

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0015

Sponsored by: County Executive FitzGerald/ Department of Human Resources	An Ordinance to expire on or before June 30, 2011 providing for the approval and adoption of Human Resources Policies & Procedures for Cuyahoga County, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Cuyahoga County Charter Section 9.01 provides that the County's Human Resources Policies and Systems for County employees shall be established by ordinance and shall be administered in such manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry;

WHEREAS, the County Executive has determined it is necessary to adopt the Human Resources Policies & Procedures effective immediately to ensure consistency in the administration of said Policies & Procedures for all County offices, employees and officers under the authority of the County Executive and the County Council;

WHEREAS, the County Council will adopt permanent Human Resources Policies & Procedures on or before June 30, 2011;

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

Section 1: The Human Resources Policies & Procedures Manual adopted by the former governing body of Cuyahoga County and last revised in January, 2011 (attached thereto as Exhibit "A"), shall be applicable to all County offices, employees, and officers under the authority of the County Executive and the County Council, and shall remain in force and effect and shall be followed by County offices, employees, and officers under the authority of the County Council and the County Executive, for a period not to exceed June 30, 2011.

Section 2: Due to complexities associated with merging certain policies and procedures, the following sections in the HR Policies & Procedures Manual will not apply to certain agencies: **Section 6, Workweek and Hours/Payroll; Section 7.03, Employee Assistance Program; Section 8.04, FMLA Amount of Leave; Section 8.05, FMLA Coordination with Other Leaves of Absences; and Section 9, Employee Leave.** For the policies covered by these sections, employees will continue

to adhere to the policies and procedures that they were subject to on December 31, 2010.

Section 3: Effective Date. Provided this Ordinance receives the affirmative vote of eight of the members of Council, it shall take effect immediately upon the signature of the County Executive. It is hereby determined to be necessary that this Ordinance become immediately effective in order that Cuyahoga County services may continue to be provided in an consistent manner, and so that the usual and daily operations of government may continue to function on and after January 1, 2011. This Ordinance shall expire on June 30, 2011.

Section 4: It is found and determined that all formal actions of this Council meeting and relating to the adoption of this Ordinance 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 Mr. Miller, seconded by Ms. Conwell, the foregoing Ordinance was duly enacted.

Yeas: Conwell, Jones, Connally, Rogers, Simon, Greenspan, Miller, Brady, Germana and Gallagher

Nays: None

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: February 22, 2011
Committee Assigned: Human Resources, Appointments & Equity

Committee Report/Second Reading: March 22, 2011

Human Resources Policies and Procedures Manual approved with various written amendments: April 5, 2011

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