County Employee Handbook; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the Cuyahoga County Executive/ Department of Human Resources has recommended amending Sections 6.09 (Telecommuting) and 6.13 (Inclement Weather, Emergencies or Events Impacting Operations) of the Human Resources Policies and Procedures Manual, otherwise known as the Employee Handbook; and

WHEREAS, pursuant to Article IX, Section 9.01 of the County Charter, the County’s personnel policies and systems shall be established by ordinance; and

WHEREAS, County Council has previously approved versions of the County’s Employee Handbook, which is amended herein, and which may be amended in the future; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of the County.

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

SECTION 1. Adoption of Revised Employee Handbook: Council hereby adopts a modified Section 6.09 (Telecommuting), as well as a modified Section 6.13 (Inclement Weather, Emergencies or Events Impacting Operations) of the County’s Employee Handbook as set forth in Exhibit A attached hereto, to remain in full force and effect, to be applicable to all non-bargaining County employees under the authority of the County Council and the County Executive. The Department of Human Resources shall disseminate the amended Handbook to all employees subject to the Handbook, in accordance with the Department’s usual method of dissemination.

SECTION 2. Applicability of the modified Sections 6.09 and 6.13 to bargaining unit employees is subject to the terms of their respective collective bargaining agreement and Chapter 4117 of the Ohio Revised Code.

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.

SECTION 4. It is necessary that this Ordinance 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 Ordinance 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.

On a motion by_____, seconded by_____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: November 12, 2025
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____

_____, 20__

EXHIBIT A

6.09 Telecommuting

The ~~e~~County does not permit permanent telecommuting arrangements. Employees may, however, be permitted to **telecommute** ~~work outside the office~~ on a temporary or occasional basis for dependent care, inclement weather, illness, disability, ~~or~~ caring for an ill family member, **temporary unplanned transportation emergency, or a special event impacting transportation to the assigned work location. In addition, employees may be permitted to telecommute on an occasional basis to work before or after events or appointments that could not be scheduled at the beginning or end of the workday. The County Executive or designee may also require employees to telecommute during emergencies or events impacting operations.**

Each department director, in consultation with Human Resources, may determine whether an employee may work out of the office on a temporary or occasional basis for one of these reasons on a case-by-case basis. **Telecommuting shall not be authorized if management determines it will adversely impact County operations.**

Employee telecommuting requests will be coordinated with existing Remote Work Agreements if applicable. Management may request documentation to support telecommuting requests.

Any temporary or occasional telecommuting arrangements shall not extend beyond the existence of the underlying need for such arrangement, and in no case shall such arrangement extend beyond 90 calendar days without approval from the County Executive or ultimate appointing authority. Employees working out of the office are required to truthfully and accurately report their time. Supervisors of employees working out of the office are responsible for ensuring such work arrangements are not abused. Falsification of time and attendance records may result in discipline. If an employee's temporary work arrangement is insufficient to meet county business needs, the employee may be required to return to working in the office or to use applicable leave time. The Department of Human Resources shall consult with the County's Risk Management Division to ensure out-of-office work arrangements do not expose the county to unduly high workers' compensation claims or other liability.

6.13 Inclement Weather, Emergencies or Events Impacting Operations

Suspension of Operations

As a general practice, the County does not interrupt normal business hours or close buildings unless the health, safety and/or security of County employees are threatened. The County may close buildings, delay opening, suspend operations or release employees early because of civic events or, acts of God, such as power failure, hazardous weather conditions, etc. These situations may necessitate the suspension of operations,

closing of buildings, delayed opening or early closing of buildings and/or ceasing all work activities.

Certain jobs are considered essential during an emergency and require designated personnel to be present for work. **Personnel who are not required to be present at a County facility may be required to telecommute during such events. For each such event,** employees should consult with their supervisor or department director to determine if they are ~~considered an essential employee~~ **required to be present for work or to telecommute.**

Notification

In the event of an emergency, the County Executive, or their designee, will be responsible for initiating emergency operating procedures.

If the County Executive decides to suspend operations, close County buildings, delay opening, or close a building early, the County's Department of Communications is responsible for initiating general notification to County employees and the public. The information may also be disseminated by other authorized sources.

Employee notifications can occur in multiple ways, for example:

- contact by a County official
- local media, including local radio, television stations and their corresponding websites
- The County's Internet home page at www.cuyahogacounty.us and/or intranet site
- Notification from "ReadyNotify." Employees are encouraged to register with Ready-Notify (<https://ready.cuyahogacounty.us>) to receive all emergency notifications posting on an official County social media platform

Employees are encouraged to listen to local radio and watch for television announcements during periods of adverse weather or states of emergency to determine the status of their facilities. In addition, employees can also call the County main emergency message number, (216) 443-7000, and listen to a recorded message.

Employees Working During Suspended Operations

The County may require employees to work during emergencies or when operations are suspended. Department directors are responsible for identifying, designating and notifying employees responsible for carrying out critical functions who are expected to report to work in the event of an emergency or suspended operations.

Pay Provisions During Suspended Operations

Employees ~~will be notified not to report to work or employees who are at work when an emergency or suspended operations are declared~~ may be sent home. **Employees who are**

sent home will be paid for the balance of their scheduled hours **provided they are not required to telecommute**. Employees who are required to work during suspended operations **at a County location** may receive hour-for-hour Compensatory Time or Exchange Time, for hours worked during their regularly scheduled shift depending upon their FLSA status, in addition to their regular pay.

Employees on approved leave (e.g., vacation, sick, personal day, etc.) will be charged according to their leave arrangements.

The County reserves the right to determine pay provisions based on the circumstances. Factors that may be considered include, but are not limited to, **ability to telecommute**, notice to employees not to report and duration of the emergency.

Non-Emergency Delayed Openings/Early Closings/Suspension of Operations

The County Executive may authorize the delayed opening, early closure or suspension of operations of one (1) or more buildings or offices for any reason deemed appropriate. In the event of an authorized non-emergency delayed opening, early closure, or suspension of operations, the provisions regarding notification, ~~essential~~ employees **required to working at a County location, telecommuting,** and pay provisions during an emergency shall apply.

MISC. TRANSACTION - BRIEFING MEMO

TITLE	AN ORDINANCE PROVIDING FOR THE ADOPTION OF MODIFICATIONS TO SECTIONS	
DEPARTMENT OR AGENCY NAME	Human Resources	
REQUESTED ACTION	<input type="checkbox"/> Amendment to Approval (BOC or Council) <input checked="" type="checkbox"/> Other action; please describe	
DESCRIPTION/ EXPLANATION OF REQUEST:	Legislation for Council adoption - AN ORDINANCE PROVIDING FOR THE ADOPTION OF MODIFICATIONS TO SECTIONS 6.09 AND 6.13 OF THE CUYAHOGA COUNTY EMPLOYEE HANDBOOK; AND DECLARING THE NECESSITY THAT THIS ORDINANCE BECOME IMMEDIATELY EFFECTIVE.	
CURRENT/HISTORICAL INFORMATION	DATE BOC APPROVED/ COUNCIL'S JOURNAL DATE	APPROVAL NO.
ORIGINAL (O)		
AMENDMENT (A)		