



**AGENDA**  
**CUYAHOGA COUNTY COUNCIL REGULAR MEETING**  
**TUESDAY, JANUARY 13, 2015**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR**  
**5:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT RELATED TO AGENDA**
- 6. APPROVAL OF MINUTES**
  - a) December 9, 2014 Committee of the Whole Meeting (See Page 10)
  - b) December 9, 2014 Regular Meeting (See Page 13)
  - c) December 18, 2014 Special Meeting (See Page 34)
  - d) January 2, 2015 Organizational Meeting (See Page 37)
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
  - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING  
ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2015-0002: A Resolution approving the appointment of Deborah Southerington to serve on the Cuyahoga County Personnel Review Commission for an unexpired term ending 3/7/2019, and declaring the necessity that this Resolution become immediately effective. (See Page 40)

Sponsor: Councilmember Conwell

**b) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2015-0003: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective. (See Page 45)

Sponsors: Councilmember Conwell on behalf of Personnel Review Commission

**c) CONSIDERATION OF ORDINANCES OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) O2015-0001: An Ordinance amending Chapter 114 of the Cuyahoga County Code to ensure transparency and equity across county appointees, and declaring the necessity that this Ordinance become immediately effective. (See Page 53)

Sponsor: Councilmember Greenspan

- 2) O2015-0002: An Ordinance amending Section 206.06 of the Cuyahoga County Code to update the operating rules of the Charter Review Commission. (See Page 57)

Sponsor: Councilmember Miller

**10. LEGISLATION INTRODUCED BY EXECUTIVE**

**a) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2015-0004: A Resolution amending the 2014/2015 Biennial Operating Budget for 2015 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to

meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective. (See Page 70)

Sponsor: County Executive Budish/Fiscal Officer/Office of Budget & Management

- 2) R2015-0005: A Resolution approving a Collective Bargaining Agreement between Graphic Communications Conference, Local 546M, affiliated with International Brotherhood of Teamsters, representing approximately 8 employees in various classifications at the County Print Shop for the period 2/1/2015 - 1/31/2018; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 87)

Sponsor: County Executive Budish/Departments of Public Works and Law

**b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2015-0006: A Resolution authorizing an extension of time to file 2015 dog license applications/renewals from 1/31/2015 to 2/14/2015; authorizing the County Executive to execute all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 90)

Sponsor: County Executive Budish/Fiscal Officer

- 2) R2015-0007: A Resolution approving the appropriation of funds for Year 2015 based on the Statement of Appropriation Status dated 12/31/2014, and declaring the necessity that this Resolution become immediately effective: (See Page 93)
  - i) free balances for grants and capital projects;
  - ii) encumbrances for grants and capital projects; and
  - iii) encumbrances for all other funds.

Sponsor: County Executive Budish/Fiscal Officer/Controller

3) R2015-0008: A Resolution authorizing agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 98)

- i) Southeastern Emergency Communications Center
- ii) City of South Euclid
- iii) Cuyahoga County Land Reutilization Corporation
- iv) Regional Income Tax Agency
- v) Village of Glenwillow
- vi) Village of Highland Hills
- vii) Village of North Randall

Sponsor: County Executive Budish/Department of Human Resources

4) R2015-0009: A Resolution authorizing an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$568,197.00 for residential and intensive outpatient treatment services in connection with the FY2014 Drug Court Expansion Project for the period 1/1/2015 - 9/29/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 115)

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Corrections Planning Board/Adult Probation Department

5) R2015-0010: A Resolution authorizing an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$2,380,395.00 for the Adult Probation Substance Abuse Residential Treatment Program for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 120)

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Corrections Planning Board/Adult Probation Department

- 6) R2015-0011: A Resolution authorizing an agreement with Cuyahoga County Department of Public Safety and Justice Services/Division of Mediation in the amount not-to-exceed \$852,000.00 for mediation and associated administrative services for the Juvenile Court Custody Mediation Project for the period 2/1/2015 - 1/31/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 127)

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division

- 7) R2015-0012: A Resolution making awards on RQ31639 to various providers, in the total amount not-to-exceed \$2,230,000.00, for residential treatment services for the Youth and Family Community Partnership Program for the period 2/1/2015 - 1/31/2017; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 133)

- i) Applewood Centers, Inc. in the approximate amount of \$500,000.00.
- ii) Beech Brook in the approximate amount of \$500,000.00.
- iii) Bellefaire Jewish Children's Bureau in the approximate amount of \$500,000.00.
- iv) Carrington Youth Academy LLC in the approximate amount of \$230,000.00.
- v) New Directions, Inc. in the approximate amount of \$500,000.00.

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division

- 8) R2015-0013: A Resolution making awards on RQ31639 to various providers, in the total amount not-to-exceed \$1,400,000.00, for traditional residential treatment services for the period 2/1/2015 - 1/31/2017; authorizing the County

Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 148)

- i) Applewood Centers, Inc. in the approximate amount of \$50,000.00.
- ii) Beech Brook in the approximate amount of \$50,000.00.
- iii) Bellefaire Jewish Children's Bureau in the approximate amount of \$400,000.00.
- iv) Carrington Youth Academy LLC in the approximate amount of \$15,000.00.
- v) Community Specialists Corporation dba The Academy in the approximate amount of \$50,000.00.
- vi) Cornell Abraxas Group, Inc. in the approximate amount of \$50,000.00.
- vii) George Junior Republic in Pennsylvania in the approximate amount of \$25,000.00.
- viii) The Glen Mills Schools in the approximate amount of \$409,000.00.
- ix) The House of Emmanuel, Inc. in the approximate amount of \$1,000.00.
- x) Keystone Richland Center, LLC dba Foundations for Living in the approximate amount of \$50,000.00.
- xi) Muskegon River Youth Home in the approximate amount of \$50,000.00.
- xii) New Directions, Inc. in the approximate amount of \$50,000.00.
- xiii) OhioGuidestone in the approximate amount of \$50,000.00.
- xiv) Rite of Passages, Inc. in the approximate amount of \$50,000.00.
- xv) The Summit School, Inc. dba Summit Academy in the approximate amount of \$50,000.00.
- xvi) The Village Network in the approximate amount of \$50,000.00.

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division

- 9) R2015-0014: A Resolution authorizing a contract with The Salvation Army in the amount not-to-exceed \$527,499.00 for the PASS Transitional Housing Program in connection with

FY2013 Continuum of Care Homeless Assistance Grant Programs and HEARTH Act for the period 10/1/2014 - 9/30/2015; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 188)

Sponsor: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

- 10) R2015-0015: A Resolution making an award on RQ31528 to Lutheran Metropolitan Ministry in the amount not-to-exceed \$553,000.00 for Adult Guardianship Services for the period 1/1/2015 - 12/31/2015; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 196)

Sponsor: County Executive Budish/Department of Health and Human Services/Division of Senior and Adult Services

**c) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2014-0298: A Resolution making an award on RQ30446 to GB at 1910 Carnegie, LLC in the amount of \$600,000.00 for the sale of County-owned property commonly known as the Whitlatch Building, located at 1910 Carnegie Avenue, Cleveland; authorizing the County Executive to take all necessary actions and to execute all documents necessary to consummate the contemplated transactions; and declaring the necessity that this Resolution become immediately effective. (See Page 204)

Sponsor: Former County Executive FitzGerald/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

**d) CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION**

- 1) R2014-0289: A Resolution authorizing amendments to contracts with various providers for Staff Secure Shelter Care

Services for the period 3/1/2014 - 2/29/2016 for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 207)

- i) No. CE1400010-01 with Carrington Youth Academy, LLC in the amount not-to-exceed \$1,960,579.55.
- ii) No. CE1400011-01 with The Cleveland Christian Home in the amount not-to-exceed \$543,521.50.

Sponsors: Former County Executive FitzGerald on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division

**e) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING**

- 1) O2014-0032: An Ordinance enacting the County's Administrative Procedures Act, including establishment of the Administrative Rules Board and procedures for the publication of the Cuyahoga County Administrative Code; and declaring the necessity that this Ordinance become immediately effective. (See Page 210)

Sponsors: Former County Executive FitzGerald/Department of Law and Councilmember Miller

Committee Assignment and Chair: Council Operations & Intergovernmental Relations – Greenspan

**11. MISCELLANEOUS COMMITTEE REPORTS**

**12. MISCELLANEOUS BUSINESS**

**13. PUBLIC COMMENT UNRELATED TO AGENDA**

**14. ADJOURNMENT**



NEXT MEETING

REGULAR MEETING:

TUESDAY, JANUARY 27, 2015  
5:00 PM / COUNCIL CHAMBERS

*\*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 5<sup>th</sup> floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*



## MINUTES

CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING  
TUESDAY, DECEMBER 9, 2014  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
3:00 PM

### 1. CALL TO ORDER

**Council President Connally called the meeting to order at 3:01 p.m.**

### 2. ROLL CALL

**Council President Connally asked Clerk Schmotzer to call the roll. Councilmembers Jones, Hairston, Greenspan, Miller, Brady, Gallagher, Conwell and Connally were in attendance and a quorum was determined. Councilmembers Simon and Germana entered the meeting shortly after the roll call was taken. Councilmember Schron was absent from the meeting.**

### 3. PUBLIC COMMENT RELATED TO AGENDA

**No public comments were given related to the agenda.**

### 4. DISCUSSION / EXECUTIVE SESSION

- a) Report containing findings and recommendations of Fact-finder Nels E. Nelson regarding negotiations between Cuyahoga County and Ohio Patrolmen's Benevolent Association for a collective bargaining agreement representing approximately 149 employees in the classification of Deputy Sheriff.
- b) Report containing findings and recommendations of Fact-finder Nels E. Nelson regarding negotiations between Cuyahoga County and Ohio Patrolmen's Benevolent Association for a collective bargaining agreement representing approximately 13 employees in the classification of Deputy Sergeant.

- c) Report containing findings and recommendations of Fact-finder Robert G. Stein regarding negotiations between Cuyahoga County and Ohio Patrolmen's Benevolent Association for a collective bargaining agreement representing approximately 556 employees in the classification of Correction Officer.
- d) Collective Bargaining Agreement between Cuyahoga County and International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, Local 70, representing approximately 35 employees in the classification of Correction Officer Corporal for the period 12/31/2014 - 12/31/2017.

**A motion was made by Ms. Conwell, seconded by Mr. Miller and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing collective bargaining matters and for no other purpose whatsoever. Executive Session was then called to order by Council President Connally at 3:03 p.m. The following Councilmembers were present: Jones, Hairston, Simon, Greenspan, Miller, Brady, Germana, Gallagher, Conwell and Connally. The following additional attendees were present: Director of Law Majeed Makhoulf, Assistant Law Director Egdilio Morales, County Executive-elect Armond Budish, Employee Relations Specialist Jason Sobczyk, Special Counsel Michael King, Legislative Budget Advisor Trevor McAleer and Chief of Staff Joseph Nanni. At 3:55 p.m., Executive Session was adjourned, without objection, and Council President Connally then reconvened the regular meeting.**

#### 5. MISCELLANEOUS BUSINESS

- a) Mandatory Annual Ethics Training, in accordance with Section 407.04 of the Cuyahoga County Code

**Ms. Kathy Jackson, Training Manager for the Department of Human Resources, facilitated the 2014 mandatory ethics training for Councilmembers.**

- b) Discussion of item CPB2014-954 held from the Contracts and Purchasing Board regarding engagement of Squire, Patton & Boggs as bond and tax counsel for the public square project

**Mr. Nathan Kelley, Deputy Chief of Staff for Development and Mr. Makhoulf, provided the Committee with an overview of the public square project. Discussion ensued.**

**Councilmembers asked questions of Mr. Kelley and Mr. Makhoulf pertaining to the item, which they answered accordingly.**

#### 6. PUBLIC COMMENT UNRELATED TO AGENDA

**No public comments were given unrelated to the agenda.**

#### 7. ADJOURNMENT

**With no further business to discuss, Council President Connally adjourned the meeting at 4:28 p.m., without objection.**



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING  
TUESDAY, DECEMBER 9, 2014  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
5:00 PM**

**1. CALL TO ORDER**

**The meeting was called to order by Council President Connally at 5:04 p.m.**

**2. ROLL CALL**

**Council President Connally asked Clerk Schmotzer to call the roll. Councilmembers Hairston, Simon, Greenspan, Miller, Brady, Germana, Gallagher, Conwell, Jones and Connally were in attendance and a quorum was determined. Councilmember Schron was absent from the meeting.**

**A motion was then made by Mr. Germana, seconded by Mr. Gallagher and approved by unanimous vote to excuse Mr. Schron from the meeting.**

**3. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was recited.**

**4. SILENT MEDITATION**

**Council President Connally requested a moment of silent meditation be dedicated to personal reflections.**

**5. PUBLIC COMMENT RELATED TO AGENDA**

**No public comments were given related to the agenda.**

6. APPROVAL OF MINUTES

- a) November 25, 2014 Regular Meeting

**A motion was made by Mr. Hairston, seconded by Ms. Conwell and approved by majority vote to approve the minutes of the November 25, 2014 regular meeting, with Mr. Greenspan abstaining from the vote.**

- b) December 2, 2014 Committee of the Whole Meeting

**A motion was made by Mr. Hairston, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes of the December 2, 2014 Committee of the Whole meeting,**

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

**There were no announcements from the Council President.**

8. MESSAGES FROM THE COUNTY EXECUTIVE

**County Executive FitzGerald reported the following:**

- a) **The Family Justice Center officially opened on December 8, 2014. The Center will provide supportive services to victims of domestic violence and will be directed by Jill Smialek.**
- b) **Ordinance No. O2014-0037 is being introduced to Council today and is also co-sponsored by Councilmember Jones. This has been a four-year effort and an enormous amount of work has gone into creating a Disparity Study and Community Benefits Program.**

9. LEGISLATION INTRODUCED BY COUNCIL

- a) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2014-0290.**

- 1) R2014-0290: A Resolution approving the Charter of County of Cuyahoga, Ohio, as amended through 11/4/2014; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Connally/Clerk of Council and  
Director of Law

**On a motion by Mr. Miller with a second by Ms. Simon, Resolution No. R2014-0290 was considered and adopted by unanimous vote.**

- b) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2014-0264, R2014-0277, R2014-0278, R2014-0279, R2014-0280, R2014-0281 and R2014-0282.**

- 1) R2014-0264: A Resolution determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2014; authorizing payments to various providers, in the total amount of \$241,867.20, for said services and programs for the period ending 12/31/2015; authorizing the County Executive to negotiate and execute any necessary agreements, contracts or other documents for same; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Greenspan, Miller, Simon, Hairston, Germana, Connally, Conwell **and Gallagher**

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**Mr. Greenspan introduced a proposed substitute to Resolution No. R2014-0264. Discussion ensued.**

**A motion was then made by Mr. Greenspan, seconded by Mr. Germana and approved by unanimous vote to accept the substitute.**

**On a motion by Mr. Greenspan with a second by Ms. Simon, Resolution No. R2014-0264 was considered and adopted by unanimous vote, as substituted.**

**[Clerk's Note: Pursuant to Rule 9C of the Council Rules, Council President Connally directed Clerk Schmotzer to read Resolution Nos. R2014-0277, R2014-0278, R2014-0279, R2014-0280, R2014-0281 and R2014-0282 into the record by short title.]**

- 2) R2014-0277: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas along the Baldwin Creek Corridor, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Connally, Simon and Germana

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Simon with a second by Mr. Germana, Resolution No. R2014-0277 was considered and adopted by unanimous vote.**

- 3) R2014-0278: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas along the West Creek Reservation, Phase 4; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Connally, Simon and Germana

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Simon with a second by Mr. Hairston, Resolution No. R2014-0278 was considered and adopted by unanimous vote.**

- 4) R2014-0279: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of City of Bedford Heights for the conservation of ecologically significant areas along the Solon Road Preserve, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Connally, Simon and Germana

Committee Assignment and Chair: Education, Environment & Sustainability – Simon



**On a motion by Ms. Simon with a second by Mr. Miller, Resolution No. R2014-0279 was considered and adopted by unanimous vote.**

- 5) R2014-0280: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Tinker’s Creek Watershed Partners for the conservation of ecologically significant areas along the Bear Creek, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Connally, Simon and Germana

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Simon with a second by Ms. Conwell, Resolution No. R2014-0280 was considered and adopted by unanimous vote.**

- 6) R2014-0281: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Cuyahoga County Department of Public Works for the preservation and restoration of natural open space within Stage 3 of the Towpath Trail Extension in connection with the Tremont Pointe Preserve and Greenway Project, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Connally, Simon, Germana and Conwell

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Simon with a second by Mr. Miller, Resolution No. R2014-0281 was considered and adopted by unanimous vote.**

- 7) R2014-0282: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Western Reserve Land Conservancy for the conservation of ecologically significant areas along Lakeshore Boulevard in the Village of Bratenahl, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Connally, Simon, Germana and Hairston

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Simon with a second by Mr. Hairston, Resolution No. R2014-0282 was considered and adopted by unanimous vote.**

- c) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rule 9D and to place on final passage Ordinance No. O2014-0035.**

- 1) O2014-0035: An Ordinance amending Chapter 303 of the Cuyahoga County Code to update the Civil Service Code of Cuyahoga County, and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Council President Connally on behalf of Personnel Review Commission

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

**On a motion by Ms. Conwell with a second by Mr. Miller, Ordinance No. O2014-0035 was considered and adopted by unanimous vote.**

- d) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR THIRD READING ADOPTION

- 1) O2014-0033: An Ordinance amending Chapter 701 of the Cuyahoga County Code by adding Sections 701.08 and 701.09 to establish guidelines for financial management of operations and a long-term financial plan for Cuyahoga County.

Sponsor: Councilmember Miller

**On a motion by Mr. Miller with a second by Ms. Conwell, Ordinance No. O2014-0033 was considered and adopted by unanimous vote.**

10. LEGISLATION INTRODUCED BY EXECUTIVE

a) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2014-0291, R2014-0292, R2014-0293, R2014-0294, R2014-0295, R2014-0296 and R2014-0297.**

- 1) R2014-0291: A Resolution amending the 2014/2015 Biennial Operating Budget for 2014 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

**On a motion by Mr. Miller with a second by Mr. Germana, Resolution No. R2014-0291 was considered and adopted by unanimous vote.**

- 2) R2014-0292: A Resolution rejecting the report containing findings and recommendations of Fact-finder Nels E. Nelson regarding negotiations between Cuyahoga County and Ohio Patrolmen's Benevolent Association for a collective bargaining agreement representing approximately 149 employees in the classification of Deputy Sheriff, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Law and County Sheriff

**On a motion by Ms. Conwell with a second by Mr. Germana, Resolution No. R2014-0292 was considered and adopted by unanimous vote.**

- 3) R2014-0293: A Resolution rejecting the report containing findings and recommendations of Fact-finder Nels E. Nelson regarding negotiations between Cuyahoga County and Ohio Patrolmen's Benevolent Association for a collective bargaining agreement representing approximately 13 employees in the

classification of Deputy Sergeant, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Law and County Sheriff

**On a motion by Ms. Conwell with a second by Mr. Germana, Resolution No. R2014-0293 was considered and adopted by unanimous vote.**

- 4) R2014-0294: A Resolution accepting the report containing findings and recommendations of Fact-finder Robert G. Stein regarding negotiations between Cuyahoga County and Ohio Patrolmen's Benevolent Association for a collective bargaining agreement representing approximately 556 employees in the classification of Correction Officer, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Law and County Sheriff

**On a motion by Ms. Simon with a second by Mr. Hairston, Resolution No. R2014-0294 was considered and adopted by unanimous vote.**

- 5) R2014-0295: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, Local 70, representing approximately 35 employees in the classification of Correction Officer Corporal for the period 12/31/2014 - 12/31/2017; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Law and County Sheriff

**On a motion by Ms. Conwell with a second by Ms. Simon, Resolution No. R2014-0295 was considered and adopted by unanimous vote.**

- 6) R2014-0296: A Resolution authorizing an amendment to Contract No. CE1200260-01 with MHS, Inc. for transitional housing program services for the period 6/1/2012 - 9/30/2014

to extend the time period to 9/30/2015 and for additional funds in the amount not-to-exceed \$1,213,104.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

**On a motion by Ms. Conwell with a second by Mr. Germana, Resolution No. R2014-0296 was considered and adopted by unanimous vote.**

- 7) R2014-0297: A Resolution authorizing a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,418,232.00 for administration of the FY2013 Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the HEARTH Act Homeless Assistance Grant Program for the period 8/1/2014 - 7/31/2015; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

**On a motion by Mr. Brady with a second by Ms. Conwell, Resolution No. R2014-0297 was considered and adopted by unanimous vote.**

b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2014-0298: A Resolution making an award on RQ30446 to GB at 1910 Carnegie, LLC in the amount of \$600,000.00 for the sale of County-owned property commonly known as the Whitlatch Building, located at 1910 Carnegie Avenue, Cleveland; authorizing the County Executive to take all necessary actions and to execute all documents necessary to consummate the contemplated transactions; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Works

**Council President Connally referred Resolution No. R2014-0298 to the Public Works, Procurement & Contracting Committee.**

- 2) R2014-0299: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources on behalf of Personnel Review Commission

**Council President Connally referred Resolution No. R2014-0299 to the Human Resources, Appointments & Equity Committee.**

- 3) R2014-0300: A Resolution making awards on RQ30873 to various municipalities and providers, in the total amount of \$2,758,136.00, for various services for the Community Social Services Program for the period 1/1/2015 - 12/31/2016; authorizing the County Executive to execute the agreements, contracts and all other documents required in connection with said awards and consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
  - i) Catholic Charities Corporation on behalf of St. Martin de Porres Family Center in the amount not-to-exceed \$145,560.00 for Adult Development and Transportation Services;
  - ii) Catholic Charities Corporation on behalf of Hispanic Senior Center in the amount not-to-exceed \$19,950.00 for Transportation Services;
  - iii) City of Euclid in the amount not-to-exceed \$55,226.00 for Transportation Services;
  - iv) City of Lakewood in the amount not-to-exceed \$75,136.00 for Congregate Meals and Transportation Services;
  - v) City of Maple Heights in the amount not-to-exceed \$92,436.00 for Congregate Meals and Transportation Services;
  - vi) City of Parma Heights in the amount not-to-exceed \$207,866.00 for Congregate Meals and Transportation Services;

- vii) Community Partnership on Aging in the amount not-to-exceed \$46,380.00 for Congregate Meals and Transportation Services;
- viii) The East End Neighborhood House Association in the amount not-to-exceed \$123,932.00 for Adult Development and Transportation Services;
- ix) Eliza Bryant Village in the amount not-to-exceed \$115,784.00 for Adult Day Care and Transportation Services;
- x) Goodrich-Gannett Neighborhood Center in the amount not-to-exceed \$129,534.00 for Adult Development, Congregate Meals and Transportation Services;
- xi) The Harvard Community Services Center in the amount not-to-exceed \$146,510.00 for Adult Development, Congregate Meals and Transportation Services;
- xii) Murtis Taylor Human Services System in the amount not-to-exceed \$122,880.00 for Adult Development, Congregate Meals and Transportation Services;
- xiii) Rose Centers for Aging Well, LLC fka The Golden Age Centers of Greater Cleveland in the amount not-to-exceed \$335,842.00 for Adult Development, Congregate Meals and Transportation Services;
- xiv) Senior Citizen Resources, Inc. in the amount not-to-exceed \$146,540.00 for Adult Development, Congregate Meals and Transportation Services;
- xv) The Mandel Jewish Community Center of Cleveland in the amount not-to-exceed \$213,110.00 for Adult Development, Congregate Meals and Transportation Services;
- xvi) The Phillis Wheatley Association of Cleveland, Ohio in the amount not-to-exceed \$40,014.00 for Congregate Meals;
- xvii) The Salvation Army in the amount not-to-exceed \$137,092.00 for Adult Development, Congregate Meals and Transportation Services;
- xviii) University Settlement, Incorporated in the amount not-to-exceed \$176,996.00 for Adult Development, Congregate Meals and Transportation Services;
- xix) West Side Community House in the amount not-to-exceed \$427,348.00 for Adult Development, Congregate Meals and Transportation Services; and

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Senior and Adult Services

**Council President Connally referred Resolution No. R2014-0300 to the Health, Human Services & Aging Committee.**

- 4) R2014-0301: A Resolution making a Cuyahoga County 9-1-1 Consolidation Shared Services Fund award to City of Strongsville on behalf of Southwest Emergency Dispatch Center in the amount not-to-exceed \$234,099.00 for Public Safety Answering Point consolidation support for the period 12/1/2014 - 12/31/2015; authorizing the County Executive to execute the agreement and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Public Safety and Justice Services/Office of Emergency Management on behalf of 9-1-1 Consolidation Shared Services Fund Review Committee

**Council President Connally referred Resolution No. R2014-0301 to the Public Safety & Justice Affairs Committee.**

c) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING

- 1) R2014-0289: A Resolution authorizing amendments to contracts with various providers for Staff Secure Shelter Care Services for the period 3/1/2014 - 2/29/2016 for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
  - i) No. CE1400010-01 with Carrington Youth Academy, LLC in the amount not-to-exceed \$1,960,579.55.
  - ii) No. CE1400011-01 with The Cleveland Christian Home in the amount not-to-exceed \$543,521.50.

Sponsors: County Executive FitzGerald on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division



Committee Assignment and Chair: Public Safety & Justice  
Affairs – Gallagher

**Clerk Schmotzer read Resolution No. R2014-0289 into the record.**

**This item will move to the January 13, 2015 Council meeting agenda for consideration for third reading adoption.**

- d) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR  
SECOND READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2014-0247, R2014-0267, R2014-0273, R2014-0285, R2014-0286, R2014-0287 and R2014-0288.**

- 1) R2014-0247: A Resolution making an award on RQ30402 to Oriana House, Inc. in the amount not-to-exceed \$744,000.00 for the Cognitive Skills Development Program for the period 7/1/2014 - 6/30/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald on behalf of Cuyahoga County Court of Common Pleas/Corrections Planning Board

Committee Assignment and Chair: Public Safety & Justice  
Affairs – Gallagher

**On a motion by Mr. Gallagher with a second by Mr. Germana, Resolution No. R2014-0247 was considered and adopted by majority vote, with Ms. Connally recusing herself from the vote.**

- 2) R2014-0267: A Resolution adopting the 2014/2015 Biennial Operating Budget and Capital Improvements Program Annual Update for 2015, and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive/Fiscal Officer/Office of Budget & Management **and Councilmember Miller**

Committee Assignment and Chair: Committee of the Whole –  
Connally and Miller

**Mr. Miller introduced a proposed substitute to Resolution No. R2014-0267.**

**Discussion ensued.**

**A motion was then made by Mr. Miller, seconded by Mr. Brady and approved by unanimous vote to accept the proposed substitute.**

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2014-0267 was considered and adopted by unanimous vote, as substituted.**

3) R2014-0273: A Resolution making awards to various municipalities, in the total amount of \$1,469,440.00, for various municipal grant projects for the 2015 Community Development Block Grant Municipal Grant Program for the period 1/1/2015 - 12/31/2015; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) City of Parma Heights in the amount not-to-exceed \$150,000.00 for the Ackley Road Resurfacing Project.
- ii) City of Shaker Heights in the amount not-to-exceed \$150,000.00 for the Lee Road/Lomond Boulevard Reconstruction Project.
- iii) City of Rocky River in the amount not-to-exceed \$150,000.00 for the Senior Center Roof Replacement Project.
- iv) City of Maple Heights in the amount not-to-exceed \$149,440.00 for the Libby Road Accessibility Project.
- v) City of Olmsted Falls in the amount not-to-exceed \$150,000.00 for Senior Center Construction Project.
- vi) City of Middleburg Heights in the amount not-to-exceed \$150,000.00 for the Parklawn Avenue and Barriemore Avenue Resurfacing Project.
- vii) Village of Newburgh Heights in the amount not-to-exceed \$150,000.00 for the Washington Park Boulevard Resurfacing Project.
- viii) City of Seven Hills in the amount not-to-exceed \$150,000.00 for the Chatham Drive and Essex Drive Resurfacing Project.

- ix) City of South Euclid in the amount not-to-exceed \$120,000.00 for the Eastway Road Reconstruction Project.
- x) City of Warrensville Heights in the amount not-to-exceed \$150,000.00 for the Caroline Drive Reconstruction Project.

Sponsors: County Executive FitzGerald/Department of Development **and Councilmembers Germana, Simon, Jones and Gallagher**

Committee Assignment and Chair: Economic Development & Planning – Schron

**On a motion by Ms. Simon with a second by Mr. Hairston, Resolution No. R2014-0273 was considered and adopted by unanimous vote.**

- 4) R2014-0285: A Resolution authorizing an amendment to Contract No. CE1100642-01 with HNTB Ohio, Inc. for design engineering services for reconstruction, with additional turning lanes, of Royalton Road from West 130th Street to York Road in the City of North Royalton to change the scope of services, effective 11/25/2014, and for additional funds in the amount not-to-exceed \$1,486,115.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Public Works/Division of County Engineer and Councilmember Gallagher

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

**On a motion by Mr. Jones with a second by Mr. Gallagher, Resolution No. R2014-0285 was considered and adopted by unanimous vote.**

- 5) R2014-0286: A Resolution authorizing an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

**On a motion by Ms. Conwell with a second by Mr. Germana, Resolution No. R2014-0286 was considered and adopted by unanimous vote.**

- 6) R2014-0287: A Resolution authorizing a contract with 3M Cogent, Inc. in the amount not-to-exceed \$1,578,156.22 for hardware and software maintenance and support services for the Automated Fingerprint Identification System for the period 7/1/2014 - 6/30/2019; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Safety and Justice Services

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

**On a motion by Mr. Gallagher with a second by Mr. Germana, Resolution No. R2014-0287 was considered and adopted by unanimous vote.**

- 7) R2014-0288: A Resolution authorizing an agreement with The MetroHealth System in the amount not-to-exceed \$18,845,022.45 for management, healthcare and related services at the Cuyahoga County Corrections Center for the period 1/1/2015 - 12/31/2019; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/County Sheriff and Councilmembers Gallagher, Greenspan, Germana, Hairston, Conwell and Miller

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

**On a motion by Mr. Gallagher with a second by Mr. Germana, Resolution No. R2014-0288 was considered and adopted by unanimous vote.**

e) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2014-0248: A Resolution authorizing a contract with Court Community Service in the amount not-to-exceed \$555,000.00 for the Community Works Service Placement and Supervision Program for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald on behalf of Cuyahoga County Court of Common Pleas/Corrections Planning Board

**On a motion by Ms. Conwell with a second by Mr. Miller, Resolution No. R2014-0248 was considered and adopted by unanimous vote.**

- 2) R2014-0258: A Resolution making an award on RQ30390 to Caremark PCS Health, LLC in the amount not-to-exceed \$40,189,733.00 for group healthcare benefits for County employees and their eligible dependents including pharmacy benefit management services for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

**On a motion by Ms. Conwell with a second by Mr. Germana, Resolution No. R2014-0258 was considered and adopted by unanimous vote.**

- 3) R2014-0259: A Resolution making an award on RQ30390 to Medical Mutual of Ohio in the amount not-to-exceed \$116,156,022.00 for group healthcare benefits for County employees and their eligible dependents including medical and pharmacy benefit management services for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

**On a motion by Mr. Greenspan with a second by Mr. Hairston, Resolution No. R2014-0259 was considered and adopted by unanimous vote.**

- 4) R2014-0260: A Resolution making an award on RQ30390 to United Healthcare Services, Inc. in the amount not-to-exceed \$68,308,890.00 for group healthcare benefits for County employees and their eligible dependents including medical benefit management services for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

**On a motion by Mr. Hairston with a second by Mr. Germana, Resolution No. R2014-0260 was considered and adopted by unanimous vote.**

- 5) R2014-0268: A Resolution approving The MetroHealth System Year 2015 Budget, in accordance with Ohio Revised Code Section 339.06(D), with the understanding that the allocation of County funds to the System will be made through adoption of the 2014/2015 Biennial Operating Budget and Capital Improvements Program Annual Update for 2015; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Fiscal Officer/Office of Budget and Management on behalf of The MetroHealth System

**On a motion by Mr. Miller with a second by Mr. Brady, Resolution No. R2014-0268 was considered and adopted by unanimous vote.**

- 6) R2014-0269: A Resolution making an award on RQ27440 to Time Warner Cable Enterprises, LLC in the amount not-to-exceed \$258,000.00 for dark fiber maintenance services for the period 10/1/2014 - 9/30/2019; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring

the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Information Technology

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2014-0269 was considered and adopted by unanimous vote.**

7) R2014-0274: A Resolution making awards on RQ29884 to various appraisers, in the total amount of \$911,000.00, for real estate appraisal services subject to Sheriff's Sale for the period 8/1/2014 - 7/31/2016; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) John Andrews
- ii) Brent T. Bailey
- iii) Lana Blaze
- iv) Vernon A. Blaze
- v) Mark A. Butler
- vi) Bradford E. Charnas
- vii) Gregory W. Conte
- viii) Thomas P. Costello
- ix) William J. Gaydos
- x) Thomas P. Hogan
- xi) Paul D. Kinczel
- xii) John Koz
- xiii) Ruth Lassister
- xiv) Wayne F. Levering
- xv) Christopher J. Loftus
- xvi) Brian E. Lynch
- xvii) Paul G. McLaughlin
- xviii) Stanley R. Patriski
- xix) Daniel Rocco
- xx) John J. Rusnov
- xxi) Michael D. Wagner
- xxii) Crystal A. Williams

Sponsor: County Executive FitzGerald/County Sheriff

**On a motion by Ms. Conwell, with a second by Mr. Gallagher, Resolution No. R2014-0274 was considered and adopted by unanimous vote.**

f) **CONSIDERATION OF AN ORDINANCE FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) **O2014-0037**: An Ordinance amending the **County's** contracting procedures by **1)** replacing Chapter 503 of the County Code to accept and adopt the County's 2014 Disparity Study and the Community Benefit and Opportunity Initiative Report and to establish the County's Equal Opportunity Programs **and 2)** amending Chapter 501 of the County Code, and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald and Councilmembers Jones, **Miller, Conwell, Connally, Germana and Hairston**

**[Clerk's Note: Minor technical changes were made to the title of the Ordinance by the Clerk, at the request of the Director of Law, and were read into the record.]**

**Council President Connally referred Ordinance No. O2014-0037 to the Public Works, Procurement & Contracting Committee.**

11. **MISCELLANEOUS COMMITTEE REPORTS**

**Mr. Greenspan announced that the Council Operations & Intergovernmental Relations Committee will meet on Monday, December 15, 2014 at 9:00 a.m.**

12. **MISCELLANEOUS BUSINESS**

**In accordance with Rule 6B of the Council Rules, Mr. Brady introduced Resolution No. R2014-0302, a Resolution dedicating the Cuyahoga County Council chambers in honor of Council President C. Ellen Connally, and requested that it be added to the Council's agenda.**

**A parliamentary motion was made by Mr. Brady, seconded by Ms. Conwell and approved by majority vote to add Resolution No. R2014-0302 to the Council agenda for consideration for passage under first reading adoption under suspension of the rules, with Ms. Connally recusing herself from the vote.**

**A motion was then made by Mr. Brady, seconded by Mr. Greenspan and approved by majority vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2014-0302, with Ms. Connally recusing herself from the vote.**

**Clerk Schmotzer read Resolution No. R2014-0302 into the record.**



**On a motion by Mr. Brady with a second by Ms. Conwell, Resolution No. R2014-0302 was considered and adopted by majority vote, with Ms. Connally recusing herself from the vote.**

**Councilmembers congratulated Council President Connally on her retirement and commended her for her leadership on Council.**

**Mr. Joseph Nanni, Chief of Staff, and Mr. Trevor McAleer, Legislative Budget Advisor, presented Council President Connally with a plaque and an engraved gavel.**

**Mr. Julian Rogers, former County Councilmember; Sr. Joanne Gross, former County Council Senior Policy Advisor; and Ms. Lynda Mayer, representing the League of Women Voters of Greater Cleveland, thanked Council President Connally for her service and congratulated her on her retirement.**

**Council President Connally read a prepared statement and thanked Councilmembers and staff for all of their support.**

**Members of the “Bells of the Saviour” Choir gave a short performance in honor of Council President Connally.**

**13. PUBLIC COMMENT UNRELATED TO AGENDA**

**No public comments were given unrelated to the agenda.**

**14. ADJOURNMENT**

**With no further business to discuss, Council President Connally adjourned the meeting at 6:51 p.m., without objection.**



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL SPECIAL MEETING  
THURSDAY, DECEMBER 18, 2014  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
10:00 AM**

**1. CALL TO ORDER**

**The meeting was called to order by Council President Connally at 10:05 a.m.**

**2. ROLL CALL**

**Council President Connally asked Clerk Schmotzer to call the roll. Councilmembers Greenspan, Miller, Brady, Germana, Gallagher, Schron, Conwell, Jones, Hairston and Connally were in attendance and a quorum was determined. Councilmember Simon was absent from the meeting.**

**A motion was then made by Mr. Gallagher, seconded by Mr. Miller and approved by unanimous vote to excuse Ms. Simon from the meeting.**

**3. PUBLIC COMMENT RELATED TO AGENDA**

**Mr. Keary McCarthy, Transition Director for County Executive-elect Armond Budish, addressed Council regarding the County's transition process.**

**4. LEGISLATION INTRODUCED BY COUNCIL**

**[Note: Item No. 6.a) was taken out of order and considered after Item No. 3]**

- a) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING  
ADOPTION UNDER SUSPENSION OF RULES**

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2014-0303.**

- 1) R2014-0303: A Resolution providing for the appointment of Tiffany A. Burke as Administrative Assistant II to serve the Council of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Connally/Chief of Staff

**Mr. Trevor McAleer, Legislative Budget Advisor, addressed Council regarding Resolution No. R2014-0303. Discussion ensued.**

**Councilmembers asked questions of Mr. McAleer pertaining to the item, which he answered accordingly.**

**On a motion by Mr. Miller with a second by Mr. Gallagher, Resolution No. R2014-0303 was considered and adopted by unanimous vote.**

5. LEGISLATION INTRODUCED BY EXECUTIVE

- a) CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2014-0304.**

- 1) R2014-0304: A Resolution amending the 2014/2015 Biennial Operating Budget for 2014 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

**Mr. Miller introduced a proposed amendment to Resolution No. R2014-0304 at the request of the Office of Budget and Management. Discussion ensued.**

**A motion was then made by Mr. Miller, seconded by Ms. Conwell and approved by unanimous vote to amend Resolution No. R2014-0304.**

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2014-0304 was considered and adopted by unanimous vote, as amended.**

**6. MISCELLANEOUS BUSINESS/DISCUSSION**

- a) Presentation by Director of Public Works Bonnie Teeuwen regarding a recommendation to amend BOC Approval No. BC2013-162, which made an award on RQ24426 and approved a contract with The Superlative Group, Inc. for consultant services for naming rights and corporate sponsorship marketing program in connection with the Medical Mart/Convention Center Project for the period 6/1/2013 - 5/31/2015 by changing the amount not-to-exceed from \$260,000.00 to \$500,000.00.

**[Note: Item No. 6.a) was taken out of order and considered after Item No. 3]**

**Ms. Bonnie Teeuwen, Director of the Department of Public Works, addressed Council regarding a recommendation to amend BOC Approval No. BC2013-162. County Executive FitzGerald interjected comments regarding the item. Discussion ensued.**

**Councilmembers asked questions of Ms. Teeuwen, County Executive FitzGerald and Director of Law Majeed Makhoulf pertaining to the item, which they answered accordingly.**

**This item will be discussed at the next Board of Control meeting on Monday, December 21, 2014 at 11:00 a.m.**

**7. PUBLIC COMMENT UNRELATED TO AGENDA**

**No public comments were given unrelated to the agenda.**

**8. ADJOURNMENT**

**With no further business to discuss, Council President Connally adjourned the meeting at 11:06 a.m., without objection.**



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL ORGANIZATIONAL MEETING  
FRIDAY, JANUARY 2, 2015  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
1:15 PM**

**1. CALL TO ORDER BY CLERK OF COUNCIL**

**In accordance with Rule 2B of the Council Rules, the meeting was called to order by Clerk Schmotzer at 1:15 p.m.**

**2. ROLL CALL**

**Ms. Schmotzer called the roll. Councilmembers Greenspan, Miller, Brady, Germana, Gallagher, Schron, Conwell, Jones, Brown and Hairston were in attendance and a quorum was determined. Councilmember Simon was absent from the meeting.**

**A motion was then made by Mr. Miller, seconded by Mr. Germana and approved by unanimous vote to excuse Ms. Simon from the meeting.**

**3. ELECTION OF COUNCIL OFFICERS**

**a) President of Council**

**Ms. Schmotzer described the process to be used for the election of Council leadership, as prescribed by Council Rule 2C, and then opened the floor for nominations for President of Council. A motion was made by Mr. Jones and seconded by Mr. Gallagher to nominate Mr. Brady. A motion was then made by Mr. Miller to nominate Ms. Conwell. Hearing no further nominations, Ms. Schmotzer then called the roll. Councilmembers Greenspan, Brady, Gallagher, Schron, Jones, Brown and Hairston voted for Mr. Brady. Councilmembers Miller, Germana and Conwell voted for Ms. Conwell.**

**By a majority roll-call vote of 7 to 3, Councilmember Dan Brady was elected as President of Council.**

b) Vice-President of Council

**At the request of Council President Brady, Ms. Schmotzer opened the floor for nominations for Vice-President of Council. A motion was made by Mr. Germana and seconded by Mr. Greenspan to nominate Mr. Jones. Hearing no further nominations, Ms. Schmotzer then called the roll. Councilmembers Greenspan, Miller, Brady, Germana, Gallagher, Schron, Conwell, Jones, Brown and Hairston voted for Mr. Jones.**

**By unanimous vote, Councilmember Pernel Jones, Jr. was elected as Vice-President of Council.**

**Ms. Schmotzer then stepped down and Council President Brady presided over the remainder of the meeting.**

4. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

**Council President Brady thanked Councilmembers for their support and congratulated Councilmember Jones on his election as Vice-President as well as the newly elected and re-elected Councilmembers. He stated that he plans to continue to lead in the model set by previous Council President Connally. Council will be an active, bipartisan and independent body and he looks forward to working closely with County Executive Budish. Council President Brady further stated that Board and Commission appointments and Council Committee appointments will be made over the next few weeks and he requested that committee meetings not be held until after the first regular Council meeting on January 13, 2015.**

5. CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2015-0001.**

a) R2015-0001: A Resolution establishing the 2015 and 2016 schedules of County Council meetings, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Greenspan, Miller, Brady, Germana, Gallagher, Schron, Conwell, Jones, Brown, Hairston and Simon/Clerk of Council

**On a motion by Mr. Schron with a second by Mr. Germana, Resolution No. R2015-0001 was considered and adopted by unanimous vote.**

**6. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business.**

**7. PUBLIC COMMENT UNRELATED TO AGENDA**

**No public comments were given unrelated to the agenda.**

**8. ADJOURNMENT**

**With no further business to discuss and on a motion by Mr. Hairston with a second by Ms. Brown, the meeting was adjourned at 1:25 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0002

Sponsored by: <b>Councilmember Conwell</b>	<b>A Resolution</b> approving the appointment of Deborah Southerington to serve on the Cuyahoga County Personnel Review Commission for an unexpired term ending 3/7/2019, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article IX, Section 9.01 of the Cuyahoga County Charter, entitled Personnel Review Commission, creates the Cuyahoga County Personnel Review Commission which is “responsible for administering, for and in cooperation with the officers, agencies, boards and commissions of the County, an efficient and economical system for the employment of persons in the public service of the County according to merit and fitness;” and,

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

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

WHEREAS, the County Council recommends that Deborah Southerington serve on the Cuyahoga County Personnel Review Commission to fill a vacant position for an unexpired term ending 3/7/2019; and,

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

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



**SECTION 1.** That the Council of Cuyahoga County hereby approves the appointment of Deborah Southerington to serve on the Cuyahoga County Personnel Review Commission to fill a vacant position for an unexpired term ending 3/7/2019.

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

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

## ***Deborah Southerington***

634 Walmar Drive Bay Village, OH 44140  
(440) 465-4293 (Cellular) debsouth6@aol.com

### **Human Resource Executive**

Strategic, results oriented leader and accomplished Human Resource Executive with extensive experience in a full spectrum of human resource functions. Proven ability to design, implement and evaluate strategic solutions in the field of Human Resources aligned with organization and employee goals.

### **Areas of Expertise**

- Organizational Development
- Talent & Performance Management
- Benefits Administration
- Policy Development/Administration
- Employee Wellness
- Complaint Resolution
- Training
- Legal Compliance
- Strategic Planning
- Classification and Compensation
- On-boarding
- Labor/Employee Relations
- Project Management
- HRIS

### **Career Accomplishments**

- Converted the City of Cleveland's medical benefits from a fully insured plan to a self insured plan avoiding a \$11 million increase in healthcare costs and producing an estimated savings of several million dollars annually.
- Implemented an early retirement incentive program for Cuyahoga County, which reduced staff by 900 FTE's and saved \$44 million over 3 years.
- Implemented ADP's Health & Welfare system, and successfully implemented a change management strategy, which resulted in 90% enrollment in first year.
- Successfully implemented a reduction in force of 124 bargaining employees saving the County approximately \$6 million in personnel costs.
- Consolidated/standardized administration of FMLA and employee discipline, reducing the risk of potential litigation.
- Established a worksite wellness program in an effort to reduce healthcare costs and improve health, safety and well-being of employees.
- Consolidated human resource functions across government agencies that resulted in a more accountable, efficient and effective HR management system, drastically reducing the duplication of services and saving money.
- Executed a comprehensive leadership management training curriculum and a succession plan training program which improved communication between departments and enhanced employee skill set for future career advancement.
- Achieved super-user status on HRIS (SAP) and serve as lead functional expert on human resources information system migrations and upgrades for elected official agencies.

## **Professional Experience**

**City of Cleveland  
Department of Human Resources, Cleveland, OH**

**03/11 – Present**

### ***Director, Human Resources***

A member of the Mayor's Cabinet responsible for transforming the HR department from a transactional to a strategic department. A performance-focused, visionary thinker, skilled in driving change initiatives, which result in a more efficient and effective delivery of services.

- Direct and administer HR services in the areas of personnel administration, benefits, performance management, discipline, labor and employee relations, and legal compliance for 8000 city of Cleveland employees.
- Manage and define departmental goals for a department of 20 HR professionals.
- Develop and implement a departmental budget and have oversight of an \$80 million dollar healthcare budget.
- Negotiate and administer City of Cleveland's 30 collective bargaining agreements.
- Provide methods to ensure reliable delivery to City of Cleveland employees and develop systems and standards for improved employee productivity and service.
- Develop and maintain systems to ensure uniform application of City of Cleveland policies and procedures.
- Advise, consult and collaborate with the Mayor and Cabinet members to ensure an effective delivery of HR services city-wide.

**Board of Cuyahoga County Commissioners,  
Office of Human Resources, Cleveland, OH**

**02/99 – 03/11**

### ***Interim Director, Human Resources***      **12/09 – 03/11**

Visionary and performance-focused professional; characterized as a versatile leader skilled in driving initiatives to efficiently and effectively administer HR services.

- Administered and directed HR services in the areas of civil service compliance, classification and compensation, labor and employee relations and payroll services for over 3800 Board of County Commissioner employees.
- Developed and implemented departmental budget of \$2.9 million and management oversight of a staff of 52 employees.
- Advised, consulted and collaborated with county commissioners, elected/appointed officials, department directors and staff on all HR matters.
- Managed and procured health benefits for over 8,000 county employees.
- Spearheaded efforts to consolidate elected officials human resource functions into a single office.
- Selected by executive management to serve in prominent HR leadership role to transform County government from a three-member commission structure to a county executive and county council structure.
- Collaborated with business community partners to drive the transformation initiatives ensuring measurable results.

**Assistant Director/Deputy Director            02/05 – 12/09**

Provided vision, leadership and strategic oversight for the department on all HR matters.

- Assisted director in managing and defining departmental goals and objectives for the Office of Human Resources.
- Created, recommended and implemented policies and procedures.
- Formulated and administered performance management plans.
- Ensured compliance with Ohio Revised Code, Ohio Administrative Code and federal regulations.
- Managed the Employment Relations division overseeing Title VII and sexual harassment complaints, unemployment compensation, ADA accommodation process, Fitness for Duty Program and discipline.
- Assisted in representing the County in matters before the State Personnel Board of Review, Ohio Civil Rights Commission and the Equal Employment Opportunity Commission.
- Assisted in strategic planning and researching best practices for the department including assessing current HR service delivery model and human resource information system to ensure efficiency and effectiveness.
- Advised and assisted on matters of administration, budgetary problems, or other specialized phases concerning policies and advised on carrying out policies and procedures.

**Personnel Manager    10/02 – 02/05**

Lead HR team to ensure efficient and effective delivery of HR services.

- Managed Personnel division with a staff of 30 + employees.
- Assisted with the enforcement of administrative rules and County policies and procedures.
- Managed and administered the County's classification and compensation plan.
- Advised on all personnel actions including promotions, reassignments, appointments, FMLA and discipline.
- Managed human resources information system upgrade implementation for Personnel division.

**Certificates/Education**

Center for Public Management, Cleveland State University  
Lean Ohio Boot Camp, Green Belt Certificate - 2014

LeadDIVERSITY Program, Cleveland, OH  
Certificate – 2009

The Leadership Academy, Cleveland State University  
Certificate – 2002

Kent State University, Kent, Ohio  
Bachelor of Arts -1990

**References Available Upon Request**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0003

Sponsored by: <b>Councilmember Conwell on behalf of Personnel Review Commission</b>	<b>A Resolution</b> adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.
---	--

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

WHEREAS, Section 2.01 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinances No. O2011-0015 and O2011-0028) states that the employment of all classified County employees is subject to the provisions of the Ohio Revised Code, the Ohio Administrative Code, the Cuyahoga County Administrative Rules and the Policies and Procedures Manual; and

WHEREAS, the Personnel Review Commission submitted a proposed new classification to the Cuyahoga County Non-Bargaining Classification Plan; and

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

WHEREAS, on December 5, 2014, the Personnel Review Commission met and recommended the new classification (attached hereto as Exhibit A), and recommends to County Council the formal adoption and implementation of the attached changes; and

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

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

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

Proposed New Classification: (See Attached Classification Specification)

Exhibit A: Class Title: *Classification and Compensation Specialist*  
Number: 1082111  
Pay Grade: 12

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

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

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

Yeas:

Nays:

_____ County Council President	_____ Date
_____ County Executive	_____ Date
_____ Clerk of Council	_____ Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Classification and Compensation Specialist	<b>Class Number:</b>	1082111
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	12
<b>Departments:</b>	Personnel Review Commission, only		

### Classification Function

The purpose of this classification is to support the Personnel Review Commission (PRC) in fulfilling its charter responsibilities of administering the County-wide classification and compensation systems.

### Essential Job Functions

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

50% +/- 5%

- Performs job analysis to collect data in support of classification and compensation activities (e.g., reviews all available job analysis material; conducts individual and/or group interviews/observations; develops and administers questionnaires and surveys; identifies major work behaviors and underlying knowledge, skills, and abilities (KSAs); synthesizes data from multiple positions to confirm and/or revise classification specifications; documents all job analysis procedures).

30% +/- 5%

- Serves as a liaison between the PRC and department directors/hiring managers (e.g., meets with directors/hiring managers to review department reorganization plans; assesses compliance with legal guidelines and professional standards; assists in recommending and developing new classifications; provides status updates).

10% +/- 5%

- Reviews and revises job analysis and job evaluation practices and procedures (e.g., ensures practices and procedures meet legal guidelines and professional standards; identifies problems; develops and implements solutions).

10% +/- 5%

- Performs job evaluation to assist in establishing the County's compensation plan for non-bargaining employees (e.g., identifies compensable factors for successful performance; conducts analyses [point-factor, multiple regression, etc.] on compensable factors; identifies qualification and performance markers for steps within pay grades; conducts surveys and other research to evaluate trends and ensure the internal and external equitability of the compensation plan; proposes changes to the compensation plan as necessary).

### Minimum Training and Experience Required to Perform Essential Job Functions

A Master's degree in Industrial/Organizational Psychology; or any equivalent combination of training and experience.

### Additional Requirements

No special professional license or certification is required.



**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines, including personal computer, video camera, audio recorder, telephone, calculator, photocopier, etc.

**Mathematical Ability**

- Ability to add, subtract, multiply, and divide; calculate decimals and percentages; and calculate means, multiple regressions, and similar statistical functions, as well as their correct use and interpretation.

**Language Ability & Interpersonal Communication**

- Ability to comprehend and apply a variety of legal guidelines and professional standards relevant to the field of Industrial/Organizational Psychology, particularly the areas of job analysis and job evaluation. Requires sufficient understanding to determine best course of action, define consequences of actions, and assess the quality of alternative procedures.
- Ability to write position descriptions, classification specifications, and compensation policies that are clear, understandable, internally consistent, and relevant.
- Ability to prepare position descriptions, classification specifications, job evaluation reports, compensation plans, practice/procedure manuals, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to follow necessary procedures to ensure the fairness, confidentiality, security, and trade secret of all job analysis and job evaluation procedures, documents, and materials.
- Ability to evaluate and improve practices and procedures according to guidelines, standards, and goals.
- Ability to communicate effectively with subject matter experts, department directors, and hiring managers during job analysis and job evaluation.
- Ability to use and interpret legal and professional terminology and language relevant to Industrial/Organizational Psychology, particularly the areas of job analysis and job evaluation.

**Environmental Adaptability**

- Work is typically performed in an office environment, and Incumbent will occasionally need to travel to other County offices and worksites and is expected to be able to do so in a timely manner.

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



Kathleen K. Walsh, Commissioner  
Thomas L. Colaluca, Commissioner  
Robert M. Wolff, Commissioner

**CUYAHOGA COUNTY  
PERSONNEL REVIEW COMMISSION  
MEMORANDUM**

DATE: December 5, 2014

TO: Cuyahoga County Council President C. Ellen Connally  
Yvonne Conwell, Chairwoman, Human Resources, Appointments & Equity  
Committee

FROM: Chairwoman Kathleen Walsh, *Kathleen Walsh*  
Cuyahoga County Personnel Review Commission

RE: Recommendation of new classification

The Personnel Review Commission respectfully requests County Council's consideration and approval of the attached proposed new classification of Classification and Compensation Specialist. The proposed classification is a new role in the Personnel Review Commission's staff, designed to support the PRC's Manager of Classification and Compensation as the PRC begins administration of the County's classification and compensation systems per the County Charter.

In accordance with PRC Rule 4.06, this new position was posted on the PRC's website for twenty (20) days before it was approved by the Commission at its regular meeting of December 3, 2014. Details of the proposed new classification are addressed below:

Class Number	Classification Title	Department/Agency	FLSA Status	Pay Grade
1082111	Classification and Compensation Specialist	Personnel Review Commission	E	12

KW:rk

Attachment

ec: Commissioner Thomas Colaluca  
Commissioner Robert Wolff  
Clerk of Council Jeanne Schmotzer  
Law Director Majeed Makhlof  
Human Resources Interim Director Lisa Durkin

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Classification and Compensation Specialist	<b>Class Number:</b>	1082111
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	12
<b>Departments:</b>	Personnel Review Commission, only		

### Classification Function

The purpose of this classification is to support the Personnel Review Commission (PRC) in fulfilling its charter responsibilities of administering the County-wide classification and compensation systems.

### Essential Job Functions

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

50% +/- 5%

- Performs job analysis to collect data in support of classification and compensation activities (e.g., reviews all available job analysis material; conducts individual and/or group interviews/observations; develops and administers questionnaires and surveys; identifies major work behaviors and underlying knowledge, skills, and abilities (KSAs); synthesizes data from multiple positions to confirm and/or revise classification specifications; documents all job analysis procedures).

30% +/- 5%

- Serves as a liaison between the PRC and department directors/hiring managers (e.g., meets with directors/hiring managers to review department reorganization plans; assesses compliance with legal guidelines and professional standards; assists in recommending and developing new classifications; provides status updates).

10% +/- 5%

- Reviews and revises job analysis and job evaluation practices and procedures (e.g., ensures practices and procedures meet legal guidelines and professional standards; identifies problems; develops and implements solutions).

10% +/- 5%

- Performs job evaluation to assist in establishing the County's compensation plan for non-bargaining employees (e.g., identifies compensable factors for successful performance; conducts analyses [point-factor, multiple regression, etc.] on compensable factors; identifies qualification and performance markers for steps within pay grades; conducts surveys and other research to evaluate trends and ensure the internal and external equitability of the compensation plan; proposes changes to the compensation plan as necessary).

### Minimum Training and Experience Required to Perform Essential Job Functions

A Master's degree in Industrial/Organizational Psychology; or any equivalent combination of training and experience.

### Additional Requirements

No special professional license or certification is required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines, including personal computer, video camera, audio recorder, telephone, calculator, photocopier, etc.

**Mathematical Ability**

- Ability to add, subtract, multiply, and divide; calculate decimals and percentages; and calculate means, multiple regressions, and similar statistical functions, as well as their correct use and interpretation.

**Language Ability & Interpersonal Communication**

- Ability to comprehend and apply a variety of legal guidelines and professional standards relevant to the field of Industrial/Organizational Psychology, particularly the areas of job analysis and job evaluation. Requires sufficient understanding to determine best course of action, define consequences of actions, and assess the quality of alternative procedures.
- Ability to write position descriptions, classification specifications, and compensation policies that are clear, understandable, internally consistent, and relevant.
- Ability to prepare position descriptions, classification specifications, job evaluation reports, compensation plans, practice/procedure manuals, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to follow necessary procedures to ensure the fairness, confidentiality, security, and trade secret of all job analysis and job evaluation procedures, documents, and materials.
- Ability to evaluate and improve practices and procedures according to guidelines, standards, and goals.
- Ability to communicate effectively with subject matter experts, department directors, and hiring managers during job analysis and job evaluation.
- Ability to use and interpret legal and professional terminology and language relevant to Industrial/Organizational Psychology, particularly the areas of job analysis and job evaluation.

**Environmental Adaptability**

- Work is typically performed in an office environment, and Incumbent will occasionally need to travel to other County offices and worksites and is expected to be able to do so in a timely manner.

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

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2015-0001

Sponsored by: <b>Councilmember Greenspan</b>	<b>An Ordinance</b> amending Chapter 114 of the Cuyahoga County Code to ensure transparency and equity across county appointees, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Article II, Section 2.03 (2) of the Charter of Cuyahoga County, empowers the County Executive to “appoint, subject to the confirmation by the Council, and remove County directors and officers and members of boards, agencies, commissions and authorities;” and,

WHEREAS, Article II, Section 2.03 (2) of the Charter states that “if the Council shall fail to act on the question of such an appointment by the County Executive within sixty days of the date that the County Executive submits such appointment to the Council for its consideration, that appointment shall be deemed confirmed without further action by the Council;” and

WHEREAS, Article II, Section 2.03 (2) of the Charter further states that “the County Executive may appoint interim officers to serve as any departmental director, as Inspector General, or in any position outlined in Article V of this Charter without confirmation by the Council for a period not to exceed 120 days;” and,

WHEREAS, Article II, Section 2.03 (2) of the Charter states “the County Executive and the Council shall use good faith efforts to reflect the diversity of the people of the County in appointing such officers and members;” and,

WHEREAS, Article XII, Section 12.07 of the Charter states “[a]ll officers and members of boards, agencies, commissions and authorities appointed by the County Executive, the Council or other County elected officials... shall be appointed, employed, promoted, and compensated without regard to their race, color, religion, sex, national origin, sexual orientation, disability, age, or ancestry;” and,

WHEREAS, Ordinance No. O2014-0030, as codified in Chapter 114 of the County Code, establishes standardized criteria to fully evaluate candidates submitted to Council for appointment, and to ensure the foregoing Charter principles are consistently upheld; and,

WHEREAS, Council seeks to ensure equity is maintained across county appointees in accordance with the laws and charter of Cuyahoga County; and

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

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

**SECTION 1.** Chapter 114 of the Cuyahoga County Code is hereby amended as follows (additions are marked in bold and underline, deletions are struck-through):

**CHAPTER 114: Appointment and Confirmation**

**Section 114.01: Submission of Appointments to County Council**

- A. The submission of any candidate to the Council for confirmation shall be accompanied by the following:
1. A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;
  2. A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;
  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
  4. A letter from the appointing authority providing the following information:
    - a. The title of the board, agency, commission, or authority to which the candidate is being appointed;
    - b. Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;
    - c. The specific term of office during which the candidate would serve;
    - d. An indication of whether the candidate is being considered for a new appointment or for reappointment;
    - e. For a new appointment: the name of the individual who the candidate would replace;
    - f. 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;
    - g. A cumulative list of individuals who applied for the position;

- h. The candidate's direct contact information, including the candidate's phone number, email address, home address, and business address;
- i. An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;
- j. 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.
- k. If the candidate is being appointed to a compensated position, the starting annual compensation of the position.**

B. 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**

**A. 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.**

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

**SECTION 3.** It is found and determined that all formal actions of this Council concerning 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 \_\_\_\_\_, 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:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



# County Council of Cuyahoga County, Ohio

## Ordinance No. O2015-0002

Sponsored by: <b>Councilmember Miller</b>	<b>An Ordinance</b> amending Section 206.06 of the Cuyahoga County Code to update the operating rules of the Charter Review Commission.
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WHEREAS, Article XII, Section 12.09 of the Charter provides that in 2017, and at intervals of ten years thereafter, the County Executive shall, before the first day of June, appoint a Charter Review Commission to formulate and propose charter amendments to the Council as it shall deem appropriate; and

WHEREAS, Article XII, Section 12.09 of the Charter states that “Council shall establish rules and procedures for the operation of the Charter Review Commission and the County Executive shall provide the commission necessary staff services;” and,

WHEREAS, in 2012 Council established rules for the initial Charter Review Commission by enacting Ordinance No. O2012-0003, now codified as Chapter 206.06 of the Cuyahoga County Code; and,

WHEREAS, in 2013 the initial Charter Review Commission was dissolved after making its recommendations to County Council in 2013; and,

WHEREAS, In November 2014, the voters of Cuyahoga County approved an amendment to Article XII, Section 12.09 of the Charter to accelerate the timeline of appointment and confirmation of the Charter Review Commission; and,

WHEREAS, the Council has determined to amend the rules of the Charter Review Commission to comply with the Charter requirements adopted in 2014, and to provide greater flexibility in how the Charter Review Commission conducts its business; and

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

**SECTION 1.** Section 206.06 of the Cuyahoga County Code is hereby amended as follows (additions are marked in bold and underline, deletions are struck-through):

**Section 206.06: Charter Review Commission**

Pursuant to Article 12, Section 12.099 of the Cuyahoga County Charter, the rules and procedures for the operation of the Charter Review Commission in Cuyahoga County are established as follows:

## ARTICLE 1: STAFF SUPPORT

### Rule 1A: Designation of Clerk

No later than September ~~15th~~<sup>1st</sup> of each year in which a Charter Review Commission is appointed, the County Executive shall designate a County employee to serve as Clerk to the Charter Review Commission.

### Rule 1B: Duties of the Clerk

The duties of the Clerk of the Charter Review Commission shall be as follows:

- A. Attend all meetings of the Charter Review Commission and its committees, determine quorums, keep minutes of all meetings and record the votes of each member;
- B. Assist the Chairperson in the preparation of the Agenda for Commission Meetings;
- C. Provide required notices of meetings;
- D. Ensure that a page is created and maintained on the County's website for the Charter Review Commission, which shall include the notice and agenda of each meeting of the Commission or any of its committees, the minutes of all meetings of the Commission and its committees, a copy of all proposed Charter amendments, draft reports and final reports of the Commission and its committees; a copy of these rules, and any other items that the Chairperson, the Clerk, or the Commission deem appropriate;
- E. Serve as the Public Records Manager for the Commission until the Commission completes its work;
- F. Transmit the final report of the Charter Review Commission to the County Council;
- G. Perform any other duties that are prescribed in these rules or that the Chairperson or the Commission determines are necessary for the performance of the Commission's duties.

### Rule 1C: Additional Staff Services

The County Executive shall provide the Charter Review Commission sufficient additional staff services needed to effectively perform its duties, including, but not limited to working space, office supplies, and information technology support. In the absence of the Clerk, the County Executive shall designate a Clerk Pro-Tem to perform the duties of the Clerk.

## ARTICLE 2: ORGANIZATION; OFFICERS

Rule 2A: Vacancy

If a resignation or vacancy occurs within the Commission, a new appointment shall be made and confirmed as soon as is practical, using the appointment process provided for in Article 12, Section 9, of the Cuyahoga County Charter.

Rule 2B: Officers of the Commission; Terms

The officers of the Charter Review Commission shall consist of the Chairperson and Vice Chairperson, who shall serve terms equal to the duration of the current Charter Review Commission.

Rule 2C: Organizational Meeting

No later than ~~October~~September 15th of each year in which a Charter Review Commission is appointed, the Clerk shall call an Organizational Meeting of the Charter Review Commission, at which time the Commission shall elect one of its members as Chairperson and one other member as Vice Chairperson. The Commission may, by parliamentary motion, add additional items to the agenda for the Organizational Meeting.

Rule 2D: Clerk's Role at Organizational Meeting

The Clerk shall preside over the Organizational Meeting until the Chairperson is chosen, after which the Chairperson shall preside over the remainder of the Organizational Meeting.

Rule 2E: Election of Officers

The Chairperson and Vice Chairperson shall be elected at the Organizational Meeting. The election for Chairperson shall take place first, followed by the election for Vice Chairperson. A minimum of five (5) votes shall be required for election to either position.

Rule 2F: Duties of the Chairperson of the Charter Review Commission

The Chairperson shall preside at all meetings of the Commission, appoint the officers and members of all committees, set the agenda for meetings of the Commission, ~~design and~~ implement the public participation process, and perform all other duties, consistent with the Cuyahoga County Charter and these rules, that are necessary to lead the Commission in completing its duties.

Rule 2G: Duties of the Vice Chairperson of the Charter Review Commission

The Vice Chairperson shall preside in the absence or disability of the Chairperson at all meetings of the Charter Review Commission, shall perform all the duties of the Chairperson during such absence or disability, and shall perform all other duties, consistent with the Cuyahoga County Charter and these rules, that are

necessary to assist the Chairperson in the performance of his/her duties. The Vice Chairperson shall make best efforts to attend all meetings of the Commission in order to be available to perform his/her duties.

Rule 2H: Officer Vacancy

If a vacancy occurs in the office of Chairperson, the Vice Chairperson shall become Chairperson. If a vacancy occurs in the office of Vice Chairperson, either by succession to Chairperson or for any other reason, the Chairperson shall conduct an election for Vice Chairperson at the next meeting of the Commission, using the procedure set forth in Rule 2E.

Rule 2I: Absence or Disability of Chairperson and Vice Chairperson

In the absence or disability of both the ~~President~~ **Chairperson** and the ~~Vice-President~~ **Vice Chairperson**, the Clerk shall conduct an election for Chairperson Pro-Tem, using the procedure set forth in Rule 3D, except that a majority of those voting shall be sufficient for election.

Rule 2J: Commission Officers Entitled to Vote

The Chairperson and the Vice Chairperson shall be entitled to vote on all matters.

ARTICLE 3: QUORUM

Rule 3A: Quorum Defined

A quorum of the Charter Review Commission shall consist of five (5) members, and a quorum of a committee shall consist of a majority of its members.

Rule 3B: Clerk to Determine Quorum

The Clerk shall determine the presence of a quorum by roll call at the beginning of each meeting of the Commission or a committee, shall announce when a quorum is present, and shall keep a record of members present.

Rule 3C: Absence of Quorum

Whenever a quorum is not present, the Commission or a committee may not conduct any business until a quorum is restored, except to adjourn, to adjourn to a future date and time, or take any other action permitted in the absence of a quorum, as provided in Robert's Rules of Order, Newly Revised.

ARTICLE 4: MEETINGS

Rule 4A: Commission to Meet at Least Monthly

The Commission shall meet at least once every calendar month until its final report is presented to County Council.

#### Rule 4B: Regular Meetings

Prior to the conclusion of the Organizational Meeting, **the Chairperson, with the assistance of the Commission, shall determine and announce the date, place, and time of Regular Meetings of the Commission to be held in September or October, providing at least three (3) days' notice before the first meeting. Starting in October, the Chairperson, with the assistance of the Commission, shall, during any meeting before the end of that month, determine and announce the date, place, and time of Regular Meetings of the Commission to be held during the following month, providing at least three (3) days' notice before the first meeting.** and each Regular Meeting, the Chairperson shall announce the date, place, and time of the next Regular Meeting of the Commission, providing at least seven (7) days' notice. As soon as is practical after ~~this~~**each** such announcement is made, the Clerk shall post the same information regarding the meetings on the Commission's webpage and disseminate it to the local news media, and the Clerk of County Council shall post it on the County Council's webpage. The agenda for ~~the~~**each** meeting shall be included in the original posting, if available, but may be posted and disseminated later, provided that at least twenty-four (24) hours' notice is given.

#### Rule 4C: Change in Time or Place of Regular Meeting

If compelling circumstances require such action, the Chairperson may change the date, time, and/or place of any Regular Meeting, provided that at least three (3) days' notice is given, using the same notification processes provided for in Rule 4B.

#### Rule 4D: Special Meeting

The Chairperson or any four (4) members of the Commission may call a Special Meeting of the Commission, provided that the date, place, time, and agenda of the meeting are posted and disseminated as provided for in Rule 4B with at least three (3) days' notice. Only items on the agenda may be discussed at a Special Meeting.

#### Rule 4E: Notice Required for Meeting to be Continued at a Later Time

The Commission may adjourn any meeting of the Commission to a designated day, time, and place. Notice of the day, time, and place at which the meeting is to be continued shall be given to all members and posted and disseminated as provided for in Rule 4B with at least three (3) days' notice, unless the meeting is to be continued at a time sooner than three (3) days, in which case notice shall be given as soon as is practical after the announcement.

#### Rule 4F: Agenda for Commission Meetings

The Chairperson, with the assistance of the Clerk, shall set the agenda for all meetings of the Commission.

#### Rule 4G: Digital Record

All meetings of the Commission and its committees shall be audiotaped and/or videotaped, and these recordings shall be preserved by the Clerk as public records.

### ARTICLE 5: ORDER OF BUSINESS

#### Rule 5A: Order of Business

The Commission may use the following as the regular order of business for Commission meetings or may adopt its own:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Approval of Minutes
- E. Introduction of Proposed Charter Amendments
- F. Committee Reports
- G. Old Business
- H. New Business
- I. Announcements & Miscellaneous Business
- J. Adjourn

### ARTICLE 6: COMMISSION WORK PRODUCT

#### Rule 6A: Final Report; Deadline for Submission

The final report of the Commission shall include all proposed amendments to the Cuyahoga County Charter, a discussion of the rationale for the proposed amendments, and a summary of the Commission's activities, and may include procedural recommendations relating to matters such as the timing of submission of proposed amendments. The final report shall be submitted to County Council as a single document no later than the first day of July following appointment of the Commission.

#### Rule 6B: Form of Submission of Proposed Charter Amendments

Proposed amendments to the County Charter shall relate only to one subject, but may affect more than one section of the Charter. All proposed amendments shall be submitted in the following form:

- A. General subject of the amendment
- B. Section(s) of the County Charter affected
- C. Current language of sections affected
- D. Intended effect and rationale of amendment
- E. Exact language of the amendment, showing what language, if any, is to be deleted and what language, if any, is to be added.

#### Rule 6C: Vote Required for Approval of Charter Amendments

A proposed amendment must be voted upon separately and receive the affirmative vote of at least five (5) members of the Commission to be included in the main body of the final report.

#### Rule 6D: Minority Reports

The final report shall provide an appendix of minority reports, presenting proposed Charter amendments supported by less than a majority of the Commission. A proposed Charter amendment not approved to be included in the main body of the report shall be included in the appendix for minority reports if any two or more members sign a statement supporting the amendment and requesting its inclusion as a minority report. The supporters of a minority report may include a brief discussion of the rationale for the proposed amendment. The discussion may be edited for accuracy by the full Commission.

#### ~~Rule 6E: Issues Related to Indigent Defense and the Public Defender to be Considered~~

~~In accordance with Article 12, Section 9 of the County Charter, the Commission shall include in its deliberations consideration of changes in this Charter for the purpose of providing more effective representation of indigent defendants, for adequate funding and support for the operation of the Office of the County Public Defender, and for the appropriate method for selection of the County Public Defender. The Commission shall include a report on these deliberations within the summary of the Commission's activities in the final report.~~

### ARTICLE 7: PARLIAMENTARY PROCEDURE

#### Rule 7A: Procedural Rules Apply to Commission and its Committees

The procedural rules provided for in this article apply both to the Commission and to any of its committees, unless otherwise specified.

Rule 7B: Parliamentary Procedure Manual

The parliamentary guide for procedural issues not covered in these rules shall be Robert's Rules of Order, Newly Revised.

Rule 7C: Chairperson to Direct Meetings

All discussion in the Commission and any of its committees shall go through the Chairperson of the Commission or of the committee, respectively. The Chairperson shall control the order of speakers and shall put motions offered by members before the Commission or the committee for consideration and action.

Rule 7D: Parliamentary Motions

Parliamentary motions shall be used as provided in Rules 9E, 9F, 9G, and 9I of the Rules of Cuyahoga County Council.

Rule 7E: Vote Required for Approval

A motion to approve the Commission's final report, a proposed committee report, or a proposed amendment to the County Charter shall require a minimum of five (5) votes in the full Commission and a majority of all members of a committee. All other motions shall require a majority of those present and voting, provided that a quorum is present, unless otherwise specified in these rules.

Rule 7F: Voting Procedure

A motion to approve the Commission's final report, a committee's report, or a proposed amendment to the County Charter shall be done by roll call vote. Voting on all other matters may be done by voice vote, but the Chairperson shall insure that the Clerk is able to record the vote of every member on all matters.

Rule 7G: Amendments

All proposed amendments to a proposed charter amendment or a Commission or committee report shall be in written form, except that the Chairperson of the Commission or a committee may accept a verbal amendment that is clear, unambiguous, and may be presented in a single sentence or a few words. An amendment to a proposed charter amendment that is approved in committee does not need to be approved again by the full Commission.

Rule 7H: Duty to Vote; Recusal

Members shall vote on every question in the Commission or in committee, except when the member has recused him/herself, **and except that a member may**



**abstain from voting on a question related to the approval of minutes of a meeting at which the member was absent.** A member shall recuse him/herself from voting whenever the member has a personal or monetary interest in any matter under consideration or when voting on the matter could for any reason violate state or county ethics law.

Rule 7I: Change of Vote

Prior to the announcement of the vote on any question in the Commission or in committee, any member may request to change his/her vote, and such request shall be approved by the Chairperson, except for good cause; however, no member shall be permitted to change his/her vote after the result of the vote has been declared.

ARTICLE 8: COMMITTEES

Rule 8A: Committee Structure

~~The Commission shall create four (4) committees of three (3) or more members each as follows:~~ **The commission may use a committee structure such as the following, with proposals to create new Articles in the County Charter referred to the most appropriate committee, as determined by the Chairperson of the Commission:**

- A. Governmental, covering the Preamble and Articles 1 through 3 of the County Charter.
- B. Administrative/Judicial, covering Articles 4 through 6 of the County Charter
- C. Policy, covering Articles 7 through 10 of the County Charter
- D. General Provisions, covering Articles 11 through ~~13~~**14** and the Appendix of the County Charter

~~The Administrative/Judicial Committee shall also consider issues related to indigent defense and the selection of the Public Defender and adequate support and funding for the operation of the office of the Public Defender.~~

~~Proposals to create new Articles in the County Charter shall be considered in whichever committee most closely covers the subject(s) of the proposed new Articles, as determined by the Chairperson.~~

~~The Commission may amend the above committee structure as provided in Rule 10A, except that confirmation by County Council is not required.~~

**The Commission may also adopt a different committee structure or operate without committees, but any committee created shall be comprised of at least three (3) members.**

Rule 8B: Chairperson of the Commission to Appoint Officers and Members of Committees

~~No later than two (2) weeks after the Organizational Meeting, the Chairperson of the Commission shall appoint the Chairperson, Vice Chairperson, and members of each committee.~~

**The Chairperson of the Commission shall appoint the Chairperson, Vice Chairperson, and members of each committee, but any subsequent changes to the leadership or composition of a committee shall require the approval of a majority of all members of the Commission.**

Rule 8C: Committee Work Product

~~The Work Product of each committee shall consist of a single document, providing a draft of the Commission's final report pertaining to the sections of the County Charter under the committee's jurisdiction, prepared in the form provided for in Article 6 of these rules. To be included in the main body of the committee's report, a proposed charter amendment must be voted upon separately by the committee and receive the affirmative vote of a majority of all members of the committee.~~

Rule 8D: Deadline for Submission of Committee Reports

~~Each committee shall submit its report to the Commission at a meeting of the Commission held no later than the first day of April following formation of the Charter Review Commission.~~

Rule 8E: Participation of Members at Committee Meetings

Any member may be seated at the committee table and participate in all discussions, whether or not that member has been appointed to that committee; however, only members appointed to a committee may offer motions or vote on questions before that committee.

Rule 8F: Public Notice of Committee Meetings

Rules 4B through 4F shall also apply to committee meetings, except ~~that the minimum notice for regular committee meetings shall be three (3) days, and~~ **that** the Chairperson of each committee shall set the committee's agenda and have the sole authority to call a special meeting of the committee.

Rule 8G: Work Sessions

The Commission or a committee may conduct work sessions, following the process provided for in Rule 13 of the Rules of Cuyahoga County Council.

## ARTICLE 9: OPEN MEETINGS PROCEDURE

### Rule 9A: Open Meetings, Public Comment

All meetings of the Commission or any of its committees shall be open to the public, be conducted only after prior public notice, include time for public comment, and comply with all other provisions of Article 12, Section 5 of the County Charter, Chapter 105 of the Cuyahoga County Code, and Ohio Revised Code Section 121.22 regarding the open public meetings.

### Rule 9B: Minutes

The Clerk shall keep minutes of all meetings of the Commission and any of its committees and shall post the draft minutes on the Commission's webpage, subject to Commission or committee approval, as soon as is practical following each meeting, but in no case later than seven (7) days after the meeting. The Commission and each committee shall consider at each meeting the question of the approval of minutes from the previous meeting.

### Rule 9C: Availability of Public Records

All records of the Commission or any of its committees that relate to public business shall be available to the public as public records as required in Article 12, Section 6 of the County Charter, Chapter 106 of the Cuyahoga County Code, and Ohio Revised Code Section 149.43. The Clerk shall serve as Public Records Manager for the duration of the Commission, after which the Clerk of County Council shall perform this role.

### Rule 9D: Filming, Taping, and Recording

Any person may film, tape, or record any meeting of the Commission or any of its committees, provided that the filming, taping, or recording is done in a manner that does not significantly interfere with the conduct of the meeting. Anyone who wishes to film, tape, or record any meeting of the Commission or any of its committees is requested to **notify the Clerk prior to the start of the meeting.** ~~register in advance with the Clerk on a form to be provided for this purpose. The Clerk shall set up a process for those who wish to film, tape, or record on a regular basis to provide a single registration, which shall be effective for the duration of the Commission.~~

### Rule 9E: Decorum

The Chairperson, with the approval of the Commission, may establish rules to insure decorum at meetings, including but not limited to rules relating to the respectful presence of the public and the use of audible communication devices.

#### Rule 9F: Public Participation Process

Not later than the 15th day of ~~November~~**October** following formation of the Charter Review Commission, the Chairperson shall prepare and begin implementation of a comprehensive public participation plan, including, but not limited to the following:

- A. Public hearings held at various locations throughout the county, conducted as part of both the committee phase and the full Commission's consideration of the committee reports;
- B. Widest possible dissemination of proposed Charter amendments and draft reports in both written and electronic form combined with processes for receiving public input concerning them; and
- C. Regularly updated availability on the Commission's webpage of the current form of all proposed Charter amendments and draft Commission and committee reports.

#### Rule 9G: Charter Amendment Proposals to be Available on Website

The Clerk shall ensure that the Commission's page on the County's website contains all proposed Charter amendments that have been submitted to the Commission. A proposed amendment shall be in the form provided for in Rule 6B to be included on the website. If a proposed amendment is substantively changed, both the original and revised versions shall be included.

Proposed Charter amendments may be submitted to the Commission by any member of the Commission at any Commission meeting or at any committee meeting which covers the subject of the proposed amendment.

Proposed amendments may also be submitted to the Commission by any member of the public by letter to the Clerk or by presentation at any meeting of the Commission or of the committee which covers the subject of the proposed amendment.

### ARTICLE 10: AMENDMENT AND SUSPENSION OF RULES

#### Rule 10A: Amendment of Rules

~~Except as provided in Rule 8A, t~~These rules may be amended with the approval of five (5) or more members of the Commission and confirmation by majority vote of County Council. A proposed amendment to these rules may be voted on at the same meeting of the Commission at which it is introduced only if the text of the proposed amendment is included in the published agenda for the meeting. As soon as is practical following approval of a proposed rules amendment by the Commission, the Clerk shall notify the Clerk of County Council by letter of the amendment. The notification may be in electronic format. If County Council does



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0004

Sponsored by: <b>County Executive Budish/Fiscal Officer/Office of Budget &amp; Management</b>	<b>A Resolution</b> amending the 2014/2015 Biennial Operating Budget for 2015 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 9, 2014, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program Update for 2015 (Resolution No. R2014-0299) establishing the 2015 biennial budget update for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2015 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations, and to transfer cash between budgetary funds, in order to accommodate the operational needs of certain County departments, offices, and agencies; and

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

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

**SECTION 1.** That the 2014/2015 Biennial Operating Budget for 2015 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts**

**Journal Nos.**

A. 21A882 – Prof. Cont. Edu. – Paul Coverdell Grant **BA1503169**  
CR754770 - FY14-15 Forensic Science Imp. – Coverdell  
Other Expenses \$ 175,000.00

Funding Source: Funding is from the Department of Justice, Office of Justice Programs, National Institute of Justice for the Paul Coverdell Forensic Science Improvements Grant-Competitive Program. No cash match is required.

B. 22A984 – Community Development Block Grant FY34 2008 **BA1503164**  
DV712711 – Community Development Block Grant Project Plan-2008  
Other Expenses \$ (5,800.00)

Funding Source: Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2008 through December 31, 2008.

C. 22A795 – Community Development Block Grant FY35 2009  
DV713032 – Community Development Block Grant Project Plan-2009  
Other Expenses \$ (4,309.63)

Funding Source: Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2009 through December 31, 2009.

D. 22A613 – Community Development Block Grant FY36 2010  
DV713255 – Community Development Block Grant Project Plan-2010  
Other Expenses \$ (151,000.00)

Funding Source: Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2010 through December 31, 2010.

E. 22A046 – Community Development Block Grant FY37 2011  
DV713362 – Community Development Block Grant Project Plan-2011  
Other Expenses \$ (394,469.72)

Funding Source: Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2011 through December 31, 2011.

F. 22A685 – Community Development Block Grant FY38 2012  
DV713917 – Community Development Block Grant Project Plan-2012  
Other Expenses \$ (1,691,328.77)

Funding Source: Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2012 through December 31, 2012.

G. 22S157 – 2010 Neighborhood Stabilization Program **BA1503165**  
DV725291 – 2010 Neighborhood Stabilization Program 2-Project Plan  
Other Expenses \$ 95,153.48

Funding Source: Funding is from the United States of Housing and Urban Development (HUD), Neighborhood Stability Acquisition, Rehab and Resale Program covering the period January 10, 2010 and continuing until HUD funding decreases.

H.	21A218 –State Homeland Security Grant-Law Enforcement (SHSPLE) JA7680844 – FFY11 State Homeland-Law Enforcement 11/14	<b>BA1503166</b>
	Other Expenses	\$ (14.65)

Funding Source: Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period January 1, 2011 through December 31, 2014.

I.	21A218 – State Homeland Security Grant-Law Enforcement (SHSPLE) JA768184 – FFY12 State Homeland-Law Enforcement 12/14	<b>BA1503171</b>
	Personal Services	\$ (10,841.45)
	Other Expenses	\$ (18,744.51)
	Capital Outlays	\$ (6,806.32)

Funding Source: Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period January 1, 2012 through December 31, 2014.

J.	21A281 – NEORFC FY09 Urban Area Security Initiative JA741447–NE Ohio Regional Fusion CenterFY09 Urban Area Security Initiative	<b>BA1503172</b>
	Personal Services	\$ (9,612.81)
	Other Expenses	\$ (15,062.49)

Funding Source: Funding is from the United States Department of Homeland Security covering the period August 1, 2009 through August 31, 2014.

K.	21A891 – Domestic Violence Homicide Prevention JA750604–Domestic Violence Homicide Prevention FY14	<b>BA1503174</b>
	Other Expenses	\$ (14,006.18)

Funding Source: Funding is from the United States Department of Justice covering the period April 1, 2013 through September 30, 2014.

L.	21A131 – Child Exposed to Violence Demo Phase I JA741349–Child Exposed to Violence Demo Phase 2	<b>BA1503175</b>
	Other Expenses	\$ 612,260.00

Funding Source: Funding is from the United States Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention covering the period October 1, 2011 through June 30, 2017.

M.	22A910 – Community Development Block Grant FY40 2014 DV714360 – Community Development Block Grant Project Plan-2014/2015	<b>BA1503176</b>
	Other Expenses	\$ (200,000.00)



Funding Source: Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2014 through December 31, 2014.

N. 22A914 – Community Development Block Grant FY41 2015 **BA1503177**  
 DV714436 – Community Development Block Grant Project Plan-2015  
 Other Expenses \$ 200,000.00

Funding Source: Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2015 through December 31, 2015.

O. 01A001 – General Fund **BA1503186**  
 SU514711– Gateway Arena Pledge  
 Other Expenses \$ 2,098,000.00

Funding Source: Funding is from the General Fund.

P. 30A905 – Gateway Arena **BA1503187**  
 DS100370 – Gateway Arena Project  
 Other Expenses \$ 2,098,000.00

Funding Source: Funding for the Gateway Arena Debt Service comes from a subsidy from the General Fund

Q. 30A915 – Medical Mart **BA1503199**  
 DS039115 – Medical Mart Debt Service  
 Other Expenses \$ (1,239,999.74)

Funding Source: Funding for the Medical Mart Debt Service comes from a General Fund subsidy and Build America Bond interest.

R. 01A001 – General Fund **BA1503200**  
 SU511535 – Medical Mart 2010 DS Pledge  
 Other Expenses \$ (1,239,999.74)

Funding Source: Funding is provided by a General Fund subsidy.

**SECTION 2.** That the 2014/2015 Biennial Operating Budget for 2015 be amended to provide for the following appropriation transfers:

<b><u>Fund Nos./Budget Accounts</u></b>		<b><u>Journal Nos.</u></b>
A. FROM:	21A173 - Adult Drug Court Project	<b>BA1503156</b>
	CO754549 – Adult Drug Court Project FY14	
	Other Expenses \$ 75,000.00	
TO:	21A173 - Adult Drug Court Project	
	CO754549 – Adult Drug Court Project FY14	
	Personal Services \$ 75,000.00	

Funding Source: Funding comes from the ADAMHS Board of Cuyahoga County and covers the period January 1, 2014 through December 31, 2014.

B. FROM:	01A001 – General Fund	<b>BA1503167</b>
	DR495515 – Domestic Relations Child Support	
	Other Expenses	\$ 490,000.00
TO:	01A001 – General Fund	
	DR391052 – Domestic Relations	
	Other Expenses	\$ 490,000.00

Funding Source: Funding is from the General Fund covering the period January 1, 2015 through December 31, 2015.

C. FROM:	01A001 – Office of Budget and Management	<b>BA1503178</b>
	FS109629 – Office of Budget and Management	
	Other Expenses	\$ 2,300.00
TO:	01A001 – Office of Budget and Management	
	FS109629 – Office of Budget and Management	
	Capital Outlay	\$ 2,300.00

Funding Source: The source of funding is General Fund.

D. FROM:	01A001 – General Fund	<b>BA1503160</b>
	MT805432 –Municipal Judicial Costs	
	Other Expenses	\$ 4,000.00
TO:	01A001–General Fund	
	MT805440 –Village and Township Costs	
	Other Expenses	\$ 4,000.00

Funding Source: Funding is from the General Fund covering the period January 1, 2015 through December 31, 2015.

E. FROM:	61A608 – Central Security Services-Sheriff	<b>BA1503161</b>
	SH352005 – Building Security Services-OPBA-Officers	
	Personal Services	\$ 1,504,036.00
TO:	61A608 – Central Security Services-Sheriff	
	SH352013 – Building Security Services-OPBA-Sergeants	
	Personal Services	\$ 795,567.00
	61A608 – Central Security Services-Sheriff	
	SH352021 – Building Security Services-Non-Bargaining Personnel	
	Personal Services	\$ 232,972.00
	61A608 – Central Security Services-Sheriff	
	SH352039 – Building Security Services-Court Security Monitors	
	Personal Services	\$ 475,497.00

Funding Source: Funding is from the internal service fund which derives revenues from charges to county departments which utilize the services of security for the buildings. The internal service fund covers the period January 1, 2015 through December 31, 2015.

F. FROM:	01A001 – General Fund	<b>BA1503162</b>
	JA050088 –Justice Affairs Administration	
	Other Expenses	\$ 250,360.00
	01A001–General Fund	
	JA302224 –Public Safety Grants Administration	
	Other Expenses	\$ 86,626.00
TO:	01A001–General Fund	
	JA050088 –Justice Affairs Administration	
	Capital Outlays	\$ 250,734.00
	01A001–General Fund	
	JA302224 –Public Safety Grants Administration	
	Capital Outlays	\$ 86,252.00

Funding Source: Funding is from the General Fund covering the period January 1, 2015 through December 31, 2015.

G. FROM:	20A390 – Emergency Management	<b>BA1503163</b>
	JA100123 –Emergency Management	
	Other Expenses	\$ 5,505.00
TO:	20A390–Emergency Management	
	JA100123 –Emergency Management	
	Capital Outlays	\$ 5,505.00

Funding Source: Funding is from grants and a General Fund subsidy covering the period January 1, 2015 through December 31, 2015.

**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

Journal CC017  
January 13, 2015



ARMOND BUDISH  
Cuyahoga County Executive

January 7, 2015

Clerk of County Council

Dear Ms. Schmotzer:

A brief summary of the fiscal items that will be submitted for consideration for adoption on first reading at the regular County Council meeting scheduled for January 13, 2015, are presented below.

**Additional Appropriation Summary** – Additional appropriations are needed when there is a new or increased revenue source, or a revision to the original appropriation level that is required to cover expenditures that exceed the original estimate. A budget review document is provided for General Fund and Health & Human Services Levy Fund impact items.

A reduction in appropriation is requested in conjunction with the close-out of a program, grant, project or decertification of an encumbrance.

\* Impact of fiscal item is included in the current projection and ending fund balance.

General Fund/Health & Human Services	Amount
Gateway Arena Pledge Subsidy – Additional appropriation to cover the 2015 debt service requirement for 2015. Funding is from a General Fund Subsidy. (Item O.)	\$2,098,000.00
Gateway Arena Project – Additional appropriation to cover the 2015 debt service requirement for 2015. Funding is from a General Fund Subsidy. (Item P.)	\$2,098,000.00
Medical Mart Debt Service – Reducing the Medical Mart debt service due to the issuance of nontax revenue bonds issued in December 2014 thus reducing the pledge amount needed. Funding is from a General Fund subsidy. (Item Q.)	-\$1,239,999.74
Medical Mart General Fund Subsidy – Reducing the subsidy due to the issuance of nontax revenue bonds issued in December 2014 thus reducing the pledge amount needed. Funding is from a General Fund subsidy. (Item R.)	-\$1,239,999.74
<b>TOTAL</b>	<b>\$1,716,000.52</b>

Grants/Projects	Amount
Medical Examiner – To appropriate a grant from the Department of Justice, Office of Justice Programs, National Institute of Justice for the Paul Coverdell Forensic Science Improvements Grant Competitive Program. No cash match is required. (Item A.)	\$175,000.00
Development – Reducing appropriations in various Community Development Block Grants in preparation of grant closures. Funding is from the U.S. Department of Housing and Urban Development. (Items B, C, D, E, and F.)	-\$2,246,908.12
Development – To appropriate repayments received in 2013 per Neighborhood Stabilization Program grant requirements and guidelines. Funding is from the U.S. Department of Housing and Urban Development. (Item G.)	\$95,153.48
Justice Services/State Homeland Security Grant – Reducing appropriation in preparation of grant closure. Funding is from the U.S. Department of Homeland Security. (Item H and J.)	-\$36,406.93

Justice Services/Northeast Ohio Regional Fusion Center – Reducing appropriation in preparation of grant closure. Funding is from the U.S. Department of Homeland Security. (Item J.)	-\$24,675.30
Justice Services/Domestic Violence Homicide Prevention – Reducing appropriation in preparation of grant closure. Funding is from the U.S. Department of Justice. (Item K.)	-\$14,006.18
Justice Services/Child Exposed to Violence Demo Phase I – To appropriate a supplemental award from the U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention. (Item L.)	\$612,260.00
Development /Community Development Block Grant (CDBG) – A reduction in appropriation to the FY 40 2014 CDBG and a corresponding increase to the FY41 2015 CDBG to repurpose funding for foreclosure prevention to current year grant (\$200,000). Funding is from the U.S. Department of Housing and Urban Development. (Items M and N.)	\$0.00
<b>TOTAL</b>	<b>(\$1,439,583.05)</b>

<b>Total Additional Appropriations - All Funds</b>	<b>\$276,417.47</b>
--	---------------------

The following represents the overall changes made to the Annual Appropriation Measure for 2015 since its adoption on December 9, 2014 Resolution R2014-0299. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

**APPROPRIATION STATUS SUMMARY:**

	<u>01/13/2015 Agenda</u>	<u>R2014-0299*</u>	<u>Adjusted Annual Appropriation</u>
General Fund Impact	\$ 1,716,600.00	\$ 386,926,872.00	\$ 388,642,872.52
HHS Levy Impact	\$ 0.00	\$ 234,988,318.00	\$ 234,988,318.00
Other Fund Impact	\$ (1,493,583.05)	\$ 711,691,293.00	\$ 710,251,709.95
<b>Total Impact</b>	<b>\$ 276,417.47</b>	<b>\$1,333,606,483.00</b>	<b>\$ 1,333,882,900.47</b>

\* 2015 Budget Update appropriation levels adopted by resolution R2015-0299 on December 9, 2014.

**Appropriation Transfer Summary** – Is a transfer of appropriation between two or more budget accounts or between different resolution categories within the same budget account.

<b>General Fund/Health &amp; Human Services</b>	<b>Amount</b>
Domestic Relations – Realigning appropriation within Domestic Relation to cover space maintenance based on the distribution used in 2014. Funding is from the General Fund. (Item B.)	\$490,000.00
Fiscal Office/Office of Budget and Management – Realigning appropriation to cover the purchase of two laptops. Funding is from the General Fund. (Item C.)	\$2,300.00
Municipal Judicial Court Cost – Realigning appropriation to the Village and Township costs division. Funding is from the General Fund. (Item D.)	\$4,000.00
Justice Services – Realigning appropriation within the Justice Affairs Administration and the Public Safety Grants Administration to cover the purchase of radios. Funding is from the General Fund. (Item F.)	\$336,986.00
<b>TOTAL</b>	<b>\$833,286.00</b>

<b>Other Operating Funds</b>	<b>Amount</b>
Sheriff/Central Security Services – Realigning appropriation within the Sheriff’s Protective Services Division grouped by bargaining and non-bargaining units. Funding is from charges to user agencies. (Item E.)	\$1,504,036.00
Justice Services/Emergency Management – Realigning appropriation to cover the purchase of 30 VoIP phones and smart-net warranty. Funding is from grants and a General Fund subsidy. (Item G.)	\$5,505.00
<b>TOTAL</b>	<b>\$1,509,541.00</b>

Grants/Projects	Amount
Court of Common Pleas/Adult Drug Court Project – Realigning appropriation to match the grant requirements. Funding is from the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County. (Item A.)	\$75,000.00
<b>TOTAL</b>	<b>\$75,000.00</b>

<b>Total Appropriation Transfers - All Funds</b>	<b>\$2,417,827.00</b>
--	-----------------------

**Cash Transfer Summary** – Operating transfers support operating expenditures, related to a cash matches for a grants, transfer of taxes or fees to a debt service fund, transfers from the General Fund to a capital project fund or operating subsidies to special revenue funds, enterprise funds, or internal service funds. This type of transaction posts as an expenditure and sufficient appropriation must be available to process the transaction.

General Fund/Health & Human Services	Amount
NONE SUBMITTED	
<b>TOTAL</b>	<b>0</b>

Thank you for your consideration regarding this matter.

Sincerely,



W. Christopher Murray, II  
 Interim Director, Office of Budget & Management  
[cmurray@cuyahogacounty.us](mailto:cmurray@cuyahogacounty.us)  
 (216) 443-7175  
 Fax: (216) 443-8193



ARMOND BUDISH  
Cuyahoga County Executive

## MEMORANDUM

TO: Jeanne Schmotzer, Clerk of Council

FROM: W. Christopher Murray, II, Interim Director, Office of Budget & Management

DATE: January 7, 2015

RE: Fiscal Resolution Items

The Office of Budget & Management is requesting that the following fiscal items be presented to the members of County Council for their consideration for approval on first reading at the meeting of January 13, 2015. The requested fiscal items including additional appropriations, appropriation transfers, and cash transfers meet agency budgetary needs.

### **Resolution: Additional Appropriations**

A. 21A882 – Prof. Cont. Edu. – Paul Coverdell Grant **BA1503169**  
CR754770 - FY14-15 Forensic Science Imp. – Coverdell  
Other Expenses \$ 175,000.00

The Medical Examiner's Office received a grant award of \$175,000.00 from the Department of Justice, Office of Justice Programs, National Institute of Justice for the Paul Coverdell Forensic Science Improvements Grant-Competitive Program. The award period is October 1, 2014 through September 30, 2015 and will be used for contractual services to purchase software and hardware. No cash match is required.

B. 22A984 – Community Development Block Grant FY34 2008 **BA1503164**  
DV712711 – Community Development Block Grant Project Plan-2008  
Other Expenses \$ (5,800.00)

Reduce appropriations in the Community Development Block Grant Project Plan 2008 in preparation of grant closure. Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2008 through December 31, 2008.

C. 22A795 – Community Development Block Grant FY35 2009  
DV713032 – Community Development Block Grant Project Plan-2009  
Other Expenses \$ (4,309.63)

Reduce appropriations in the Community Development Block Grant Project Plan 2009 in preparation of grant closure. Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2009 through December 31, 2009.

Fiscal Office  
Office of Budget & Management  
2079 E. 9<sup>th</sup> Street, Cleveland, OH 44115, (216) 443-7220, FAX (216) 443-8193  
Ohio Relay Service (TTY) 711



D. 22A613 – Community Development Block Grant FY36 2010  
 DV713255 – Community Development Block Grant Project Plan-2010  
 Other Expenses \$ (151,000.00)

Reduce appropriations in the Community Development Block Grant Project Plan 2010 in preparation of grant closure. Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2010 through December 31, 2010.

E. 22A046 – Community Development Block Grant FY37 2011  
 DV713362 – Community Development Block Grant Project Plan-2011  
 Other Expenses \$ (394,469.72)

Reduce appropriations in the Community Development Block Grant Project Plan 2011 in preparation of grant closure. Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2011 through December 31, 2011.

F. 22A685 – Community Development Block Grant FY38 2012  
 DV713917 – Community Development Block Grant Project Plan-2012  
 Other Expenses \$ (1,691,328.77)

Reduce appropriations in the Community Development Block Grant Project Plan 2012 in preparation of grant closure. Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2012 through December 31, 2012.

G. 22S157 – 2010 Neighborhood Stabilization Program **BA1503165**  
 DV725291 – 2010 Neighborhood Stabilization Program 2-Project Plan  
 Other Expenses \$ 95,153.48

Increase appropriations in the 2010 Neighborhood Stabilization Program Project Plan fund to re-program revenues received from various repayment in 2013 per grant requirements and guidelines. Funding is from the United States of Housing and Urban Development (HUD), Neighborhood Stability Acquisition, Rehab and Resale Program covering the period January 10, 2010 and continuing until HUD funding decreases.

H. 21A218 –State Homeland Security Grant-Law Enforcement (SHSPLE) **BA1503166**  
 JA7680844 – FFY11 State Homeland-Law Enforcement 11/14  
 Other Expenses \$ (14.65)

Reduce appropriations in the State Homeland Security Law Enforcement 2011/2014 grant in preparation of grant closure. Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period January 1, 2011 through December 31, 2014.

I. 21A218 – State Homeland Security Grant-Law Enforcement (SHSPLE) **BA1503171**  
 JA768184 – FF12 State Homeland-Law Enforcement 12/14  
 Personal Services \$ (10,841.45)  
 Other Expenses \$ (18,744.51)  
 Capital Outlays \$ (6,806.32)

Reduce appropriations in the State Homeland Security Law Enforcement 2012/2014 grant in preparation of grant closure. Funding is from the United States Department of Homeland Security passed through

the Ohio Emergency Management Agency covering the period January 1, 2012 through December 31, 2014.

J.	21A281 – NEORFC FY09 Urban Area Security Initiative	<b>BA1503172</b>
	JA741447–Northeast Ohio Regional Fusion CenterFY09 Urban Area Security Initiative	
	Personal Services	\$ (9,612.81)
	Other Expenses	\$ (15,062.49)

Reduce appropriations in the Northeast Ohio Regional Fusion Center FY2009 Urban Area Security Initiative grant in preparation of grant closure. Funding is from the United States Department of Homeland Security covering the period August 1, 2009 through August 31, 2014.

K.	21A891 – Domestic Violence Homicide Prevention	<b>BA1503174</b>
	JA750604–Domestic Violence Homicide Prevention FY14	
	Other Expenses	\$ (14,006.18)

Reduce appropriations in the Domestic Violence Homicide Prevention 2014 grant in preparation of grant closure. Funding is from the United States Department of Justice covering the period April 1, 2013 through September 30, 2014.

L.	21A131 – Child Exposed to Violence Demo Phase I	<b>BA1503175</b>
	JA741349–Child Exposed to Violence Demo Phase 2	
	Other Expenses	\$ 612,260.00

Increase appropriations in the Child Exposed to Violence Demo Phase 2 grant for a supplemental award. The acceptance of the award was proved by the Contracts and Purchasing Board on September 30, 2014 (CPB2014-752). Funding is from the United States Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention covering the period October 1, 2011 through June 30, 2017.

M.	22A910 – Community Development Block Grant FY40 2014	<b>BA1503176</b>
	DV714360 – Community Development Block Grant Project Plan-2014/2015	
	Other Expenses	\$ (200,000.00)

Reduce appropriations in the Community Development Block Grant (CDBG) Project Plan 2014 to repurpose funding into 2015 account for foreclosure prevention. See a corresponding increase on document BA1503177 in the CDBG account DV714436 (Year 41 2015). Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2014 through December 31, 2014.

N.	22A914 – Community Development Block Grant FY41 2015	<b>BA1503177</b>
	DV714436 – Community Development Block Grant Project Plan-2015	
	Other Expenses	\$ 200,000.00

Increase appropriations in the Community Development Block Grant (CDBG) Project Plan 2015 to repurpose funding from 2014 into 2015 account for foreclosure prevention. See a corresponding decrease on document BA1503176 in the CDBG account DV714360 (Year 40 2014). Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2015 through December 31, 2015.

O.	01A001 – General Fund		<b>BA1503186</b>
	SU514711– Gateway Arena Pledge		
	Other Expenses	\$	2,098,000.00

Additional appropriation is requested in the Gateway Arena Pledge Subsidy account to cover the debt service requirement for 2015. The County’s actual pledge amount was higher than budget, so additional appropriation is requested. Funding is from the General Fund.

P.	30A905 – Gateway Arena		<b>BA1503187</b>
	DS100370 – Gateway Arena Project		
	Other Expenses	\$	2,098,000.00

Additional appropriation is requested in the Gateway Arena Debt Service account to cover the debt service requirement for 2015. Funding for the Gateway Arena Debt Service comes from a subsidy from the General Fund

Q.	30A915 – Medical Mart		<b>BA1503199</b>
	DS039115 – Medical Mart Debt Service		
	Other Expenses	\$	(1,239,999.74)

Reduction in the 2015 appropriation reflects the refunding of the 2010E Redevelopment Zone Economic Development bonds that were issued as part of the original funding for the Medical Mart project. The County issued nontax revenue bonds in December 2014 that refunded a portion of the Medical Mart debt service, so a reduction of the pledge amount is needed. The 2015 budget was passed before the closing of the bond sale so adjustments could not be made prior to the budget resolution passage. Funding for the Medical Mart Debt Service comes from a General Fund subsidy and Build America Bond interest.

R.	01A001 – General Fund		<b>BA1503200</b>
	SU511535 – Medical Mart 2010 DS Pledge		
	Other Expenses	\$	(1,239,999.74)

Reduction in the 2015 appropriation reflects the refunding of the 2010E Redevelopment Zone Economic Development bonds that were issued as part of the original funding for the Medical Mart project. The County issued nontax revenue bonds in December 2014 that refunded a portion of the Medical Mart debt service, so a reduction of the pledge amount is needed. The 2015 budget was passed before the closing of the bond sale so adjustments could not be made prior to the budget resolution passage. Funding is provided by a General Fund subsidy.

**Resolution: Appropriation Transfers:**

A.	FROM:	21A173 - Adult Drug Court Project CO754549 – Adult Drug Court Project FY14 Other Expenses	\$	75,000.00	<b>BA1503156</b>
	TO:	21A173 - Adult Drug Court Project CO754549 – Adult Drug Court Project FY14 Personal Services	\$	75,000.00	

This request would realign grant funds to match the grant requirements. Funding comes from the ADAMHS Board of Cuyahoga County and covers the period January 1, 2014 through December 31, 2014.

B.	FROM:	01A001 – General Fund DR495515 – Domestic Relations Child Support Other Expenses	\$	490,000.00	<b>BA1503167</b>
	TO:	01A001 – General Fund DR391052 – Domestic Relations Other Expenses	\$	490,000.00	

This transfer request would realign appropriation for space maintenance based on the distribution used in 2014. Funding is from the General Fund covering the period January 1, 2015 through December 31, 2015.

C.	FROM:	01A001 – Office of Budget and Management FS109629 – Office of Budget and Management Other Expenses	\$	2,300.00	<b>BA1503178</b>
	TO:	01A001 – Office of Budget and Management FS109629 – Office of Budget and Management Capital Outlay	\$	2,300.00	

The Fiscal Department, Office of Budget and Management, is requesting the transfer of appropriation from other expenses to capital for the purchase of two departmental laptops. The source of funding is General Fund.

D.	FROM:	01A001 – General Fund MT805432 –Municipal Judicial Costs Other Expenses	\$	4,000.00	<b>BA1503160</b>
	TO:	01A001–General Fund MT805440 –Village and Township Costs Other Expenses	\$	4,000.00	

Transfer appropriations within the Municipal Judicial Costs budget specifically for the Village and Township costs division. Funding is from the General Fund covering the period January 1, 2015 through December 31, 2015.

E.	FROM:	61A608 – Central Security Services-Sheriff SH352005 – Building Security Services-OPBA-Officers Personal Services	\$ 1,504,036.00	<b>BA1503161</b>
	TO:	61A608 – Central Security Services-Sheriff SH352013 – Building Security Services-OPBA-Sergeants Personal Services	\$ 795,567.00	
		61A608 – Central Security Services-Sheriff SH352021 – Building Security Services-Non-Bargaining Personnel Personal Services	\$ 232,972.00	
		61A608 – Central Security Services-Sheriff SH352039 – Building Security Services-Court Security Monitors Personal Services	\$ 475,497.00	

The appropriations transfer is to realign appropriations within the Sheriff's Protective Services Division grouped by bargaining and non-bargaining units. Funding is from the internal service fund which derives revenues from charges to county departments which utilize the services of security for the buildings. The internal service fund covers the period January 1, 2015 through December 31, 2015.

F.	FROM:	01A001 – General Fund JA050088 –Justice Affairs Administration Other Expenses	\$ 250,360.00	<b>BA1503162</b>
		01A001–General Fund JA302224 –Public Safety Grants Administration Other Expenses	\$ 86,626.00	
	TO:	01A001–General Fund JA050088 –Justice Affairs Administration Capital Outlays	\$ 250,734.00	
		01A001–General Fund JA302224 –Public Safety Grants Administration Capital Outlays	\$ 86,252.00	

Transfer appropriations within the both Justice Affairs Administration and Public Safety Grants Administration for the purchase of radios, requisition JA-15-33016 approved December 29, 2014. Funding is from the General Fund covering the period January 1, 2015 through December 31, 2015.

G.	FROM:	20A390 – Emergency Management JA100123 –Emergency Management Other Expenses	\$ 5,505.00	<b>BA1503163</b>
	TO:	20A390–Emergency Management JA100123 –Emergency Management Capital Outlays	\$ 5,505.00	

Transfer appropriations within Emergency Management for the purchase of 30 VoIP phones and smart-net warranty as seen on customer service request (CSR) JA140997 with TAC approval on December 10,

2014. Funding is from grants and a General Fund subsidy covering the period January 1, 2015 through December 31, 2015.

**Resolution: Cash Transfers:**

NONE SUBMITTED

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0005

Sponsored by: <b>County Executive Budish/Departments of Public Works and Law</b>	<b>A Resolution</b> approving a Collective Bargaining Agreement between Graphic Communications Conference, Local 546M, affiliated with International Brotherhood of Teamsters, representing approximately 8 employees in various classifications at the County Print Shop for the period 2/1/2015 - 1/31/2018; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, the Cuyahoga County Department of Law has been engaged in collective bargaining negotiations with Teamsters Local 546M, affiliated with the International Brotherhood of Teamsters (hereinafter collectively referred to as “Teamsters Local 546M”), for a successor collective bargaining agreement (“CBA”) covering approximately 8 employees from the Cuyahoga County Print Shop; and,

WHEREAS, the current CBA between Cuyahoga County and Teamsters Local 546M will expire on 1/31/2015; and,

WHEREAS, the parties have reached a tentative agreement on a successor collective bargaining agreement; and,

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within thirty days of the date on which the parties finalize the agreement, unless otherwise specified or if the legislative body is not in session at the time, then within fourteen days after it convenes; and,

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved if the legislative body fails to act within thirty days after the public employer submits the agreement; and,

WHEREAS, the Department of Law and the County Executive are recommending that Council approve the proposed CBA; and,

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Cuyahoga County Print Shop.

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

**SECTION 1.** The Cuyahoga County Council hereby approves the CBA between Cuyahoga County and Teamsters Local 546M, covering approximately 8 employees of the Cuyahoga County Print Shop for the period of 2/1/2015 – 1/31/2018, and authorizes the County Executive to execute all documents consistent with this Resolution.

**SECTION 2.** Funds necessary to implement the amended CBA between the County and Teamsters Local 546M shall be budgeted and appropriated.

**SECTION 3.** It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of the County. Provided that this Resolution receives the affirmative vote of at least eight members of County Council, this Resolution shall become immediately effective upon the signature of the County Executive.

**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

Journal CC017  
January 13, 2015

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0006

Sponsored by: <b>County Executive Budish/Fiscal Officer</b>	<b>A Resolution</b> authorizing an extension of time to file 2015 dog license applications/renewals from 1/31/2015 to 2/14/2015; authorizing the County Executive to execute all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Section 955.01(A)(1), requires that dog license applications and/or renewals must be filed on or after the first day of the applicable December but before the thirty-first day of the applicable January; and

WHEREAS, pursuant to ORC Section 955.01(A)(1), the County may, by resolution, extend the period for filing dog license applications/renewals; and

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

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

**SECTION 1.** The County Council authorizes an extension of deadline to file 2015 dog license application/renewals from January 31, 2015 until February 14, 2015.

**SECTION 2.** The County Executive is authorized to execute any and all documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County entity. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective 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 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

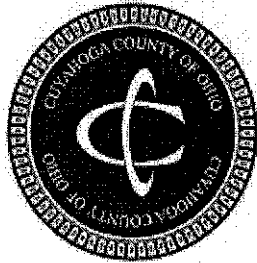
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Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 2015



8

**Item Details:**

<b>Agency/Dept. Name:</b>	County Auditor	<b>Agency/Dept. Head Name:</b>	Fiscal/Mark A. Parks, Jr., CPA, MBA
<b>Type of Request:</b>	Other		
<b>Request Prepared by:</b>	Ashley Oliver	<b>Telephone No.</b>	216-443-6896
<b>SUMMARY OF REQUESTED ACTION:</b>			
Requesting a Cuyahoga County Council Resolution authorizing an extension of time to file 2015 dog license application/renewals from 1/31/2015 to 2/14/2015; authorizing the County Executive to execute any and all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.			
Sponsored by County Executive Budish/Fiscal Officer. RE: ORC 955.01 (A)(1)			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>
<b>Explanation for Increase/Decrease in \$ Amount for current request:</b>

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
<b>Total Amount Requested:</b>	
\$	

**ATTACHMENTS:**

[Click to download](#)

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0007

Sponsored by: <b>County Executive Budish/Fiscal Officer/Controller</b>	<b>A Resolution</b> approving the appropriation of funds for Year 2015 based on the Statement of Appropriation Status dated 12/31/2014, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Fiscal Officer/Office of Budget & Management, recommends the appropriation of funds for Year 2015 based on the attached Statement of Appropriation Status dated 12/31/2014 for: a) free balances for grants and capital projects, b) encumbrances for grants and capital projects, and c) encumbrances for all other funds; and,

WHEREAS, pursuant to R.C. 5705.38, each year the County must appropriate funds for each of its non-trust and agency accounts; and,

WHEREAS, the County appropriates the full amount of a grant or capital project when it is first identified; and,

WHEREAS, the free balance (the unexpended and unencumbered appropriation) is then appropriated each following year until the grant or capital project is completed; and,

WHEREAS, encumbrances for capital projects, grant funds and all other funds must also be appropriated and these encumbrances represent payments in process or contract in place at the end of the year that span more than one (1) calendar year; and,

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

**SECTION 1.** The County Council hereby approves the appropriation of funds for Year 2015 based on the attached Statement of Appropriation Status dated 12/31/2014 for: a) free balances for grants and capital projects, b) encumbrances for grants and capital projects, and c) encumbrances for all other funds.

**SECTION 2.** It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of the County. Provided that this Resolution receives the affirmative vote of at least eight members of County Council, this Resolution shall become immediately effective upon the signature of the

County Executive; otherwise, it shall be in full force after the earliest time permitted by law.

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

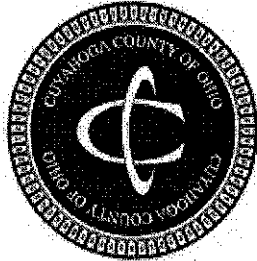
First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 2015

**Preencumbrances and Encumbrances from 2014 to 2015.  
Report 11 Year End 2014**

**Report 11**  
*As of 12/31/14*

<u>CONTROL TYPE</u>	<u>PREENCUMBRANCES</u>	<u>ENCUMBRANCES</u>	<u>TOTAL</u>	<u>Free Balances Carryforward</u>
01	2,863,565.20	14,088,020.42	16,951,585.62	
02	14,804,944.98	34,775,970.24	49,580,915.22	
03	8,676,893.27	69,151,357.41	77,828,250.68	
<b>TOTAL ENCUM &amp; PRENCUMB FOR NONGRANTS &amp; NONPROJECTS</b>			<b>144,360,751.52</b>	
08		35,927,407.61	35,927,407.61	69,676,851.75
09		5,813,558.54	5,813,558.54	26,858,577.74
10		2,007,892.66	2,007,892.66	22,722,114.22
11		14,345.00	14,345.00	951,440.31
12		41,597,075.74	41,597,075.74	105,285,026.69
16		3,823,474.96	3,823,474.96	54,672,281.72
17		1,701,502.39	1,701,502.39	13,834,322.96
18		7,947,564.56	7,947,564.56	13,829,204.51
20		3,073,083.15	3,073,083.15	19,648,552.98
TOTAL	<u>26,345,403.45</u>	<u>219,921,252.68</u>	<u>246,266,656.13</u>	<b>Total free balances</b> <u><u>327,478,372.88</u></u>
<b>TOTAL PRENCUM &amp; ENCUM FOR GRANTS &amp; PROJECTS</b>			<u>101,905,904.61</u>	
<b>TOTAL PRENCUMBRANCES &amp; ENCUMBRANCES</b>			<u><u>246,266,656.13</u></u>	



9

**Item Details:**

<b>Agency/Dept. Name:</b>	Office of Budget and Management	<b>Agency/Dept. Head Name:</b>	Chris Murray
<b>Type of Request:</b>	Other		
<b>Request Prepared by:</b>	Millie Antle	<b>Telephone No.</b>	443-7220
<b>SUMMARY OF REQUESTED ACTION:</b>			
Office of Budget and Management recommending the appropriation of funds for the Year 2015 based on Financial Reporting's Statement of Appropriation Status dated 12/31/14:			
<ul style="list-style-type: none"> <li>a) free balances for grants and capital projects;</li> <li>b) encumbrances for grants and capital projects;</li> <li>c) encumbrances for all other funds.</li> </ul>			
<p>Each year the County must appropriate funds for each of its non-trust and agency accounts per ORC 5705.38. The County appropriates the full amount of a grant or capital project when it is first identified. The free balance (the unexpended and unencumbered appropriation) is then appropriated each following year until the grant or capital project is completed. Encumbrances for capital projects, grants, and all other funds must also be appropriated. These encumbrances represent payments in process or contracts in place at the end of the year that span more than one calendar year. Report 11 will be provided once it is available.</p>			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
Additional reporting will be provided when available in January 2015.			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>
----------------------------



**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:**    **Explanation:**

**Total Amount Requested:**

\$

**ATTACHMENTS:**

[Click to download](#)

No Attachments Available

**History**

**Time**

**Who**

Clerk of the Board

**Approval**



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0008

Sponsored by: <b>County Executive Budish/Department of Human Resources</b>	<b>A Resolution</b> authorizing agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, the County Executive/Department of Human Resources has submitted agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 – 12/31/2017 as follows:

- i) Southeastern Emergency Communications Center;
- ii) City of South Euclid;
- iii) Cuyahoga County Land Reutilization Corporation;
- iv) Regional Income Tax Agency;
- v) Village of Glenwillow;
- vi) Village of Highland Hills;
- vii) Village of North Randall; and

WHEREAS, the Cuyahoga County Benefits Regionalization Program allows smaller political entities to partner with the County's Benefits program providing rate stabilization, potential rate reductions and bargaining leverage for health benefits; and

WHEREAS, the funding for this project will come from the County's Hospitalization 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; and

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

**SECTION 1.** That the Cuyahoga County Council authorizes agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015–12/31/2017 as follows:

- i) Southeastern Emergency Communications Center;
- ii) City of South Euclid;
- iii) Cuyahoga County Land Reutilization Corporation;
- iv) Regional Income Tax Agency;
- v) Village of Glenwillow;
- vi) Village of Highland Hills; and
- vii) Village of North Randall.

**SECTION 2.** That the County Executive is authorized to execute agreements of cooperation with the agencies consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the 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

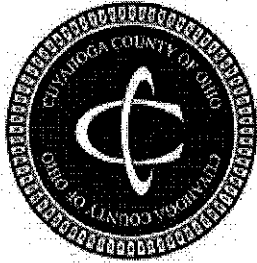
\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



**Item Details:**

<b>Agency/Dept. Name:</b>	Office of Human Resources	<b>Agency/Dept. Head Name:</b>	Lisa Durkin
<b>Type of Request:</b>	Agreement/Amendment		
<b>Request Prepared by:</b>	Pat Smock	<b>Telephone No.</b>	443-3187
<b>SUMMARY OF REQUESTED ACTION:</b>			
County Executive/Department of Human Resources, submitting an agreement with the Southeastern Emergency Communications Center (aka SECC) for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017.			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
The County's Benefits Regionalization Program allows area governmental agencies to partner with the County's Benefits program - providing rate stabilization, potential rate reductions and bargaining leverage.			
Southeastern Emergency Communications Center (SECC) Mayor Fletcher Berger Bedford Heights OH 44146			
Cuyahoga County Council Districts 8 and 9			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>
<b>Explanation for Increase/Decrease in \$ Amount for current request:</b>

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
------------------------	---------------------

**Total Amount Requested:**

\$

**ATTACHMENTS:**

Click to download

- [Benefits Regionalization Presentation](#)
- [SECC Regionalized Benefits Agreement](#)

**History**

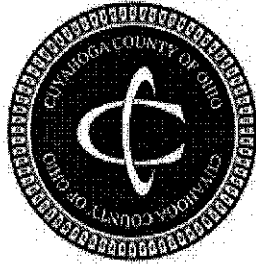
**Time**

**Who**

Clerk of the Board

**Approval**





2

**Item Details:**

<b>Agency/Dept. Name:</b>	Office of Human Resources	<b>Agency/Dept. Head Name:</b>	Lisa Durkin
<b>Type of Request:</b>	Agreement/Amendment		
<b>Request Prepared by:</b>	Pat Smock	<b>Telephone No.</b>	443-3187
<b>SUMMARY OF REQUESTED ACTION:</b>			
County Executive/Department of Human Resources, submitting an agreement with the City of South Euclid for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017.			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
The County's Benefits Regionalization Program allows area governmental agencies to partner with the County's Benefits program - providing rate stabilization, potential rate reductions and bargaining leverage.			
City of South Euclid Mayor Georgine Welo 1349 South Green Road South Euclid OH 44121			
County Council District 11			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>
<b>Explanation for Increase/Decrease in \$ Amount for current request:</b>

**Financial Information:**

--

<b>Funding source:</b>	<b>Explanation:</b> Hospitalization Self Insurance Fund
<b>Total Amount Requested:</b> \$	

**ATTACHMENTS:**

Click to download

- [South Euclid Benefits Regionalization Agreement](#)
- [Benefits Regionalization Presentation](#)

**History**

**Time**

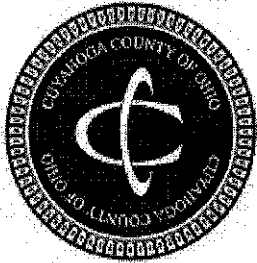
**Who**

Clerk of the Board

**Approval**







3

**Item Details:**

<b>Agency/Dept. Name:</b>	Office of Human Resources	<b>Agency/Dept. Head Name:</b>	Lisa Durkin
<b>Type of Request:</b>			
<b>Request Prepared by:</b>	Pat Smock	<b>Telephone No.</b>	443-3187
<b>SUMMARY OF REQUESTED ACTION:</b>			
County Executive/Department of Human Resources, submitting an agreement with Cuyahoga County Land Reutilization (fka Cuyahoga County Land Bank) for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017.			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
The County's Benefits Regionalization Program allows area governmental agencies to partner with the County's Benefits program - providing rate stabilization, potential rate reductions and bargaining leverage.			
Cuyahoga County Land Reutilization Gus Frangos, President 323 Lakeside Avenue, West Suite 160 Cleveland OH 44113			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>
<b>Explanation for Increase/Decrease in \$ Amount for current request:</b>

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
------------------------	---------------------

**Total Amount Requested:**

\$0

**ATTACHMENTS:**

Click to download

[Land Reutilization Benefits Agreement](#)

[Benefits Regionalization Presentation](#)

**History**

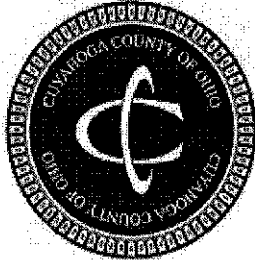
**Time**

**Who**

Clerk of the Board

**Approval**





4

**Item Details:**

<b>Agency/Dept. Name:</b>	Office of Human Resources	<b>Agency/Dept. Head Name:</b>	Lisa Durkin
<b>Type of Request:</b>			
<b>Request Prepared by:</b>	Pat Smock	<b>Telephone No.</b>	443-3187
<b>SUMMARY OF REQUESTED ACTION:</b>			
County Executive/Department of Human Resources, submitting an agreement with the Regional Income Tax Agency (frequently known as RITA) for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017.			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
The County's Benefits Regionalization Program allows area governmental agencies to partner with the County's Benefits program - providing rate stabilization, potential rate reductions and bargaining leverage.			
Regional Income Tax Agency Executive Director Donald W. Smith 10107 Brecksville Road Brecksville OH 44141			
Cuyahoga County Council District 6			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>
<b>Explanation for Increase/Decrease in \$ Amount for current request:</b>

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
------------------------	---------------------

**Total Amount Requested:**

\$

**ATTACHMENTS:**

Click to download

- [RITA regionalized benefits agreement](#)
- [Benefits Regionalization Presentation](#)

**History**

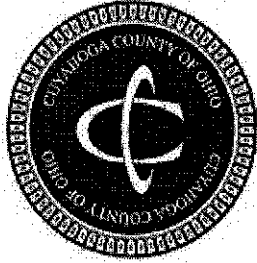
**Time**

**Who**

Clerk of the Board

**Approval**





5

**Item Details:**

<b>Agency/Dept. Name:</b>	Office of Human Resources	<b>Agency/Dept. Head Name:</b>	Lisa Durkin
<b>Type of Request:</b>			
<b>Request Prepared by:</b>	Pat Smock	<b>Telephone No.</b>	443-3187
<b>SUMMARY OF REQUESTED ACTION:</b>			
County Executive/Department of Human Resources, submitting an agreement with Village of Glenwillow for participation in the Cuyahoga County Benefits Regionalization Program for the period 3/1/2015 - 12/31/2017.			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
The County's Benefits Regionalization Program allows area governmental agencies to partner with the County's Benefits program - providing rate stabilization, potential rate reductions and bargaining leverage.			
Village of Glenwillow Mayor Mark Cegelka 29555 Pettibone Road Glenwillow OH 44139			
County Council District 6			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>
<b>Explanation for Increase/Decrease in \$ Amount for current request:</b>

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
------------------------	---------------------

Hospitalization Self Insurance Fund

**Total Amount Requested:**

\$

**ATTACHMENTS:**

Click to download

- [Glenwillow Regionalized Benefits Agreement](#)
- [Benefits Regionalization Presentation](#)

**History**

**Time**

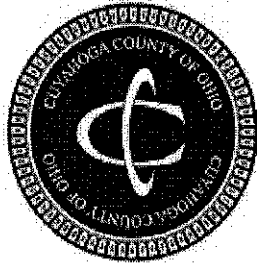
**Who**

Clerk of the Board

**Approval**



# NovusAGENDA



6

**Item Details:**

<b>Agency/Dept. Name:</b>	Office of Human Resources	<b>Agency/Dept. Head Name:</b>	Lisa Durkin
<b>Type of Request:</b>			
<b>Request Prepared by:</b>	Pat Smock	<b>Telephone No.</b>	443-3187
<b>SUMMARY OF REQUESTED ACTION:</b>			
County Executive/Department of Human Resources, submitting an agreement with the Village of Highland Hills for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017.			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
The County's Benefits Regionalization Program allows area governmental agencies to partner with the County's Benefits program - providing rate stabilization, potential rate reductions and bargaining leverage.			
Village of Highland Hills Mayor Robert L. Nash 3700 Northfield Road Highland Hills OH 44122			
County Council District 9			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>	Exempt from Competitive Bid Requirements
<b>Explanation for Increase/Decrease in \$ Amount for current request:</b>	

**Financial Information:**

--

<b>Funding source:</b> Other	<b>Explanation:</b> Hospitalization Self Insurance Fund
<b>Total Amount Requested:</b> \$	

**ATTACHMENTS:**

Click to download

- [Highland Hills Regionalized Benefits Agreement](#)
- [Benefits Regionalization presentation](#)

**History**

**Time**

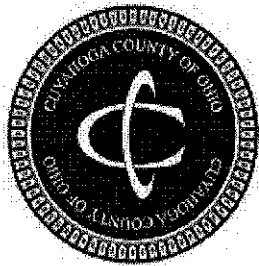
**Who**

Clerk of the Board

**Approval**







7

**Item Details:**

<b>Agency/Dept. Name:</b>	Office of Human Resources	<b>Agency/Dept. Head Name:</b>	Lisa Durkin
<b>Type of Request:</b>			
<b>Request Prepared by:</b>	Pat Smock	<b>Telephone No.</b>	443-3187
<b>SUMMARY OF REQUESTED ACTION:</b>			
County Executive/Department of Human Resources, submitting an agreement with the Village of North Randall for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2015 - 12/31/2017.			
<b>PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):</b>			
The County's Benefits Regionalization Program allows area governmental agencies to partner with the County's Benefits program - providing rate stabilization, potential rate reductions and bargaining leverage.			
Village of North Randall Mayor David Smith 21937 Miles Road North Randall OH 44128			
County Council District 9			
<b>Explanation for late submittal:</b>			

**Contract/Agreement Information:**

<b>Procurement Method:</b>
<b>Explanation for Increase/Decrease in \$ Amount for current request:</b>

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
------------------------	---------------------

**Total Amount Requested:**

\$

**ATTACHMENTS:**

Click to download

[Signed Agreement N Randall Regional Bene](#)

[Benefits Regionalization Presentation](#)

**History**

**Time**

**Who**

Clerk of the Board

**Approval**



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0009

<p>Sponsored by: <b>County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/ Corrections Planning Board/ Adult Probation Department</b></p>	<p><b>A Resolution</b> authorizing an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$568,197.00 for residential and intensive outpatient treatment services in connection with the FY2014 Drug Court Expansion Project for the period 1/1/2015 - 9/29/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
--	---

WHEREAS, the County Executive on behalf of the Cuyahoga County Court of Common Pleas/Corrections Planning Board/Adult Probation Department has submitted an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$568,197.00 for residential and intensive outpatient treatment services in connection with the FY2014 Drug Court Expansion Project for the period 1/1/2015 - 9/29/2017; and

WHEREAS, the primary goals of this project are to: (a) assist clients with gaining an understanding of addiction and the addiction process; (b) assist clients in becoming involved in a twelve step program; and (c) encourage the development of social supports to achieve and maintain sobriety in order to resist renewed criminal activity which will lead to a socially productive lifestyle; and

WHEREAS, funding for this project is 100% by the Substance Abuse and Mental Health Services Administration grant funds; and

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

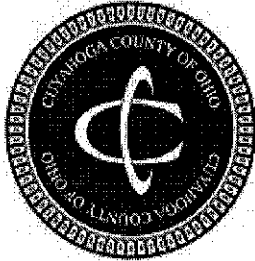
**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$568,197.00 for residential and



First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



//

**Item Details:**

**Agency/Dept. Name:** Common Pleas Court/Corrections Planning Board  
**Agency/Dept. Head Name:** Martin P. Murphy

**Type of Request:** Agreement/Amendment

**Request Prepared by:** Mellany M. Seay  
**Telephone No.:** (216) 469-2003

**SUMMARY OF REQUESTED ACTION:**

Submitting an agreement with the Alcohol Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$568,197 for intensive outpatient and residential treatment services for the period January 01, 2015 to September 29, 2017.

**A. Scope of Work Summary**1. Common Pleas Court Corrections Planning Board requesting approval of an agreement, with the Alcohol Drug Addiction and Mental Health Services Board of Cuyahoga County for the anticipated cost not-to-exceed \$568,197.00. The anticipated start-completion dates are 01/01/2015-09/29/2017.2. The primary goals of the project are (list 2 to 3 goals).a. Assist clients with gaining an understanding of the addictive nature of mood altering chemicals, the addiction process, and to gain insight into the consequences of drug abuse. b. Assist clients in becoming involved in a twelve step program and encourage the development of social supports to achieve and maintain sobriety and to resist renewed criminal activity which will lead to a socially productive lifestyle.**B. Procurement**1. The procurement method for this project is government purchase. The total value of the agreement is \$568,197.00. 2. N/A3.The proposed agreement, received OPD approval on.

**C. Contractor and Project Information**1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County2012 West 25<sup>th</sup> Street, 6<sup>th</sup> FloorCleveland, Ohio 44113Council District (xx)2. The Chief Operating Officer for the contractor/vendor is William M. Denihan.**D. Project Status and Planning**1. The project is new to the County. **E. Funding**1. The project is funded 100% by Substance Abuse and Mental Health Services Administration grant funds. 2. The schedule of payments are

monthly by invoice

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The purpose of the Adult Drug Court Discretionary Grant Program (42 U.S.C. 3797u et seq.) is to provide financial and technical assistance to states, state courts, local courts, units of local government, and Indian tribal governments to develop and implement drug courts that effectively integrate evidenced-based substance abuse treatment, mandatory drug testing, sanctions and incentives, and transitional services in a judicially supervised court setting with jurisdiction over substance-abusing offenders.

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

Other

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:**

Federal

**Explanation:**

Substance Abuse and Mental Health Services Administration grant funds

**Total Amount Requested:**

\$568,197

**ATTACHMENTS:**

Click to download

- [Dept Acknowledgement](#)
- [Auditor's Findings](#)
- [POF](#)
- [TAB Contract Cover](#)
- [W-9](#)
- [Tab Agreement](#)
- [Req](#)
- [Signature Authority](#)

**History**

**Time**

**Who**

Office of Procurement & Diversity

**Approval**



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0010

<p>Sponsored by: <b>County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/ Corrections Planning Board/ Adult Probation Department</b></p>	<p><b>A Resolution</b> authorizing an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$2,380,395.00 for the Adult Probation Substance Abuse Residential Treatment Program for the period 1/1/2015 - 12/31/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
--	---

WHEREAS, the County Executive on behalf of the Cuyahoga County Court of Common Pleas Court/Corrections Planning Board/ Adult Probation Department has submitted an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$2,380,395.00 for the Adult Probation Substance Abuse Residential Treatment Program for the period 1/1/2015 - 12/31/2017; and

WHEREAS, the primary goals of this project are to: (a) provide substance abuse treatment services in a residential setting for alcohol and other drug (AOD) dependent offenders referred by the Cuyahoga County Adult Probation Department, (b) effectively coordinate appropriate medical and mental health services for the client population, and (c) provide housing and other AOD services; and

WHEREAS, funding for this project is as follows: 89.9176% or \$2,140,395.00 by General Fund and 10.08236% or \$240,000.00 by Community Corrections Act grand funds; and

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

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

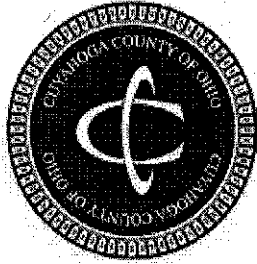
**SECTION 1.** That the Cuyahoga County Council hereby authorizes an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$2,380,395.00 for the Adult Probation





First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



12

**Item Details:**

**Agency/Dept. Name:** Common Pleas Court/Corrections Planning Board  
**Agency/Dept. Head Name:** Martin P. Murphy

**Type of Request:** Agreement/Amendment

**Request Prepared by:** Mellany M. Seay  
**Telephone No.:** (216) 443-4908

**SUMMARY OF REQUESTED ACTION:**

Common Pleas Court Corrections Planning Board, submitting an agreement with the Alcohol, Drug Addiction and Mental Health Services Board for Residential Substance Abuse Treatment services for the period January 01, 2015 through December 31, 2017 for \$2,380,395.

**A. Scope of Work Summary**1. Common Pleas Court Corrections Planning Board requesting approval of an agreement with the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for the anticipated cost not-to-exceed \$2,380,395.00. The anticipated start-completion dates are 01/01/15- 12/31/2017. A. To provide residential treatment services for alcohol and other drug dependent offenders referred by the Cuyahoga County Adult Probation Department. B. To effectively coordinate appropriate services for the client population, including but not limited to: medical services, mental health services, housing and other AOD services. **B. Procurement**1. The procurement method for this project was, other than full and open competition request for a governmental purchase, from the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County. The total value of the contract is \$2,380,395.00. The original contract received other than full and open competition approval, on August 06, 2014.

**C. Contractor and Project Information**Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County2012 West 25<sup>th</sup> Street, Sixth FloorCleveland, Ohio 44113Council District 72. The Chief Executive Officer for the contractor is William M. Denihan.**D. Project Status and Planning**1. The project reoccurs annually.

**E. Funding**1. The project is funded 89.91764% by General Fund (\$713,465.00) and

10.08236% by Community Corrections Act Grant Funds (\$80,000.00).

2. The schedule of payments is monthly by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The Court of Common Pleas Corrections Planning Board/ Adult Probation Department places offenders into substance abuse treatment programs designed for individual needs for the offending population. Many of these offenders are dually diagnosed and require intensive inpatient programs. They are matched up to the best provider among our panel of agencies for their treatment episode. Jail day costs are saved by quickly identifying these offenders and placing them in the appropriate treatment facility.

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

Other

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
Other	89.91764% by General Fund (\$713,465.00) and 10.08236% by Community Corrections Act Grant Funds (\$80,000.00)

**Total Amount Requested:**

\$2,380,395

**ATTACHMENTS:**

Click to download

- [W-9](#)
- [Auditor's Findings](#)
- [Tab Contract Cover](#)
- [Reg](#)
- [POF ADAMHS Board](#)
- [Signature Authority](#)
- [Dept Ack](#)
- [Evaluation](#)
- [TAB Agreement](#)

**History**

Time

Who

Office of Procurement & Diversity

Approval



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

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

**Contract/Agreement No.:** AG1200034      **Time Period:** January 01, 2012 through December 31, 2014

**Service Description:** Residential treatment services for offender under the supervision of the Cuyahoga County Adult Probation Department/Common Pleas Court

**Original Contract/Agreement Amount:** \$1,780,395.00

**Prior Amendment(s) Amount(s):** First Amendment increased agreement by \$118,000.00 to \$1,898,395.00. Second Amendment increased the contract by \$300,135.00. Third Amendment increased the contract by \$200,000.00

**Performance Indicators:** Contract with mutually agreed upon certified service provider(s) for this program. Monitor treatment services to verify compliance. Serve as fiscal agent. Monitor service provider for compliance on all certifications.

**Actual performance versus performance indicators (include statistics):** Treatment services meet the guidelines of ODADAS. Program funds are being disbursed by the Alcohol, Drug Addiction & Mental Health Services Board. All Service providers maintained required certifications.

**Rating of Overall Performance of Contractor (Check One):**

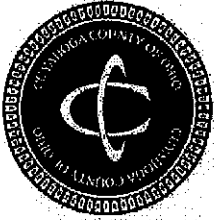
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** The Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County has met the needs of finding and monitoring the vendors selected to provide treatment to the offenders placed in the substance abuse treatment program through the Court of Common Pleas.

Cuyahoga County Corrections Planning Board  
User Department

November 21, 2014  
Date

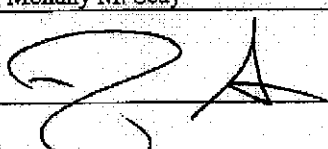
s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County
Principal Owner's Name (The legal name of the owner/s of the business):	Harvey A. Snider, Chair; Eugenia Cash, Vice Chair; Pythias D. Jones, Second Vice Chair; David Biegel; Steve Killpack; Reginald C. Blue; Charlotte Rerko; Mary Boyle; J. Richard Romaniuk; Elsie Caraballo; Eileen Saffran; Richard A. Folbert; Ericka L. Thoms; J. Robert Fowler; Mary R. Warr Rev. Benjamin F. Gohlstein, Sr.; Anngele Williams; William M. Denihan
Owner/Officer's Title:	Board Members
Business Address:	2012 W. 25 <sup>th</sup> Street, 6 <sup>th</sup> Floor, Cleveland, Ohio 44113
Phone Number:	(216) 241-3400
Name of Person Completing Form:	Mellany M. Seay
Signature:	
Title:	Fiscal Officer

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

Signature:  \_\_\_\_\_

Date: May 23, 2014

Printed Name: Mellany M. Seay

Inspector General "Registered Contractor" Number: IGC-000430

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0011

<p>Sponsored by: <b>County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</b></p>	<p><b>A Resolution</b> authorizing an agreement with Cuyahoga County Department of Public Safety and Justice Services/Division of Mediation in the amount not-to-exceed \$852,000.00 for mediation and associated administrative services for the Juvenile Court Custody Mediation Project for the period 2/1/2015 - 1/31/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
--	---

WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division has authorized an agreement with Cuyahoga County Department of Public Safety and Justice Services, Division of Mediation in the amount not-to-exceed \$852,000.00 for mediation and associated administrative services for the Juvenile Court Custody Mediation Project for the period 2/1/2015 – 1/31/2017; and

WHEREAS, the primary goal of this project is to provide mediation and associated administrative services for the child custody and visitation matters filed with the Juvenile Court; and

WHEREAS, this project is funded 94% by the General Fund and 6% from the Special Revenue Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an agreement with Cuyahoga County Department of Public Safety and Justice Services, Division of Mediation in the amount not-to-exceed \$852,000.00 for mediation and associated administrative services for the Juvenile Court Custody Mediation Project for the period 2/1/2015 – 1/31/2017.

**SECTION 2.** That the County Executive is authorized to execute the agreement and all other documents consistent with 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

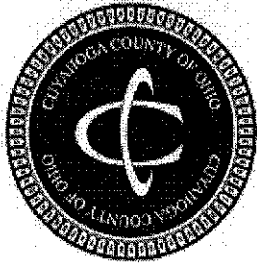
\_\_\_\_\_  
County Executive                                      \_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council                                      \_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:



Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



13

**Item Details:**

<b>Agency/Dept. Name:</b>	Juvenile Court	<b>Agency/Dept. Head Name:</b>	Marita Kavalec
<b>Type of Request:</b>	Agreement/Amendment		
<b>Request Prepared by:</b>	Sarah Baker	<b>Telephone No.</b>	443-8268

**SUMMARY OF REQUESTED ACTION:**

**A. Scope of Work Summary** 1. Juvenile Court, requesting approval of an agreement with Cuyahoga County Department of Public Safety and Justice Services, Office of Mediation for the time period February 1, 2015 through January 31, 2017 for the not-to-exceed amount of \$852,000.00. 2. The primary goals of the project are to process cases of custody and visitation applications, complaints, and motions for custody or visitation, including advisement and preparation of pro se motions and mediation services and preparation of judgment entries and mediation reports. 3. Mediation services are required under the Cuyahoga County Court of Common Pleas, Rules of the Juvenile Division, Rule 8. **B. Procurement** 1. This is a government purchase and exempt from bidding. The approval letter is attached. The total value of the agreement is \$852,000.00. 2. N/A. 3. N/A **C. Contractor and Project Information** 1. Cuyahoga County Department of Safety and Justice Services, Office of Mediation Cuyahoga County Juvenile Justice Center 9300 Quincy Avenue Cleveland, Ohio 44106 Council District: 8 2. The Manager of the Office of Mediation is Susan Organiscak. 3.a. The location of the project is: Cuyahoga County Juvenile Justice Center; 9300 Quincy Avenue; Cleveland, Ohio 44106 3.b. The project is located is Council District 8. **D. Project Status and Planning** 1. The project reoccurs annually. 2. N/A 3. N/A 4. N/A 5. N/A **E. Funding** 1. The project is funded 94% from the General Fund and 6% from the Special Revenue Fund. 2. The schedule of payments is monthly, by invoice. 3. N/A

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to process cases of custody and visitation applications, complaints, and motions for custody or visitation, including advisement and preparation of pro se motions and mediation services and preparation of judgment entries and mediation reports.

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

Other

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:**

Other

**Explanation:**

94% General Fund and 6% Special Revenues

**Total Amount Requested:**

\$852,000.00

**ATTACHMENTS:**

Click to download

- [Justification](#)
- [Justification Approval](#)
- [Mediation Department Acknowledgement](#)
- [Mediation Agreement \(Part of 1\) TAB](#)
- [Mediation Cover TAB](#)
- [Mediation Auditor](#)
- [Mediation History](#)
- [Mediation Evaluation](#)
- [Mediation LARE](#)

**History**

**Time**

**Who**

Office of Procurement &  
Diversity

**Approval**

**CONTRACT/AGREEMENT EVALUATION FORM**  
**(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)**

**Contractor:** Cuyahoga County Department of Public Safety And Justice Services, Office of Mediation

**Contract/Agreement No.:** AG1300044      **Time Period:** 2/1/13-1/31/15

**Service Description:** The primary goals of the project are to provide mediations and associated administrative services for the child custody/visitation pleadings filed with the Court.

**Original Contract/Agreement Amount:** \$852,000.00

**Prior Amendment(s) Amount(s):** None

- Performance Indicators:**
1. 69% of mediated cases referred to the VENDOR will result in a mediation disposition.
  2. 75% of mediations that resulted in a mediation disposition will not come back to the COURT as official filings within 12 months of the case termination date.
  3. 100% of cases will have mediators assigned to them within seven (7) working days of filing date.
  4. 95% of mediators will complete their mediation work within forty-five (45) days of case filing date.
  5. 100% of the walk-in inquiries will be assisted immediately by the VENDOR's intake staff.
  6. The VENDOR's intake staff will review 100% case files for completeness and prepare the necessary documents to allow for Mediators to be assigned within five (5) days of Intake acceptance.

**Actual performance versus performance indicators (include statistics):** The vendor has supplied the Court with all of the contracted services and supplies.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** All of the services were completed according to the contract requirements.

*Saran Baleu*  
**User Department**

*11/21/14*  
**Date**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0012

<b>Sponsored by: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</b>	<b>A Resolution</b> making awards on RQ31639 to various providers, in the total amount not-to-exceed \$2,230,000.00, for residential treatment services for the Youth and Family Community Partnership Program for the period 2/1/2015 - 1/31/2017; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division has recommended awards on RQ31639 to various providers in one master contract in the total amount not-to-exceed \$2,230,000.00 for residential treatment services for Youth and Family Community Partnership Program for the period 2/1/2015 – 1/31/2017 as follows:

- i) Applewood Centers, Inc. in the approximate amount of \$500,000.00; and,
- ii) Beech Brook in the approximate amount of \$500,000.00; and,
- iii) Bellefaire Jewish Children’s Bureau in the approximate amount of \$500,000.00; and,
- iv) Carrington Youth Academy LLC in the amount of \$230,000.00; and,
- v) New Directions, Inc. in the approximate amount of \$500,000.00; and

WHEREAS, the purpose of this project is to implement a comprehensive program of residential programs providing a wide range of services to the delinquent youth population; and

WHEREAS, this project is funded 100% by the Health and Human Services Levy Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes awards on RQ31639 to various providers in one master contract in the total amount not-to-exceed \$2,230,000.00 for residential treatment services for the Youth and Family Community Partnership Program for the period 2/1/2015 – 12/31/2017 as follows:

- i) Applewood Centers, Inc. in the approximate amount of \$500,000.00.
- ii) Beech Brook in the approximate amount of \$500,000.00.
- iii) Bellefaire Jewish Children’s Bureau in the approximate amount of \$500,000.00.
- iv) Carrington Youth Academy LLC in the amount of \$230,000.00.
- v) New Directions, Inc. in the approximate amount of \$500,000.00.

**SECTION 2.** That the County Executive is authorized to execute a master contract in connection with said awards and all other documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the 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

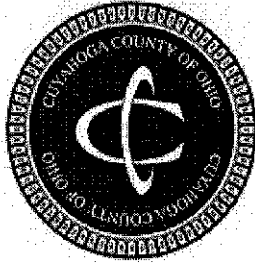
\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



14a-E

**Item Details:**

<b>Agency/Dept. Name:</b>	Juvenile Court	<b>Agency/Dept. Head Name:</b>	Marita Kavalec
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Sarah Baker	<b>Telephone No.</b>	443-8268

**SUMMARY OF REQUESTED ACTION:**

**A. Scope of Work Summary** 1. Juvenile Court is requesting the approval of a contract for Residential Treatment Services through the Youth and Family Community Partnership Program for the time period of February 1, 2015 through January 31, 2017, with a not-to-exceed value of \$2,230,000.00. Juvenile Court plans on contracting with the following vendors: ·Applewood Centers, Inc. ·Beech Brook ·Bellefaire Jewish Children's Bureau ·Carrington Youth Academy, LLC ·New Directions, Inc. 2. The primary goal of this project is to implement a comprehensive program to provide a wide range of services to the Juvenile Court's delinquent youth population in a series of residential programs. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs. 3. N/A

**B. Procurement** 1. The procurement method for this project was an RFP (31639). The total value of the RFP was \$7,260,000.00. 2. The above RFP closed on September 16, 2014 with no SBE goal. 3. There were a total of sixteen (16) proposals submitted for review. There were six (6) vendors that put in for YFCP services, however, the Court chose to only go with the five (5).

**C. Contractor and Project Information** 1. The address of the vendors and/or contractor is: a. Applewood Centers, Inc. 10427 Detroit Avenue Cleveland, Ohio 44102 Council District: 3 b. Beech Brook 3737 Lander Road Pepper Pike, Ohio 44124 Council District: 9 c. Bellefaire Jewish Children's Bureau 22001 Fairmount Boulevard Shaker Heights, Ohio 44118 Council District: 9 d. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, Ohio 44112 Council District: 10 e. New Directions, Inc. 30800 Chagrin Boulevard Cleveland, Ohio 44124 Council District: 9

2. Executive Director of Applewood Centers, Inc. is Melanie Falls Executive Director of Beech Brook is Debra Rex  
 Executive Director of Bellefaire Jewish Children's Bureau is Adam Jacobs  
 Principal owner of Carrington Youth Academy, LLC is Bernard Pawlikowsky Executive Director of New Directions, Inc. Michael Matoney



3.a The address or location of the project is: a. Applewood Centers, Inc. 10427 Detroit Avenue Cleveland, Ohio 44102 Council District: 3 b. Beech Brook 3737 Lander Road Pepper Pike, Ohio 44124 Council District: 9 c. Bellefaire Jewish Children's Bureau 22001 Fairmount Boulevard Shaker Heights, Ohio 44118 Council District: 9 d. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, Ohio 44112 Council District: 10 e. New Directions, Inc. 30800 Chagrin Boulevard Cleveland, Ohio 44124 Council District: 9 3.b. N/A **D. Project Status and Planning** 1. The project is an ongoing project for the Court. 2. N/A 3. N/A 4. N/A 5. N/A **E. Funding** 1. The project is 100% funded by the Health & Human Services Levy Funds. 2. The schedule of payments is by invoice on a monthly basis. 3. N/A

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goal of this project is to implement a comprehensive program to provide a wide range of services to the Juvenile Court's delinquent youth population in a series of residential programs. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs.

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

The decrease is due to only placing one years worth of funds into the contract.

**Financial Information:**

**Funding source:**

Other

**Explanation:**

Health & Human Services Levy Funds

**Total Amount Requested:**

\$2,230,000.00

**ATTACHMENTS:**

Click to download

- [Final RFP 31639](#)
- [Applewood Award Letter](#)
- [Applewood Bidder Compliance](#)
- [Applewood Department Acknowledgement](#)
- [Applewood Proposal Back Up Material](#)
- [Applewood Financials CONFIDENTIAL](#)
- [Applewood Principal Owner](#)
- [Applewood Signature Authorization](#)
- [Applewood Non-Collusion](#)
- [Applewood Insurance Certificate](#)
- [Applewood Worker's Compensation](#)
- [Applewood W9](#)
- [Applewood Auditor of State](#)
- [Applewood Secretary of State](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Applewood Centers, Inc.

**Contract/Agreement No.:** CE1300269-01      **Time Period:** 2/1/13-1/31/15

**Service Description:** Youth & Family Community Partnership (YFCP)

**Original Contract/Agreement Amount:** \$475,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract decreased the 2013 funds by \$27,715.33 and increased the 2014 funds by \$325,000.00 for a total increase of \$297,284.67 into this suffix. The second amendment to the contract did not add any funds into this suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, nineteen (19) youth were referred to this vendor for residential treatment services through the YFCP program.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, nineteen (19) youth have been referred to this vendor for this service.

*Sarah Baker*  
User Department

11/17/14  
Date



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Applewood Centers, Inc.
Principal Owner's Name (The legal name of the owner/s of the business):	This is a non-profit. The Executive Director is Melanie K. Falls
Owner/Officer's Title:	Executive Director
Business Address:	10427 Detroit Avenue, Cleveland, Ohio 44102-1645
Phone Number:	(216) 696-6874
Name of Person Completing Form:	Melanie K. Falls, LISW-S, LICDC
Signature:	<i>Melanie K. Falls</i>
Title:	Executive Director

If there is more than one (1) principal owner, please complete information for that / those person(s) as well.  
If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Saran Baker*

Date: 6/18/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0518

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Beech Brook

**Contract/Agreement No.:** CE1300269-02                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Youth & Family Community Partnership (YFCP)

**Original Contract/Agreement Amount:** \$450,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract decreased the 2013 funds by \$27,715.31 and then increased the 2014 funds by \$225,000.00 for a total increase of \$197,284.69 into this suffix. The second amendment to this contract subtracted \$200,000.00 from this particular suffix.

**Performance Indicators:**

1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, twenty (20) youth were referred to this vendor for residential treatment services through the YFCP program.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, twenty (20) youth have been referred to this vendor for this service.

*Sarah Baker*  
**User Department**

11/17/14  
**Date**



# Principal Owner Form

(Required Document for Award Recommendations/Purchases)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Beech Brook
Principal Owner's Name (The legal name of the owner/s of the business):	Debra Rex
Owner/Officer's Title:	President / Chief Executive Officer
Business Address:	3737 Lander Rd Cleveland, OH 44124
Phone Number:	(216) 831-2255
Name of Person Completing Form:	Debra Rex
Signature:	<i>Debra Rex</i>
Title:	President / CEO

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

### CUYAHOGA COUNTY STAFF:

I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.

Signature: *Saran Baker*

Date: 7/7/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0604

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Bellefaire Jewish Children's Bureau

**Contract/Agreement No.:** CE1300269-03                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Youth & Family Community Partnership (YFCP)

**Original Contract/Agreement Amount:** \$500,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract decreased the 2013 funds by \$27,715.31 and increased the 2014 funds by \$500,000.00 for a total increase of \$472,284.69 in the suffix. The second amendment to the contract decreased the funds by \$8,577.42 in this particular suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, eighteen (18) youth were referred to this vendor for residential treatment services through the YFCP program.

**Rating of Overall Performance of Contractor (Check One):**

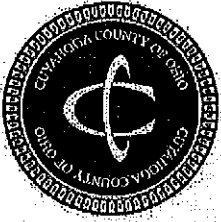
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, eighteen (18) youth have been referred to this vendor for this service.

*Sarah Baker*  
User Department

11/17/14  
Date

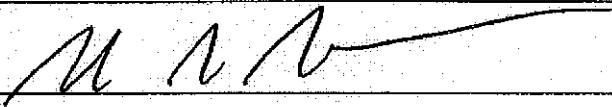
s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Bellefaire Jewish Children's Bureau
Principal Owner's Name (The legal name of the owner/s of the business):	This is a non-profit. The President is Adam G. Jacobs.
Owner/Officer's Title:	President
Business Address:	22001 Fairmount Boulevard, Shaker Heights, Ohio 44118-4819
Phone Number:	(216) 320-8222
Name of Person Completing Form:	Adam G. Jacobs, Ph.D.
Signature:	
Title:	President

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: Saran Baker

Date: 6/19/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0611

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Carrington Youth Academy, LLC

**Contract/Agreement No.:** CE1300269-04                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Youth & Family Community Partnership (YFCP)

**Original Contract/Agreement Amount:** \$160,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract decreased the 2013 funds by \$27,715.31 and increased the 2014 funds by \$125,000.00 for a total increase of \$97,284.69 in this particular suffix. The second amendment to the contract did not change the funds within the suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, twelve (12) youth were referred to this vendor for residential treatment services through the YFCP program.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, twelve (12) youth have been referred to this vendor for this service.

*Darababu*  
**User Department**

11/18/14  
**Date**

s: evaluation





## Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

<b>Company Name</b> (Legal name of the business):	Carrington Youth Academy, LLC
<b>Principal Owner's Name</b> (The legal name of the owner/s of the business):	Bernard F. Pawlikowsky
<b>Owner/Officer's Title:</b>	Administrator
<b>Business Address:</b>	2114 Noble Road, Cleveland, Ohio 44112
<b>Phone Number:</b>	216-570-5564
<b>Name of Person Completing Form:</b>	Rebecca Meyer
<b>Signature:</b>	<i>Rebecca Meyer</i>
<b>Title:</b>	Executive Assistant and Clients' Rights Officer

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Saran Baker*

Date: 7/7/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0746

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** New Directions, Inc.

**Contract/Agreement No.:** CE1300269-07      **Time Period:** 2/1/13-1/31/15

**Service Description:** Youth & Family Community Partnership (YFCP)

**Original Contract/Agreement Amount:** \$250,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract decreased the 2013 funds by \$27,715.31 and increased the 2014 funds by \$175,000.00 for a total increase of \$147,284.70. The second amendment decreased the funds in this suffix by \$100,000.00.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, eleven (11) youth were referred to this vendor for residential treatment services through the YFCP program.

**Rating of Overall Performance of Contractor (Check One):**

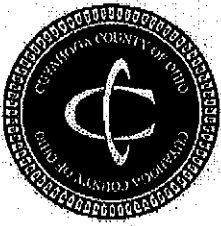
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, eleven (11) youth have been referred to this vendor for this service.

*Sarah Baker*  
User Department

*11/21/14*  
Date

sr: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	New Directions, Inc.
Principal Owner's Name (The legal name of the owner/s of the business):	Non-Profit CEO Mike Matoney
Owner/Officer's Title:	CEO
Business Address:	30800 Chagrin Blvd., Cleveland, Ohio 44124
Phone Number:	(216) 591-0324 x211
Name of Person Completing Form:	Sarah Baker
Signature:	<i>Sarah Baker</i>
Title:	Program Planner

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Sarah Baker*

Date: 7/11/14

Printed Name: Sarah Baker

Inspector General Vendor ID#: 12-2017

Cuyahoga County  
(Principal Owner Form, 1-30-14)

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0013

<b>Sponsored by: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</b>	<b>A Resolution</b> making awards on RQ31639 to various providers, in the total amount not-to-exceed \$1,400,000.00, for traditional residential treatment services for the period 2/1/2015 - 1/31/2017; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division has recommended awards on RQ31639 to various providers in one master contract in the total amount not-to-exceed \$1,400,000.00 for traditional residential treatment services for the period 2/1/2015 – 1/31/2017 as follows:

- i) Applewood Centers, Inc. in the approximate amount of \$50,000.00; and,
- ii) Beech Brook in the approximate amount of \$50,000.00; and,
- iii) Bellefaire Jewish Children's Bureau in the approximate amount of \$400,000.00; and,
- iv) Carrington Youth Academy LLC in the approximate amount of \$15,000.00; and,
- v) Community Specialists Corporation dba The Academy in the approximate amount of \$50,000.00; and,
- vi) Cornell Abraxas Group, Inc. in the approximate amount of \$50,000.00; and,
- vii) George Junior Republic in Pennsylvania in the approximate amount of \$25,000.00; and,
- viii) The Glen Mills Schools in the approximate amount of \$409,000.00; and,
- ix) The House of Emmanuel, Inc. in the approximate amount of \$1,000.00; and,
- x) Keystone Richland Center, LLC dba Foundations for Living in the approximate amount of \$50,000.00; and,
- xi) Muskegon River Youth Home in the approximate amount of \$50,000.00; and,
- xii) New Directions, Inc. in the approximate amount of \$50,000.00; and,
- xiii) OhioGuidestone in the approximate amount of \$50,000.00; and,
- xiv) Rite of Passages, Inc. in the approximate amount of \$50,000.00; and,
- xv) The Summit School, Inc. dba Summit Academy in the approximate amount of \$50,000.00; and,
- xvi) The Village Network in the approximate amount of \$50,000.00; and

WHEREAS, the purpose of this project is to implement a comprehensive program of residential programs providing a wide range of services to the delinquent youth population that have demonstrated unsuccessful participation and/or completion in other community-based programs; and

WHEREAS, this project is funded 100% by the General Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes awards on RQ31639 to various providers in one master contract in the total amount not-to-exceed \$1,400,000.00 for traditional residential treatment services for the period 2/1/2015 – 1/31/2017 as follows:

- i) Applewood Centers, Inc. in the approximate amount of \$50,000.00.
- ii) Beech Brook in the approximate amount of \$50,000.00.
- iii) Bellefaire Jewish Children's Bureau in the approximate amount of \$400,000.00.
- iv) Carrington Youth Academy LLC in the approximate amount of \$15,000.00.
- v) Community Specialists Corporation dba The Academy in the approximate amount of \$50,000.00.
- vi) Cornell Abraxas Group, Inc. in the approximate amount of \$50,000.00.
- vii) George Junior Republic in Pennsylvania in the approximate amount of \$25,000.00.
- viii) The Glen Mills Schools in the approximate amount of \$409,000.00.
- ix) The House of Emmanuel, Inc. in the approximate amount of \$1,000.00.
- x) Keystone Richland Center, LLC dba Foundations for Living in the approximate amount of \$50,000.00.
- xi) Muskegon River Youth Home in the approximate amount of \$50,000.00.
- xii) New Directions, Inc. in the approximate amount of \$50,000.00.
- xiii) OhioGuidestone in the approximate amount of \$50,000.00.
- xiv) Rite of Passages, Inc. in the approximate amount of \$50,000.00.
- xv) The Summit School, Inc. dba Summit Academy in the approximate amount of \$50,000.00.
- xvi) The Village Network in the approximate amount of \$50,000.00.

**SECTION 2.** That the County Executive is authorized to execute a master contract in connection with said awards and all other documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the 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

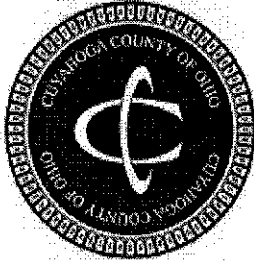
\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



15a-p

**Item Details:**

<b>Agency/Dept. Name:</b>	Juvenile Court	<b>Agency/Dept. Head Name:</b>	Marita Kavalec
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Sarah Baker	<b>Telephone No.</b>	443-8268

**SUMMARY OF REQUESTED ACTION:**

**A. Scope of Work Summary** 1. Juvenile Court is requesting approval of award recommendation and contract for Residential Treatment Services for the time period of February 1, 2015 through January 31, 2017 with a Master Contract not-to-exceed amount of \$1,400,000.00. Juvenile Court plans to contract with the following vendors: ·Applewood Centers, Inc. ·Beech Brook ·Bellefaire Jewish Children's Bureau ·Carrington Youth Academy, LLC ·Community Specialists Corporation dba The Academy ·Cornell Abraxas Group, Inc. ·George Junior Republic in Pennsylvania ·The Glen Mills Schools ·The House of Emmanuel, Inc. ·Keystone Richland Center, LLC dba Foundations for Living ·Muskegon River Youth Homes ·New Directions, Inc. ·Ohio Guidestone ·Rite of Passage, Inc. ·Summit School. Inc. dba Summit Academy ·The Village Network 2. The primary goal of this project is to implement a comprehensive program to provide a wide range of services to the Juvenile Court's delinquent youth population in a series of residential programs. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs. 3. N/A

**B. Procurement** 1. The procurement method for this project was an RFP (31639). The total value of the RFP was \$7,260,000.00. 2. The above RFP closed on September 16, 2014 with no SBE goal. 3. There were a total of sixteen (16) proposals submitted for review. The proposals were reviewed and all of the vendors were selected, as they all met requirements of the RFP.

**C. Contractor and Project Information** 1. The address of the vendors and/or contractor is: a. Applewood Centers, Inc. 10427 Detroit Avenue Cleveland, Ohio 44102 Council District: 3 b. Beech Brook 3737 Lander Road Pepper Pike, Ohio 44124 Council District: 9 c. Bellefaire Jewish Children's Bureau 22001 Fairmount Boulevard Shaker Heights, Ohio 44118 Council District: 9 d. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, Ohio 44112 Council District: 10 e. Community Specialists dba The Academy 900 Agnew Road Pittsburgh, PA 15227 Council District: N/A f. Cornell Abraxas Group, Inc. 2840 Liberty Avenue Suite 300

Pittsburgh, Pennsylvania 15222 Council District: N/A g. George Junior Republic in Pennsylvania P.O. Box 1058, 233 George Junior Road Grove City, PA 16127 Council District: N/A h. The Glen Mills Schools P.O. Box 5001 Concordville, Pennsylvania 19331 Council District: N/A i. The House of Emmanuel, Inc. 1946 N. 13<sup>th</sup> Street Suite 380 Toledo, Ohio 43604 Council District: N/A j. Keystone Richland Center, LLC dba Foundations for Living 1451 Lucas Road Mansfield, Ohio 44903 Council District: N/A k. Muskegon River Youth Homes 3030 Long Lane Ewart, Michigan 49631 Council District: N/A l. New Directions, Inc. 30800 Chagrin Boulevard Cleveland, Ohio 44124 Council District: 9 m. Ohio Guidestone 202 East Bagley Road Berea, Ohio 44107 Council District: 5 n. Rite of Passage, Inc. 2560 Business Parkway Suite A Minden, Nevada 89423 Council District: N/A o. Summit School, Inc. dba Summit Academy 839 Herman Road Herman, PA 16039 Council District: N/A p. The Village Network P.O. Box 518 Smithville, Ohio 44677 Council District: N/A 2. Executive Director of Applewood Centers, Inc. is Melanie Falls Executive Director of Beech Brook is Debra Rex

Executive Director of Bellefaire Jewish Children's Bureau is Adam Jacobs  
Principal owner of Carrington Youth Academy, LLC is Bernard Pawlikowsky The Executive Director of Community Specialists Corporation dba The Academy is Frank Wentzel  
Senior Vice Presidents of Cornell Abraxas Group, Inc. is Jon Swatsburg & Benjamin Erwin  
The Chief Executive Officer of George Junior Republic in Pennsylvania is Richard L. Losasso  
Executive Director of The Glen Mills Schools is Dr. Randy Ireson  
Vice President, Operations of The House of Emmanuel, Inc. is Marcus Goodwin Executive Director of Keystone Richland Center, LLC dba Foundations for Living is Connie Rebane The CEO of Muskegon River Youth Homes is Ronald D. Hunter  
Executive Director of New Directions, Inc. Michael Matoney The President and CEO of Ohio Guidestone is Richard Frank The CEO of Rite of Passage, Inc. is S. James Broman The Executive Director of Summit School, Inc. DBA Summit Academy is John D. McCloud The President/CEO of The Village Network is Richard Graziano

3.a The address or location of the project is: a. Applewood Centers, Inc. 10427 Detroit Avenue Cleveland, Ohio 44102 Council District: 3 b. Beech Brook 3737 Lander Road Pepper Pike, Ohio 44124 Council District: 9 c. Bellefaire Jewish Children's Bureau 22001 Fairmount Boulevard Shaker Heights, Ohio 44118 Council District: 9 d. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, Ohio 44112 Council District: 10 e. Community Specialists dba The Academy 900 Agnew Road Pittsburgh, PA 15227 Council District: N/A f. Cornell Abraxas Group, Inc. 2840 Liberty Avenue Suite 300 Pittsburgh, Pennsylvania 15222 Council District: N/A g. George Junior Republic in Pennsylvania P.O. Box 1058, 233 George Junior Road Grove City, PA 16127 Council District: N/A h. The Glen Mills Schools P.O. Box 5001 Concordville, Pennsylvania 19331 Council District: N/A i. The House of Emmanuel, Inc. 1946 N. 13<sup>th</sup> Street Suite 380 Toledo, Ohio 43604 Council District: N/A j. Keystone Richland Center, LLC dba Foundations for Living 1451 Lucas Road Mansfield, Ohio 44903 Council District: N/A k. Muskegon River Youth Homes 3030 Long Lane Ewart, Michigan 49631 Council District: N/A l. New Directions, Inc. 30800 Chagrin Boulevard Cleveland, Ohio 44124 Council District: 9 m. Ohio Guidestone 202 East Bagley Road Berea, Ohio 44107 Council District: 5 n. Rite of Passage, Inc. 2560 Business Parkway Suite A Minden, Nevada 89423 Council District: N/A o. Summit School, Inc. dba Summit Academy 839 Herman Road Herman, PA 16039 Council District: N/A p. The Village Network P.O. Box 518 Smithville, Ohio 44677 Council District: N/A 3.b. N/A **D. Project Status and Planning** 1. The project is an ongoing project for the Court. 2. N/A 3. N/A 4. N/A 5. N/A **E. Funding** 1. The project is 100% funded by General Funds. 2. The schedule of payments is by invoice on a monthly



basis. 3. N/A.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goal of this project is to implement a comprehensive program to provide a wide range of services to the Juvenile Court's delinquent youth population in a series of residential programs. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs.

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

The decrease in funds is due to the Court not being funded as much money for this service.

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
General Fund	100% General Funds

**Total Amount Requested:**

\$1,400,000.00

**ATTACHMENTS:**

Click to download

- [Final RFP 31639](#)
- [Applewood Award Letter](#)
- [Applewood Bidder Compliance Form](#)
- [Applewood Department Acknowledgement](#)
- [Applewood Proposal Back Up Material](#)
- [Applewood Financials CONFIDENTIAL](#)
- [Applewood Principal Owner](#)
- [Applewood Signature Authorization](#)
- [Applewood Non-Collusion](#)
- [Applewood Insurance Certificate](#)
- [Applewood Worker's Compensation](#)
- [Applewood W9](#)
- [Applewood Auditor of State](#)
- [Applewood Secretary of State](#)
- [Applewood Evaluation](#)
- [Beech Brook Award Letter](#)
- [Beech Brook Bidder Compliance](#)
- [Beech Brook Department Acknowledgement](#)
- [Beech Brook Proposal Back Up Material](#)
- [Beech Brook Financials CONFIDENTIAL](#)
- [Beech Brook Principal Owner](#)
- [Beech Brook Signature Authorization](#)
- [Beech Brook Non-Collusion](#)
- [Beech Brook Insurance Certificate](#)
- [Beech Brook Worker's Compensation](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Applewood Centers, Inc.

**Contract/Agreement No.:** CE1300268-01                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment added \$5,000.00 to this suffix and the second amendment added an additional \$50,000.00 to the suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, two (2) youth have been referred to this vendor for traditional residential treatment services and one (1) youth completed successfully; while the other youth completed unsuccessfully.

**Rating of Overall Performance of Contractor (Check One):**

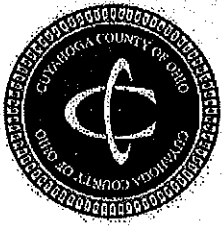
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, the vendor is on track to meet their requirements.

*Sarah Baker*  
**User Department**

11/17/14  
**Date**

s: evaluation



# Principal Owner Form

(Required Document for Award Recommendations/Purchases)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Applewood Centers, Inc.
Principal Owner's Name (The legal name of the owner/s of the business):	This is a non-profit. The Executive Director is Melanie K. Falls
Owner/Officer's Title:	Executive Director
Business Address:	10427 Detroit Avenue, Cleveland, Ohio 44102-1645
Phone Number:	(216) 696-6874
Name of Person Completing Form:	Melanie K. Falls, LISW-S, LICDC
Signature:	<i>Melanie K. Falls</i>
Title:	Executive Director

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Saran Baker*

Date: 6/18/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0518

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Beech Brook

**Contract/Agreement No.:** CE1300268-02      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract added \$40,000.00 to this suffix and the second amendment did not add any funds to this particular suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, five (5) youth have been referred to this vendor for traditional residential treatment services.

**Rating of Overall Performance of Contractor (Check One):**

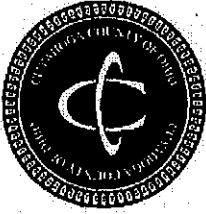
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** The vendor has done well with the youth that have been referred to their agency.

*Sarah Baker*  
**User Department**

11/17/14  
**Date**

s: evaluation



## Principal Owner Form

(Required Document for Award Recommendations/Purchases)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Beech Brook
Principal Owner's Name (The legal name of the owner/s of the business):	Debra Rex
Owner/Officer's Title:	President / Chief Executive Officer
Business Address:	3737 Lander Rd Cleveland, OH 44124
Phone Number:	(216) 831-2255
Name of Person Completing Form:	Debra Rex
Signature:	
Title:	President / CEO

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

### CUYAHOGA COUNTY STAFF:

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: Baran Baker

Date: 7/7/14

Printed Name: Baran Baker

Inspector General Vendor ID#: 12-0604

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Bellefaire Jewish Children's Bureau

**Contract/Agreement No.:** CE1300268-03                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract placed \$25,000.00 in this suffix and the second amendment added \$150,000.00 into the suffix.

**Performance Indicators:**

1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, five (5) youth have been referred to this vendor for traditional residential treatment services.

**Rating of Overall Performance of Contractor (Check One):**

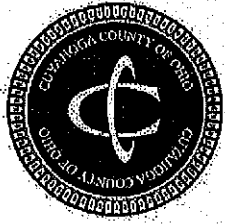
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** The vendor has done well with the youth that have been referred to their agency.

*Sarah Baker*  
User Department

1/17/14  
Date

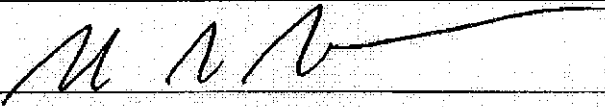
s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Bellefaire Jewish Children's Bureau
Principal Owner's Name (The legal name of the owner/s of the business):	This is a non-profit. The President is Adam G. Jacobs.
Owner/Officer's Title:	President
Business Address:	22001 Fairmount Boulevard, Shaker Heights, Ohio 44118-4819
Phone Number:	(216) 320-8222
Name of Person Completing Form:	Adam G. Jacobs, Ph.D.
Signature:	
Title:	President

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: Saran Baker

Date: 6/19/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0611

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Carrington Youth Academy, LLC

**Contract/Agreement No.:** CE1300268-04      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract added in \$5,000.00 to this suffix and the second amendment added no funds.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, no youth were referred to this vendor for traditional residential treatment services.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

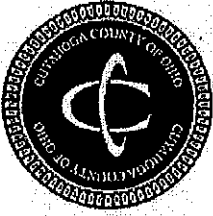
**Justification of Rating:** At this point in time, no youth have been referred to this vendor for this service.

*Sarah Baker*  
User Department

11/18/14  
Date

s: evaluation





## Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Carrington Youth Academy, LLC
Principal Owner's Name (The legal name of the owner/s of the business):	Bernard F. Pawlikowsky
Owner/Officer's Title:	Administrator
Business Address:	2114 Noble Road, Cleveland, Ohio 44112
Phone Number:	216-570-5564
Name of Person Completing Form:	Rebecca Meyer
Signature:	<i>Rebecca Meyer</i>
Title:	Executive Assistant and Clients' Rights Officer

**If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.**

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Saran Baker*

Date: 7/7/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0746

Cuyahoga County  
*(Principal Owner Form, 1-30-14)*

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Community Specialists Corporation dba The Academy

**Contract/Agreement No.:** CE1300268-16      **Time Period:** 2/1/14-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment added an additional \$260,000.00 within this suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been two (2) youth referred to this vendor for services.

**Rating of Overall Performance of Contractor (Check One):**

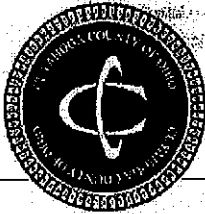
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, two (2) youth have been referred to this vendor for services.

Sarah Baker  
User Department

11/18/14  
Date

s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Community Specialists Corporation, d/b/a The Academy
Principal Owner's Name (The legal name of the owner/s of the business):	Frank Wentzel
Owner/Officer's Title:	Executive Director
Business Address:	900 Agnew Road, Pittsburgh, PA 15227
Phone Number:	412-885-5200
Name of Person Completing Form:	Leo Robert
Signature:	<i>Leo Robert</i>
Title:	Director of Financial Operations

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Saran Baker*

Date: 7/8/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 13-04510

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Cornell Abraxas Group, Inc.

**Contract/Agreement No.:** CE1300268-07                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$310,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract increased the funds in this suffix by \$180,000.00 and the second amendment to the contract increased the funds again by \$150,000.00 within this particular suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, forty eight (48) youth were referred to this vendor for traditional residential treatment services.

**Rating of Overall Performance of Contractor (Check One):**

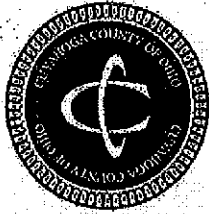
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, forty eight (48) youth have been referred to this vendor for this service.

*Sarah Baker*  
User Department

11/18/14  
Date

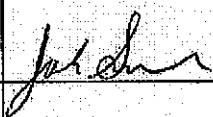
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Cornell Abraxas Group, Inc.
Principal Owner's Name (The legal name of the owner/s of the business):	*Publically traded company, no individual owns *See attached Board of Directors List
Owner/Officer's Title:	
Business Address:	
Phone Number:	
Name of Person Completing Form:	Joseph Semulka
Signature:	
Title:	Divisional Vice President

If there is more than one (1) principal owner, please complete information for that / those person(s) as well.  
If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: Saran Baker

Date: 7/7/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0048

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**Cornell Abraxas Group, Inc.**  
(Formerly Abraxas Group, Inc.)  
(Formerly Cornell Corrections of Pennsylvania, Inc.)  
Subsidiary of The Geo Group, Inc.  
**Federal Tax ID #: 76-0545741**  
July 1, 2012

**Officers/Directors:**

George Zoley                                      President and Chief Executive Officer  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
(561) 893-0101

Jorge Dominicus                                President, Community and Juvenile Operations  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
(561) 893-0101

John Bullfin                                      Vice President and Secretary  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
(561) 893-0101

Brian Evans                                      Vice President and Chief Financial Officer  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
(561) 893-0101

Jonathan Swatsburg                            Vice President and Director  
2840 Liberty Avenue, Suite 300, Pittsburgh, Pennsylvania 15222  
(412) 208-4000

Dr. Cassandra Newkirk                        Vice President Healthcare Services  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
(561) 893-0101

Loren Grayer                                    Vice President Community Based Services  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
(561) 893-0101

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** George Junior Republic in Pennsylvania

**Contract/Agreement No.:** CE1300268-17                      **Time Period:** 2/1/14-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment did not add any funds to this suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been no youth referred to this vendor for services.

**Rating of Overall Performance of Contractor (Check One):**

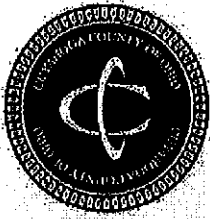
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, no youth have been referred to this vendor for services.

*Sarah Baker*  
User Department

11/18/14  
Date

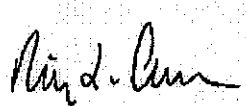
s: evaluation



# Principal Owner Form

(Required Document for Award Recommendations/Purchases)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	George Junior Republic in Pennsylvania
Principal Owner's Name (The legal name of the owner/s of the business):	Non-Profit Corporation
Owner/Officer's Title:	Richard L. Losasso, Chief Executive Officer
Business Address:	233 George Junior Road, P. O. Box 1058, Grove City, PA 16127
Phone Number:	724-458-9330 x2201
Name of Person Completing Form:	Richard L. Losasso
Signature:	
Title:	Chief Executive Officer

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: Saran Baker

Date: 7/9/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-131010

Cuyahoga County  
(Principal Owner Form, 1-30-14)



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** The Glen Mills Schools

**Contract/Agreement No.:** CE1300268-08                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$830,000.00

**Prior Amendment(s) Amount(s):** The first amendment to the contract increased the funds within this suffix by \$730,000.00 and the second amendment increased the funds within this suffix by \$800,000.00.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, fifty two (52) youth were referred to this vendor for traditional residential treatment services.

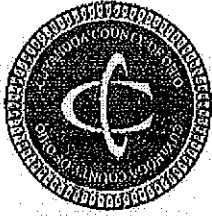
- Rating of Overall Performance of Contractor (Check One):**
- Superior
  - Above Average
  - Average
  - Below Average
  - Poor

**Justification of Rating:** At this point in time, fifty two (52) youth have been referred to this vendor for this service.

Darabalew  
User Department

11/18/14  
Date

s: evaluation



# Principal Owner Form

(Required Document for Award Recommendations/Purchases)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	The Glen Mills Schools
Principal Owner's Name (The legal name of the owner/s of the business):	Managed by Board No Principal Owner
Owner/Officer's Title:	See Attached List of Board Members
Business Address:	185 Glen Mills Road Glen Mills Pa 19342
Phone Number:	610-459-8100
Name of Person Completing Form:	Richard Danalutti
Signature:	
Title:	Comptroller

If there is more than one (1) principal owner, please complete information for that / those person(s) as well.  
If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

### CUYAHOGA COUNTY STAFF:

I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.

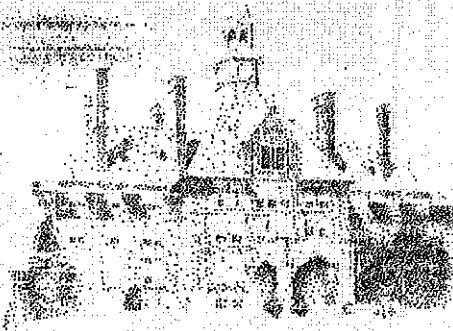
Signature: Saran Baker

Date: 7/8/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-1375

Cuyahoga County  
(Principal Owner Form, 1-30-14)



**GLEN MILLS SCHOOLS**  
Service to youth since 1826

Dr. Randy A. Ireson  
Executive Director

**BOARD OF MANAGERS**  
**JUNE 30, 2014**

Frank Albero	Curtis Johnson, President
Scott Booth	F. Joseph Loeper
Ruth Leach, Secretary	T. R. Pilot, Treasurer
Frank Davis, Vice-President	Curtis Reitz
Harvey Ellis, Assistant Treasurer	Jack Ruane
Sharon Esterly, Assistant Secretary	Carolyn Seagraves, Vice-President
Robert Glendenning	John T. Shields
Joseph Hand Jr.	Gil Spencer
Mitzi Hepps	Phillip Tordello
Vance Hudson	Gerald Uniacke
Will Carr	

**CONTRACT/AGREEMENT EVALUATION FORM**  
**(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)**

**Contractor:** The House of Emmanuel, Inc.

**Contract/Agreement No.:** CE1300268-10                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract added \$5,000.00 to this suffix and the second amendment added no funds to this particular suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, no youth were referred to this vendor for traditional residential treatment services.

**Rating of Overall Performance of Contractor (Check One):**

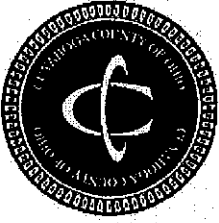
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, no youth have been referred to this vendor for this service.

\_\_\_\_\_  
**User Department**

\_\_\_\_\_  
**Date**

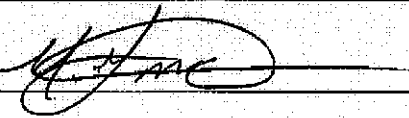
s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	THE HOUSE OF EMMANUEL, INC
Principal Owner's Name (The legal name of the owner/s of the business):	WARWICK GOODWIN, 501(C)(3) ORGANIZATION
Owner/Officer's Title:	PRESIDENT/FOUNDER
Business Address:	350 S. IRWIN RD, HOLLAND OHIO 43528
Phone Number:	419-865-2730
Name of Person Completing Form:	MARCUS GOODWIN
Signature:	
Title:	VICE PRESIDENT

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: Saran Baker

Date: 7/16/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0238

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Keystone Richland Center, LLC dba Foundations for Living

**Contract/Agreement No.:** CE1300268-11                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$225,000.00

**Prior Amendment(s) Amount(s):** The first amendment added \$250,000.00 in this suffix and the second amendment added \$325,000.00 into this particular suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, sixteen (16) youth were referred to this vendor for traditional residential treatment services.

**Rating of Overall Performance of Contractor (Check One):**

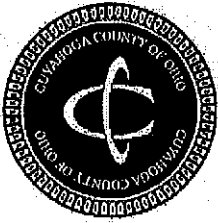
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, sixteen (16) youth have been referred to this vendor for this service.

Sarah Baker  
User Department

11/21/14  
Date

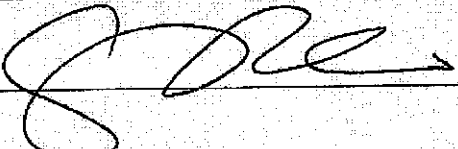
s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Keystone Richland Center, LLC.; dba: Foundations For Living
Principal Owner's Name (The legal name of the owner/s of the business):	Universal Health Services, Inc., Alan Miller, Chairman of Board
Owner/Officer's Title:	Connie Z. Rebane, Chief Operating Officer/Managing Director
Business Address:	1451 Lucas Road, Mansfield, Ohio 44903
Phone Number:	419-589-5511
Name of Person Completing Form:	Connie Z. Rebane
Signature:	
Title:	Chief Operating Officer/Managing Director

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: Saran Baker

Date: 7/16/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-0229

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Muskegon River Youth Homes

**Contract/Agreement No.:** CE1300268-18      **Time Period:** 2/1/14-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment placed \$105,000.00 into this suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been three (3) youth referred to this vendor for services.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

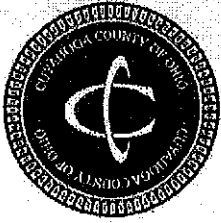
**Justification of Rating:** At this point in time, three (3) youth have been referred to this vendor for services.

Sarah Baker  
User Department

4/21/14  
Date

s: evaluation

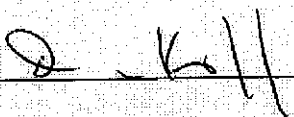




# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Muskegon River Youth Home Inc.
Principal Owner's Name (The legal name of the owner/s of the business):	Ronald D Hunter
Owner/Officer's Title:	CEO
Business Address:	PO Box 956 Ewart, MI 49631
Phone Number:	231-734-6254
Name of Person Completing Form:	Dawn Kruithoff
Signature:	
Title:	Director

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: Saran Baker

Date: 7/14/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 13-0467

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** New Directions, Inc.

**Contract/Agreement No.:** CE1300268-12      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract increased the funds by \$5,000.00 in the suffix and the second amendment added no funds to this particular suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, no youth were referred to this vendor for residential treatment services.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, no youth have been referred to this vendor for this service.

*Sarah Baker*  
User Department

11/21/14  
Date



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	New Directions, Inc.
Principal Owner's Name (The legal name of the owner/s of the business):	Non-Profit CEO Mike Matoney
Owner/Officer's Title:	CEO
Business Address:	30800 Chagrin Blvd., Cleveland, Ohio 44124
Phone Number:	(216) 591-0324 x211
Name of Person Completing Form:	Sarah Baker
Signature:	<i>Sarah Baker</i>
Title:	Program Planner

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Sarah Baker*

Date: 7/11/14

Printed Name: Sarah Baker

Inspector General Vendor ID#: 12-2017

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Ohio Guidestone

**Contract/Agreement No.:** CE1300268-09      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$140,000.00

**Prior Amendment(s) Amount(s):** The first amendment placed \$100,000.00 in this suffix and the second amendment added \$175,000.00 into this particular suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, eleven (11) youth were referred to this vendor for traditional residential treatment services.

**Rating of Overall Performance of Contractor (Check One):**

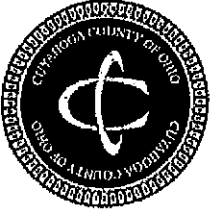
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, eleven (11) youth have been referred to this vendor for this service.

*Saranbaku*  
**User Department**

*11/21/14*  
**Date**

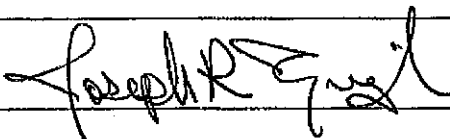
s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	OhioGuidestone
Principal Owner's Name (The legal name of the owner/s of the business):	David Zentkovich
Owner/Officer's Title:	Chairperson, Board of Directors
Business Address:	202 East Bagley Road Berea, Ohio 44017
Phone Number:	440/234-2006
Name of Person Completing Form:	Joseph Ziegler
Signature:	
Title:	VP Finance & Administration

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

Signature: Saran Baker

Date: 6/2/14

Printed Name: Saran Baker

Inspector General "Registered Contractor" Number: 12-0616

Cuyahoga County  
(Principal Owner Form, 02-05-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Rite of Passage, Inc.

**Contract/Agreement No.:** CE1300268-19      **Time Period:** 2/1/14-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment added \$100,000.00 to this suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there has been one (1) youth referred to this vendor for services.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this point in time, one (1) youth has been referred to this vendor for services.

Sarah Baker  
User Department

11/24/14  
Date

sr evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Rite of Passage, Inc.
Principal Owner's Name (The legal name of the owner/s of the business):	Corporate owned
Owner/Officer's Title:	Ski James Broman- President/ CEO
Business Address:	2560 Business Parkway Suite A Minden, NV 89423
Phone Number:	(775) 267-9411
Name of Person Completing Form:	Lynda Kyhl
Signature:	<i>Lynda Kyhl</i>
Title:	Business Manager

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Saran Baker*

Date: 7/7/14

Printed Name: Saran Baker

Inspector General Vendor ID#: B-0017

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Summit School, Inc. dba Summit Academy

**Contract/Agreement No.:** CE1300268-20      **Time Period:** 2/1/14-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment placed an additional \$500,000.00 into this suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, eight (8) youth have been referred to this vendor for services.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

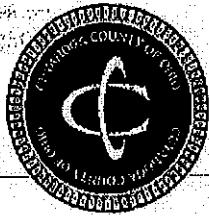
**Justification of Rating:** At this point in time, the eight (8) youth that have been referred for services are still currently participating in services.

*Sarah Baker*  
**User Department**

11/24/14  
**Date**

s: evaluation





# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Summit School, Inc., d/b/a Summit Academy
Principal Owner's Name (The legal name of the owner/s of the business):	John D. McCloud
Owner/Officer's Title:	Executive Director
Business Address:	839 Herman Road, Herman, PA 16039
Phone Number:	412-885-5200
Name of Person Completing Form:	Leo Robert
Signature:	<i>Leo Robert</i>
Title:	Director of Financial Operations

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.*

Signature: *Saran Baker*

Date: 7/8/14

Printed Name: Saran Baker

Inspector General Vendor ID#: 12-2631

Cuyahoga County  
(Principal Owner Form, 1-30-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** The Village Network

**Contract/Agreement No.:** CE1300268-14                      **Time Period:** 2/1/13-1/31/15

**Service Description:** Residential Treatment Services

**Original Contract/Agreement Amount:** \$415,000.00

**Prior Amendment(s) Amount(s):** The first amendment included \$125,000.00 within this suffix and the second amendment added \$285,000.00 into this suffix.

- Performance Indicators:**
1. 75% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 100% of YOUTH will be enrolled in an educational/vocational program within 3 days of successful release from program.
  5. 100% of YOUTH will demonstrate a drop in the OYAS score at the time of discharge from the VENDOR'S residential facility.
  6. 100% of YOUTH discharged on medication will have an appointment with a community-based psychiatrist within 30 days of successful release from program.

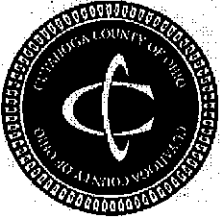
**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, nineteen (19) youth were referred to this vendor for traditional residential treatment services.

- Rating of Overall Performance of Contractor (Check One):**
- Superior
  - Above Average
  - Average
  - Below Average
  - Poor

**Justification of Rating:** At this point in time, nineteen (19) youth have been referred to this vendor for this service.

Sarah Bale  
User Department

11/24/14  
Date



# Principal Owner Form

(Required Document for Award Recommendations/Purchases)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	THE VILLAGE NETWORK
Principal Owner's Name (The legal name of the owner/s of the business):	RICHARD GRAZIANO, PRESIDENT/CEO LYNN MOOMAW, BOARD CHAIR DOUG MILL, BOARD VICE CHAIR
Owner/Officer's Title:	CHERYL GOFF, SECRETARY DUSTIN HOSTETLER, TREASURER
Business Address:	PO BOX 518 SMITHVILLE OH 44677
Phone Number:	330-264-3232
Name of Person Completing Form:	WENDI WARREN
Signature:	<i>Wendi Warren</i>
Title:	CONTRACT COORDINATOR

If there is more than one (1) principal owner, please complete information for that / those person(s) as well.  
If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

### CUYAHOGA COUNTY STAFF:

I certify that I have checked the debarment list on the Cuyahoga County Inspector General's website and the debarment list did not contain the above detailed vendor and/or principal owner.

Signature: *Sarah Baker*

Date: 6/13/14

Printed Name: Sarah Baker

Inspector General Vendor ID#: 12-2715

Cuyahoga County  
(Principal Owner Form, 1-30-14)

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0014

<p>Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b></p>	<p><b>A Resolution</b> authorizing a contract with The Salvation Army in the amount not-to-exceed \$527,499.00 for the PASS Transitional Housing Program in connection with FY2013 Continuum of Care Homeless Assistance Grant Programs and HEARTH Act for the period 10/1/2014 - 9/30/2015; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/ Division of Community Initiatives/Office of Homeless Services has authorized a contract with The Salvation Army in the amount not-to-exceed \$527,499.00 for the PASS Transitional Housing Program in connection with FY2013 Continuum of Care Homeless Assistance Grant Programs and HEARTH Act for the period 10/1/2014 – 9/30/2015; and

WHEREAS, this contract provides operating support for the PASS Program, a Transitional Housing Program for homeless men; and

WHEREAS, the goals of this project are to: a) provide stable, short-term housing for homeless men; b) assist clients in finding permanent housing; and c) assist clients in attaining employment; and

WHEREAS, this project is funded 29% by Federal funds and 71% by the Health and Human Services Levy; and

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

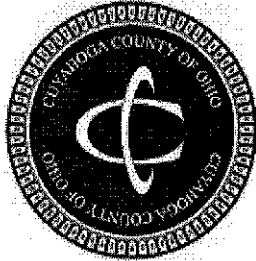
**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a contract with The Salvation Army in the amount not-to-exceed \$527,499.00 for the PASS Transitional Housing Program in connection with FY2013 Continuum of Care



First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 2015



16

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Homeless Services	<b>Agency/Dept. Head Name:</b>	Ruth Gillett
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**Type of Request:** Contract/Amendment

<b>Request Prepared by:</b>	Ruth Gillett	<b>Telephone No.</b>	420-6844
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**SUMMARY OF REQUESTED ACTION:**

Submitting a contract with the Salvation Army in the amount of \$527,499.00 for the PASS Transitional Housing Program for homeless men for the period 10/01/14 - 9/30/15.

**A. Scope of Work Summary**

1. Office of Homeless Services is requesting approval of a contract with the Salvation Army: PASS Transitional Housing in the amount of \$527,499; term -10/01/2014 -9/30/2015
2. This contract provides operating support for the PASS Program, a Transitional Housing Program for homeless men. The goals of the PASS program are to: a) provide stable, short term housing; b) assist clients in finding permanent housing; c) assist clients in attaining employment.
3. N/A

**B. Procurement**

1. An RRF Exemption was submitted for approval by the CPB on 12/05/14.
2. N/A
3. (3) A request for Exemption was submitted in NOVUS on 12/05/14 for the 12/29/14 CPB meeting. Approval will be uploaded into NOVUS prior to Council contract approval.

**C. Contract and Project Information**

1. Salvation Army  
1710 Prospect Avenue  
Cleveland, OH 44115  
Council District #7
2. The Executive Director for the PASS Program is Beau Hill; (216) 619-4676.
3. The PASS Program is located at

1710 Prospect Avenue  
Cleveland, OH 44115  
Council District #7

**D. Project Status & Planning**

1. The PASS Program is renewed through the Continuum of Care, Homeless Assistance Grant process, HEARTH Act, on annual basis. In 1998, the PASS Transitional Housing Program was approved for a three year grant. Since FY 2002, it has been renewed annually.
2. N/A
3. The project is on a critical path because the Grant Agreement was issued very late by HUD. The grant term started on 10/01/14.
4. The Contract submission was delayed due to the County's requirements to have grant agreements and appropriations scheduled through the agenda process. These requirements add 5 to 6 weeks to a contract submission schedule.
5. N/A

**E. Funding**

1. The project is funded 100% by the U.S. Department of Housing & Urban Development.
2. The provider is reimbursed on a monthly basis.
3. N/A

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

See Summary

**Explanation for late submittal:**

See D. 4

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:**

Federal

**Explanation:**

U.S. department of Housing & Urban Development, Continuum of Care Homeless Assistance Grant HEARTH Act award to Cuyahoga County.

**Total Amount Requested:**

\$527,499.00

**ATTACHMENTS:**

Click to download

- [BLUEBACK](#)
- [evaluation](#)
- [contract](#)



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

Contractor: The Salvation Army

Contract/Agreement No.: CE 1300412-01      Time Period: 10/1/2013 -9/30/2014

Service Description: Job training, employment referral, and housing placement assistance for homeless men participating in the PASS Transitional Housing Program.

Original Contract/Agreement Amount: \$527,499.00

Prior Amendment(s) Amount(s): N/A

Performance Indicators: Increased skills, and/or income;  
Goal: of clients leaving the program, 80% will maintain or increase skills /income at exit. 65% of persons leaving program will exit to permanent housing.

Actual performance versus performance indicators (include statistics): 204 clients exited the program during the contract year. 89% either maintained or increased their income during their involvement with the PASS program. 75% of exiting clients moved to permanent housing.

Rating of Overall Performance of Contractor (Check One):

- Superior
- Above Average
- Average
- Below Average
- Poor

Justification of Rating: Agency outcomes exceeded HUD Performance Standard for "Clients leaving with Income at Exit" . HUD standard: 19%. Salvation Army outcome, 89%, verified in ServicePoint. HUD standard for moving to permanent housing is 65%. 75% of the PASS Program clients moved on to permanent housing.

Office of Homeless Services, R. Gillett

12/15/14

\_\_\_\_\_  
User Department

\_\_\_\_\_  
Date


s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	The Salvation Army
Principal Owner's Name (The legal name of the owner/s of the business):	See attached list
Owner/Officer's Title:	See attached list
Business Address:	440 W. Nyack Road, PO Box C-635, West Nyack, NY 10994
Phone Number:	(845) 620-7329
Name of Person Completing Form:	Thomas A. Schenk
Signature:	
Title:	Secretary

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

Signature: Ruth Gillett

Date: 11/17/14

Printed Name: Ruth Gillett

Inspector General "Registered Contractor" Number: 12-2752

Cuyahoga County  
(Principal Owner Form, 02-05-14)

THE SALVATION ARMY  
a New York Corporation

Executive Address: 440 West Nyack Road  
West Nyack, New York 10994-0635

Listing of Corporate Trustees and Officers

<u>NAME</u>	<u>TITLE</u>	<u>HOME ADDRESS</u>
David E. Jeffrey	Chairman of the Board, Trustee	2401 Belle Haven Meadows Court Alexandria, VA 22306
Barry C. Swanson	President, Trustee	6 Matthew Drive Chestnut Ridge, NY 10977
William A. Bamford III	Vice President, Trustee	9 Patriot Drive Airmont, NY 10952
Donald W. Larice	Treasurer, Trustee	5 Jon Leif Drive Chestnut Ridge, NY 10977
Glenn C. Bloomfield	First Assistant Treasurer, Trustee	14 Bennett Lane Tappan, NY 10983
Thomas O. Henson	Second Assistant Treasurer	75 Petticoate Lane Bloomingburg, NY 12721
Thomas A. Schenk	Secretary, Trustee	21 Arbor Lane Bardonia, NY 10954
Richard D. Allen	Assistant Secretary - Legal	15 Farries Avenue Florida, NY 10921
Jorge E. Diaz	Assistant Secretary - Property	4 Hannah Lane Valley Cottage, NY 10989
D. Sue Foley	Assistant Secretary - Finance	16 Henry Street Orangeburg, NY 10962
Steven M. Howard	Trustee	11 Forest Ridge Road Nyack, NY 10960
Kenneth W. Maynor	Trustee	2 Bubenko Lane Garnerville, NY 10923
Janice A. Howard	Trustee	11 Forest Ridge Road Nyack, NY 10960

As of 1 July 2014  
(EXADPL)

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0015

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Senior and Adult Services</b>	<b>A Resolution</b> making an award on RQ31528 to Lutheran Metropolitan Ministry in the amount not-to-exceed \$553,000.00 for Adult Guardianship Services for the period 1/1/2015 - 12/31/2015; authorizing the County Executive to execute the contract 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 Health and Human Services/Division of Senior and Adult Services has recommended an award on RQ31528 to Lutheran Metropolitan Ministry in the amount not-to-exceed \$553,000.00 for Adult Guardianship Services for the period 1/1/2015 – 12/31/2015; and

WHEREAS, the primary goal of this project is to provide legal guardians to serve as concerned, caring advocates and surrogate decision makers for indigent individuals who are deemed incompetent by the Cuyahoga County Probate Court; and

WHEREAS, this project is funded as follows: (a) \$352,000.00 (63.66%) by Health and Human Services Levy Fund, and (b) \$201,000.00 (36.34%) by the Cuyahoga County Probate Court; and

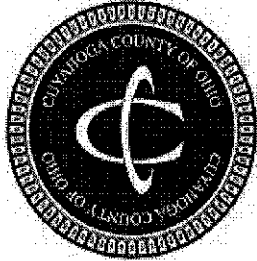
WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**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 RQ31528 to Lutheran Metropolitan Ministry in the total amount not-to-exceed \$553,000.00 for Adult Guardianship Services for the period 1/1/2015 – 12/31/2015.

**SECTION 2.** That the County Executive is authorized to execute a contract in connection with said award and all other documents consistent with this Resolution.





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**Item Details:**

<b>Agency/Dept. Name:</b>	Department of Senior and Adult Services	<b>Agency/Dept. Head Name:</b>	Tracey N. Mason
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Daurin K. Elliott	<b>Telephone No.</b>	216*420*6765

**SUMMARY OF REQUESTED ACTION:**

Submitting a contract with *Lutheran Metropolitan Ministry* in the amount not-to-exceed \$553,000.00 for *Guardianship of Adult Services* for the period *1/1/2015 - 12/31/2015*.

**I. NovusAgenda Summary of Requested Action**Title: Senior & Adult Services; 2015; Lutheran Metropolitan Ministry – Guardianship of Adult Services; Contract on RQ#31528.**A. Scope of Work Summary**1. The Division of Senior and Adult Services is requesting approval of a contract with Lutheran Metropolitan Ministry for Guardianship of Adult services for the cost not-to-exceed \$553,000.00 for the time period 01/01/15 through 12/31/15. 2. The primary goal of the guardianship of adult Services is to provide legal guardians to serve as concerned, caring advocates and surrogate decision-makers for indigent people who are deemed incompetent by the Cuyahoga County Probate Court. One step in the protection process is to use a guardian to move a person to safety. Currently, DSAS identifies the at-risk APS client requiring guardianship services and makes a referral to the provider of guardianship services. The provider completes its own assessment of the client and if it agrees with the DSAS recommendation for guardianship services, the provider prepares an application to the Probate Court for the appointment of itself as the guardian.3. The Division of Senior and Adult Services (DSAS) is charged with fulfilling the County's state mandate per Ohio Revised Code (Section 5101.60 and 5101.71) to provide adult protective services (APS) within the geographical boundaries of Cuyahoga County. DSAS identifies the at-risk APS client requiring guardianship services and makes a referral to the provider of guardianship services. **B. Procurement**1. The procurement method for this project was a RFP Exemption – RQ#31528. The contract total of \$553,000.00.2. The RFP exemption was approved by the CPB on 8/11/14.3. Lutheran Metropolitan Ministry is being recommended for the provision of Guardianship of Adult Services for the 2015

contract. **C. Contractor and Project Information**1. The address of the provider is:Lutheran Metropolitan Ministry4515 Superior Ave.Cleveland, Ohio 441032. The owner for the provider is as follows: 501(c)3 status - Governed by Bd. of Directors – Andrew Genszier, President, CEO

4515 Superior Ave.

Cleveland, Ohio 441033. Guardianship of Adult Services will be delivered to residents throughout the entire county.**D. Project Status and Planning**1. The project reoccurs annually.2. The current contract for AGS ends on December 31, 2014.3. To avoid an interruption of client services, it is important this RFP keeps moving forward.4. The current project ends on December 31, 2014. 5. Not applicable.**E. Funding**1. The guardianship of adult services are funded by the County Health & Human Services levy in the amount of \$352,000.00 (63.66%) and by the Cuyahoga County Probate Court in the amount of \$201,000.00 (36.34%).2. The vendor is paid on a monthly basis for services rendered the previous month.3. Not applicable.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**  
Guardianship of Adult Services provide quality guardianship of person services to residents of the County of Cuyahoga identified by DSAS as needing this service when there are no lesser forms of intervention, such as a power of attorney or surrogate decision maker, available. In general, GOA clients are indigent persons age 18 or older identified by DSAS and determined to need guardianship of person by the Cuyahoga County Probate Court.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

Lutheran Metropolitan Ministry was originally selected for a contract as a result of their response to a RFP issued in 2013 for the current Guardainship of Adult Services contract period. DSAS has exhausted all other available resources to identify appropriate vendor for the provision of Guardianship of Adult services to no avail.

Without a contract in place to furnish guardianship services to low income vulnerable adult, many APS clients with no family and/or appropriate family members to serve as guardians would remain at-risk.

**OUTCOMES/EXPECTATIONS:**Approximately 525 on-going clients receive guardianship of adult services each year. Guardianship of adult services protect these persons from abuse, neglect and exploitation.

**Principal Owner(s):**  
501(c)3 status - Governed by Bd. of Directors - Carol Fredrich, Executive Director  
4515 Superior Ave.  
Cleveland, Ohio 44103

**Principal Owner(s):**

501(c)3 status - Governed by Bd. of Directors - Carol Fredrich, Executive Director  
4515 Superior Ave.  
Cleveland, Ohio 44103

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

Exempt from Competitive Bid Requirements

**Explanation for Increase/Decrease in \$ Amount for current request:**

n/a

**Financial Information:**

<b>Funding source:</b> Other	<b>Explanation:</b> Cuyahoga County Health & Human Services Levy and The Probate Court
<b>Total Amount Requested:</b> \$553,000.00	

**ATTACHMENTS:**

Click to download

- [Department Acknowledgement](#)
- [W-9](#)
- [Contract Cover - TAB -](#)
- [Signed contract - TAB -](#)
- [SOS](#)
- [Findings for Recovery \(FR\)](#)
- [BWC](#)
- [Contract 2014](#)
- [Signature Authority](#)
- [Contract Evaluation](#)
- [Legislative Action](#)
- [Certificate of Insurance](#)
- [Principal Owner form](#)
- [RFP exemption - OPD approval](#)

**History**  
Time

**Who**  
Office of Procurement &  
Diversity

**Approval**

\*\*\*\*\*





**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

Contractor: Lutheran Metropolitan Ministry

Contract/Agreement No.: CE1300065      Time Period: 1/1/13 – 12/31/13

Service Description: Guardianship of Adult Services

Original Contract/Agreement Amount: ~~\$553,000.00~~ \$475,000.00

Prior Amendment(s) Amount(s): ~~\$0.00~~ \$52,000.00

Performance Indicators: The vendor was reviewed based on results of an audit of its contract compliance through 12/31/13. Please see attached.

Actual performance versus performance indicators (include statistics): Overall, the vendor earned 64 of 68 available points (94%).

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average/Solid
- Below Average
- Poor

Justification of Rating: DSAS has adopted a 10 point scale for vendors (90-100 is superior; 80-89.9 is above average; 70-79.9 is average; 60-69.9 is below average; 59.9 and below is poor.

HHS/Senior & Adult Services (DSAS)  
User Department

11/17/14  
Date

s: evaluation

Program: Guardianship of Adult Services  
 Contract: 1/1/2013-12/31/2013  
 Period:  
 Period Reviewed: 6/1/2013-12/31/13  
 Doc Updated: 04/03/2014  
 Provider: Lutheran Metropolitan Ministry

Potential Points		Eamed Points		Total % Earned; Notes
68		64.00		94%
Facility Check	5	Deduct one point for each finding issued in this area	5.00	No findings
Policies & Procedures	5	Deduct one point for each finding issued in this area	5.00	No findings
Personnel Files	10	Deduct one point for each finding issued in this area. Note findings issued for the same topic, but for multiple employees only count as 1 finding (i.e., missing background checks)	9.00	Missing: Performance appraisal
Client Files	12	Deduct one point for each finding issued in this area	12.00	Missing: Final disposition; Finding reported in error, withdrawn 4/3/14
Unit Verification	6	[Computed by quarter; Each quarter worth 3 points; Providers may lose up to 3 points per quarter] Deduct one point if there are any units unverified. Deduct an additional point if 5% or more of the units in the sample are unverified (total of all services). Deduct an additional point if 10% or more of the units in the sample are unverified (total of all services).	6.00	Verified 70.9 of 70.9 units, all units verified
Service Delivery	15	Deduct one point for each finding issued in this area.	12.00	Inconsistent biennial reports; Inconsistent annual service plans; Conflicting dates
Referral Acceptance Rate		100% = 15 pts; 98.00% to 99.99% = 14; 95.00% to 97.99% = 13; 90.00% to 94.99% = 12; 85.00% to 89.99% = 11; 80.00% to 84.99% = 10; 75.00% to 79.99% = 9; 70.00% to 74.99% = 8; 65.00% to 69.99% = 7; 60.00% to 64.99% = 6; 59.99% or lower = 0		Not reviewed with this audit due to problems with State e-mail account during period
Billing	5	Deduct one point for each time the monthly billing was late; Deduct .5 point if billing was on time but was submitted incorrectly the first time	5.00	No findings

Program: Guardianship of Adult Services  
 Contract Period: 1/1/2013-12/31/2013  
 Period Reviewed: 6/1/2013-12/31/13  
 Doc Updated: 4/13/2014  
 Provider: Lutheran Metropolitan Ministry

	Potential Points		Earned Points	Total % Earned; Notes
Unit Utilization	10	[Determined by service; Each service can earn up to 10 points; Score for this question is based on average score earned by all svcs. Does not use aggregate of contract]; 95% or higher = 10; 90.00% to 94.99% = 9; 85.00% to 89.99% = 8; 80.00% to 84.99% = 7; 75.00% to 79.99% = 6; 70.00% to 74.99% = 5; 65.00% to 69.99% = 4; 60 to 64.99% = 3; 55.00% to 59.99% = 2; 50 to 54.99% = 1; less than 50% = 0	10.00	DSAS Portion: 132.6% (10); Probate Portion 176.3% (10)
Goals & Objective Reporting		*** NEW CATEGORY for 2012/2014 contract *** Deduct 1 pt each time late; Deduct 1 pt for each report completed incorrectly; Deduct up to 2 pts for each report;		Not reviewed with this audit; Report due 7/31/13

# County Council of Cuyahoga County, Ohio

## Resolution No. R2014-0298

Sponsored by: <b>County Executive FitzGerald/Department of Public Works</b>	<b>A Resolution</b> making an award on RQ30446 to GB at 1910 Carnegie, LLC in the amount of \$600,000.00 for the sale of County-owned property commonly known as the Whitlatch Building, located at 1910 Carnegie Avenue, Cleveland; authorizing the County Executive to take all necessary actions and to execute all documents necessary to consummate the contemplated transactions; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County engaged the services of CBRE, Inc. (“CBRE”), a commercial real estate services firm, to serve as the real estate portfolio program manager, provide brokerage services, and represent the County in connection with the real estate portfolio program; and,

WHEREAS, CBRE worked with the County to prepare and issue a request for proposal, RFP # 30446 (the “RFP”), for the real property consolidation project in accordance with the County’s Contracting and Purchasing Procedures Ordinance; and,

WHEREAS, the County received a proposal from GB at 1910 Carnegie, LLC (“Geis”) to purchase the land and all buildings and improvements commonly known as the Whitlatch Building (collectively “Property”) located at 1910 Carnegie Avenue, Cleveland, Ohio; and,

WHEREAS, the proposal is to sell the Property for \$600,000; and,

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

**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 RQ30446 to GB at 1910 Carnegie, LLC in the amount of \$600,000.00 for the sale of

County-owned property commonly known as the Whitlatch Building, located at 1910 Carnegie Avenue, Cleveland.

**SECTION 2.** That the County Executive or his authorized designee is authorized to (a) take all actions, and to execute, acknowledge, deliver and/or file for record (as and where appropriate) (i) all documents and instruments necessary or desirable to facilitate and/or consummate the transactions contemplated hereby, including, but not limited to, a Purchase and Sale Agreement, and all documents to be executed by the County thereunder, and all financing-related documents (including but not limited to subordination, non-disturbance and attornment agreements, pledges, and security agreements), (ii) all other and further documents, instruments, certificates, agreements, amendments, assignments, subleases, consents, affidavits, certifications, disbursement authorizations, settlement statements, closing statements, proration statements, escrow agreements, escrow instructions, and notices, and (iii) amendments, modifications and supplements to any of the foregoing, that the County Executive may deem necessary or advisable in connection with the consummation of the transactions contemplated hereby, in all cases containing such terms and conditions as may be approved by the County's Director of Law, (b) agree to such payments, prorations, credits, deposits, holdbacks, escrows and other arrangements as may be necessary or advisable in connection therewith to facilitate and/or consummate such transactions, and (c) prosecute and/or defend any actions or proceedings that may be necessary or advisable relative to any of the foregoing matters.

**SECTION 3.** That all documents to be executed in connection with the transactions contemplated herein be subject to the Law Director or his designee's approval as to legal form and correctness.

**SECTION 4.** 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 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.

**SECTION 5.** 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: December 9, 2014

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2014-0289

Sponsored by: <b>County Executive FitzGerald on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</b>	<b>A Resolution</b> authorizing amendments to contracts with various providers for Staff Secure Shelter Care Services for the period 3/1/2014 - 2/29/2016 for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive FitzGerald on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division has recommended amendments to contracts with various providers for Staff Secure Shelter Care Services for the period 3/1/2014 – 2/29/2016 for additional funds as follows:

- 1) No CE1400010-01 with Carrington Youth Academy, LLC in the amount not-to-exceed \$1,960,579.55,
- 2) No CE1400011-01 with The Cleveland Christian Home Incorporated in the amount not-to-exceed \$543,521.50; and

WHEREAS, the primary goal of the program is to provide Staff Secure Shelter Care Services to Court-involved youth as an alternative to secure detention; and

WHEREAS, this is an ongoing project for the Court; and

WHEREAS, this project is funded with: (a) the Health & Human Services Levy Funds, (b) RECLAIM Ohio Grant Funds, and (c) Title IV-E Funds; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby approves amendments to contracts with various providers for Staff Secure Shelter Care Services for the period 3/1/2014 – 2/29/2016 for additional funds as follows:

- 1) Carrington Youth Academy, LLC in the amount not-to-exceed \$1,960,579.55,  
and
- 2) The Cleveland Christian Home Incorporated in the amount not-to-exceed  
\$543,521.50.

**SECTION 2.** That the County Executive is authorized to execute amendments in connection with said awards and all documents consistent with 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 25, 2014  
Committee(s) Assigned: Public Safety & Justice Affairs

Committee Report/Second Reading: December 9, 2014

Journal CC017  
January 13, 2015

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2014-0032

Sponsored by: <b>County Executive FitzGerald/Department of Law and Councilmember Miller</b>	<b>An Ordinance</b> enacting the County’s Administrative Procedures Act, including establishment of the Administrative Rules Board and procedures for the publication of the Cuyahoga County Administrative Code; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Council deems it necessary to enact the County’s Administrative Procedures Act to streamline the process under which the County adopts, amends, and administers administrative county policies, rules, and regulations;

WHEREAS, Council deems it necessary for the County to launch an administrative code containing the County’s administrative rules, policies, and regulations to be published online and readily accessible;

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 departments.

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

**SECTION 1.** Chapter 102 of the Cuyahoga County Code is hereby amended as follows:

(a) The term “Administrative Code” is hereby added to the definitions in Chapter 102 as follows:

**“Administrative Code”** shall mean the Cuyahoga County Administrative Code published pursuant to Chapter 113 of the County Code.

(b) The Clerk of Council shall affix the proper numbering for the term “Administrative Code” in Chapter 102 and renumber the remaining definitions in the Chapter accordingly.

**SECTION 2.** Section 205.09 of the Cuyahoga County Code is hereby enacted to read as follows:

## Section 205.09 Administrative Rules Board

### A. Establishment.

1. **Establishment:** There is hereby established the Cuyahoga County Administrative Rules Board. It shall consist of the following five members:
  - i. The Director of Law;
  - ii. The Director of Budget and Management;
  - iii. The Deputy Law Director in charge of Risk Management; and
  - iv. Two attorneys employed by the county appointed by the Director of Law for one-year terms. The Director of Law shall ensure that the two attorneys selected for these appointments have diverse legal experiences, such as differing practice areas.
2. **Jurisdiction:** The Administrative Rules Board shall perform all functions assigned to it in the Cuyahoga County Code.

### B. Alternates. Alternates on the Administrative Rules Board shall be appointed as follows:

1. The Director of Law shall appoint a Deputy or other high-level attorney from the Department of Law to attend meetings of the Board as an alternate if he or she is unable to attend a meeting.
2. The Director of Budget and Management shall appoint an alternate from within the Office of Budget and Management to attend meetings if he or she is unable to attend a meeting.
3. The Director of Law shall appoint an attorney to attend meetings of the Board as an alternate if the Deputy Law Director in charge of Risk Management is unable to attend a meeting.
4. The Director of Law shall appoint an alternate for each appointed-attorney member of the Board. The appointment of alternates shall not disturb the legal-experience diversity on the Board

### C. Alternates Have Full Rights. Any properly appointed alternate shall have all the rights and responsibilities of a member of the Administrative Rules Board when attending a meeting on behalf of a member.

**D. Officers.** The Director of Law shall serve as Chairperson of the Administrative Rules Board. If the Director of Law is absent from any meeting, the Board shall choose one of its members to chair that meeting. For purposes of this section, the Director of Law shall include his or her alternates.

**E. No Additional Compensation, Collective Action, and Conflicts of Interest.**

1. The members of the Administrative Rules Board shall not receive compensation for their service on the Board. Members of the Board shall be entitled to reimbursement of reasonable and necessary expenses incurred by them in the exercise of their duties as approved by the Director of Law from the Law Department's budget.
2. The Administrative Rules Board is a board created by law, and its members act collectively in their official capacities. It shall not be a conflict of interest for a Board member to advocate, deliberate, or vote on a matter affecting their respective department, board, agency, commission, office, or the authority.

**F. Clerk of the Administrative Rules Board.** The County Executive shall designate a staff person to serve as the Clerk of Administrative Rules Board. The Clerk shall be responsible for publishing the agendas and meeting notices and shall record and publish the minutes.

**G. Agendas and Meeting Notices.** The Clerk of the Administrative Rules Board shall publish the notice and agenda for each Board meeting on the County's web site no later than 6:00 p.m. on the second business day before the Board meeting. The Board may amend the agenda and may also consider items not on the agenda by a vote of a majority of the members present either personally or through their alternates.

**H. Regular Meetings.** The Administrative Rules Board shall schedule regular meetings to take place at least once a week for the first year of its operations and then at least once every two weeks thereafter. If no business is pending before the Board, the Director of Law may instruct the Clerk of the Board to cancel any regular meeting for lack of sufficient business pending before the Board by publishing the cancellation notice on the County's web site.

**I. Special Meetings.** The Administrative Rules Board may conduct special meetings at a time other than its regularly scheduled meeting times. In the event of an emergency as determined by the Director of Law, the Board may conduct a meeting with less notice than that required under paragraph G herein. For any special or emergency meeting, in addition to the notice

requirements of paragraph G, the Clerk of the Board shall also send notice to all news media organizations that request to be notified of such meetings.

- J. Public Meetings.** The meetings of the Administrative Rules Board shall be open to the public. The Board shall also provide an opportunity for public comment on matters before the Board toward the beginning of the meeting. The Board may require presenters to register with the Board before speaking and may set time limits on presentations, which may be extended at the discretion of the Chairperson.
- K. Executive Sessions.** The Administrative Rules Board may go into executive session to discuss and consider matters permitted to be discussed or considered in executive sessions under the Ohio Open Meetings Act. A motion to go into executive session must state the topic(s) of the executive session and approved by a majority of the members present through a roll call vote.
- L. Minutes.** The Clerk of the Administrative Rules Board shall prepare and publish the minutes of each Board meeting on the County's web site within a week of their approval.
- M. Journal.** The Clerk of the Administrative Rules Board shall maintain a Journal of the Board, containing the notices, agendas, and minutes of all Board meetings. The journal may be maintained electronically.
- N. Quorum.** A quorum of the Administrative Rules Board shall consist of three members attending personally or through their alternates.
- O. Vote Required for Board Actions.** Board action shall require the affirmative vote of any three members attending personally or through their alternates. Amendments to items before the Board and parliamentary motions may be adopted by a majority of those present, provided that a quorum is present.
- P. Rules of Procedure.** The Administrative Rules Board shall adopt its own Rules of Procedure, which shall include the deadlines for submission of requests to the Board and time deadlines for submission of written commentary on requests submitted for the Board's approval. The minimum deadline for public commentary must not be less than seven days.

**SECTION 3.** Chapter 113 of the Cuyahoga County Code is hereby enacted to read as follows:

**Chapter 113: Administrative Rules**

### **Section 113.01 Definitions**

As used in Chapter 113 of the Cuyahoga County Code:

- A. “County Entity” or “County entity” includes the County and any County office, department, agency, board, commission, committee, or other County authority established by or pursuant to the Charter of Cuyahoga County, the Ohio Constitution, or Ohio law.
- B. “Rule” or “rule” means any official and legally binding county rule, policy, or regulation. It does not include internal day-to-day operational or such other managerial rule, policy, or other directive within a county entity.

### **Section 113.02 Adoption of Rules**

County entities may adopt, amend, rescind, and administer rules on matters within their respective jurisdictions, as established by the County Charter, this Code, or general law, in accordance with the following procedures:

- A. A county entity seeking to adopt, amend, or rescind a rule shall submit a request, including the specific language of the rule, to the Clerk of the Administrative Rules Board in accordance with the procedures and deadlines established by the Board for such submissions.
- B. The Clerk of the Administrative Rules Board shall publish notice of the request, including the language of the rule, on its web site. The notice shall include the following:
  - 1. The contact information at which written commentary regarding the requested action may be submitted to the requesting county entity;
  - 2. A notice that any party seeking to submit any written commentary shall also provide a copy of its written commentary to the Clerk of the Board;
  - 3. Based on the type of proposed rule, the deadline pursuant to the Board’s Rules of Procedure, by which written public commentary may be submitted; and
  - 4. Notice that any person may also appear at a Board meeting and provide verbal commentary during the public comment period at the beginning of the Board meeting.
- C. Upon expiration of the public comment period outlined in paragraph B, the Clerk shall place the request on the Administrative Rules Board’s agenda for consideration.

- D. Each request shall be read at two regular meetings of the Administrative Rules Board before being approved by the Board. The Board may waive the two-reading requirement by a vote of four members of the Board.
- E. The County Entity submitting the request shall send a duly authorized representative, who is familiar with its request, to attend the Board meetings when its rule is being considered to present the request and answer any questions from the Board about the request.
- F. If a County Entity receives commentary or Board feedback on the merits or language of its rule and it deems it appropriate to revise its rule based on such commentary or feedback, the County Entity may revise its rule while it is being considered by the Board by notifying the Board of such revisions.
- G. In ruling on the request to approve a rule, the Administrative Rules Board shall determine (1) whether the requesting entity has the authority to adopt, amend, or rescind the rule and (2) whether the proposed rule conflicts with the County Code. If the Board determines that the proposed rule may properly be adopted as an administrative rule, policy, or regulation and that it does not conflict with the County Code, the Board shall approve the rule. The Board may provide feedback and revision suggestions to the County Entity while it considers the rule, but the Board's vote on approval or denial of the rule shall be based solely on the legality of the rule and whether it conflicts with the County Code.
- H. Any proposed rules approved by the Administrative Rules Board shall go into immediate effect, be legally binding, and be published in the Cuyahoga County Administrative Code.

### **Section 113.03 County Administrative Code**

The Clerk of the Administrative Rules Board shall officially publish the Cuyahoga County Administrative Code and shall continually update the Administrative Code in an expeditious manner as approved by the Director of Law. The Administrative Code shall include all rules approved by the Board. The Clerk of the Board, with the approval of the Director of Law, may make such changes to the Administrative Code, including the numbers, titles and arrangement of articles and sections, as well as correction of typographical errors, but no such change shall affect the substance or meaning of rules published in the Administrative Code.

### **Section 113.04 Supremacy of the County Code**

Should any conflict exist between this Code and the Administrative Code, this Code shall govern.

**Section 113.05 Executive's Authority**

Nothing in Chapter 113 is intended to interfere with the Executive's administrative powers under the Charter and his or her authority to issue directives or executive orders, as approved by the Director of Law. Executive orders shall be electronically filed with the Clerk of Council and the Clerk of the Administrative Rules Board and published on the County's web site.

**Section 113.06 Emergency Authority**

In the event of an emergency, as declared by the County Executive, the County Executive may through the issuance of an Executive Order suspend and/or override the operations of any rule adopted pursuant to this Chapter for a period not to exceed 120 days.

**Section 113.07 Transition Period**

Nothing in Chapter 113 shall affect the legality or binding effect of any administrative county rules, policies, or other regulations that are subject to this Chapter, but were administratively adopted prior to its enactment, through December 31, 2015, but they shall be null and void thereafter. The Clerk of the Administrative Rules Board shall work with county entities to ensure that they are aware of this expiration date and the need to submit all such rules to the Administrative Rules Board's consideration and approval for publication into the County Administrative Code.

**SECTION 4.** It is necessary that this Ordinance become immediately effective for the usual daily operation of the County and the 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.

**SECTION 5.** It is found and determined that all formal actions of this Council 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 actions were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.



