



AGENDA
CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE
MEETING
TUESDAY, MAY 21, 2013
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
10:00 AM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE MAY 7, 2013 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) M2013-0018: A Motion confirming the County Executive's appointment of Mayor Vic Collova (Chagrin/Southeast Region) to serve on the Cuyahoga County Planning Commission, and declaring the necessity that this Motion become immediately effective.
 - b) M2013-0019: A Motion confirming the County Executive's appointment of various individuals to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees, and declaring the necessity that this Motion become immediately effective:
 - 1) David Reines
 - 2) Matthew Rubino
 - 3) Wade Steen
 - 4) Mark A. Parks, Jr.
 - 5) Lawrence E. Benders
 - 6) J. W. Sean Dorsey
 - 7) Radhika Reddy
 - 8) Candace Klein
 - 9) Richard C. Perry

- c) M2013-0020: A Motion confirming the County Executive's reappointment of Karen Gabriel Moss to serve on the Greater Cleveland Regional Transit Authority Board of Trustees, and declaring the necessity that this Motion become immediately effective.

- d) O2013-0012: An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.

6. MISCELLANEOUS BUSINESS

7. OTHER PUBLIC COMMENT

8. ADJOURNMENT

*In accordance with Ordinance No. O2011-0020, as amended, complimentary parking in the Huntington Park Garage will be available for the public on any day when the Council or any of its committees holds meetings. Please see the Clerk to obtain a parking pass.



MINUTES

CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING

**TUESDAY, MAY 7, 2013
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
10:00 AM**

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 10:10 a.m.

2. ROLL CALL

Ms. Conwell asked Deputy Clerk Muller to call the roll. Committee members Conwell, Gallagher, Germana and Simon were in attendance and a quorum was determined. Committee member Rogers was absent from the meeting.

In accordance with Rule 12F of the County Council Rules, Council President Connally appointed Councilmember Miller as Member Pro Tem of the Committee

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments related to the agenda were given.

4. APPROVAL OF MINUTES FROM THE APRIL 16, 2013 MEETING

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to approve the minutes of the April 16, 2013 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) M2013-0016: A Motion confirming the County Executive's appointment of various individuals to serve on the Cleveland/Cuyahoga County Workforce Investment Board, and declaring the necessity that this Motion become immediately effective:

- 1) Bill Kitson
- 2) Kim M. Shelnick

Mr. Jim Boyle, Special Assistant to County Executive FitzGerald; and Mr. David Reines, Executive Director, Cleveland/Cuyahoga County Workforce Investment Board, addressed the Committee regarding Motion No. M2013-0016. Discussion ensued.

Mr. Bill Kitson and Ms. Kim M. Shelnick addressed the Committee regarding their nominations to serve on the Cleveland/Cuyahoga County Workforce Investment Board. Discussion ensued.

Committee members asked questions of Mr. Kitson and Ms. Shelnick pertaining to their experience, expertise and qualifications, which they answered accordingly.

On a motion by Mr. Germana with a second by Mr. Gallagher, Motion No. M2013-0016 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of rules.

- b) O2013-0003: An Ordinance providing for modifications to and adoption of the Cuyahoga County Human Resources Personnel Policies and Procedures Manual to be applicable to all County employees, and declaring the necessity that this Ordinance become immediately effective.

Ms. Elise Hara, Director of Human Resources; Mr. Jeff Mowry, Chief Information Officer and Mr. Michael King, Assistant Law Director, addressed the Committee regarding Ordinance No. O2013-0003. Discussion ensued.

Committee members asked questions of Ms. Hara, Mr. Mowry and Mr. King pertaining to the item, which they answered accordingly.

On a motion by Ms. Conwell with a second by Mr. Germana, Ordinance No. O2013-0003 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

6. MATTERS REFERRED TO COMMITTEE IN ACCORDANCE WITH COUNTY COUNCIL RULE 9M

- a) Discussion regarding a pending Motion confirming the County Executive's reappointment of Sharon Sobol Jordan to serve on The MetroHealth System Board of Trustees, and declaring the necessity that this Motion become immediately effective.

Mr. Boyle addressed the Committee regarding the item. Discussion ensued.

Ms. Sharon Sobol Jordan addressed the Committee regarding her nomination to serve on The MetroHealth System Board of Trustees. Discussion ensued.

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

On a motion by Ms. Conwell with a second by Mr. Germana, the item was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under first reading suspension of rules, pending receipt of the official motion.

7. MISCELLANEOUS BUSINESS

The next Committee meeting will be held on Tuesday, May 21, 2013 at 10:00 a.m.

8. OTHER PUBLIC COMMENT

No other public comments were given.

9. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Chairwoman Conwell at 11:39 a.m., without objection.

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2013-0018

Sponsored by: Councilmembers Connally and Conwell

A Motion confirming the County Executive's appointment of Mayor Vic Collova to serve on the Cuyahoga County Planning Commission, and declaring the necessity that this Motion become immediately effective.

WHEREAS, Ohio Revised Code Section 713.22 provides for the organization and maintenance of a county planning commission; and,

WHEREAS, the Cuyahoga County Planning Commission membership consists of three county representatives and representatives of eight separate planning regions. The regional representatives are mayors of one of the communities in each planning region who are appointed by the County Executive, except for the City of Cleveland representative, who is appointed by the Mayor of Cleveland; and,

WHEREAS, members of the Cuyahoga County Planning Commission shall serve three year terms; and,

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

WHEREAS, the County Executive has nominated Mayor Vic Collova (Chagrin/South East Region) to serve on the Cuyahoga County Planning Commission to fill a vacancy in an unexpired term ending December 31, 2014; and,

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Motion 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 Board.

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

SECTION 1. The Council of Cuyahoga County hereby confirms the appointment of Mayor Vic Collova to serve on the Cuyahoga County Planning

Commission to fill a vacancy in an unexpired term, commencing immediately and expiring December 31, 2014.

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 14, 2013

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

Journal _____
_____, 2013

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2013-0019

Sponsored by: Councilmembers Connally and Conwell

A Motion confirming the County Executive's appointment of various individuals to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees, and declaring the necessity that this Motion become immediately effective.

WHEREAS, the Cuyahoga County Community Improvement Corporation ("CCCIC") was incorporated in 1982 under the authority granted in ORC 1724; and,

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

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

WHEREAS, the members of CCCIC Board of Trustees shall serve for three year terms; and,

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

WHEREAS, the County Executive has nominated the following individuals to serve on the CCCIC's Board of Trustees:

- a) David Reines (County Class), who will serve in this position until replaced by new appointment;
- b) Matthew Rubino (County Class), who will serve in this position until replaced by new appointment;

c) Wade Steen (County Class), who will serve in this position until replaced by new appointment;

d) Mark A. Parks, Jr. (County Class), who will serve in this position until replaced by new appointment;

e) Lawrence E. Benders (County Class), who will serve in this position until replaced by new appointment;

f) J. W. Sean Dorsey (Private Sector Class) to fill a vacancy in a term expiring January 1, 2015;

g) Radhika Reddy (Private Sector Class) to fill a vacancy in a term expiring January 1, 2015;

h) Candace Klein (Private Sector Class) to fill a vacancy in a term expiring January 1, 2014;

i) Richard C. Perry (Private Sector Class) to fill a vacancy in a term expiring January 1, 2014; and,

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Motion 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 Board.

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

SECTION 1. The Council of Cuyahoga County hereby confirms the appointment of the following individuals to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees, commencing immediately:

a) David Reines (County Class), who will serve in this position until replaced by new appointment;

b) Matthew Rubino (County Class), who will serve in this position until replaced by new appointment;

c) Wade Steen (County Class), who will serve in this position until replaced by new appointment;

d) Mark A. Parks, Jr. (County Class), who will serve in this position until replaced by new appointment;

e) Lawrence E. Benders (County Class), who will serve in this position until replaced by new appointment;

f) J. W. Sean Dorsey (Private Sector Class) to fill a vacancy in a term expiring January 1, 2015;

g) Radhika Reddy (Private Sector Class) to fill a vacancy in a term expiring January 1, 2015;

h) Candace Klein (Private Sector Class) to fill a vacancy in a term expiring January 1, 2014; and

i) Richard C. Perry (Private Sector Class) to fill a vacancy in a term expiring January 1, 2014.

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 14, 2013

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

Journal _____
_____, 2013

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2013-0020

Sponsored by: Councilmembers Connally and Conwell

A Motion confirming the County Executive's reappointment of Karen Gabriel Moss to serve on the Greater Cleveland Regional Transit Authority Board of Trustees, and declaring the necessity that this Motion become immediately effective.

WHEREAS, Ohio Revised Code Chapter 306 provides for the creation of a Regional Transit Authority; and,

WHEREAS, the Greater Cleveland Regional Transit Authority ("GCRTA") Board of Trustees provides policy direction for the Regional Transit Authority and provides oversight of Agency management's efforts to implement policy and run the day-to-day operations of the transit system; and,

WHEREAS, the GCRTA Board of Trustees consists of ten members who are appointed by the City of Cleveland, Cuyahoga County Mayors and Managers Association and Cuyahoga County; and,

WHEREAS, the members of the GCRTA Board of Trustees shall be appointed to serve a three (3) year term; and,

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

WHEREAS, the County Executive has nominated Karen Gabriel Moss to serve on the GCRTA's Board of Trustees to fill a vacancy in a term beginning March 1, 2013 and ending February 29, 2016.

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Motion 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 Board.

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

SECTION 1. The Council of Cuyahoga County hereby confirms the re-appointment of Karen Gabriel Moss to serve on the Greater Cleveland Regional Transit Authority Board of Trustees to fill a vacancy in a term beginning March 1, 2013 and ending February 29, 2016.

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 14, 2013

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

Journal _____
_____, 2013

County Council of Cuyahoga County, Ohio

Ordinance No. O2013-0012

Sponsored by: County Executive FitzGerald/Department of Human Resources on behalf of Human Resource Commission	An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 9.01 of the Charter of Cuyahoga County states that the County's human resources policies and systems shall be established by ordinance and shall be administered in such a manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry; and,

WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Human Resource 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 2.10 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 Director of Human Resources submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan; and,

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

WHEREAS, on April 3, 2013, the Human Resource Commission met and recommended the classification changes (attached hereto as Exhibits A through O), and recommend to County Council the formal adoption and implementation of the attached changes; and,

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

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

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

New Classifications:

Exhibit A:	Class Title:	<i>Administrative Warden</i>
	Number:	1025502
	Pay Grade:	16
Exhibit B:	Class Title:	<i>Associate Warden</i>
	Number:	1025502
	Pay Grade:	13
Exhibit C:	Class Title:	<i>Chief Deputy, Civil</i>
	Number:	1025701
	Pay Grade:	14
Exhibit D:	Class Title:	<i>Corrections Operations Support Manager</i>
	Number:	1025301
	Pay Grade:	11
Exhibit E:	Class Title:	<i>Deputy Sheriff, Captain</i>
	Number:	1025601
	Pay Grade:	16
Exhibit F:	Class Title:	<i>Jail Administrator</i>
	Number:	1025503
	Pay Grade:	17
Exhibit G:	Class Title:	<i>Mental Health Intake Specialist</i>
	Number:	1054101
	Pay Grade:	6
Exhibit H:	Class Title:	<i>Motor Pool Attendant</i>
	Number:	1025201
	Pay Grade:	1
Exhibit I:	Class Title:	<i>Motor Pool Supervisor</i>
	Number:	1025202
	Pay Grade:	6
Exhibit J:	Class Title:	<i>Process Server</i>
	Number:	1025101
	Pay Grade:	3

Exhibit K: Class Title: *Psychiatric Services Supervisor*
Number: 1054115
Pay Grade: 13

Exhibit L: Class Title: *Social Service Specialist*
Number: 1056251
Pay Grade: 6

Revised Classifications:

Exhibit M: Class Title: *Legal Clerk 3*
Number: 1013413
Pay Grade: 4

Exhibit N: Class Title: *Security Lieutenant*
Number: 1025401
Pay Grade: 10

Exhibit O: Class Title: *Security Manager*
Number: 1025402
Pay Grade: 15

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 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 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 adopted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: May 14, 2013
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____
_____, 20__