



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, OCTOBER 11, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
3:00 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) September 27, 2016 Committee of the Whole Meeting (See Page 14)
 - b) September 27, 2016 Regular Meeting (See Page 17)
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
 - a) **COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**
 - 1) R2016-0169: 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 40)

Sponsors: Councilmember Conwell on behalf of Cuyahoga County Personnel Review Commission

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

- 2) R2016-0170: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Natural Areas Land Conservancy for the conservation of ecologically significant areas known as Shelter Hill Ravines located in the Village of Hunting Valley, and declaring the necessity that this Resolution become immediately effective. (See Page 99)

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

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

- 3) R2016-0171: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Western Reserve Land Conservancy for the acquisition and conservation of ecologically significant areas known as Brecksville Upland Preserve located in the City of Brecksville, and declaring the necessity that this Resolution become immediately effective. (See Page 102)

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

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

- 4) R2016-0172: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the acquisition and conservation of ecologically significant areas along the main stem of West Creek located in the City of Parma, and declaring

the necessity that this Resolution become immediately effective. (See Page 105)

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

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

- 5) R2016-0173: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of L.A.N.D. Studio, Inc. for the acquisition and conservation of ecologically significant areas on Irishtown Bend hillside along the Cuyahoga River located in the City of Cleveland, and declaring the necessity that this Resolution become immediately effective. (See Page 108)

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

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

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2016-0187: A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 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 111)

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

- 2) R2016-0188: A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Graphic Communications Conference of the International Brotherhood of Teamsters, Local 546M, representing

approximately 6 employees in 2 classifications at the Department of Public Works for the period 2/1/2015 - 1/31/2018 to establish terms of the wage re-opener for the period 2/1/2017 - 1/31/2018 and to modify Article 25, Section 3; directing that funds necessary to implement the amendment be budgeted and appropriated; 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. (See Page 121)

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

- 3) R2016-0189: A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 2927, AFL-CIO, representing approximately 34 employees in various classifications at the Sheriff's Department for the period 1/1/2015 - 12/31/2017 to establish terms of the wage re-opener for the period 1/1/2017 - 12/31/2017 and to modify Article 15, Section 1; directing that funds necessary to implement the amendment be budgeted and appropriated; 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. (See Page 126)

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

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

- 1) R2016-0190: A Resolution authorizing a First Amendment to Lease and Right of First Refusal Agreement with The Board of Park Commissioners of the Cleveland Metropolitan Park District for County-owned property on the Flats East and West Banks, located at 1170 Old River Road, Cleveland, for a term of 99 years, by adding Permanent Parcel No. 003-16-029 located adjacent to the intersection of Main Avenue and Center Street underneath the Cleveland Memorial Shoreway; 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. (See Page 131)

Sponsor: County Executive Budish/Department of Public Works

- 2) R2016-0191: A Resolution authorizing an amendment to Contract No. CE1300548-01 with Marisupham, LLC for lease of office space in the Marion Building, located at 1276 West 3rd Street, Cleveland, for the period 12/1/2013 - 10/31/2016 to extend the time period to 10/31/2017 and for additional funds in the amount not-to-exceed \$1,108,668.60; 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. (See Page 135)

Sponsor: County Executive Budish/Department of Public Works

- 3) R2016-0192: A Resolution authorizing a contract with Applewood Centers, Inc. in the amount not-to-exceed \$641,000.00 for the Placement Planning Day Report Program for the period 7/1/2016 - 6/30/2017; 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. (See Page 139)

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

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2016-0179: A Resolution declaring that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-00.67 over French Creek in the City of North Olmsted; total estimated project cost \$756,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective. (See Page 142)

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

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

- 2) R2016-0180: A Resolution declaring that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-05.44 over Walker Ditch in the City of Westlake; total estimated project cost \$581,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective. (See Page 145)

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

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

- 3) R2016-0181: A Resolution declaring that public convenience and welfare requires culvert replacement of Lindbergh Boulevard Culvert C-00.93 over a creek to West Branch of Rocky River in the City of Olmsted Falls; total estimated project cost \$744,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective. (See Page 148)

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

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

- 4) R2016-0184: A Resolution approving Right-of-Way plans as set forth in Plat No. M-5025 for reconstruction with additional turning lanes of Royalton Road from West 130th Street to York Road in the City of North Royalton; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; finding that special assessments will neither be levied nor collected to pay for any part of the

County's costs of said improvement; and declaring the necessity that this Resolution become immediately effective. (See Page 151)

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

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

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

- 1) R2016-0178: A Resolution authorizing an amendment to a revenue generating agreement with University Hospitals Health System, Inc. for lease of space in the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11001 Cedar Avenue, Cleveland, for the period 7/30/1996 - 5/31/2016 to extend the time period to 5/31/2017 and for additional revenue in the amount not-to-exceed \$465,045.00; 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. (See Page 154)

Sponsor: County Executive Budish/Department of Public Works

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

- 2) R2016-0182: A Resolution making an award on RQ37533 to Schirmer Construction, LLC in the amount not-to-exceed \$1,953,750.00 for rehabilitation of Cedar Road Bridge No. 229 over Doan Brook in the City of Cleveland; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds; and declaring the necessity that this Resolution become immediately effective. (See Page 157)

Sponsors: County Executive Budish/Department of Public Works/Division of County Engineer and Councilmember Conwell

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

- 3) R2016-0183: A Resolution authorizing an amendment to Contract No. CE1300507-01 for design engineering services for the Towpath Trail - Stage 4 from Tremont/Literary Trailhead to Canal Basin Park in Cuyahoga County to change the name of the provider from Michael Baker Jr., Inc. to Michael Baker International, Inc., to change the scope of services and the terms, effective 7/12/2016, and for additional funds in the amount not-to-exceed \$1,043,913.00; 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. (See Page 160)

Sponsors: County Executive Budish/ Department of Public Works/Division of County Engineer and Councilmember Conwell

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

- 4) R2016-0185: A Resolution authorizing a contract with Tax Ease Ohio, LLC, as purchaser and servicer, in the amount not-to-exceed \$50,000,000.00 for the sale of tax lien certificates; 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 163)

Sponsor: County Executive Budish/County Treasurer

Committee Assignment and Chair: Community Development – Hairston

- 5) R2016-0186: A Resolution authorizing an amendment to Contract No. CE1200260-01 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for transitional housing program services for the period 6/1/2012 - 9/30/2016 to extend the time period to 9/30/2017 and for additional funds in the amount not-to-exceed \$1,222,993.00; 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. (See Page 165)

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

Committee Assignment and Chair: Health, Human Services & Aging – Jones

e) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

1) R2016-0141: A Resolution making awards on RQ29315 to various providers, in the total amount not-to-exceed \$23,849,601.00, for various services for the Enterprise Resource Planning System for various time periods; authorizing the County Executive to execute the contracts, master services agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 168)

- i) Ciber, Inc. in the amount not-to-exceed \$9,036,696.00 for information technology services and solutions for the period 10/1/2016 - 9/30/2021.
- ii) Infor Public Sector, Inc. in the amount not-to-exceed \$14,358,698.00 for software licenses, maintenance and support for ERP software for the period 10/1/2016 - 9/30/2026.
- iii) MHC Software, Inc. in the amount not-to-exceed \$194,635.00 for ERP printing integration software licenses, support and implementation services for the period 10/1/2016 - 9/30/2021.
- iv) Emphasys Software in the amount not-to-exceed \$259,573.00 for licenses, support and maintenance and implementation services for SymPro Treasury Management Software for the period 10/1/2016 - 9/30/2026.

Sponsors: County Executive Budish/Department of Information Technology and Councilmembers Greenspan, Miller, Hairston and Schron

2) R2016-0153: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cleveland/Cuyahoga County Workforce Development Board for an unexpired term ending 6/30/2019, and declaring the necessity that this Resolution become immediately effective: (See Page 171)

i) Appointments:

- a) Ethan Karp
- b) Mone Givner

ii) Reappointment:

- a) Aaron Grossman

Sponsor: County Executive Budish

3) R2016-0154: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018, and declaring the necessity that this Resolution become immediately effective: (See Page 174)

i) Appointments:

- a) Tracy Johnson
- b) Chris Kreuger
- c) LeAnder Lovett
- d) Maurice Smith
- e) Dr. Alan Taege
- f) Robert Watkins

ii) Reappointments:

- a) Kimberlin Dennis
- b) Susan DiCocco
- c) Melissa Federman
- d) Bryan Jones
- e) James Stevenson
- f) Leshia Yarbrough-Franklin

Sponsor: County Executive Budish

- 4) R2016-0156: A Resolution authorizing a utility agreement with City of Olmsted Falls for installation and maintenance of a joint sanitary sewer; operation, maintenance and repair of pump stations and wastewater treatment plants; and maintenance and repair of storm and sanitary sewers located in County Sewer District No. 14; and 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 177)

Sponsors: County Executive Budish/Department of Public Works and Councilmember Gallagher

- 5) R2016-0158: A Resolution authorizing an Economic Development Fund Business Growth and Attraction loan in the amount not-to-exceed \$2,000,000.00 to 105th Cedar Partners, LLC for the benefit of a project located at East 105th Street and Cedar Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 180)

Sponsors: County Executive Budish/Department of Development and Councilmembers Conwell, Germana, Miller, Greenspan and Hairston

f) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING AND REFERRAL TO COMMITTEE

- 1) O2016-0012: An Ordinance amending Section 303.01 of the Cuyahoga County Code to update the Civil Service Code of Cuyahoga County, as amended; and declaring the necessity that this Ordinance become immediately effective. (See Page 183)

Sponsor: County Executive Budish/Department of Human Resources

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

11. MISCELLANEOUS COMMITTEE REPORTS

12. MISCELLANEOUS BUSINESS

13. PUBLIC COMMENT UNRELATED TO AGENDA

14. REPORT BY CLERK ON LEGISLATION WITHDRAWN AT REQUEST OF SPONSOR(S)

- a) R2016-0174: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Doan Brook Watershed Partnership for floodplain and riparian corridor restoration of Doan Brook in the City of Cleveland, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

15. ADJOURNMENT

NEXT MEETINGS FOR REMAINDER OF 2016

<u>COMMITTEE OF THE WHOLE MEETING:</u>	TUESDAY, OCTOBER 25, 2016 4:30 PM / COUNCIL CHAMBERS
<u>REGULAR MEETING:</u>	TUESDAY, OCTOBER 25, 2016 5:00 PM / COUNCIL CHAMBERS
<u>COMMITTEE OF THE WHOLE MEETING:</u>	TUESDAY, NOVEMBER 15, 2016 TBD / COUNCIL CHAMBERS
<u>REGULAR MEETING:</u>	TUESDAY, NOVEMBER 15, 2016 5:00 PM / COUNCIL CHAMBERS
<u>COMMITTEE OF THE WHOLE MEETING:</u>	TUESDAY, NOVEMBER 29, 2016 TBD / COUNCIL CHAMBERS
<u>REGULAR MEETING:</u>	TUESDAY, NOVEMBER 29, 2016 5:00 PM / COUNCIL CHAMBERS
<u>COMMITTEE OF THE WHOLE MEETING – 2017 BUDGET UPDATE:</u>	TUESDAY, DECEMBER 6, 2016 2:00 PM / COUNCIL CHAMBERS
<u>COMMITTEE OF THE WHOLE MEETING:</u>	TUESDAY, DECEMBER 13, 2016 TBD / COUNCIL CHAMBERS

REGULAR MEETING:

TUESDAY, DECEMBER 13, 2016
5:00 PM / COUNCIL CHAMBERS

SPECIAL MEETING – OBM FISCAL ITEMS ONLY:

WEDNESDAY, DECEMBER 28, 2016
10:30 AM / 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 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

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



MINUTES

**CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING
TUESDAY, SEPTEMBER 27, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
2:30 PM**

1. CALL TO ORDER

Council Vice-President Jones called the meeting to order at 2:39 p.m.

2. ROLL CALL

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

Council Vice-President Jones then turned the gavel over to Councilmember Simon, Chair of the Education, Environment & Sustainability Committee, to chair the meeting for Items No. 3 and 4.

3. PUBLIC COMMENT RELATED TO AGENDA

The following individuals addressed Council regarding Resolution No. R2016-0137, a Resolution authorizing an Electric Service Agreement with City of Cleveland/Department of Public Utilities/Division of Cleveland Public Power in the amount not-to-exceed \$68,000,000.00 for electric power services:

- a) Mr. William Friedman, President and CEO of the Port of Cleveland**
- b) Mr. Jim Semanik**
- c) Mr. Maurice Rhoades**

Mr. Maurice Rhoades also addressed Council regarding his concerns with the collective bargaining matters listed on the agenda as well as Cuyahoga Job and Family Services.

4. ITEM REFERRED TO COMMITTEE

- a) R2016-0137: A Resolution authorizing an Electric Service Agreement with City of Cleveland/Department of Public Utilities/Division of Cleveland Public Power in the amount not-to-exceed \$68,000,000.00 for electric power services for various County-owned buildings for the period 9/1/2016 - 5/1/2028; authorizing the County Executive to execute the agreement and all other documents consistent with the agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Michael Foley, Director of the Department of Sustainability; Mr. Steven Dever, Board Member of LEEDCo; Dr. Lorry Wagner, President of LEEDCo; Mr. Rich Barton, Assistant Commissioner of Cleveland Public Power; Ms. Shanelle Smith, Deputy Director of the Department of Sustainability; Mr. Ronn Richard, President and CEO of the Cleveland Foundation; Mr. Pål Gjesdal, representing Fred Olsen Renewables; Mr. Michael Wise, Attorney for McDonald Hopkins; Ms. Sarah Robinson, Director of Economic Inclusion for Emerald Cities Collaborative; and Mr. Andrew Thomas, Director of Energy Policy at Cleveland State University, addressed Council regarding Resolution No. R2016-0137. Discussion ensued.

Councilmembers asked questions of Mr. Foley, Mr. Dever, Dr. Wagner, Mr. Barton, Ms. Smith, Mr. Richard, Mr. Gjesdal, Mr. Wise, Ms. Robinson and Mr. Thomas pertaining to the item, which they answered accordingly.

No further legislative action was taken on Resolution No. R2016-0137.

Ms. Simon then turned the gavel back over to Council Vice-President Jones to chair the remainder of the meeting.

5. DISCUSSION / EXECUTIVE SESSION:

- a) Collective bargaining matters, including:
- 1) a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 12 employees in 5 classifications at the Department of Health and Human Services/Division of Children and Family Services for the period 1/1/2016 - 12/31/2017.
 - 2) a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, AFL-CIO, Local 3631, representing approximately 70 employees in the classification of Assistant Public Defender for the period 1/1/2016 - 12/31/2018.

Council Vice-President Jones announced that due to time constraints, Item No. 5 is withdrawn and will be introduced during the Regular Council meeting.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. PUBLIC COMMENT UNRELATED TO AGENDA

There were no public comments given unrelated to the agenda.

8. ADJOURNMENT

With no further business to discuss, Council Vice-President Jones adjourned the meeting at 4:55 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, SEPTEMBER 27, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM**

1. CALL TO ORDER

Council Vice-President Jones called the meeting to order at 5:04 p.m.

2. ROLL CALL

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

A motion was made by Mr. Jones, seconded by Ms. Brown and approved by unanimous vote to excuse Mr. Schron and Mr. Brady from the meeting.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

Council Vice-President Jones requested a moment of silent meditation in memory of The Honorable Edward Wade, City of Cleveland Municipal Court Judge, who recently passed away.

5. PUBLIC COMMENT RELATED TO AGENDA

Council Vice-President Jones announced that all public comment related and unrelated to the agenda would be heard at this time.

The following individuals addressed Council regarding Resolution No. R2016-0137, a Resolution authorizing an Electric Service Agreement with City of Cleveland/ Department of Public Utilities/Division of Cleveland Public Power in the amount not-to-exceed \$68,000,000.00 for electric power services:

- a) Mr. Michael Ripich, CEO of AT&F Advanced Metals Fabrication**
- b) Mr. Michael Muzic, Business Representative for International Brotherhood of Electrical Workers, Local 38**
- c) Ms. Jocelyn Travis, Conservation Program Coordinator for Sierra Club**
- d) Mr. Paul Pace, Senior Vice President of KeyBank**
- e) Mr. Marty Ellman, Senior Project Manager of Middough Inc.**
- f) Mr. Maurice Rhoades**

Ms. Tracey Francis, Partner at Porter Wright, LLP, addressed Council regarding Resolution No. R2016-0167, a Resolution making a revenue generating award on RQ32983 to Securus Technologies, Inc. in the estimated amount of \$12,000,000.00 for inmate communication and financial management systems.

The following citizens addressed Council regarding the closure of Lakewood Hospital:

- a) Ms. Joanne Gerhart**
- b) Ms. Dorothy Abel**
- c) Ms. Tara Peppard**

6. APPROVAL OF MINUTES

- a) September 13, 2016 Committee of the Whole Meeting**
- b) September 13, 2016 Regular Meeting**

A motion was made by Mr. Jones, seconded by Mr. Hairston and approved by majority vote to approve the minutes of the September 13, 2016 Committee of the Whole and Regular meetings, with Ms. Simon abstaining from the vote.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

Council Vice-President Jones announced that he recently traveled to Washington D.C. with students participating in the Students of Promise Closing The Achievement Gap Initiative and toured several historically black colleges and universities as well as other other historical landmarks in the area.

8. MESSAGES FROM THE COUNTY EXECUTIVE

There were no messages from County Executive Budish.

9. DISCUSSION / EXECUTIVE SESSION

- a) Collective bargaining matters, including:
- 1) a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 12 employees in 5 classifications at the Department of Health and Human Services/Division of Children and Family Services for the period 1/1/2016 - 12/31/2017.
 - 2) a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, AFL-CIO, Local 3631, representing approximately 70 employees in the classification of Assistant Public Defender for the period 1/1/2016 - 12/31/2018.

A motion was made by Ms. Conwell, seconded by Ms. Simon 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 Vice-President Jones at 5:43 p.m. The following Councilmembers were present: Jones, Brown, Hairston, Simon, Greenspan, Miller, Germana, Gallagher and Conwell. The following additional attendees were present: Director of Law Robert Triozzi, Chief Talent Officer Douglas Dykes, Director of Human Resources Employee and Labor Relations and Chief Labor Counsel Egdilio Morales, Chief Public Defender Robert Tobik, Office of the Public Defender Administrator Mark Budzar and Special Counsel Michael King. At 6:10 p.m., Executive Session was adjourned without objection and Council Vice-President Jones then reconvened the meeting.

[Clerk's Note: Councilmember Greenspan left the meeting at the conclusion of Executive Session in order to attend a previously scheduled event.]

10. LEGISLATION INTRODUCED BY COUNCIL

- a) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE
- 1) R2016-0169: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Conwell on behalf of Cuyahoga County Personnel Review Commission

Council Vice-President Jones referred Resolution No. R2016-0169 to the Human Resources, Appointments & Equity Committee.

- 2) R2016-0170: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Natural Areas Land Conservancy for the conservation of ecologically significant areas known as Shelter Hill Ravines located in the Village of Hunting Valley, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

Council Vice-President Jones referred Resolution No. R2016-0170 to the Education, Environment & Sustainability Committee.

- 3) R2016-0171: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Western Reserve Land Conservancy for the acquisition and conservation of ecologically significant areas known as Brecksville Upland Preserve located in the City of Brecksville, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

Council Vice-President Jones referred Resolution No. R2016-0171 to the Education, Environment & Sustainability Committee.

- 4) R2016-0172: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the acquisition and conservation of ecologically significant areas along the main stem of West Creek located in the City of Parma, and declaring the necessity that this Resolution become immediately effective.

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- 6) R2016-0174: A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Doan Brook Watershed Partnership for floodplain and riparian corridor restoration of Doan Brook in the City of Cleveland, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

Council Vice-President Jones referred Resolution No. R2016-0174 to the Education, Environment & Sustainability Committee.

11. LEGISLATION INTRODUCED BY EXECUTIVE

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

A motion was made by Ms. Brown, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2016-0175, R2016-0176 and R2016-0177.

- 1) R2016-0175: A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 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; amending Resolution No. R2016-0146 dated 9/13/2016 to reconcile appropriations for 2016; and declaring the necessity that this Resolution become immediately effective.

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

On a motion by Mr. Miller with a second by Mr. Jones, Resolution No. R2016-0175 was considered and adopted by unanimous vote.

- 2) R2016-0176: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 12 employees in 5 classifications at the Department of Health and Human Services/Division of Children and Family Services for the period 1/1/2016 - 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 Budish/Departments of Law and Health and Human Services/Division of Children and Family Services

On a motion by Mr. Jones with a second by Mr. Miller, Resolution No. R2016-0176 was considered and adopted by unanimous vote.

- 3) R2016-0177: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, AFL-CIO, Local 3631, representing approximately 70 employees in the classification of Assistant Public Defender for the period 1/1/2016 - 12/31/2018; 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.

Sponsors: County Executive Budish/Department of Law on behalf of Office of the Public Defender

On a motion by Mr. Jones with a second by Mr. Miller, Resolution No. R2016-0177 was considered and adopted by unanimous vote.

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

- 1) R2016-0178: A Resolution authorizing an amendment to a revenue generating agreement with University Hospitals Health System, Inc. for lease of space in the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11001 Cedar Avenue, Cleveland, for the period 7/30/1996 - 5/31/2016 to extend the time period to 5/31/2017 and for additional revenue in the amount not-to-exceed \$465,045.00; 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 Budish/Department of Public Works

Council Vice-President Jones referred Resolution No. R2016-0178 to the Public Works, Procurement & Contracting Committee.

- 2) R2016-0179: A Resolution declaring that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-00.67 over French Creek in the City of North Olmsted; total estimated project cost \$756,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

Council Vice-President Jones referred Resolution No. R2016-0179 to the Public Works, Procurement & Contracting Committee.

- 3) R2016-0180: A Resolution declaring that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-05.44 over Walker Ditch in the City of Westlake; total estimated project cost \$581,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

Council Vice-President Jones referred Resolution No. R2016-0180 to the Public Works, Procurement & Contracting Committee.

- 4) R2016-0181: A Resolution declaring that public convenience and welfare requires culvert replacement of Lindbergh Boulevard Culvert C-00.93 over a creek to West Branch of Rocky River in the City of Olmsted Falls; total estimated project cost \$744,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

Council Vice-President Jones referred Resolution No. R2016-0181 to the Public Works, Procurement & Contracting Committee.

- 5) R2016-0182: A Resolution making an award on RQ37533 to Schirmer Construction, LLC in the amount not-to-exceed \$1,953,750.00 for rehabilitation of Cedar Road Bridge No. 229 over Doan Brook in the City of Cleveland; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

Council Vice-President Jones referred Resolution No. R2016-0182 to the Public Works, Procurement & Contracting Committee.

- 6) R2016-0183: A Resolution authorizing an amendment to Contract No. CE1300507-01 for design engineering services for the Towpath Trail - Stage 4 from Tremont/Literary Trailhead to Canal Basin Park in Cuyahoga County to change the name of the provider from Michael Baker Jr., Inc. to Michael Baker International, Inc., to change the scope of services and the terms, effective 7/12/2016, and for additional funds in the amount not-to-exceed \$1,043,913.00; 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 Budish/ Department of Public Works/Division of County Engineer

Council Vice-President Jones referred Resolution No. R2016-0183 to the Public Works, Procurement & Contracting Committee.

- 7) R2016-0184: A Resolution approving Right-of-Way plans as set forth in Plat No. M-5025 for reconstruction with additional turning lanes of Royalton Road from West 130th Street to York Road in the City of North Royalton; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

Council Vice-President Jones referred Resolution No. R2016-0184 to the Public Works, Procurement & Contracting Committee.

- 8) R2016-0185: A Resolution authorizing a contract with Fig Capital Investments, LLC, as purchaser and servicer, in the amount not-to-exceed \$50,000,000.00 for the sale of tax lien certificates; 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 Budish/County Treasurer

Mr. Hairston introduced a proposed substitute to Resolution No. R2016-0185. Discussion ensued.

A motion was made by Ms. Brown, seconded by Mr. Hairston and approved by unanimous vote to accept the proposed substitute.

Council Vice-President Jones then referred Resolution No. R2016-0185 to the Community Development Committee.

- 9) R2016-0186: A Resolution authorizing an amendment to Contract No. CE1200260-01 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for transitional housing program services for the period 6/1/2012 - 9/30/2016 to extend the time period to 9/30/2017 and for additional funds in the amount not-to-exceed \$1,222,993.00; 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 Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Council Vice-President Jones referred Resolution No. R2016-0186 to the Health, Human Services & Aging Committee.

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2016-0141: A Resolution making awards on RQ29315 to various providers, in the total amount not-to-exceed \$23,849,601.00, for various services for the Enterprise Resource Planning System for various time periods; authorizing the County Executive to execute the contracts, master services agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Ciber, Inc. in the amount not-to-exceed \$9,036,696.00 for information technology services and solutions for the period 10/1/2016 - 9/30/2021.
- ii) Infor Public Sector, Inc. in the amount not-to-exceed \$14,358,698.00 for software licenses, maintenance and support for ERP software for the period 10/1/2016 - 9/30/2026.
- iii) MHC Software, Inc. in the amount not-to-exceed \$194,635.00 for ERP printing integration software licenses, support and implementation services for the period 10/1/2016 - 9/30/2021.
- iv) Emphasys Software in the amount not-to-exceed \$259,573.00 for licenses, support and maintenance and implementation services for SymPro Treasury Management Software for the period 10/1/2016 - 9/30/2026.

Sponsors: County Executive Budish/Department of Information Technology and Councilmembers Greenspan, Miller, Hairston and Schron

Committee Assignment and Chair: Finance & Budgeting – Greenspan

Clerk Schmotzer read Resolution No. R2016-0141 into the record.

This item will move to the October 11, 2016 Council meeting agenda for consideration for third reading adoption.

- 2) R2016-0153: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cleveland/Cuyahoga County Workforce Development Board for an unexpired term ending 6/30/2019, and declaring the necessity that this Resolution become immediately effective:
 - i) Appointments:
 - a) Ethan Karp
 - b) Mone Givner

ii) Reappointment:

- a) Aaron Grossman

Sponsor: County Executive Budish

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

Clerk Schmotzer read Resolution No. R2016-0153 into the record.

This item will move to the October 11, 2016 Council meeting agenda for consideration for third reading adoption.

- 3) R2016-0154: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018, and declaring the necessity that this Resolution become immediately effective:

i) Appointments:

- a) Tracy Johnson
b) Chris Kreuger
c) LeAnder Lovett
d) Maurice Smith
e) Dr. Alan Taege
f) Robert Watkins

ii) Reappointments:

- a) Kimberlin Dennis
b) Susan DiCocco
c) Melissa Federman
d) Bryan Jones
e) James Stevenson
f) Leshia Yarbrough-Franklin

Sponsor: County Executive Budish

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

Clerk Schmotzer read Resolution No. R2016-0154 into the record.

This item will move to the October 11, 2016 Council meeting agenda for consideration for third reading adoption.

- 4) R2016-0156: A Resolution authorizing a utility agreement with City of Olmsted Falls for installation and maintenance of a joint sanitary sewer; operation, maintenance and repair of pump stations and wastewater treatment plants; and maintenance and repair of storm and sanitary sewers located in County Sewer District No. 14; and 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 Budish/Department of Public Works and Councilmember Gallagher

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

Clerk Schmotzer read Resolution No. R2016-0156 into the record.

This item will move to the October 11, 2016 Council meeting agenda for consideration for third reading adoption.

- 5) R2016-0158: A Resolution authorizing an Economic Development Fund Business Growth and Attraction loan in the amount not-to-exceed \$2,000,000.00 to 105th Cedar Partners, LLC for the benefit of a project located at East 105th Street and Cedar Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Development and Councilmembers Conwell, Germana, Miller, Greenspan and Hairston

Committee Assignment and Chair: Economic Development & Planning – Schron

Clerk Schmotzer read Resolution No. R2016-0158 into the record.

This item will move to the October 11, 2016 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. Miller, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2016-0142, R2016-0151, R2016-0152, R2016-0155, R2016-0157, R2016-0159, R2016-0160, R2016-0161, R2016-0162, R2016-0163, R2016-0164, R2016-0165, R2016-0166 and R2016-0168. Discussion ensued.

A motion was then made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution No. R2016-0167.

- 1) R2016-0142: A Resolution authorizing a contract with Mythics, Inc. in the amount not-to-exceed \$595,935.06 for Oracle database software support and maintenance for the period 6/1/2016 - 5/31/2018; 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 Budish/Department of Information Technology

Committee Assignment and Chair: Finance & Budgeting – Greenspan

On a motion by Ms. Conwell with a second by Ms. Brown, Resolution No. R2016-0142 was considered and adopted by unanimous vote.

- 2) R2016-0151: A Resolution confirming the County Executive's appointment of various individuals to serve on the Cuyahoga County Audit Committee for various terms, and declaring the necessity that this Resolution become immediately effective:
 - i) David Goodman for an unexpired term ending 12/31/2018.
 - ii) Yvette Ittu for an unexpired term ending 12/31/2017.

Sponsor: County Executive Budish

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

On a motion by Ms. Conwell with a second by Mr. Germana, Resolution No. R2016-0151 was considered and adopted by unanimous vote.

- 3) R2016-0152: A Resolution confirming the County Executive’s appointment of Jennifer Croessmann to serve on the Child Abuse and Child Neglect Regional Prevention Council of the Ohio Children’s Trust Fund representing the Great Lakes Region for an unexpired term ending 12/31/2018, and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish and Councilmember Miller

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

On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2016-0152 was considered and adopted by unanimous vote.

- 4) R2016-0155: A Resolution accepting the rates as determined by the Budget Commission; authorizing the necessary tax levies and certifying them to the County Fiscal Officer; and declaring the necessity that this Resolution become immediately effective.

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

Committee Assignment and Chair: Finance & Budgeting – Greenspan

On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2016-0155 was considered and adopted by unanimous vote.

- 5) R2016-0157: A Resolution authorizing an amendment to Contract No. CE1400100-01 with HDR Engineering, Inc. for design services for rehabilitation of North Main Street Bridge No. 00.12 over Chagrin River in the Village of Chagrin Falls to change the scope of services, effective 9/13/2016, and for additional funds in the amount not-to-exceed \$644,290.00; 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 Budish/Department of Public Works/Division of County Engineer

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

On a motion by Mr. Germana with a second by Mr. Miller, Resolution No. R2016-0157 was considered and adopted by unanimous vote.

- 6) R2016-0159: A Resolution authorizing an Economic Development Fund loan in the amount not-to-exceed \$2,000,000.00 to Growth Opportunity Partners, Inc. to be used as capital for the Accelerated Growth Program to be administered by Growth Opportunity Partners, Inc.; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Development and Councilmembers Germana, Miller, Greenspan and Hairston

Committee Assignment and Chair: Economic Development & Planning – Schron

On a motion by Mr. Hairston with a second by Ms. Brown, Resolution No. R2016-0159 was considered and adopted by unanimous vote.

- 7) R2016-0160: A Resolution authorizing amendments to various revenue generating agreements with Educational Service Center of Cuyahoga County for lease of space at various Cuyahoga County Board of Developmental Disabilities Centers for operation of Help Me Grow Programs for the period 9/15/2013 - 9/14/2016 to extend the time period to 9/14/2018 and for additional revenue each in the amount not-to-exceed \$2.00; 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) Green Road Services Center, located at 4329 Green Road, Highland Hills.
- ii) William Patrick Day Services Center, located at 2421 Community College Avenue, Cleveland.

Sponsors: County Executive Budish on behalf of Cuyahoga County Board of Developmental Disabilities

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

On a motion by Mr. Germana with a second by Mr. Miller, Resolution No. R2016-0160 was considered and adopted by unanimous vote.

- 8) R2016-0161: A Resolution making an award on RQ36875 to Americab Transportation, Inc. in the amount not-to-exceed \$8,000,000.00 for Medicaid non-emergency transportation services for the period 9/1/2016 - 8/31/2018; 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 Budish/Fiscal Officer/Office of Procurement and Diversity on behalf of Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Health, Human Services & Aging – Jones

On a motion by Mr. Jones with a second by Mr. Miller, Resolution No. R2016-0161 was considered and adopted by unanimous vote.

- 9) R2016-0162: A Resolution authorizing an amendment to Contract No. CE1600024-01 with Northwoods Consulting Partners, Inc. for software licensing, maintenance and support on the Office of Child Support Services' Electronic Document Management System for the period 1/1/2016 - 12/31/2016 to extend the time period to 6/30/2019, to change the scope of services, effective 7/1/2016, and for additional funds in the amount not-to-exceed \$1,397,645.00; 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 Budish/Department of Information Technology on behalf of Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Finance & Budgeting – Greenspan

On a motion by Ms. Conwell with a second by Ms. Brown, Resolution No. R2016-0162 was considered and adopted by unanimous vote.

- 10) R2016-0163: A Resolution authorizing an amendment to Contract No. CE1500128-01 with Catholic Charities Corporation for various services for Ohio Works First and Disability Financial Assistance recipients with barriers to employment for the period 7/1/2015 - 6/30/2016 to extend the time period to 6/30/2017 and for additional funds in the amount not-to-exceed \$977,321.00; 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 Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Health, Human Services & Aging – Jones

Mr. Jones introduced a proposed substitute to Resolution No. R2016-0163. Discussion ensued.

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

On a motion by Ms. Conwell with a second by Mr. Miller, Resolution No. R2016-0163 was considered and adopted by unanimous vote.

- 11) R2016-0164: 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 FY2015 Continuum of Care Homeless Assistance Grant Programs and HEARTH Act for the period 10/1/2016 - 9/30/2017; 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.

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

Committee Assignment and Chair: Health, Human Services & Aging – Jones

On a motion by Mr. Jones with a second by Mr. Miller, Resolution No. R2016-0164 was considered and adopted by unanimous vote.

12) R2016-0165: A Resolution making awards on RQ36156 to various providers for various programs and services for youth in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2017; authorizing the County Executive to execute the agreements and contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Cuyahoga Community College District in the total amount not-to-exceed \$894,957.00:
 - a) in the approximate amount of \$200,000.00 for the In-School Youth Program.
 - b) in the approximate amount of \$694,957.00 for the Out-of-School Youth Program.
- ii) Linking Employment Abilities and Potential in the amount not-to-exceed \$65,000.00 for the In-School Youth Program.
- iii) Mayfield City School District in the amount not-to-exceed \$185,000.00 for the In-School Youth Program.
- iv) OhioGuidestone in the total amount not-to-exceed \$1,470,303.00:

- a) in the approximate amount of \$100,000.00 for the In-School Youth Program.
 - b) in the approximate amount of \$1,370,303.00 for the Out-of-School Youth Program.
- v) Towards Employment, Inc. in the total amount not-to-exceed \$1,004,311.00:
 - a) in the approximate amount of \$465,900.00 for the Out-of-School Youth Program.
 - b) in the approximate amount of \$475,000.00 for the Youth Resource Center.
 - c) in the approximate amount of \$63,411.00 for Social Program Administrator support.
- vi) Youth Opportunities Unlimited in the total amount not-to-exceed \$1,012,436.00:
 - a) in the approximate amount of \$225,000.00 for the In-School Youth Program.
 - b) in the approximate amount of \$787,436.00 for the Youth Resource Center.

Sponsors: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board **and Councilmembers Hairston, Brown, Miller, Conwell, Jones, Simon, Germana and Gallagher**

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

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2016-0165 was considered and adopted by unanimous vote.

13) R2016-0166: A Resolution making awards on RQ36158 to various providers for various services in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2017; 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) Cengage Learning, Inc. in the amount not-to-exceed \$259,000.00 for integrated career online high school services.
- ii) Mature Services, Inc. in the amount not-to-exceed \$340,000.00 for mature job seeker services and implementation of the ENCORE Program.
- iii) Towards Employment, Inc. in the amount not-to-exceed \$150,000.00 for job seeker services for applicants with felony backgrounds.
- iv) United Labor Agency, Inc. in the amount not-to-exceed \$4,380,000.00 for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program.

Sponsors: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board **and Councilmembers Hairston, Jones, Brown, Miller, Conwell, Simon, Germana and Gallagher**

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

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2016-0166 was considered and adopted by unanimous vote.

14) R2016-0167: A Resolution making a revenue generating award on RQ32983 to Securus Technologies, Inc. in the estimated amount of \$12,000,000.00 for inmate communication and financial management systems for the period 10/1/2016 - 9/30/2024; 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 Budish/County Sheriff

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

Mr. Triozzi addressed Council regarding Resolution No. R2016-0167. Discussion ensued.

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

On a motion by Mr. Gallagher with a second by Ms. Brown, Resolution No. R2016-0167 was considered and adopted by unanimous vote.

- 15) R2016-0168: A Resolution authorizing a contract with OhioGuidestone in the amount not-to-exceed \$1,153,828.80 for Community-based Treatment Center services for the period 7/1/2016 - 6/30/2017; 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 Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division

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

On a motion by Ms. Conwell with a second by Mr. Gallagher, Resolution No. R2016-0168 was considered and adopted by unanimous vote.

- e) CONSIDERATION OF AN ORDINANCE FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2016-0012: An Ordinance amending Section 303.01 of the Cuyahoga County Code to update the Civil Service Code of Cuyahoga County, as amended; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish/Department of Human Resources

Council Vice-President Jones referred Ordinance No. O2016-0012 to the Human Resources, Appointments & Equity Committee.

12. MISCELLANEOUS COMMITTEE REPORTS

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, October 3, 2016 at 1:00 p.m.

Mr. Germana reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, October 5, 2016 at 10:00 a.m.

Mr. Jones reported that the Health, Human Services & Aging Committee will meet on Wednesday, October 5, 2016 at 1:00 p.m.

Ms. Conwell reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, October 4, 2016 at 10:00 a.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee will meet on Wednesday, October 5, 2016 at 3:00 p.m.

13. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

14. PUBLIC COMMENT UNRELATED TO AGENDA

There were no public comments given unrelated to the agenda.

15. ADJOURNMENT

With no further business to discuss, Council Vice-President Jones adjourned the meeting at 6:55 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0169

Sponsored by: Councilmember Conwell on behalf of Cuyahoga County Personnel Review Commission	A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.
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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 2.10 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 Personnel Review Commission submitted several proposed changes to the Cuyahoga County Non-bargaining Classification Plan; and

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

WHEREAS, on September 21, 2016, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through V), and recommended to County Council the formal adoption and implementation of the attached changes; and

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

Modifications of the following Classifications: (See attached Classification Specifications)

Proposed Revised Classifications:

- Exhibit A: Class Title: Contract Compliance Officer
Number: 1056121
Pay Grade: 8
*The essential job functions have been updated; updated to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit B: Class Title: Contract Coordinator
Number: 1052140
Pay Grade: 4
*Essential job functions have been updated; updated to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions; paygrade from 4 to 5.
- Exhibit C: Class Title: Facility Superintendent
Number: 1042141
Pay Grade: 13
*Revised essential job functions to reflect current duties; updated to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit D: Class Title: Mail Room Supervisor
Number: 1011613
Pay Grade: 4
*Revised essential job functions to reflect current duties; updated to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit E: Class Title: Safety and Health Coordinator
Number: 1021211
Pay Grade: 10
*Revised essential job functions to reflect current duties; updated to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit F: Class Title: Senior Contract Compliance Officer
Number: 1056122
Pay Grade: 11
* Revised essential job functions to reflect current duties; updated to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.

Exhibit G: Class Title: Senior Printing Coordinator
Number: 1061212
Pay Grade: 11
*Revised essential job functions to reflect current duties; updated to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.

Proposed Deleted Classifications:

Exhibit H: Class Title: Admin. Building Project Administrator
Number: 1042183
Pay Grade: 19

Exhibit I: Class Title: Assistant Maintenance Superintendent
Number: 1042511
Pay Grade: 12

Exhibit J: Class Title: Assistant Maintenance Supervisor
Number: 1042513
Pay Grade: 7

Exhibit K: Class Title: Chief Engineer
Number: 1063315
Pay Grade: 16

Exhibit L: Class Title: Dentist
Number: 1059411
Pay Grade: 22

Exhibit M: Class Title: Environmental Services Manager
Number: 1063411
Pay Grade: 14

Exhibit N: Class Title: Orthopedist
Number: 1059611
Pay Grade: 26

Exhibit O: Class Title: Physician
Number: 1059711
Pay Grade: 26

Exhibit P: Class Title: Project Engineer 1
Number: 1063311
Pay Grade: 8

- Exhibit Q: Class Title: Project Engineer 2
 Number: 1063312
 Pay Grade: 9

- Exhibit R: Class Title: Project Engineer 3
 Number: 1063313
 Pay Grade: 12

- Exhibit S: Class Title: Project Engineer 4
 Number: 1063314
 Pay Grade: 15

- Exhibit T: Class Title: Sanitary Project Manager
 Number: 1063211
 Pay Grade: 12

- Exhibit U: Class Title: Senior Network Support Technician
 Number: 1011233
 Pay Grade: 8

Proposed New Classifications:

- Exhibit V: Class Title: Performance Consultant
 Number: 1053901
 Pay Grade: 13

SECTION 2. 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 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: September 27, 2016

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

Journal CC024

October 11, 2016

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Contract Compliance Officer	Class Number:	1056121
FLSA:	Exempt	Pay Grade:	8
Dept:	Office of Procurement & Diversity, only		

Classification Function

The purpose of this classification is to review and evaluate applications for the County's various diversity/inclusion programs (i.e., Small Business Enterprise (SBE), Cuyahoga County Based Business) and monitor contracts for compliance to assure Diversity and Inclusion.

Distinguishing Characteristics

This is an entry level classification with responsibilities for performing technical activities in the county's various diversity/inclusion programs. This class works under technical and functional oversight from a Senior Contract Compliance Officer, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of established regulations, policies, and procedures.

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.

- 30% +/- 10%
- Monitors contracts for compliance and investigates alleged violations; monitors contracts for compliance with established diversity/inclusion participation goals, policies and procedures; investigates alleged violations of the program, completes tabulation sheets; conducts on-site audits to verify accuracy of business information; confirms that the certified vendor of the county's diversity/inclusion programs is providing the goods and services indicated on the owner's application.
- 30% +/- 10%
- Reviews and evaluates applications for the county's various diversity/inclusion programs certification and re-certification to determine eligibility and verify the applicant is the true business owner; verifies business activity; substantiates race and gender of owners; reviews appropriate tax forms; reviews, critiques, and evaluates financial statements; conducts on-site interviews; reviews past contracts; researches business relationships.
- 15% +/- 10%
- Provides technical assistance to County personnel with businesses, private organizations and governmental agencies on diversity requirements; attends pre-bid conferences with contractors; provides technical support to all bidders on the identification of the county's diversity/inclusion program participants in pre-bid meetings; provides information and assistance to contractors and subcontractors; meets with clients and directors to inform them of certification.
- 15% +/- 10%
- Performs related administrative responsibilities; prepares reports, forms, memos, and associate correspondence; attends grievance hearings; answers diversity/inclusion program process question via emails, phone calls, and mail; enters, maintains, and reports on data collected for certification; participates in training.
- 10% +/- 5%
- Attends community outreach events to increase the visibility and promote the county's various diversity/inclusion programs.

Proposed DATE

Contract Compliance Officer

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in business administration, public administration, marketing, or related field with one (1) year of related experience; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and make use of the principles of routine statistics.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including business taxes, office lease, invoices, bid tabulation sheets, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Personnel Policies and Procedures Manual, software manuals, Bidder's Manual, and the Ohio Revised Code.
- Ability to prepare Diversity Inclusion reports, site visit reports, grievance hearing minutes, denial letters, information letters, on site audit reviews, equity report, mileage reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting and marketing terminology and language.
- Ability to communicate with the Director, business owners, community representatives, other County employees, large companies, consultants, contractors and the general public

Contract Compliance Officer

Environmental Adaptability

- Work is typically performed in an office environment and various off-site visits.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Contract Coordinator	Class Number:	1052140
FLSA:	Non-Exempt	Pay Grade:	4
Dept:	Office of Procurement & Diversity, only		

Classification Function

The purpose of this classification is to review, analyze, and recommend revisions to contracts, contract amendments, and agreements for compliance to relevant statutes and County policies and procedures.

Distinguishing Characteristics

This is an entry level classification. The incumbents receive immediate supervision progressing to general supervision as experience is gained. Incumbents in this classification exercise discretion in following protocol, procedures, laws and regulations in the performance of duties.

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.

- 35% +/- 10%
- Reviews, analyzes, and recommends revisions to contracts, contract amendments, and agreements for compliance to relevant statutes and County policies and procedures; receives all contract documents submitted for consideration by County Council and the County Executive; reviews contracts for completeness and compliance to relevant statutes, policies and procedures; reviews electronic document routing system actions for completeness and submits in compliance with established deadlines; maintains contracts and supporting documents that are complete and correct for processing; ensures that sufficient appropriations are available; submits contract documents to Fiscal Office for encumbrance of funds; submits contract documents to Department of Law for legal review; analyzes submission of notarized signature authority letter, determine and assign encumbrance numbers for new contracts and agreements.
- 20% +/- 10%
- Prepares and maintains contract database for County Council and County Executive and creates summaries; compiles a checklist summarizing contract, contract amendments, and agreements to provide for various board approvals; updates contract database with all contract activity for permanent record; creates various vouchers and certification requests; gathers and compiles contract, contract amendment, and agreement activity for statistical purposes.
- 15% +/- 10%
- Performs various administrative duties; types letters, memos, correspondence, vouchers, requisitions, specifications, lease agreements and contract documents; updates and maintains information in contract management database; resolves discrepancies with the department that submitted the documents; assists and collaborates with coworkers on various special projects; researches and compiles information for records requests; monitors status of contracts, contract amendments, and agreements to provide up-to-date information; maintains hard copies of contracts based on compliance to the record retention schedule.
- 10% +/- 5%
- Provides technical assistance and training to departments related to contract processing, various software, and policies and procedures.

Proposed DATE

Contract Coordinator

10% +/- 5%

- Acts as a consultant for various departments; meets with departments to strategize plans for new and amended contracts and agreements; refers to various departmental budgets to process or withhold voucher and certification requests; collaborates with department's budget allocation for submitted requests.

10% +/- 5%

- Verifies accuracy and consistency of contract history and evaluation; confirms vendors' legal name and address; review previously submitted contracts, contract amendments, and agreements to insure information has been accurately captured in the new amendments.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with two (2) years of related experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including contracts, contract amendments, agreements, insurance forms, resolutions, workers compensation forms, contract encumbrance vouchers, amendment certification, submitted certification, decertification, recertification requests; contract evaluation, history forms, contract covers, agreement covers, and various requests.
- Ability to comprehend a variety of reference books and materials including contract manuals, database manuals, and various other materials.
- Ability to prepare letters, contract-related reports, vouchers, emails, certification request memo, contract checklist, presentation, contract covers, agreement covers, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Proposed DATE

Contract Coordinator

- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to communicate effectively with directors, supervisors, elected officials, Assistant Law Directors, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Facility Superintendent	Class Number:	1042141
FLSA:	Exempt	Pay Grade:	13
Dept:	Public Works, only		

Classification Function

The purpose of this classification is to manage, plan and coordinate maintenance and in-house construction projects in all County owned buildings.

Distinguishing Characteristics

This is a senior management level classification with responsibility for maintenance, repairs, and operations of all County owned buildings. Work involves assisting with developing strategic plans, goals and objectives; directing operations and programs through subordinate supervisors and staff; evaluating effectiveness and implementing corrective changes.

Essential Job Functions

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

- 40% +/- 10%
 - Manages, plans, and coordinates maintenance and in-house construction projects in all County owned buildings; reviews work requests and prioritizes requests; prepares work orders for maintenance and construction work in County buildings; monitors completion of work orders; coordinates and schedules maintenance and construction work with County office(s); prepares and monitors budgets for in-house construction projects; conducts project management inspections; conducts facilities maintenance inspections; leads project planning and project estimating; assess space needs for the county; conducts facilities assessment; conducts space maintenance charge backs based on assessments and investigations; coordinates departmental moves.
- 35% +/- 10%
 - Supervises foreman and additional staff in the facilities division of Public Works; assigns and reviews completed work assignments; prepares employee performance evaluations; approves employee leave requests and monitors use of leave; negotiates with bargaining units; provides training; conducts staff meetings; authorizes payroll; enforces county policies and procedures; answers employee complaints and concerns; recommends discipline and selection.
- 25% +/- 10%
 - Performs related administrative responsibilities; approves purchases within budgetary guidelines; assists developing department policies; responds to written and verbal inquiries and complaints; maintains related records; review service contracts.

Minimum Training and Experience Required to Perform Essential Job Functions

Vocational or technical training in building trades or construction with six (6) years of construction/maintenance experience including three (3) years of supervisory experience or any equivalent combination of training and experience.

Additional Requirements for all levels

No additional license or certification is required.

Proposed DATE

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.
- Ability to use a variety of building trades tools including mechanic's tools and carpentry tools.

Supervisory Responsibilities

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including production reports, work-orders, invoices, personnel documents, mechanical drawings, HVAC diagrams, electrical diagrams, blueprints, vehicle usage log, services contracts, technical study reports, mileage reports, facility improvement reports, employee evaluations, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including ADA Federal Guidelines For Construction, Electrical Systems Analysis reports, Standard Handbook for Electrical Engineers, Handbook for HVAC, Design, Facilities Maintenance Management, Means Mechanical Estimating, Means Repair Remodeling Estimating, Cuyahoga County Policies And Procedures, Evacuation Procedures and Emergency Procedures, and U.S. Courts Design Guide.
- Ability to prepare payroll documents, personnel documents, work orders, vehicle usage logs, billing invoices, bid documents, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret electrical, engineering, and mechanical terminology and language.
- Ability to communicate with administrators, directors, supervisors, other County employees, contractors, state inspectors, and the general public.

Facility Superintendent

Environmental Adaptability

- Work is typically performed in an office environment and various buildings throughout the county.
- Working in the various office can lead to exposure to weather extremes, strong odors, toxic or poisonous agents, dust, wetness, animals, diseases and bodily fluids, electrical currents, violence, noise extremes, vibrations, machinery, traffic hazards, and varying levels of light.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Mail Room Supervisor	Class Number:	1011613
FLSA:	Non-Exempt	Pay Grade:	4
Dept:	Public Works, only		

Classification Function

The purpose of this position is to direct and guide the mail room clerks in the compilation and dissemination of the mail throughout county departments.

Distinguishing Characteristics

This is a management level classification, responsible for supervision of Mail Clerks. This class works under the direction from the Senior Mail Room Supervisor and perform duties within a framework of policies and procedures. Employees are expected to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 75% +/- 10%
 - Coordinates mail room operations; evaluates delivery schedules and revises as necessary; coordinates mail and package pick-up times according to postal and delivery service schedules; maintains supplies, office inventory, and office equipment for mail room; responds to routine inquiries and customer concerns; ensures that all mail is received, processed, and delivered; confirms all drive and walk routes are complete; pick up and drop off daily mail to the post office; update building directories; ensures projects with specials handling needs are met.
- 25% +/- 10%
 - Supervises mail clerk in the distribution of County mail to the various departments; plans, coordinates, assigns and reviews work; prepares reports such as payroll, log sheets, and request for leave; provides work instruction and training; directs staff to ensure accuracy and completion of daily work; evaluates employee performance; approves employee leave requests; recommends personnel actions including selection, promotion, transfer, discipline or discharge.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with two (2) years of mail processing experience; or any equivalent combination of training and experience.

Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to stand for prolonged periods of time, to walk, and to lift up to 50 pounds.

Proposed DATE

Mail Room Supervisor

Supervisory Responsibilities

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

Mathematical Ability

- Ability to add, subtract, multiply and divide.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to review a variety of informational documents including request for leave, medical/patient records, personal checks, meter readouts, blue prints, billing invoices, vehicle maintenance report, telephone messages, delivery schedules, time sheets, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, collective bargaining agreement, index codes, equipment manuals, and postal regulations.
- Ability to prepare performance appraisals, log sheets, meter processing report, mileage report, time adjustments form, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, to convince & influence others, to record and deliver information, to explain procedures, maintain confidentiality of restricted information, and to follow instructions.
- Ability to communicate effectively with employees, customers, supervisors, outside agencies, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and traveling between county buildings.

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

Proposed DATE

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Safety & Health Coordinator	Class Number:	1021211
FLSA:	Exempt	Pay Grade:	10
Dept:	Public Works		

Classification Function

The purpose of this classification is to develop, plan, and coordinate employee safety program policies and procedures and monitors safety program compliance.

Distinguishing Characteristics

This is a journey level classification with responsibility for training County employees on safety procedures and maintaining safety equipment. This class is responsible for maintaining, monitoring, and inspecting safety equipment and conducting field inspections and certifications. The employee works within a framework of established regulations, policies, and procedures and is expected to independently exercise judgment in performing work and ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 30% +/- 10%
- Develops safety procedures and equipment training; conducts CPR, First Aid, Blood Borne Pathogen, AED, fire extinguisher, safety procedures training; teaches personnel correct work zone set-up; teaches proper handling, containment, and disposal of bodily fluid spills.

- 20% +/- 10%
- Maintains, monitors, inspects safety equipment; conducts field inspections and certifications; conducts fire and safety inspections of all county buildings; performs safety field inspections for Sanitary, Road & Bridge, and Construction crews; inspects, monitors, and maintains defibrillators and first aid kits; assures sharps containers are emptied on a regular basis in all county buildings; checks and certifies all confined space entry equipment; investigates incidents and accidents.

- 20% +/- 10%
- Researches, recommends, and distributes inventory; researches and distributes personal safety equipment; prepares bids for safety products and services; researches, bids, maintains fire extinguisher contract; controls inventory for all safety equipment within Public Works; recommends safety and health equipment to all departments in the county.

- 15% +/- 10%
- Develops, organizes, and implements fire, tornado, and power failure evacuations plans for all county buildings; organizes floor captains; conducts fire drills at all county buildings; attends meetings to recommend safety and security practices for various county departments.

Proposed DATE

Safety & Health Coordinator

15% +/- 10%

- Performs public relations duties; prepares safety booklets and articles for distribution; delivers speeches to various groups and organizations; addresses multi-departmental employee safety and health complaints and issues; coordinates and meets with various individuals and groups including Greater Cleveland Safety Council, Governor's Traffic Safety Committee, and Commissioners.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Industrial or Occupational Safety, Criminal Justice, or related field with three (3) years of industrial or occupational safety experience; or any equivalent combination of training and experience.

Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

Must obtain and maintain CDL A or B License, Forklift Certification, First Aid/CPR/AED Training, Blood Borne Pathogens Training, OSHA Confined Space Entry Workshop, Gas Detection Training Course, Traffic Safety Generalist Course within 12 months of hiring.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to walk for prolonged periods of time, ability to demonstrate CPR and first aid techniques, and to lift up to 25 pounds.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including accident investigation reports, work repair reports, safety equipment purchase invoices, work completed invoices, proposals, protective service reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Fire Code Book, NFPA Code Book, OSHA Rules and Regulations, Ohio Manual of Uniform Traffic Control Devices, and Personnel Policies and Procedures Manual.

Safety & Health Coordinator

- Ability to prepare accident records, activity reports, training reports, schedules, correspondence, speeches, pamphlets, weekly articles, Emergency Action Plans, safety equipment recommendations, bid specifications, standard operating procedures, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret medical, safety, electrical, mechanical, basic law, OSHA terminology and language.
- Ability to communicate effectively with immediate supervisor, vendors, judges, other department directors, field personnel, coworkers, police officers, sheriff's department employees, other County employees, other government agencies, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and at field locations.
- Work in the field locations can be exposed to temperature extremes, strong odors, toxic agents, poisonous agents, smoke, dust, machinery, wetness, humidity, disease, bodily fluids, and traffic hazards.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Contract Compliance Officer	Class Number:	1056122
FLSA:	Exempt	Pay Grade:	11
Dept:	Office of Procurement & Diversity, only		

Classification Function

The purpose of this classification is to coordinate, review, and evaluate applications for the County's various diversity/inclusion programs (i.e., Small Business Enterprise (SBE), Cuyahoga County Based Business (CCBB), etc.) and monitor contracts for compliance.

Distinguishing Characteristics

This is a management level classification responsible for planning, organizing, coordinating, and supervising the county's various diversity/inclusion programs. This class works under general direction and the incumbents evaluate and recommend changes to, or develop new policies and procedures for operations of the assigned functional areas within required standards and regulations. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 40% +/- 10%
- Reviews and evaluates applications for the county's various diversity/inclusion programs certification and re-certification to determine eligibility and verify the applicant is the true business owner; verifies business activity; reviews appropriate tax forms; reviews and critiques financial statements; conducts on-site interviews; reviews past contracts; researches business relationships.
- 25% +/- 10%
- Monitors contracts for compliance and investigates alleged violations; reviews and evaluates cancelled checks, invoices, and AIA statements by the primes for the small companies; reviews and calculates tabulations sheets; collects and enters payroll information of pertinent projects being monitored; collects and enters payments made to certified vendors of the county's diversity and inclusion programs by primes of projects being monitored; attends pre-bid conferences with contractors; provides technical support to all bidders on the identification of certified vendors of the county's diversity and inclusion programs.
- 10% +/- 5%
- Coordinates and promotes the County's various diversity and inclusion programs; provides information and outreach to the local business community about the purpose and benefits of the programs; offers orientation and guidance to businesses on how to get certified with the programs; attends and plans outreach events.
- 10% +/- 5%
- Supervises assigned staff; provides job instruction and training; disseminates information; assigns, plans and coordinates work; prepares employee performance evaluations; reviews and approves employee leave requests; recommends selection and promotion of employees; recommends discipline or discharge.

Proposed DATE

Senior Contract Compliance Officer

15% +/- 10%

- Performs related administrative responsibilities; prepares and submits annual reports; reviews database to insure information is entered in accordance to county policies and procedures; prepares contract awarded letter; coordinates the SBE Grievance meetings.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in business administration, public administration, marketing or related field with three (3) years of related experience; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Supervisory Responsibilities

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including SBE certification and recertification applications, tax reports, financial statements, Articles of Incorporation, Corporate by-laws, Partnership or LLC agreements, leases, certified payrolls, bid specifications, tab sheets, BOC and Council approvals, new applications from SBE or CCBB, correspondence and other reports and records.

Senior Contract Compliance Officer

- Ability to comprehend a variety of reference books and manuals including the Personnel Policies and Procedures Manual, software manuals, and the Ohio Revised Code.
- Ability to prepare determination forms, SBE participation reports, site visit reports, bid tabulation sheets, SBE database and spreadsheets, Certificates for CCBB Program, prepare mileage report, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to represent the department when dealing with external organizations, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting and marketing terminology and language.
- Ability to communicate with the Director, SBE owners, community representatives, other County employees, large companies, consultants, contractors and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and various off-site visits to business seeking certification..

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Printing Coordinator	Class Number:	1061212
FLSA:	Exempt	Pay Grade:	11
Dept:	Public Works, only		

Classification Function

The purpose of this classification is to provide print services to County departments and supervise staff of printing and reproduction division.

Distinguishing Characteristics

This is a management level classification with responsibility for planning, directing and controlling the printing and reproduction division. The employee works with a framework of policies, procedures, and local and State laws. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 35% +/- 10%

• Supervises staff of printing and reproduction division; plans and coordinates the division work; assigns work and reviews completed work assignments; prepares employee performance evaluations; provides job training and instruction; responds to employee problems and issues; recommends discipline of employees; approves leave requests; documents misconduct.
- 30% +/- 10%

• Prepares bid and contract specifications; prepares invitation to bid (ITB); prepares request for proposal (RFP) for the County's print management contract; monitors contract funding; reviews and approves contract payments; performs financial and administrative duties of contract.
- 10% +/- 5%

• Provides print services to County departments; provides consulting services for County agencies; provides estimates, time frames, and procure materials for projects; prepares, reviews, and processes print job specifications; processes printing request to meet client's requirements; coordinates the production of printing orders throughout the entire printing process.
- 10% +/- 5%

• Maintains and oversees the division operating budget; prepares, reviews, and presents pricing model for division cost recovery; prepares and maintains a database of internal charges to County agencies; prepares reports of division activities; reviews, performs, and approves accounts payable; identifies operating and capital budget needs.
- 15% +/- 10%

• Performs other administrative duties; responsible for performing agency assessments for placement of copiers and/or network printers; prepares, recommends, and assists with all copier additions, removals, moves, and configuration updates; maintains database containing all equipment models, locations, contacts, and average monthly volumes.

Proposed DATE

Senior Printing Coordinator

Minimum Training and Experience Required to Perform Essential Job Functions

Vocational/technical training in reproduction, graphic arts or related field with five (5) years of related experience; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines and specialized printing equipment.
- Ability to sit, stand, and walk for prolonged periods of time and push, pull, and lift up to 80 pounds.

Supervisory Responsibilities

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

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, routine statistics, and moderate math such as algebra.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including vendor invoices, department orders, correspondence, in-house requisitions, checks, contract payments, requests for quotes, personnel documents, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including equipment operation manuals, legal dictionary, and Personnel Policies and Procedures Manuals.
- Ability to prepare print job specifications, invitations to bid, bid evaluation documents, reports (i.e. – revenue reports, paper usage reports, photo copier volume reports, and expenditures report), correspondence, personnel documents, customer invoices, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, to record and deliver information, to explain procedures, to follow instructions.

Senior Printing Coordinator

- Ability to use and interpret print production, marketing, accounting, and contract terminology and language.
- Ability to communicate effectively with supervisors, vendors, customers, contractors, coworkers, and other County employees.

Environmental Adaptability

- Work is typically performed in the print shop.
- Work may involve exposure to heavy machinery, loud noises, and emit strong chemical odors.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Administration Building Project Administrator	Class Number:	1042183
		Pay Grade:	19

Departments:	Administrator's Office, only
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Classification Function

The purpose of this classification is to manage and administer the project development of the Administration Building's design, building systems, and construction.

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.

- Facilitate project development of the Administration Building's design, building systems, and construction (e.g.- assess and verify suitability of County Departments to be included in new Administration building; define project interface scope; manage project program, plan, design, construct, move-in and assessment; administer project budget; administer project schedule).
- Administer the architecture, engineering, and contract management contracts including hazardous material remediation contracts. Conduct architectural and engineering document reviews.
- Facilitate consultant progress through internal information generation and dissemination.
- Facilitate and monitor maintenance of project construction cost and time schedule. Monitor construction process.
- Facilitate communication and decision process.
- Serve as an expert team member for technology applications, planning and programming, business management, move management, finance, integrated workplace design, real estate, public relations, and commissioning.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in architecture or related field with nine years of architectural experience or any equivalent combination of training and experience.

Additional Requirements

Architecture license or equivalent.

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, calculator, fax, copier and telephone.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.

- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and apply the basic principles of algebra and geometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including architectural drawings, technical specifications, project specifications, progress reports, proposals, technical reports, invoices, electrical diagrams, blueprints, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, building codes, Americans with Disabilities manual, architectural specifications, zoning drawings, equipment handbooks and operating manuals, and County policies and procedures manuals.
- Ability to prepare architectural drawings, architectural and technical specifications, project budgets, project completion schedules, contractor payments, construction progress reports, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, supervise and counsel employees and contractors, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret architectural, legal, governmental, electrical and mechanical terminology and language.
- Ability to communicate with elected officials, administrators, sales representatives, County employees, contractors, state inspectors, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Assistant Maintenance Superintendent	Class Number:	1042511
FLSA:	Exempt	Pay Grade:	12
Dept:	Public Works		

Classification Function

The purpose of this classification is to assist in administering and coordinating the operations of the Maintenance Department of the Public Works Engineer's Office; to provide support to a Maintenance Superintendent.

Distinguishing Characteristics

This is a assistant manager classification with responsibility for supporting the Maintenance Superintendent in planning and directing the Maintenance section of the Public Works Engineer Office, under direction. This class provides support in solving operational, technical, and management problems related to maintenance. The employee participates in discussion of plans, projects, and objectives, and in presenting solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and in ensuring that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 25% +/- 10%
- Assists in the administration of the operations of the Maintenance department; coordinates work operations with administration, contractors and the public; oversees the maintenance of and capital improvements to all Public Works Buildings.
- 25% +/- 10%
- Supervises the assigned maintenance area; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; answers staff questions and provides information and conflict resolution as appropriate
- 20% +/- 10%
- Ensures efficiency of snow and ice removal operations for the Public Works; inspects bridges and roadways to assess maintenance and repair needed; reviews daily reports; inspects equipment for proper operation and upkeep.
- 20% +/- 5%
- Assists in evaluating, reviewing and recommending the section budget for disbursements of materials, parts, supplies, equipment and tools; reviews daily work distribution, reports, labor and materials costs and work done; approves payroll and all departmental purchases and establishes costs of work needed.
- 10% +/- 5%
- Reviews and responds to citizen requests and complaints; investigates all grievances within the department; plans, coordinates and attends meetings and demonstrations.

Minimum Training and Experience Required to Perform Essential Job Functions

Assistant Maintenance Superintendent

Associate's degree or equivalent technical training in the trades or construction fields with six (6) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Requires a driver's license in the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.
- Ability to operate a variety of maintenance equipment including snoopers, lifts, survey instruments, metal detector, safety equipment, computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and apply basic mathematics and algebra and geometry.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including forms, plans, maps, legal descriptions, fiscal reports, payroll sheets, grievances, bridge drawings, highway drawings, certifications, contracts, and reports.
- Ability to comprehend a variety of reference books and manuals including departmental and County personnel policy manual, O.D.O.T. manuals, reference manuals, trade publications, specifications, union contracts, standards, guidelines, and codes.
- Ability to prepare performance appraisals, correspondence, agreements, contracts, plans, project estimates, charts, accident reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to work with others to coordinate the programs and/or resolve typical problems associated with the responsibilities of the job.

Assistant Maintenance Superintendent

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret maintenance, construction and engineering terminology and language.
- Ability to communicate with consultants, departmental employees, supervisor, and administrators.

Environmental Adaptability

- Work is typically performed in an office environment and in the field.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Assistant Maintenance Supervisor	Class Number:	1042513
FLSA:	Non - Exempt	Pay Grade:	7
Dept:	Public Works		

Classification Function

The purpose of this classification is to oversee and participate in operations at a specific Public Works Maintenance Facility, to include maintenance of County roadways and bridges within Townships, and direct general facility procedures.

Distinguishing Characteristics

This is a technical, assistant supervisor classification. This class requires exercise of judgment and consults with a supervisor as new or unusual situations arise. The employee ensures that work is performed effectively and efficiently and according to OSHA safety requirements. This class is distinguished from the Maintenance Supervisor that is responsible for first-line supervision of a maintenance facility.

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.

- 60% +/- 20%
• Assigns, supervises, and works with a crew of construction personnel engaged in bridge, road, and facility construction, maintenance, and repair, which may require climbing on steel beams, girders, concrete arches, and related bridge structures or while working from scaffolding and personnel conveyance devices, such as a snoopers, spider, manlift or similar equipment assists in maintaining discipline of employees and maintaining accountability.
- 20% +/- 10%
• Estimates, plans and organizes the materials, tools and equipment necessary to perform an assignment; documents all materials, labor and vehicles at the facility and on projects; completes or reviews reports.
- 20% +/- 10%
• Inspects projects in advance and advises supervisor of requirements of personnel, materials and equipment; assists in snow and ice operation, as needed.

Experience Required to Perform Essential Job Functions

High school diploma supplemented with vocational training with two (2) years of experience assigning, supervising, and working with a crew of construction/maintenance personnel; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Required to have a driver's license with the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

Ability to operate automated office machines including computers and peripheral equipment. Ability to perform tasks while climbing on steel beams, girders, concrete arches, and related bridge structures or

Assistant Maintenance Supervisor

while working from scaffolding and personnel conveyance devices, such as a snooper, spider, manlift or similar equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division.

Language Ability & Interpersonal Communication

- Ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including plans, reports, invoices, work orders, preventative maintenance reports and historic plans of previous projects.
- Ability to comprehend a variety of reference books and manuals including OSHA rules and standards (including MSDS file) as they apply to personnel, equipment and vehicle safety, the Work Order Program
- Ability to prepare timesheets, maintenance reports, work orders, estimates and quotes, drawings and plans and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to serve as a lead worker, record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret basic engineering related terminology and language
- Ability to communicate with supervisor, maintenance staff, engineers, co-workers, and the general public.

Environmental Adaptability

- Work is typically performed in the field subject to noise, traffic, dust, and traffic and in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Chief Engineer	Class Number:	10633 15
		Pay Grade:	16

Departments:	Development, only
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Classification Function

The purpose of this classification is to manage all engineering functions in the Sanitary Engineering Division which includes new construction, specifications, design and rehabilitation of sanitary sewers, storm sewers, raw sewage pump stations, waste water treatment plants and waterlines and to supervise lower level supervising engineers.

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.

- Manages all engineering functions in the Sanitary Engineering Division which includes new construction, specifications, design and rehabilitation of sanitary sewers, storm sewers, raw sewage pump stations, waste water treatment plants and waterlines (e.g. - oversee the work of lower level engineers and administrative assistants; reviews and approves construction plans and specifications; reviews and approves contractor's shop drawings, change orders and pay estimates for County projects; conducts final inspections of construction projects to insure contractor's compliance with plans and specifications; schedules pre-bid and pre-construction conferences; troubleshoots, when necessary).
- Supervises lower level supervising engineers (e.g.- assigns work and reviews completed assignments; evaluates performance; reviews and approves employee leave requests; recommends employee selection, promotion, and discipline).
- Performs administrative duties (e.g. - receives telephone calls and meets with the developers, Mayors, city engineers, private engineering firms' attorneys, and the general public; responds to inquiries and complaints; processes and prepares necessary correspondence; assists County Prosecutor's office; provides testimony in Court, when necessary).

Minimum Training and Experience Required to Perform Essential Job Functions

Must be registered professional engineer with the State Board of Registration for Professional Engineers and Surveyors. Eight years of professional engineering experience including four years in a supervisory capacity.

Additional Requirements

Annual renewal of registration 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 with departmental software and purchased software..

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.

- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees and act on employee problems.
- Ability to recommend the transfer, promotion, or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, make use of principles of algebra, geometry, trigonometry, calculus and statistical inference.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including requests for County to take over operation and management of pump stations, construction plans, specifications, contractor's drawings, complaints, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio EPA standards, ASTM Specifications, Uniform Standards for Sewerage Improvements, etc, and personnel policy manuals.
- Ability to prepare resolutions, agreements with developers, memos, correspondence, easement agreements, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage programs and people, to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret engineering, legal, personnel and accounting terminology and language.
- Ability to communicate effectively with Board of County Commissioners, Ohio Public Works Commission, subordinates, contractors, attorneys, developers, City and County officials, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment at a wastewater treatment facility.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Dentist - Corrections	Class Number:	1059411
FLSA:	Exempt	Pay Grade:	22
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to diagnose and treat acute problems with a patient's teeth, gums, and other parts of the mouth; to perform professional dental services including extractions, exams, amalgams, anterior composites, and root canals with a minimum of referrals for surgical intervention; to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

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% +/- 15%
- Performs examinations of patients' teeth and mouth tissue in order to diagnose and treat problems; examine patients' mouths for cavities, sores, swelling, or other signs of disease; fill cavities, pull teeth that cannot be saved, or replace missing teeth.
- 20% +/- 5%
- Administer and prescribes local or general anesthetics to alleviate pain and antibiotics to treat infection; may take x-rays and clean patients' teeth, as necessary.
- 10% +/- 5%
- Supervises dental assistants, dental hygienists and EFDA (Expanded Function Dental Assistants) practitioners; reviews success and appropriateness of treatment plans and prescribed medications; modifying treatment plans and prescribed medications in response to patients' needs and symptoms.
- 10% +/- 5%
- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available; provides night, weekend and holiday medical triage and authorizations via telephone.

Dentist - Corrections

5% +/- 5%

- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures.

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited dental school as either a doctor of dental surgery (DDS) or a doctor of dental medicine (DMD) degree; a DDS or equivalent degree from a foreign medical school that provided education and dentistry knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG); two years professional level experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds.

Additional Requirements

Possession of a valid license to practice dentistry in the State of Ohio issued by the Ohio State Dental Board.

Requires current, valid CPR certification.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; use hand and power tools and equipment; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct dental assessments and treatments.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to recommend the discipline of employees.
- Ability to prepare employee performance evaluations.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

Dentist - Corrections

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Reference Guide to Dentistry, Dental Drug Reference, reference on oral soft tissue diseases, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, dental records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical/dental terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Environmental Services Manager	Class Number:	1063411
		Pay Grade:	14

Departments:	Development, only
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Classification Function

The purpose of this classification is to manage environmental services for the Development Department Division of the Sanitary Engineer and to supervise treatment plant operations supervisors.

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.

- Manages environmental services (e.g.- responsible for the National Pollution Discharge Elimination Parameters for all County wastewater treatment facilities including 3500 parameters per year; responsible for 42 sewage pumping stations; assures that all new or rehabilitation construction is installed to conform to the County rules, regulations and standards; reviews and evaluates monthly operating data for all wastewater facilities as a basis for recommended changes, improvements, short term planning, long term planning and as a reporting tool for the various municipalities; monitors, reviews and evaluates the County safety program and ensures the program addresses the goals and concerns of the County and the Industrial Commission).
- Supervises treatment plant operations supervisors (e.g.- assigns and reviews work; evaluates performance; provides on-going training and instruction; reviews and approves employee leave requests; meets with supervisors and field personnel to monitor progress and assess needs; recommends selection, promotion and discipline of employees).
- Communicates with various agencies and departments regarding environmental services activities (e.g.- participates in monthly written and verbal communications with the Ohio Environmental Protection Agency; communicates verbally and in written form with mayors; service directors, city engineers and any other elected/appointed government officials concerning the infrastructure).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in industrial management with six years of waste water operations experience; or any equivalent combination of training and experience which provides equivalent skills, knowledge and abilities.

Additional Requirements

Requires a Class III Ohio Wastewater Operators License.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer terminal, calculator, copier, fax, etc.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.

- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and make use of the principles of descriptive statistics.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including monthly EPA reports, vehicle maintenance reports, purchase orders, quarterly budgets, inspection reports, operations reports, attendance records, safety reports, statistical reports, personnel actions, time sheets, blueprints and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Wastewater Rules and Regulations, federal regulations, PVC/PIPG Handbook, personnel policy manuals, Public Budgeting and technical periodicals.
- Ability to prepare monthly EPA reports, equipment specifications, performance appraisals, correspondence, budgets, contracts, statistical reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret engineering, legal, personnel and governmental business terminology and language.
- Ability to communicate effectively with Sanitary Engineer, Chief Engineer, plant superintendents, inspection chief, supervisors, other County employees, contractors, consultants, elected officials, state personnel and the general public.

Environmental Adaptability

- Work is typically performed in an office environment at a wastewater treatment facility.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Orthopedist - Corrections	Class Number:	1059611
FLSA:	Exempt	Pay Grade:	26
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to perform medical evaluations, diagnoses and treatment of the musculoskeletal complaints of patients with disorders of the bones, joints, muscles, ligaments, tendons, nerves, and skin; to perform suturing, casting, reductions and splinting of fractures; to develop, monitor, and evaluate appropriate treatment plans; to make referrals, as appropriate; to perform and monitor a variety of administrative tasks/functions in support of assigned services; and to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

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.

- 30% +/- 15%
- Provides medical management of injuries or disease, particularly in relation to the musculoskeletal system; makes diagnoses and develops and prescribes medical and rehabilitative treatment/therapy plans based on diagnoses of symptoms; prescribes medications; monitors patients' reactions, relief of symptoms, and degree of side effects on a regular and on-going schedule.

- 30% +/- 10%
- May perform surgery to restore function lost as a result of injury or disease of bones, joint, muscles, tendons, ligaments, nerves, or skin; performs suturing, casting, reductions and splinting of fractures; read x-rays and make appropriate diagnosis and plan of care; make appropriate referrals, when necessary.

- 20% +/- 5%
- Provides clinical supervision to mid-level practitioners reviewing success and appropriateness of treatment plans and prescribed medications; modifies treatment plans and prescribed medications in response to patients' needs and symptoms; provides night, weekend, and holiday medical triage and authorizations via telephone.

- 10% +/- 5%
- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available.

Orthopedist - Corrections

5% +/- 5%

- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited medical school as an M.D or D.O. in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation; a Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG); two years of professional experience; some professional level experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds.

Additional Requirements

Possession of a valid license to practice medicine in the State of Ohio issued by the Board of Medical Examiners.

Completion of an orthopedic residency program, or fourth year residents, including four years of training in orthopedic surgery and an additional year of training in a broad-based accredited residency program such as general surgery or internal medicine.

Requires current, valid CPR certification.

Board Certification

Board Certification in Orthopedic medicine preferred.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct physical health assessments; stand for long periods of time in performing medical assessments and surgery.

Supervisory Responsibilities

No supervisory responsibilities. Oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records,

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Orthopedist - Corrections

Language Ability & Interpersonal Communication

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Diagnostic and Statistical Manual, Physician's Desk Reference, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, medical records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Physician - Corrections	Class Number:	1059711
FLSA:	Exempt	Pay Grade:	26
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to perform medical evaluations and diagnoses of assigned patients; to develop, monitor, and evaluate appropriate treatment plans and follow-up care; to perform minor operative procedures including suturing and casting uncomplicated fractures; to perform and monitor a variety of administrative tasks/functions in support of assigned services; and to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

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.

- 60% +/- 15%
- Performs medical and physical evaluations of patients' health status; makes diagnoses and develops and prescribes medical and rehabilitative treatment/therapy plans based on diagnoses of symptoms; prescribes medications; monitors patients' reactions, relief of symptoms, and degree of side effects on a regular and on-going schedule.

- 20% +/- 5%
- Provides clinical supervision to mid-level practitioners reviewing success and appropriateness of treatment plans and prescribed medications; modifying treatment plans and prescribed medications in response to patients' needs and symptoms; provides night, weekend, and holiday medical triage and authorizations via telephone.

- 10% +/- 5%
- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available.

- 5% +/- 5%
- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures.

- 5% +/- 5%
- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Physician - Corrections

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited medical school as an M.D or D.O. in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation; a Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG); two years of professional experience; some professional level experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds.

Additional Requirements

Possession of a valid license to practice medicine in the State of Ohio issued by the Board of Medical Examiners.

Requires current, valid CPR certification.

Board Certification

Board certification in internal medicine, family practice or urgent care is preferred.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct physical health assessments.

Supervisory Responsibilities

No supervisory responsibilities. Oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records,

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Diagnostic and Statistical Manual, Physician's Desk Reference, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, medical records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Physician - Corrections

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Project Engineer 1	Class Number:	1063311
		Pay Grade:	8

Departments:	Development, only
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Classification Function

The purpose of this classification is to assist in the review of construction project design plans.

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.

- Prepares a review detailed plans of constructin projects for compliance to contract specifications for approval by professional engineer staff.
- Assists in the design and planning of construction projects (e.g.- drafts design for review; performs calculations; revises plans; prepares materials specifications).
- Assists senior engineering staff with construction projects (e.g.-prepares monthly cost estimates, documents change orders; conveys information to city engineers, contractors, city officials and residents).
- Assists with miscellaneous design duties (e.g.- creates miscellaneous designs; performs project troubleshooting and project inspection).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in civil engineering.

Additional Requirements

Engineer in Training Certificate (EI) through the State Board of Engineers and Surveyors

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 with departmental software and purchased software.
- Ability to operate drafting equipment including compass, parallel, etc.
- Ability to conduct on-site inspections.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and make use of the principles of algebra, geometry, trigonometry, calculus and statistical inference.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including design plans, change orders, specifications and other reports and records.
- Ability to comprehend a variety of reference books and manuals including zoning maps, photographic maps, technical manuals, computer programs, trade publications and County policies and procedures.
- Ability to prepare design plans, change orders, specifications and other reports and records and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with director, supervisor, city engineers, mayors, developers, County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Project Engineer 2	Class Number:	1063312
		Pay Grade:	9

Departments:	Development, only
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Classification Function

The purpose of this classification is to review detailed construction project design plans.

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.

- Reviews detailed plans of construction projects (e.g.- reviews plans for municipals and private improvements; reviews plans for pumps stations; assures project work complies to contract specifications).
- Designs and plans construction projects (e.g.- creates design; performs calculations; prepares plans; develops engineer's estimates; prepares legal, construction and materials specifications).
- Administers construction projects (e.g.- prepares monthly cost estimates, negotiates change orders; meets with city engineers, contractors, city officials and residents).
- Performs miscellaneous design duties (e.g.- creates miscellaneous designs; performs project troubleshooting and project inspection).

Minimum Training and Experience Required to Perform Essential Job Functions

Must be registered professional engineer with the State Board of Registration for Professional Engineers and Surveyors. Two years of professional engineering experience.

Additional Requirements

Annual renewal of registration 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 with departmental software and purchased software.
- Ability to operate drafting equipment including compass, parallel, etc.
- Ability to conduct on-site inspections.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and make use of the principles of algebra, geometry, trigonometry, calculus and statistical inference.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including design plans, change orders, specifications and other reports and records.
- Ability to comprehend a variety of reference books and manuals including zoning maps, photographic maps, technical manuals, computer programs, trade publications and County policies and procedures.
- Ability to prepare design plans, change orders, specifications and other reports and records and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with director, supervisor, city engineers, mayors, developers, County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Project Engineer 3	Class Number:	1063313
		Pay Grade:	12

Departments:	Development, only
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Classification Function

The purpose of this classification is to plan and coordinate one program aspect of engineering project and to supervise lower level engineers and technicians.

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.

- Plans one program aspect of engineering project (e.g.- coordinates Inflow/Infiltration (I/I) activities; plans work of two person meter crew; receives metering requests; reviews data and prepares I/I reports; prepares all purchase orders relating to I/I activities including materials ordering and equipment repair; prepares equipment specifications as needed).
- Supervises lower level engineers and technicians (e.g.- plans, coordinates and assigns work; reviews work and evaluates performance; maintains work standards; provides instruction; recommends the selection, transfer, promotion and discipline of employees).
- Functions as project engineer for County construction projects (e.g.- prepares project detailed specifications; reviews project specifications and plans prepared by consultants; prepares bid documents including engineers estimates; prepares consultant and contractor payment estimates; prepares contract change orders; coordinates field activities; visits job site to inspect operations; coordinates communications regarding project between involved parties).

Minimum Training and Experience Required to Perform Essential Job Functions

Must be registered professional engineer with the State Board of Registration for Professional Engineers and Surveyors. Four years of professional engineering experience.

Additional Requirements

Annual renewal of registration 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 with departmental software and purchased software.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.

- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, make use of principles of algebra, geometry, trigonometry, calculus and statistical inference.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including design plans and shop drawings, blueprints, billing invoices, flow charts, progress reports, I/I flow meter data, rain gauge reports, technical reports, insurance forms and other reports and records.
- Ability to comprehend a variety of reference books and manuals including computer software manuals, material design handbooks, design manuals, graphics standards, specification standards, equipment manuals and personnel policy manuals.
- Ability to prepare cost estimates, equipment and materials specifications, project specifications, contract discounts, charts, graphs, change orders, purchase orders, technical reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with director, supervisor, engineering consultants, contractors, city engineers, customers, I/I crew members, staff engineers, sales representatives, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.
- Work performed in the field with exposure to varying weather conditions.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Project Engineer 4	Class Number:	1063314
		Pay Grade:	15

Departments:	Development, only
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Classification Function

The purpose of this classification is to manage construction of County financed projects and to supervise lower level engineering and technical personnel.

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.

- Manages construction of County financed projects (e.g.- evaluates bids by contractors and consultants; supervises construction activities; approves payments to contractor; reviews requests for change orders; negotiates with contractors and prepares change orders; recommends project approval).
- Supervises lower level engineers and technicians engaged in engineering activities (e.g.- plans, coordinates and assigns work; reviews work and evaluates performance; maintains work standards; provides instruction; recommends the selection, transfer, promotion and discipline of employees).
- Prepares or reviews design plans (e.g.- prepares design calculations and plans; prepares contract documents; reviews design calculations and design plans; checks contract documents; prepares project specifications).
- Negotiates and prepares operations and maintenance agreements with various municipalities for County services (e.g.- meets with municipal leaders; negotiates terms and conditions of agreement; prepares agreement).
- Prepares miscellaneous plans and reports (e.g.- prepares five-year capital improvement plans; prepares Capital Planning reports; reviews projects financed by municipalities or developers; prepares requests for proposal for consulting services).

Minimum Training and Experience Required to Perform Essential Job Functions

Must be registered professional engineer with the State Board of Registration for Professional Engineers and Surveyors. Six years of professional engineering experience including two years in a supervisory capacity.

Additional Requirements

Annual renewal of registration 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 with departmental software and purchased software.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.

- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, make use of principles of algebra, geometry, trigonometry, calculus and statistical inference.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including design calculations, detailed project plans, contract documents, engineer's estimates, request for payment, shop drawings, engineering reports, preliminary reports, test results and other reports and records.
- Ability to comprehend a variety of reference books and manuals including uniform standards, materials and equipment specifications, project specifications, engineering manuals, engineering plans, zoning maps and topographical maps and personnel policy manuals.
- Ability to prepare design reports, project plans, contract documents, change orders, pay estimates, cost estimates, operations and maintenance agreements, Capital Improvements plan, request for proposal, project status reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage programs and people, to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with director, supervisor, consulting and city engineers, municipal leaders, contractors, County inspectors, County prosecutor, County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Sanitary Project Manager	Class Number:	1063211
		Pay Grade:	12

Departments:	Development, only
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Classification Function

The purpose of this classification is to provide project management for County, municipal, and private sanitary projects.

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.

- Provides project management for County, municipal, and private sanitary projects (e.g.- reviews design plans; reviews design calculations; reviews easements; reviews engineer's estimates; recommends projects approval; provides leadership on project matters; informs project management team of project status; makes recommendations on design improvements, construction technology, schedules, and construction economies; analyzes effects of alternatives on the project cost and schedule).
- Manages construction of County financed projects (e.g. – evaluates bids submitted by contractors and consultants; reviews requests for change orders; negotiates with contractors and consultants; prepares change orders; recommends project approval).
- Coordinates the construction activities of County inspector on private and municipal projects.
- Prepares inflow/infiltration studies on existing County improvements (e.g. – reviews flow data from metering; reviews and prepares existing design of improvement; prepares charts from inflow/infiltration data; prepares reports on the inflow/infiltration).
- Performs related administrative responsibilities (e.g.- monitors contractor payments, changes, claims, and inspection for conformance to design requirements; provides cost and progress information; reviews requests for sewer connections; reviews requests for septic tanks; reviews pump station plans; conducts meetings with city engineers; responds to written and verbal inquiries and complaints; maintains related records).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in architecture, engineering or construction management with six years of construction/maintenance experience or any equivalent combination of training and experience.

Additional Requirements

No additional 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, drafting tools, calculator, copier and telephone.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and apply the basic principles of algebra and geometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including contracts, invoices, federal statutes, federal rules, flow charts, protocols, mechanical drawings, electrical diagrams, blueprints, pump station plans, flow meter charts, engineering site plans, technical study reports and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, building codes, zoning maps, design manuals, computer software manuals, equipment handbooks and operating manuals, and County policies and procedures manuals.
- Ability to prepare construction progress reports, project management guidelines, project specifications, cost estimates, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret architectural, electrical and mechanical terminology and language.
- Ability to communicate with elected officials, administrators, directors, consultants, architects, contractors, city engineers, other government agencies, other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office, shop, and field construction environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Network Support Technician	Class Number:	1011233
		Pay Grade:	8

Departments:	All departments
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Classification Function

The purpose of this classification is to provide complex computer hardware, network, and software technical support and assistance to end-users in a County department within a LAN/WAN environment.

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.

- Provides complex computer hardware, network, and software technical support and assistance to end-users in a County department within a LAN/WAN environment (e.g. - installs and maintains hardware and software including data terminal, data communications, personal computers, servers, routers and bridges; diagnoses and resolves problems referenced by the help desk, supervisor, and users; with direction from the supervisor, configures, installs and maintains workstations on LANs; with direction from the supervisor, configures, installs, and maintains LANs; provides end-users basic operational instructions).
- Provides computer hardware, network, and software technical support and assistance utilizing the Ohio Data Network (e.g. - with direction the supervisor, configures, installs, and maintains 3270 data communications and data terminal hardware on the Ohio Data Network; provides supportive services to other departments utilizing the Ohio Data Network).
- Provides other computer-related support services (e.g. - customizes installation of software applications to meet end-users needs; refurbishes and adjusts equipment; assists with site evaluations; notifies service vendor of equipment malfunction).
- Performs miscellaneous administrative duties (e.g. - maintains computer inventory, monitors problem log system, responds to problems via telephone, etc.).

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in computer science or a related field and three years of computer experience; or any equivalent combination, of training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, 3270, peripheral equipment, scanners, and printers.
- Ability to move and install computer and related hardware equipment.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including problem logs, user requests, computer periodicals, source materials, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including various hardware and software computer manuals.
- Ability to prepare status reports, problem resolutions, memos, procedural instructions, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, maintain confidentiality of restricted information, and to follow instructions.
- Ability to use and interpret computer hardware and computer software terminology and language.
- Ability to communicate effectively with managers, supervisors, help desk employees, County Information Services Center, Ohio Department of Human Services, other County employees, and vendors.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Performance Consultant	Class Number:	1053901
FLSA:	Exempt	Pay Grade:	13
Dept:	Office of the County Executive		

Classification Function

The purpose of this classification is to develop internal and external innovation plans and identify key areas of improvement for the County.

Distinguishing Characteristics

This is a journey level classification with responsibility for assisting with internal and external innovation plans including outcome-based contract management, cost savings and operational efficiency projects. This classification manages sensitive data, interprets performance analysis and executes projects in support of the County Executive's strategic priorities & key administrative opportunities for improvement. Positions in this class independently perform recurring, well-precedented projects using standard methods and techniques. Employees receive instruction or assistance as new or unusual situations arise, and are expected to remain up-to-date on methods, techniques, procedures, and applicable regulations for the analysis of data and results.

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% +/- 10%
 - Develops internal and external innovation plans; identifies key areas of improvement for the County such as performance indicators, critical business processes and technology; prepares project charters and project plans; maps processes; implements project plans; manages unforeseen risks and issues; collaborates with management staff to evaluate programs and services; closes out projects; documents project results and lessons learned.
- 30% +/- 10%
 - Retrieves, analyzes, interprets, presents and publishes data and performance reports in support of the Operational Excellence Program; identifies key operational trends, patterns and surface insights.
- 20% +/- 10%
 - Performs related administrative duties; prepares various reports, records and other documents; tracks project progress; answers phone calls and emails; schedules and attends meetings, trainings, and conferences; pursues proper certifications and applies the knowledge to the organization; researches current trends and best practices; oversees focus groups and cross-functional team meetings

Minimum Training and Experience Required to Perform Essential Job Functions

Master's degree in Business Administration, Public Administration, Urban Planning, Industrial Organizational Psychology, Organizational Development or related field with two (2) years of process improvement or organizational development experience; or any equivalent combination of training and experience.

Additional Requirements

No special license or certification is required.

Performance Consultant

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend budget statements, personnel forms and reports, evaluations, invoices, funding applications, financial documents, and legislation.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, classification specifications, the Ohio Revised Code, County Charter and ordinances, publications, and OSHA standards.
- Ability to prepare project portfolios, project charters, project management plans, executive summaries, run charts, performance reports, pareto charts, memoranda, continuous improvement stories, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to communicate with managers, administrators, directors, other County staff, contractors, vendors, external clients, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0170

Sponsored by: Councilmember Simon on behalf of Cuyahoga County Planning Commission	A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Natural Areas Land Conservancy for the conservation of ecologically significant areas known as Shelter Hill Ravines located in the Village of Hunting Valley, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County has received a request for a Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Natural Areas Land Conservancy for the conservation of ecologically significant areas known as Shelter Hill Ravines located in the Village of Hunting Valley, pursuant to Ohio Revised Code Section 164.23; and

WHEREAS, the Shelter Hill Ravines project includes acquisition and protection of open space and riparian corridor of approximately 64 acres of land which is known as Shelter Hill Ravines, bisected by Chagrin River Road and bordered to the east by approximately 630 linear feet of the State Scenic Chagrin River and to the north by Fairmount Boulevard; western and southern boundaries are located north of Shaker Boulevard and to the east of Community Drive in the Village of Hunting Valley; and

WHEREAS, the project is known as “Shelter Hill Ravines” and is located in Council District 6; and

WHEREAS, the total estimated project cost is \$4,489,550.00; and

WHEREAS, Ohio Revised Code Section 164.23 provides that “an entity seeking a grant for a project that is eligible for funding shall submit an application to the natural resources assistance council with geographical jurisdiction over the proposed project area;” and, Ohio Revised Code Section 164.23(B) further provides that “in addition to the application, an applicant for a grant for a project shall include a copy of a resolution supporting the project from each county in which the proposed project is to be conducted;” and

WHEREAS, the Ohio Public Works Commission provides financial assistance to Natural Resources Assistance Councils for the purpose of preserving open spaces, sensitive ecological areas, and stream corridors; and

WHEREAS, the applications for eleventh-round funding under the Clean Ohio Green Space Conservation Program are due on October 28, 2016; and

WHEREAS, it is necessary that this Resolution become immediately effective in order to meet the application deadline required by the National Resources Assistance Council.

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

SECTION 1. That the Cuyahoga County Council hereby supports the submission of an application on behalf of Natural Areas Land Conservancy for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission to protect ecologically significant areas in the Village of Hunting Valley known as “Shelter Hill Ravines”.

SECTION 2. 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 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: September 27, 2016

Committee(s) Assigned: Education, Environment & Sustainability

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0171

<p>Sponsored by: Councilmember Simon on behalf of Cuyahoga County Planning Commission</p>	<p>A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Western Reserve Land Conservancy for the acquisition and conservation of ecologically significant areas known as Brecksville Upland Preserve located in the City of Brecksville, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Cuyahoga County has received a request for a Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of Western Reserve Land Conservancy for the acquisition and conservation of ecologically significant areas known as Brecksville Upland Preserve located in the City of Brecksville, pursuant to Ohio Revised Code Section 164.23; and

WHEREAS, the Brecksville Upland Preserve project includes the acquisition and conservation of approximately 98 acres of property situated to the east of Brecksville Road, between Parkview Road (to the north) and Snowville Road (to the south), the heavily wooded property includes approximately 2,066 linear feet of headwater tributaries to the Cuyahoga River and seasonal vernal pools, making it a habitat for abundant local species of wildlife; and

WHEREAS, the project is known as “Brecksville Upland Preserve” and is located in County Council District No. 6; and

WHEREAS, the total estimated project cost is \$5,511,600.00; and

WHEREAS, Ohio Revised Code Section 164.23 provides that “an entity seeking a grant for a project that is eligible for funding shall submit an application to the natural resources assistance council with geographical jurisdiction over the proposed project area;” and, Ohio Revised Code Section 164.23(B) further provides that “in addition to the application, an applicant for a grant for a project shall include a copy of a resolution supporting the project from each county in which the proposed project is to be conducted;” and

WHEREAS, the Ohio Public Works Commission provides financial assistance to Natural Resources Assistance Councils for the purpose of preserving open spaces, sensitive ecological areas, and stream corridors; and

WHEREAS, the applications for eleventh-round funding under the Clean Ohio Green Space Conservation Program are due on October 28, 2016; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to meet the application deadline required by the Cuyahoga County Natural Resources Assistance Council.

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

SECTION 1. That the Cuyahoga County Council hereby supports the submission of an application on behalf of Western Reserve Land Conservancy for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission to protect ecologically significant areas in the City of Brecksville known as “Brecksville Upland Preserve”.

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: September 27, 2016

Committee(s) Assigned: Education, Environment & Sustainability

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0172

Sponsored by: Councilmember Simon on behalf of Cuyahoga County Planning Commission	A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the acquisition and conservation of ecologically significant areas along the main stem of West Creek located in the City of Parma, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County has received a request for a Resolution supporting an application for eleventh-round funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission for the acquisition and conservation of ecologically significant areas along the main stem of West Creek located in the City of Parma, pursuant to Ohio Revised Code Section 164.23; and

WHEREAS, the West Creek: Critical Greenway Conservation project includes approximately 23 acres along the main stem of West Creek within the City of Parma; including over 4000 linear feet of stream channel as well as 3 acres of wetlands. The acquisitions are pivotal in creating final connections along the West Creek Greenway which will ultimately create a trail and greenway system connecting the West Creek Reservation to the Towpath Trail and Cuyahoga Valley National Park; and

WHEREAS, the project is known as “West Creek: Critical Greenway Conservation” and is located in County Council District Nos. 4 and 6; and

WHEREAS, the total estimated project cost is \$1,200,000.00; and

WHEREAS, Ohio Revised Code Section 164.23 provides that “an entity seeking a grant for a project that is eligible for funding shall submit an application to the natural resources assistance council with geographical jurisdiction over the proposed project area;” and, Ohio Revised Code Section 164.23(B) further provides that “in addition to the application, an applicant for a grant for a project shall include a copy of a resolution supporting the project from each county in which the proposed project is to be conducted;” and

WHEREAS, the Ohio Public Works Commission provides financial assistance to Natural Resources Assistance Councils for the purpose of preserving open spaces, sensitive ecological areas, and stream corridors; and

WHEREAS, the applications for eleventh-round funding under the Clean Ohio Green Space Conservation Program are due on October 28, 2016; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to meet the application deadline required by the Cuyahoga County Natural Resources Assistance Council.

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

SECTION 1. That the Cuyahoga County Council hereby supports an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the acquisition and conservation of ecologically significant areas along the main stem of West Creek located in the City of Parma.

SECTION 2. 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 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: September 27, 2016

Committee(s) Assigned: Education, Environment & Sustainability

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0173

Sponsored by: Councilmember Simon on behalf of Cuyahoga County Planning Commission	A Resolution supporting an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of L.A.N.D. Studio, Inc. for the acquisition and conservation of ecologically significant areas on Irishtown Bend hillside along the Cuyahoga River located in the City of Cleveland, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County has received a request for a Resolution supporting an application for eleventh-round funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission for the acquisition and conservation of ecologically significant areas on Irishtown Bend hillside along the Cuyahoga River located in the City of Cleveland, pursuant to Ohio Revised Code Section 164.23; and

WHEREAS, this project is for the acquisition and conservation of parcels of land on the Irishtown Bend hillside along the Cuyahoga River in the Ohio City/Flats neighborhoods along the Cuyahoga River in Cleveland. The acquisition of land will lead to the development of new park land and connector to regional trail networks and the 108-mile Towpath Trail; and

WHEREAS, the project is known as “Irishtown Bend Greenway Connector” and is located in County Council District No. 7; and

WHEREAS, the total estimated project cost is \$3,500,000.00; and

WHEREAS, Ohio Revised Code Section 164.23 provides that “an entity seeking a grant for a project that is eligible for funding shall submit an application to the natural resources assistance council with geographical jurisdiction over the proposed project area;” and, Ohio Revised Code Section 164.23(B) further provides that “in addition to the application, an applicant for a grant for a project shall include a copy of a resolution supporting the project from each county in which the proposed project is to be conducted;” and

WHEREAS, the Ohio Public Works Commission provides financial assistance to Natural Resources Assistance Councils for the purpose of preserving open spaces, sensitive ecological areas, and stream corridors; and

WHEREAS, the applications for the eleventh-round funding under the Clean Ohio Green Space Conservation Program are due on October 28, 2016; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to meet the application deadline required by the Cuyahoga County Natural Resources Assistance Council.

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

SECTION 1. That the Cuyahoga County Council hereby supports an application for funding under the Clean Ohio Green Space Conservation Program available through the Ohio Public Works Commission on behalf of L.A.N.D. Studio, Inc. for the acquisition and conservation of ecologically significant areas on Irishtown Bend hillside along the Cuyahoga River located in the City of Cleveland.

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 Vice-President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 27, 2016

Committee(s) Assigned: Education, Environment & Sustainability

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0187

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 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 8, 2015, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2016/2017 (Resolution No. R2015-0209) establishing the 2016/2017 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2016 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 2016/2017 Biennial Operating Budget for 2016 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts**Journal Nos.**

A.	22A978 – Home Weatherization Assistance PR2007			BA1600224
	DV712539 – HWAP HHS Support			
	Personal Services	\$	(384.43)	
	Other Expenses	\$	(9,190.38)	
	Capital Outlays	\$	(402.18)	

Request appropriation reduction in the Department of Development Home Weatherization Assistance Program 2007 in preparation for closure. Funding is from the United States Department of Health and Human Services covering the period April 1, 2007 through May 30, 2012. This is a reimbursement grant so no funds are being returned. The grant was for \$755,362 and \$745,385 had been expended or 98.7% of the original award.

B.	22A661 – S+C Eden SHP HEP			BA1600221
	SA747212 – S+C 00 Eden			
	Other Expenses	\$	(870,198.18)	

Requesting to reduce the appropriations within Senior & Adult S&C Eden grant in preparation of grant closure. The original grant was \$6,256,260 of which \$5,386,062 was expended or 86.1%. This account is a reimbursement grant thus no funds are being returned to the funding source. Funding is from the United States Department of Housing and Urban Development covering the period June 1, 2001 through June 30, 2006.

C.	22A722 – S+C '03-SRA			BA1600222
	SA749499 – S+C '03-SRA			
	Other Expenses	\$	(674,459.42)	

Requesting to reduce the appropriations within Senior & Adult S&C '03-SRA grant in preparation of grant closure. The original grant was \$1,796,460 of which \$1,122,001 was expended or 62.5%. This account is a reimbursement grant thus no funds are being returned to the funding source. Funding is from the United States Department of Housing and Urban Development covering the period July 1, 2004 through March 31, 2011.

D.	21A418 – TASC Drug Court			BA1600226
	JA751628 – FY2010 TASC Drug Court			
	Other Expenses	\$	(0.25)	

Requesting an appropriation decrease in the Department of Public Safety and Justice Services, FY2010 Treatment Alternatives to Street Crime (TASC) Drug Court grant in preparation for final closure. The original grant award was in the amount of \$257,477 and \$257,447.97 was expended or 88%. This is a reimbursement grant thus no funds were returned to the funding source. On Council Resolution R2011-0054 there was an appropriation reduction of \$36,522.78 to close out this grant however that reduction did not reflect one line item for \$0.25. Funding is from the Ohio Department of Alcohol and Drug Addiction Services covering the period July 1, 2009 through June 30, 2010.

E.	21A453 – Felony Coordinator Project			BA1600227
	JA749721 – Felony Coordinator 2006			
	Personal Services	\$	(0.01)	

Requesting an appropriation decrease in the Department of Public Safety and Justice Services Felony Coordinator 2006 grant in preparation for final closure. The original project was in the amount of \$220,022.01 consisting of \$165,017 in grant award from the Ohio Attorney General Office and a required cash match of \$55,005.01. All funds were expended except the \$.01 of cash match that was returned to the General Fund on April 8, 2008 Commission Journal 091398. Funding is from the Ohio Attorney General Office covering the period July 1, 2005 through June 30, 2006.

F.	21A561 – Citizen’s Corp Council Grant Program		BA1600228
	JA751362 – Citizen’s Corp Council Grant Program		
	Other Expenses	\$	(0.41)

Requesting an appropriation decrease in the Department of Public Safety and Justice Services, Citizen’s Corp Council Grant Program in preparation for final closure. The original grant was in the amount of \$7,000 and all but \$0.41 was expended or 99.99%. This is a reimbursement grant thus no funds were returned to the funding source. Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period July 1, 2007 through March 31, 2009.

G.	21A762 – Port Security Grant		BA1600229
	JA767954 – Port Security Grant FY11-2011/2014		
	Other Expenses	\$	(0.01)

Requesting an appropriation decrease in the Department of Public Safety and Justice Services, Port Security Grant in preparation for final closure. The original grant was in the amount of \$1,000,140 and \$955,365 was expended or 95.4%. This is a reimbursement grant thus no funds were returned to the funding source. On Council Resolution R2016-0036 there was an appropriation reduction of \$44,774.53 to close out this grant however that reduction did not reflect one line for \$.01. Funding is from the United States Department of Homeland Security, Federal Emergency Management Agency passed through the Ohio Department of Emergency Management covering the period September 1, 2011 through August 31, 2014.

H.	21A806 – Incident Management System		BA1600230
	JA767426 – Incident Management System		
	Personal Services	\$	(0.02)

Requesting an appropriation decrease in the Department of Public Safety and Justice Services, Incident Management System grant in preparation for final closure. The original grant was in the amount of \$380,000 and \$379,999.98 was expended or 99.99%. This is a reimbursement grant thus no funds were returned to the funding source. Funding is from the United States Department of Homeland Security, Federal Emergency Management Agency passed through the Ohio Department of Emergency Management covering the period July 1, 2007 through December 31, 2009.

I.	40A069 – Capital Projects		BA1607682
	CC769059 – JFS Architecture and Engineering Services		
	Other Expenses	\$	245,000.00

Appropriation is requested in the Jobs & Family Services (JFS) Architecture and Engineering project to fund architectural and engineering work in buildings in which Jobs & Family Services

operate (Virgil E. Brown and Jane Edna Hunter buildings). Funding for the architecture and engineering project will come from Public Assistance Funds.

J. 30A922 – 2015 Excise Tax Debt Service **BA1607683**
DS040196 – 2015 Excise Tax Debt Service
Other Expenses \$ 7,042,774.58

Appropriation is requested to record debt service on the 2015 Excise Tax Revenue Bonds. Funding for the Excise Tax Revenue Bonds comes from the collection of excise taxes on cigarettes, beer, wine, alcohol and mixed drinks in the County.

K. 20A120 – Community Based Correctional Facility **BA1613616**
CB452557 – Community Based Correctional Facility
Other Expenses \$ 5,906,125.00

Appropriation request for the SFY 2017 Community Based Correctional Facility grant. This grant is provided by the Ohio Department of Rehabilitation and Correction, Division of Parole and Community Services, Bureau of Community Sanctions pursuant to authority in O.R.C. 5120.112 et seq. The operating award period is 7/1/2016 through 6/30/2017. No cash match is required. Oriana House, Inc. was chosen as the Operator for the Judge Nancy R. McDonnell Community Based Correctional Facility. The Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions has awarded the Cuyahoga County Facility Governing Board these operating funds for the day-to-day expense incurred by Oriana to manage Community Based Correctional Facility.

L. 21A003 – High Visibility Enforcement Step 2015 **BA1601554**
SH350835 – High Visibility Enforcement OT
Personal Services \$ (2,129.31)
Other Expenses \$ (30.55)

A decrease in appropriation is being requested by the Sheriff's Department to prepare this grant index for closure. The Ohio Traffic Safety Office funded the High Visibility Enforcement Program. The majority of unused funds were for training. The original grant was established October 14, 2014 in the amount of \$30,544.87 with \$28,385.01 being spent. A cash reimbursement has been received for all monies spent. No cash will be returned to the funding source.

M. 54P513 – Sanitary Engineer Emergency Repair Fund **BA1604518**
DV755645 – Emergency Repair Fund
Other Expenses \$ 253,000.00

Appropriation is requested to cover repairs to the Southern Estates pump station entrance in the City of Brecksville. Funding comes from sewer assessments.

N. 20N306 – Sanitary Engineer Emergency Repair Fund **BA1604519**
SW500058 – Soil and Water Conservation 80
Capital Outlays \$ 32,000.00

Appropriation is requested to purchase a vehicle and 2 laptops. The Department had anticipated purchasing a vehicle in 2017, but decided to go forward with the purchase in 2016. Funding comes from charges for pollution prevention services to municipalities matched by funds from

the Ohio Department of Agriculture. A General Fund subsidy of \$75,000 helps to cover personnel expenses of the Director and administrative staff.

SECTION 2. That the 2016/2017 Biennial Operating Budget for 2016 amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 40A099 – Maintenance Projects	BA1607681
CC768325 – Fire Damper Inspection Project	
Other Expenses	\$ 14,115.73
FROM: 40A099 – Maintenance Projects	
CC768325 – Fire Damper Inspection Project	
Capital Outlays	\$ 89,100.88
TO: 40A099 – Maintenance Projects	
CC768325 – Fire Damper Inspection Project	
Personal Services	\$ 103,216.61

An appropriation transfer is requested from Capital Outlays and Contractual Services to salary and Benefits in the Fire Damper Inspection Project. The project relied more on internal trades than on vendors to complete the project. Time sheets indicate that trades performed more work on the project than originally planned. Funding for the dampers project comes from the General Fund.

B. FROM: 01A001 – General Fund	BA1609121
CL200055 – Clerk of Courts	
Other Expenses	\$ 1,798,964.00
TO: 01A001 – General Fund	
CO380121 – Common Pleas – Judicial/General	
Other Expenses	\$ 1,798,964.00

An appropriation transfer is requested from the Clerk of Court to the Court of Common Pleas to accommodate the transfer of the Sadler-Necamp Financial Services – Proware contract. The source of funding is General Fund.

C. FROM: 01A001 – General Fund	BA1600231
MI512657 – Miscellaneous	
Other Expenses	\$ 3,800.00
TO: 01A001 – General Fund	
AE511253 – Registrar – Vital statistics	
Other Expenses	\$ 3,800.00

Appropriation transfer requested to move budget allocations from Miscellaneous Obligations to Registrar – Vital Statistics for pending expenses from 2015. Funding is from the General Fund covering the period January 1, 2016 through December 31, 2016. There is no impact on General Fund reserves for this transfer.

SECTION 3. That the 2016/2017 Biennial Operating Budget for 2016 be amended to provide for the following cash transfers between County funds:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 29A391 – Health & Human Services Levy 4.8	JT1603083
SU514596 – Alcohol Drug Addiction Mental Health 4.8	
Transfer Out	\$ 4,920,457.50
FROM: 29A392 – Health & Human Services Levy 3.9	
SU514729 – Alcohol Drug Addiction Mental Health 3.9	
Revenue Transfer	\$ 4,920,456.50
TO: 20A317 – ADAMHSBCC (as of 7/1/2009)	
MH431056 – BH–Administrative Operating Budget	
Revenue Transfer	\$ 9,840,914.00

Subsidy for 2016 fourth quarter support of the Alcohol Drug Addiction Mental Health Board. Funding comes from the HHS Levy.

B. FROM: 29A392 – Health & Human Services Levy 3.9	JT1606092
SU514737 – Employment & Family Subsidy 3.9	
Transfer Out	\$ 657,630.93
FROM: 29A391 – Health & Human Services Levy 4.8	
SU514430 – Employment & Family Subsidy	
Revenue Transfer	\$ 1,072,976.79
TO: 24A510 – Work & Training Administration	
WT137109 – Administrative Services – General Manager	
Revenue Transfer	\$ 1,730,607.72

In accordance with the O.R.C. Section 5101.16 the County is required to pay a share of TANF related administration (\$5,430,662) and Non-TANF (\$1,243,811) related administration for Medicaid and food related expenditures during a calendar year. This represents 3/12 of the total required mandated share that generally is transferred to the corresponding fund on a quarterly basis. This transfer is for July through September 2016. The amount is based on the current State fiscal year's requirement. The funding source is the Health and Human Services Levy.

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 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



ARMOND BUDISH
Cuyahoga County Executive

TO: Jeanne Schmotzer, Clerk of County Council
FROM: Maggie Keenan, Office of Budget and Management
CC: Dennis Kennedy, Fiscal Office
DATE: October 3, 2016
RE: Fiscal Agenda – 10.11.16 Council Meeting

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **October 11, 2016**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, meet agency budgetary needs.

Appropriation increases on this agenda include a request to appropriate a capital project to complete architectural and engineering work in the Virgil E. Brown and Jane Hunter Buildings. This project was included in the 2016 Capital Improvements Plan at a cost of \$280,000, supported by the cash balance in the combined Public Assistance Funds. The cost of the project has decreased \$35,000 since the time the budget was adopted to \$245,000.

Additionally, this agenda includes a request to appropriate the annual debt service payments on the Excise Tax Revenue Bonds totaling \$60 million issued in December 2015. These bonds were issued to support capital improvements to the County's athletic facilities, supported by a dedicated tax on cigarettes, beer, wine, and alcohol in Cuyahoga County. Appropriating the debt service payments, which are paid by a Trustee, is a new practice based on direction of the County's Fiscal Office. The amount of the debt service has not changed, rather how it is reflected in the County's financial statements.

Also included is a request to appropriate the current year award totaling \$5.9 million from the Ohio Department of Rehabilitation and Corrections to support the operation of the County's Community Based Correctional Facility (CBCF). These funds pass through the County to Oriana House, the not-for-profit entity that operates the facility. CBCFs are State-supported, secure correctional facilities that enable offenders to remain in their communities, maintaining ties with their families, while receiving behavioral health services, job training, and other supports necessary for positive community reintegration. The CBCF is operated by an independent Board of Directors, appointed by the County Executive and the Court of Common Pleas.

Finally, this agenda includes a number of items to close old grants in the Departments of Development, Public Safety and Justice Services, and Health and Human Services.

Following an agreement made between the Administration and the Court of Common Pleas during the budget development process, this agenda seeks to transfer \$1.7 million in General Fund appropriation from the budget of the Clerk of Courts to the Court of Common Pleas. This represents the 2016 cost to the General Fund for the maintenance of the Court's case management system. This is consistent with how we budget the portion of the contract attributed to Domestic Relations Court, which is reflected in the Court's budget, and not the Clerk of Courts.

The cash transfers on this agenda include the 4th quarter subsidy payments to the Alcohol, Drug Addiction and Mental Health Services Board and the Department of Health and Human Services, Division of Job and Family Services.

Additional Appropriation Summary – Additional appropriation is requested when there is a new or increased revenue source or to cover expenditures that exceed the original estimate. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or project or decertification of an encumbrance.

Department	Amount Requested	Funding Source
Capital Projects	\$245,000.00	Special Revenue – HHS Levy Fund Impact
CBCF	\$5,906,125.00	Special Revenue – No General/HHS Levy Fund Impact
Debt Service	\$7,042,774.58	Special Revenue – No General/HHS Levy Fund Impact
Development	(\$9,976.99)	Grant – No General/HHS Levy Fund Impact
Public Safety & Justice Services	(.70)	Grant – No General/HHS Levy Fund Impact
Senior & Adult Services	(\$1,544,657.60)	Grant – No General/HHS Levy Fund Impact
TOTAL	\$11,639,264.29	

The following represents the overall changes made via the Fiscal Agenda to the Annual Appropriation Measure for 2016 since its adoption on December 8, 2015 via Resolution R2015-0209. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

	<u>Proposed</u> <u>09/27/16</u>	<u>Year-To-Date</u> <u>Amendments</u>	<u>R2015-0209</u>	<u>Adjusted Annual</u> <u>Appropriation</u>
General Fund	\$ 0.00	\$15,001,412.19	\$373,115,578.00*	\$388,116,990.19
HHS Levy Impact	\$ 0.00	\$254,431.96	\$237,653,893.00	\$237,908,324.96
Other Fund	\$ 11,639,264.29	\$221,270,329.72	\$859,036,267.00	\$1,080,306,596.72
Total Impact	\$ 11,639,264.29	\$236,526,173.87	\$1,469,805,738.00	\$1,706,331,911.87

*Please note that the General Fund budget reflected above excludes the activity associated with the 0.25% Sales Tax.

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

Department	Amount Transferred	Funding Source
Capital Projects	\$14,115.73	Special Revenue – General Fund Impact
Clerk of Courts/Common Pleas	\$1,798,964.00	General Fund
Miscellaneous/Vital Statistics	\$3,800.00	General Fund
TOTAL	\$1,813,079.73	

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.

Department	Amount Transferred	Funding Source
ADAMHS Board	\$9,840,914.00	HHS Levy Fund
Job & Family Services	\$1,730,607.72	HHS Levy Fund
TOTAL	\$11,571,521.72	

Should you have questions, please do not hesitate to contact me at mkeenan@cuyahogacounty.us or x8191. Thank you for your consideration.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0188

<p>Sponsored by: County Executive Budish/Departments of Law and Public Works</p>	<p>A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Graphic Communications Conference of the International Brotherhood of Teamsters, Local 546M, representing approximately 6 employees in 2 classifications at the Department of Public Works for the period 2/1/2015 - 1/31/2018 to establish terms of the wage re-opener for the period 2/1/2017 - 1/31/2018 and to modify Article 25, Section 3; directing that funds necessary to implement the amendment be budgeted and appropriated; 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.</p>
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WHEREAS, Cuyahoga County and the Graphic Communications Conference of the International Brotherhood of Teamsters, Local 546M (“the Union”), have agreed to amend the Collective Bargaining Agreement (CBA) for the period of 2/1/2015 – 1/31/2018, representing approximately 6 employees in the Cuyahoga County Department of Public Works Print Shop, to establish a COLA for 2017 pursuant to a previously negotiated wage re-opener and to modify Article 25 of the CBA; and

WHEREAS, the parties desire to amend the CBA under the terms of the attached tentative agreement which has been ratified and approved by the Union members; 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 fourteen days of the date on which the parties finalize the agreement, unless otherwise specified, but if the appropriate 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, it is necessary that this Resolution become effective immediately to ensure the efficient operation of the Department of Public Works.

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

SECTION 1. The Cuyahoga County Council hereby approves an amendment to a Collective Bargaining Agreement between Cuyahoga County and Graphic Communications Conference of the International Brotherhood of Teamsters, Local 546M (“the Union”), representing approximately 6 employees in 2 classifications at the Department of Public Works Print Shop for the period 2/1/2015 – 1/31/2018 to establish a COLA pursuant to a previously negotiated wage re-opener and to modify language in Article 25 of that CBA.

SECTION 2. Funds necessary to implement the amendment of the CBA shall be budgeted and approved.

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 the 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 CC024
October 11, 2016

The Parties hereby acknowledge and warrant that they understand and agree to all of the terms of this Agreement to Amend the CBA and they affix their signatures below to indicate their assent to such terms:

FOR THE UNION:

FOR CUYAHOGA COUNTY:

Israel Castro,
President, GCU Local 546M

Armond Budish,
Cuyahoga County Executive

Approved as to Legal Form:

Nora L. Hurley, Deputy Chief Director of Law

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0189

<p>Sponsored by: County Executive Budish/Department of Law and County Sheriff</p>	<p>A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 2927, AFL-CIO, representing approximately 34 employees in various classifications at the Sheriff's Department for the period 1/1/2015 - 12/31/2017 to establish terms of the wage re-opener for the period 1/1/2017 - 12/31/2017 and to modify Article 15, Section 1; directing that funds necessary to implement the amendment be budgeted and appropriated; 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.</p>
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WHEREAS, Cuyahoga County and the American Federation of State, County and Municipal Employees, Ohio Council 8, Local 2927, AFL-CIO ("the Union"), have agreed to amend the Collective Bargaining Agreement (CBA) representing approximately 34 employees in various classifications at the Sheriff's Department to establish wage rates for the period of 1/1/2017 – 12/31/2017 pursuant to a previously negotiated wage re-opener and to modify Article 15, Section 1 of the CBA; and

WHEREAS, the parties desire to amend the CBA under the terms of the attached tentative agreement which has been ratified and approved by the Union members; 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 fourteen days of the date on which the parties finalize the agreement, unless otherwise specified, but if the appropriate 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, it is necessary that this Resolution become effective immediately to ensure the efficient operation of the Cuyahoga County Sheriff's Department.

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

SECTION 1. The Cuyahoga County Council hereby approves an amendment to a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 2927, AFL-CIO ("the Union"), representing approximately 34 employees in various classifications at the Sheriff's Department for the period 1/1/2015 - 12/31/2017 to establish wage rates pursuant to a previously negotiated wage re-opener for the period 1/1/2017 - 12/31/2017 and to modify language in Article 15, Section 1 of that CBA.

SECTION 2. Funds necessary to implement the amendment of the CBA shall be budgeted and approved.

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 the 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 CC024
October 11, 2016

**AGREEMENT TO AMEND THE COLLECTIVE BARGAINING AGREEMENT
BETWEEN CUYAHOGA COUNTY AND THE AMERICAN FEDERATION OF
STATE, COUNTY AND MUNICIPAL EMPLOYEES, OHIO COUNCIL 8, LOCAL
2927, AFL-CIO (INMATE SERVICES UNIT)**

Parties: This Agreement is entered by and between Cuyahoga County, Ohio, as the public employer (herein referred to as the “County”), and the American Federation of State, County and Municipal Employees, Ohio Council 8, Local 2927, AFL-CIO (Inmate Services Unit) (herein referred to as the “Union”). The County and the Union are collectively referred to herein as “the Parties.”

Background Facts: The County and the Union are parties to a collective bargaining agreement (“CBA”) governing terms and conditions of employment for employees in the Sheriff’s Department. The CBA is effective from January 1, 2015 through December 31, 2017, and includes a provision for wage reopener negotiations for Year 3 of the CBA in Article 15, Section 1. The parties engaged in good faith negotiations and reached an agreement as stated below.

Terms: Article 15, Section 1 of the Collective Bargaining Agreement is amended as follows (deleted language is stricken and new language appears in **Bold**):

ARTICLE 15 - WAGES

Section 1. General Wage Increase:

- 1) 2% effective the first date of the first full pay period in January, 2015;
- 2) 2% effective the first date of the first full pay period in January, 2016;
- 3) ~~Wage re-opener for Year 3. The wage re-opener and negotiations shall be subject to the statutory impasse procedures as defined in Chapter 4117 of the Ohio Revised Code.~~ **2% effective the first date of the first full pay period in January, 2017.**

The parties hereby acknowledge and warrant that they understand and agree to all of the terms of this Agreement to Amend the CBA and they affix their signatures below to indicate their assent to all terms:

FOR THE UNION:

By: _____
Peter Gomos
President, Local 2927

By: _____
Brittney Howard
Staff Representative, AFSCME,
Ohio Council 8

Date: _____

FOR THE COUNTY:

By: _____
Armond Budish
Cuyahoga County Executive

Date: _____

Approved as to Legal Form:

By: _____
Todd M. Ellsworth
Assistant Law Director
Cuyahoga County Law Department

Date: _____

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0190

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing a First Amendment to Lease and Right of First Refusal Agreement with The Board of Park Commissioners of the Cleveland Metropolitan Park District for County-owned property on the Flats East and West Banks, located at 1170 Old River Road, Cleveland, for a term of 99 years, by adding Permanent Parcel No. 003-16-029 located adjacent to the intersection of Main Avenue and Center Street underneath the Cleveland Memorial Shoreway; 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.
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WHEREAS, the County Executive/Department of Public Works has recommended a First Amendment to a Lease and Right of First Refusal Agreement with The Board of Park Commissioners of the Cleveland Metropolitan Park District (the “Metroparks”) to add permanent parcel number 003-16-029, located adjacent to the intersection of Main Avenue and Center Street, underneath the Cleveland Memorial Shoreway; and

WHEREAS, pursuant to Cuyahoga County Council Resolution No. R2014-0125 dated 5/27/2014, the County entered into a certain lease and right of first refusal with Metroparks for lease of certain real property (Permanent Parcel Nos. 101-13-028, 101-13-029 and 101-13-030) known as “Flats East Bank Property” and certain real property located on the West Bank of the Flats (Parcels 53 and 54 located between Permanent Parcel Nos. 003-17-009 and 003-19-015) known as “Flats West Bank Property” for an initial term of ninety-nine (99) years with two (2) renewal periods of ninety-nine (99) years each; and

WHEREAS, the primary goal of this Amendment to Lease and Right of First Refusal with the Metroparks is to add to the lease property located adjacent to the intersection of Main Avenue and Center Street, underneath the Cleveland Memorial Shoreway and known as Permanent Parcel No. 003-16-029; and

WHEREAS, the initial terms of the lease and rental rate (\$1.00 per year) will not change; 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 First Amendment to Lease and Right of First Refusal Agreement with The Board of Park Commissioners of the Cleveland Metropolitan Park District for County-owned property on the Flats East and West Banks, located at 1170 Old River Road, Cleveland, for a term of 99 years, by adding Permanent Parcel No. 003-16-029 located adjacent to the intersection of Main Avenue and Center Street underneath the Cleveland Memorial Shoreway.

SECTION 2. That the County Executive or his authorized designee is authorized to execute the First Amendment to Lease and Right of First Refusal Agreement with Metroparks for the same and to take all actions, exercise any options, make payments, and to execute, acknowledge, deliver and/or file for record (as and where appropriate) all documents or instruments and to take such further actions which are necessary or appropriate to effect the intent and purposes of this Resolution and the First Amendment to Lease and Right of First Refusal Agreement.

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__

County Executive/Department of Public Works, submitting an amendment to a lease and Right of First Refusal agreement with The Board of Park Commissioners of the Cleveland Metropolitan Park District for lease of the Flats East and West Bank County properties, located at 1170 Old River Road, Cleveland for a term of 99 years, by adding Permanent Parcel No. 003-16-029 located adjacent to the intersection of Main Avenue and Center Street, underneath the Cleveland Memorial Shoreway.

Funding Source: N/A

A. Scope of Work Summary

1. Dept. of Public Works is requesting approval of an amendment to lease and right of first refusal with Cleveland Metroparks. The amendment will add Permanent Parcel No. 003-16-029 located adjacent to the intersection of Main Avenue and Center Street, underneath the Cleveland Memorial Shoreway. The original lease, recorded on June 27, 2014 as Instrument No. 201406270406, includes property located at 1170 Old River Road, Cleveland, Ohio 44113 (Whiskey Island Property). The initial term of the lease is for 99 years with an option of two consecutive 99 year terms and rental rate is \$1.00 per year. The lease term and rental rate will not change.

a. The primary goal is to execute the first amendment to lease and right of first refusal with Cleveland Metroparks, adding Permanent Parcel No. 003-16-029 to the lease.

b. The project is located at Permanent Parcel No. 003-16-029 located adjacent to the intersection of Main Avenue and Center Street, underneath the Cleveland Memorial Shoreway.

c. Council District 7

B. Procurement: N/A

C. Contractor Information

1. Board of Park Commissioners of the Cleveland Metropolitan Park District

Cleveland Metroparks

4101 Fulton Parkway

Cleveland, Ohio 44144

Council District 3

2. The Cleveland Metroparks CEO is Brian M. Zimmerman.

D. Project Status

1. The project's term has not begun

E. Funding N/A

Resolution No.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0191

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing an amendment to Contract No. CE1300548-01 with Marisupham, LLC for lease of office space in the Marion Building, located at 1276 West 3 rd Street, Cleveland, for the period 12/1/2013 - 10/31/2016 to extend the time period to 10/31/2017 and for additional funds in the amount not-to-exceed \$1,108,668.60; 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.
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WHEREAS, the County Executive/Department of Public Works has recommended an amendment to Contract No. CE1300548-01 with Marisupham, LLC for lease of office space in the Marion Building, located at 1276 West 3rd Street, Cleveland, for the period 12/1/2013 - 10/31/2016 to extend the time period to 10/31/2017 and for additional funds in the amount not-to-exceed \$1,108,668.60; and

WHEREAS, the original Lease between the County and Weston, Inc. was approved by Council on 9/24/2013 pursuant to Resolution No. R2013-0179; and

WHEREAS, pursuant to an Assignment and Assumption Agreement dated 11/1/2013, Weston, Inc. assigned its rights and interests in the property to Marisupham, LLC; and

WHEREAS, the parties now desire to amend said Contract No. CE1300548-01 for lease of space at the Marion Building (floors 1, 2, 4, 5 and 6) located at 1276 West 3rd Street, Cleveland, and exercise the one-year renewal option; 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 amendment to Contract No. CE1300548-01 with Marisupham, LLC for lease of office

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

Journal _____
_____, 20__

Item No. 1

DEPARTMENT OF PUBLIC WORKS - DIVISION OF FINANCE AND PLANNING: PLANNING

Describe the goods or services being procured.

Requesting approval to amend contract CE1300548 RQ24534 R2013-179 with MARISUPHAM, LLC for lease of space at the Marion Building floors, 1,2,4,5 and 6 located at 1276 West 3rd Street, Cleveland, Ohio 44113 and exercise the one-year renewal option according to Section 3. Renewal Option of the original Lease for the period December 1, 2013 - October 31, 2016 to extend the period to October 31, 2017 and for additional funds in the amount not-to-exceed \$92,389.05 monthly / \$1,108,668.60 annual.
**OPD approved 9-2-16

Total Cost

\$1,108,668.60

Was the specific project funding included in OBM-approved budget for the current year?
on

Contract Start Date

11/1/2016

Contract End Date

10/31/2017

Project Location(s)

Project Council District(s)

Vendor Name(s)

N/A

Funding Source: General Fund

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0192

<p>Sponsored by: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</p>	<p>A Resolution authorizing a contract with Applewood Centers, Inc. in the amount not-to-exceed \$641,000.00 for the Placement Planning Day Report Program for the period 7/1/2016 - 6/30/2017; 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.</p>
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WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division recommended a contract with Applewood Centers, Inc. in the amount not-to-exceed \$641,000.00 for the Placement Planning Day Report Program for the period 7/1/2016 - 6/30/2017; and

WHEREAS, the primary goal of this project is to provide a day report center for Court-involved youth as an alternative to secure detention; and

WHEREAS, this project is funded 99% by Title IV-E and 1% by RECLAIM Ohio 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 operations 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 Applewood Centers, Inc. in the amount not-to-exceed \$641,000.00 for the Placement Planning Day Report Program for the period 7/1/2016 - 6/30/2017.

SECTION 2. That the County Executive is authorized to execute the contract 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,

Item No. 6**A. Scope of Work Summary**

1. Juvenile Court is requesting approval of a contract for the Placement Planning Day Report Program with Applewood Centers, Inc for the time period of July 1, 2016 to June 30, 2017, for a not-to-exceed value of \$641,000.00.
2. The primary goal of the project is to provide a day report center for Court-involved youth as an alternative to secure Detention.
3. N/A

B. Procurement

1. The procurement method for this project was an RFP process (RFP #22544). The total value of the RFP was \$2,173,852.00.
2. The procurement method was closed on February 28, 2012. There was no SBE goal.
3. Three (3) vendors submitted responses to this RFP: one (1) for Shelter Care services only, one (1) for both Shelter Care and Placement Planning Day Report, and one (1) for Placement Planning Day Report only. All submitted proposals were considered and reviewed, and all three (3) vendors were awarded services. Two (2) vendors were awarded Shelter Care Services contracts.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Applewood Centers, Inc.
10427 Detroit Avenue
Cleveland, Ohio 44102
Council District: 3

2. Executive Director of Applewood Centers, Inc. is Adam Jacobs

- 3.a The address or location of the project is:

Applewood Centers, Inc.
10427 Detroit Avenue
Cleveland, Ohio 44102

- 3.b. The project is located in Council District 3

.

D. Project Status and Planning

1. The project reoccurs annually.
2. N/A
3. N/A
4. N/A
5. The project term has already begun.

E. Funding

1. The project is 99% funded by Title IV-E Funds and 1% funded by RECLAIM Ohio Grant Funds.
2. The schedule of payments is monthly by invoice.
3. N/A

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0179

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution declaring that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-00.67 over French Creek in the City of North Olmsted; total estimated project cost \$756,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/ Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-00.67 over French Creek in the City of North Olmsted; and

WHEREAS, the estimated project cost is \$756,000.00; and

WHEREAS, this project will be funded as follows: (a) 76% or \$579,600.00 from the County's Road and Bridge fund and (b) 24% or \$176,400.00 from the City of North Olmsted; and

WHEREAS, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is Bradley Road Culvert C-00.67 over French Creek in the City of North Olmsted in Council District 1; and

WHEREAS, the anticipated start date for construction of this project is 2017; and

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

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

SECTION 1. That the Cuyahoga County Council hereby declares that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-00.67 over French Creek in the City of North Olmsted; total estimated project cost \$756,000.00.

SECTION 2. That special assessments are not to be levied nor collected to pay for any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute any and all necessary agreements of cooperation and any other documents with the City of North Olmsted in connection with this project.

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 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 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: September 27, 2016
Committee Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: October 11, 2016

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0180

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution declaring that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-05.44 over Walker Ditch in the City of Westlake; total estimated project cost \$581,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/ Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-05.44 over Walker Ditch in the City of Westlake; and

WHEREAS, the estimated project cost is \$581,000.00; and

WHEREAS, this project will be funded as follows: (a) 76% or \$445,400.00 from the County's Road and Bridge fund and (b) 24% or \$135,600.00 from the City of Westlake; and

WHEREAS, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is Bradley Road Culvert C-05.44 over Walker Ditch in the City of Westlake in Council District 1; and

WHEREAS, the anticipated start date for construction of this project is 2018; and

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

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

SECTION 1. That the Cuyahoga County Council hereby declares that public convenience and welfare requires culvert replacement of Bradley Road Culvert C-05.44 over Walker Ditch in the City of Westlake; total estimated project cost \$581,000.00.

SECTION 2. That special assessments are not to be levied nor collected to pay for any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute any and all necessary agreements of cooperation and any other documents with the City of Westlake in connection with this project.

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 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 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: September 27, 2016
Committee Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: October 11, 2016

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0181

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution declaring that public convenience and welfare requires culvert replacement of Lindbergh Boulevard Culvert C-00.93 over a creek to West Branch of Rocky River in the City of Olmsted Falls; total estimated project cost \$744,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/ Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires culvert replacement of Lindbergh Boulevard Culvert C-00.93 over a creek to West Branch of Rocky River in the City of Olmsted Falls; and

WHEREAS, the anticipated project cost is \$744,000.00; and

WHEREAS, this project will be funded as follows: (a) 76% or \$570,400.00 from the County's Road and Bridge fund and (b) 24% or \$297,600.00 from the City of Olmsted Falls; and

WHEREAS, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is Lindbergh Boulevard Culvert C-00.93 over a creek to West Branch of Rocky River in the City of Olmsted Falls; and

WHEREAS, the anticipated start date for construction of this project is 2018; and

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

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

SECTION 1. That the Cuyahoga County Council hereby declares that public convenience and welfare requires culvert replacement of Lindbergh Boulevard Culvert C-00.93 over a creek to West Branch of Rocky River in the City of Olmsted Falls; total estimated project cost \$744,000.00.

SECTION 2. That special assessments are not to be levied nor collected to pay for any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute any and all necessary agreements of cooperation and any other documents with the City of Olmsted Falls in connection with this project.

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 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 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: September 27, 2016
Committee Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: October 11, 2016

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0184

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution approving Right-of-Way plans as set forth in Plat No. M-5025 for reconstruction with additional turning lanes of Royalton Road from West 130th Street to York Road in the City of North Royalton; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended approval of Right-of-Way plans as set forth in Plat No. M-5025 for reconstruction with additional turning lanes of Royalton Road from West 130th Street to York Road in the City of North Royalton; and

WHEREAS, in Resolution No. 094303 adopted on 10/15/2009, the Board of County Commissioners declared that public convenience and welfare requires reconstruction with additional turning lanes of Royalton Road from West 130th Street to York Road in the City of North Royalton, Council District 5; and

WHEREAS, the current estimated project cost is \$12,207,500.00, which will be funded as follows: (a) 80% Federal, (b) 12% Issue I, (c) 4% County Road and Bridge and (d) 4% City of North Royalton; 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 Right-of-Way plans as set forth in Plat No. M-5025 for reconstruction with additional turning lanes of Royalton Road from West 130th Street to York Road in the City of North Royalton.

SECTION 2. That the County Executive through the Department of Public Works is hereby authorized to acquire the Rights-of-Way necessary for said improvement.

SECTION 3. That special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement.

SECTION 4. That all proceedings relative to Right-of-Way Plat No. M-5025 are hereby ordered copied into the Road Record of the County by the Department of Public Works and copied into all other proper records of the County by the Fiscal Officer as required by law.

SECTION 5. 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 6. 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: September 27, 2016

Committee Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: October 11, 2016

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0178

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing an amendment to a revenue generating agreement with University Hospitals Health System, Inc. for lease of space in the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11001 Cedar Avenue, Cleveland, for the period 7/30/1996 - 5/31/2016 to extend the time period to 5/31/2017 and for additional revenue in the amount not-to-exceed \$465,045.00; 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.
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WHEREAS, the County Executive/Department of Public Works recommends approval of an amendment to a revenue generating agreement with University Hospitals Health System, Inc. for lease of space in the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11001 Cedar Avenue, Cleveland, for the period 7/30/1996 - 5/31/2016 to extend the time period to 5/31/2017 and for additional revenue in the amount not-to-exceed \$465,045.00; and

WHEREAS, this project is for extension of a revenue generating lease agreement with University Hospitals Health System, Inc. for lease of space at the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11001 Cedar Avenue, Cleveland; 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 amendment to a revenue generating agreement with University Hospitals Health System, Inc. for lease of space in the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11001 Cedar Avenue, Cleveland, for the period

First Reading/Referred to Committee: September 27, 2016
Committee Assigned: Public Works, Procurement & Contracting

Journal CC024
October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0182

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p> <p>Co-sponsored by: Councilmember Conwell</p>	<p>A Resolution making an award on RQ37533 to Schirmer Construction, LLC in the amount not-to-exceed \$1,953,750.00 for rehabilitation of Cedar Road Bridge No. 229 over Doan Brook in the City of Cleveland; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer recommended an award on RQ37533 to Schirmer Construction, LLC in the amount not-to-exceed \$1,953,750.00 for rehabilitation of Cedar Road Bridge No. 229 over Doan Brook in the City of Cleveland; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds; and

WHEREAS, the primary purpose of this project is for improvement of Cedar Road Bridge No. 229 over Doan Brook in the City of Cleveland; located in Council District 7; and

WHEREAS, this project is scheduled to begin 10/3/2016 and scheduled to be completed by 8/4/2017; and

WHEREAS, the project is funded 80% (or \$1,563,000.00) from Federal Funds and 20% (or \$390,750.00) from the \$5.00 Vehicle License Tax 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 operations 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 RQ37533 to Schirmer Construction, LLC in the amount not-to-exceed \$1,953,750.00 for rehabilitation of Cedar Road Bridge No. 229 over Doan Brook in the City of Cleveland.

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

SECTION 3. That the County Council hereby authorizes the County Engineer, on behalf of the County Executive, to make application for allocation from County Motor Vehicle \$5.00 License Tax Funds to partially fund said contract.

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 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 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: September 27, 2016

Committee Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested: October 5, 2016

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0183

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p> <p>Co-sponsored by: Councilmember Conwell</p>	<p>A Resolution authorizing an amendment to Contract No. CE1300507-01 for design engineering services for the Towpath Trail - Stage 4 from Tremont/Literary Trailhead to Canal Basin Park in Cuyahoga County to change the name of the provider from Michael Baker Jr., Inc. to Michael Baker International, Inc., to change the scope of services and the terms, effective 7/12/2016, and for additional funds in the amount not-to-exceed \$1,043,913.00; 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.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an amendment to Contract No. CE1300507-01 for design engineering services for the Towpath Trail - Stage 4 from Tremont/Literary Trailhead to Canal Basin Park in Cuyahoga County to change the name of the provider from Michael Baker Jr., Inc. to Michael Baker International, Inc., to change the scope of services and the terms, effective 7/12/2016, and for additional funds in the amount not-to-exceed \$1,043,913.00; and

WHEREAS, the scope of services has been expanded to include environmental analysis, Stage 1, Stage 2 and Stage 3 design, right-of-way plan, performance of the scope of the final design, preparation of final package, bridge detailed design, services during construction, and right of way acquisition services; and

WHEREAS, the additional services included in this amendment could not be contracted with the initial contract since the scope of final design was not known at that time but developed during the preliminary engineering and environmental studies; 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 amendment to Contract No. CE1300507-01 for design engineering services for the Towpath Trail - Stage 4 from Tremont/Literary Trailhead to Canal Basin Park in Cuyahoga County to change the name of the provider from Michael Baker Jr., Inc. to Michael Baker International, Inc., to change the scope of services and the terms, effective 7/12/2016, and for additional funds in the amount not-to-exceed \$1,043,913.00.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with said awards and this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 27, 2016
Committee Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested: October 5, 2016

Journal CC024
October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0185

Sponsored by: County Executive Budish/County Treasurer	A Resolution authorizing a contract with Tax Ease Ohio, LLC, as purchaser and servicer, in the amount not-to-exceed \$50,000,000.00 for the sale of tax lien certificates; 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.
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WHEREAS, Ohio Revised Code Section 5721.33 authorizes the County to negotiate the sale and transfer of tax certificates; and,

WHEREAS, the County Executive, through the County Treasurer, is recommending a contract with Tax Ease Ohio, LLC, as purchaser and servicer, in the amount not-to-exceed \$50,000,000.00 U.S. Dollars for the sale of tax lien certificates; 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 agency.

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 Tax Ease Ohio, LLC, as purchaser and servicer, in the amount not-to-exceed \$50,000,000.00 U.S. Dollars for the sale of tax lien certificates.

SECTION 2. That the County Executive and County Treasurer are authorized to execute the contract and all other documents consistent with this Resolution.

SECTION 3. Bids were solicited via the National Tax Lien Association website. To the extent an exemption from competitive bidding is needed, it is hereby granted.

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 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 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: September 27, 2016
Committee Assigned: Community Development

Legislation Substituted on the Floor: September 27, 2016

Journal CC024
October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0186

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution authorizing an amendment to Contract No. CE1200260-01 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for transitional housing program services for the period 6/1/2012 - 9/30/2016 to extend the time period to 9/30/2017 and for additional funds in the amount not-to-exceed \$1,222,993.00; 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.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended an amendment to Contract No. CE1200260-01 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for transitional housing program services for the period 6/1/2012 - 9/30/2016 to extend the time period to 9/30/2017 and for additional funds in the amount not-to-exceed \$1,222,993.00; and

WHEREAS, the primary goals of this project are: (a) to provide safe, decent shelter services for homeless, single adults; (b) to assist in the reduction of the length of stay for persons experiencing homelessness; and (c) to provide support services to clients to obtain employment; and

WHEREAS, this amendment is being funded 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 authorizes an amendment to Contract No. CE1200260-01 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for transitional housing program

services for the period 6/1/2012 - 9/30/2016 to extend the time period to 9/30/2017 and for additional funds in the amount not-to-exceed \$1,222,993.00.

SECTION 2. That the County Executive is authorized to execute the amendment 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: September 27, 2016
Committee Assigned: Health, Human Services & Aging

Journal CC024
October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0141

Sponsored by: County Executive Budish/Department of Information Technology and Councilmembers Greenspan, Miller, Hairston and Schron	A Resolution making awards on RQ29315 to various providers, in the total amount not-to-exceed \$23,849,601.00, for various services for the Enterprise Resource Planning System for various time periods; authorizing the County Executive to execute the contracts, master services agreements 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/Department of Information Technology has recommended awards on RQ29315 to various providers, in the total amount not-to-exceed \$23,849,601.00, for various services for the Enterprise Resource Planning (ERP) System for various time periods; and

WHEREAS, the primary goals of the Enterprise Resource Planning (ERP) System project are to acquire, implement, document processes on an Enterprise Resource Planning System solution that allows the County to have an integrated view of all of the business processes and other sub-processes for the various agencies and departments within the County in order to maximize efficiencies and effectiveness of these processes; and

WHEREAS, the providers and services that are essential to the Enterprise Resource Planning System include:

- i. Ciber, Inc. for information technology services and solutions; and
- ii. Infor Public Sector, Inc. for software licenses, maintenance and support for ERP software; and
- iii. MHC Software, Inc. for ERP printing integration software licenses, support and implementation services; and
- iv. Emphasys Software for licenses, support and maintenance and implementation services for SymPro Treasury Management Software; and

WHEREAS, the project will initially be funded by the Capital Fund and thereafter 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 RQ29315 to various providers, in the total amount not-to-exceed \$23,849,601.00, for various services for the Enterprise Resource Planning System in the specific amounts and for the specific time periods as set forth below:

- i. Ciber, Inc. in the amount not-to-exceed \$9,036,696.00 for information technology services and solutions for the period 10/1/2016 - 9/30/2021; and
- ii. Infor Public Sector, Inc. in the amount not-to-exceed \$14,358,698.00 for software licenses, maintenance and support for ERP software for the period 10/1/2016 - 9/30/2026; and
- iii. MHC Software, Inc. in the amount not-to-exceed \$194,635.00 for ERP printing integration software licenses, support and implementation services for the period 10/1/2016 - 9/30/2021; and
- iv. Emphasys Software in the amount not-to-exceed \$259,573.00 for licenses, support and maintenance and implementation services for SymPro Treasury Management Software for the period 10/1/2016 - 9/30/2026.

SECTION 2. That the County Executive is authorized to execute the contracts, master services agreements, order forms and statements of work 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: August 9, 2016

Committee(s) Assigned: Finance & Budgeting

Committee Report/Second Reading: September 27, 2016

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0153

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s appointment and reappointment of various individuals to serve on the Cleveland/Cuyahoga County Workforce Development Board for an unexpired term ending 6/30/2019, and declaring the necessity that this Resolution become immediately effective.
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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 Cleveland/Cuyahoga County Workforce Development Board (fka Workforce Investment Board) was established to fulfill the functions outlined in the Federal Workforce Investment Act of 1998 and was created pursuant to the provisions of Ohio Revised Code Chapter 6301; and

WHEREAS, the joint operation between the City of Cleveland and Cuyahoga County provides public policy guidelines and exercises oversight of local programs of workforce activities; and

WHEREAS, County Executive Armond Budish has nominated the following individuals to serve on the Cleveland/Cuyahoga County Workforce Development Board for an unexpired term ending 6/30/2019:

a) Appointments:

- 1) Ethan Karp
- 2) Mone Givner

b) Reappointment:

- 1) Aaron Grossman; 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 Board.

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

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's appointment and reappointment of the following individuals to serve on the Cleveland/Cuyahoga County Workforce Development Board for an unexpired term ending 6/30/2019:

a) Appointments:

- 1) Ethan Karp
- 2) Mone Givner

b) Reappointment:

- 1) Aaron Grossman

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 daily operation of the County. Provided that this Resolution receives the affirmative vote of at least 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 adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 13, 2016

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

Committee Report/Second Reading: September 27, 2016

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0154

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the goal of the Cuyahoga Regional HIV Health Services Planning Council is to identify HIV positive individuals and to link them into appropriate care and living situations to improve health outcomes comprised of Transitional Grant Area of Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties; and

WHEREAS, the Membership and Outreach committee of the Cuyahoga Regional HIV Health Services Planning Council recommend the nominees based on satisfying the Membership guidelines as outlined in the 2009 Ryan White Treatment Extension Act, Section 2602, matching Membership positions that were needed on the Planning Council, and those who acknowledged the time requirements for membership; and

WHEREAS, the Regional HIV Health Services Planning Council is a 40 member body serving staggered terms; and

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

WHEREAS, County Executive Armond Budish has nominated the following individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018:

- 1) Appointments:
 - a. Tracy Johnson
 - b. Chris Kreuger
 - c. LeAnder Lovett
 - d. Maurice Smith
 - e. Dr. Alan Taege

f. Robert Watkins

2) Reappointments:

- a. Kimberlin Dennis
- b. Susan DiCocco
- c. Melissa Federman
- d. Bryan Jones
- e. James Stevenson
- f. Leshia Yarbrough-Franklin

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 Board.

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

SECTION 1. The Council of Cuyahoga County hereby confirms the County Executive's appointment and reappointment of the following individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018:

1) Appointments:

- a. Tracy Johnson
- b. Chris Kreuger
- c. LeAnder Lovett
- d. Maurice Smith
- e. Dr. Alan Taege
- f. Robert Watkins

2) Reappointments:

- a. Kimberlin Dennis
- b. Susan DiCocco
- c. Melissa Federman
- d. Bryan Jones
- e. James Stevenson
- f. Leshia Yarbrough-Franklin

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

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 13, 2016

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

Committee Report/Second Reading: September 27, 2016

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0156

<p>Sponsored by: County Executive Budish/Department of Public Works</p> <p>Co-sponsored by: Councilmember Gallagher</p>	<p>A Resolution authorizing a utility agreement with City of Olmsted Falls for installation and maintenance of a joint sanitary sewer; operation, maintenance and repair of pump stations and wastewater treatment plants; and maintenance and repair of storm and sanitary sewers located in County Sewer District No. 14; and 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>
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WHEREAS, the County Executive/Department of Public Works recommends approval of a utility agreement with the City of Olmsted Falls for installation and maintenance of a joint sanitary sewer; operation, maintenance and repair of pump stations and wastewater treatment plants; and maintenance and repair of storm and sanitary sewers located in County Sewer District No. 14; and

WHEREAS, Cuyahoga County, on behalf of Olmsted Township, partnered with the City of Olmsted Falls to construct a joint sanitary sewer on Cook Road, Columbia Road and Nobottom Road (the "Joint Sewer"); and

WHEREAS, in consideration for the benefit received by the properties located in Olmsted Township, Cuyahoga County agreed to reimburse the City of Olmsted Falls fifty percent (50%) of the engineers estimated for the construction of Joint Sewer and fifty percent (50%) of the cost of maintaining the Joint Sewer; and

WHEREAS, the County's contribution for the construction Joint Sewers is funded as follows: (a) 35% Sanitary Sewer District Funds and (b) 65% Road & Bridge Funds; and

WHEREAS, the City of Olmsted Falls desires to retain Cuyahoga County to operate, maintenance and repair City-owned wastewater treatment plants and pumping stations and perform maintenance and repair of City-owned storm and sanitary sewers upon request; 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 utility agreement with the City of Olmsted Falls for installation and maintenance of a joint sanitary sewer; operation, maintenance and repair of pump stations and wastewater treatment plants; and maintenance and repair of storm and sanitary sewers located in County Sewer District No. 14.

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 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: September 13, 2016

Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested on the Floor: September 13, 2016

Committee Report/Second Reading: September 27, 2016

Journal CC024

October 11, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0158

<p>Sponsored by: County Executive Budish/Department of Development</p> <p>Co-sponsored by: Councilmembers Conwell, Germana, Miller, Greenspan and Hairston</p>	<p>A Resolution authorizing an Economic Development Fund Business Growth and Attraction loan in the amount not-to-exceed \$2,000,000.00 to 105th Cedar Partners, LLC for the benefit of a project located at East 105th Street and Cedar Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Development has recommended an Economic Development Fund Business Growth and Attraction loan in the amount not-to-exceed \$2,000,000.00 to 105th Cedar Partners, LLC for the benefit of a project located at East 105th Street and Cedar Avenue, Cleveland; and

WHEREAS, the primary goals of this project are to redevelop a vacant lot located at East 105th Street and Cedar Avenue, Council District 7, for the purposes of a constructing a 43,000 square foot office and research facility for the IBM Exploryst Project; and

WHEREAS, the project is anticipated to retain eighty (80) existing jobs and create sixty (60) news jobs; and

WHEREAS, the total cost of this project is estimated at \$11,121,923.00 of which the County will loan 105th Cedar Partners, LLC the amount not-to-exceed \$2,000,000.00 with a term of ten (10) years at an interest rate of 3%; and

WHEREAS, the proposed funding source for the loan is the Cuyahoga County Western Reserve Fund; and

WHEREAS, the project will be subject to the following, as applicable, and without limitation: the County's SBE Policy, adopted October 29, 2009, execution of a Workforce Development Agreement, submission of annual job creation/retention reporting and payment of prevailing wages for that portion of the project funded by the County loan authorized herein; 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 authorizes an Economic Development Fund Business Growth and Attraction loan in the amount not-to-exceed \$2,000,000.00 to 105th Cedar Partners, LLC for the benefit of a project located at East 105th Street and Cedar Avenue, Cleveland.

SECTION 2. That the County Executive and/or Director of Development are authorized to execute all documents consistent with said loan and 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: September 13, 2016
Committee(s) Assigned: Economic Development & Planning

Additional Sponsorship Requested: September 19, 2016

Committee Report/Second Reading: September 27, 2016

Journal CC024
October 11, 2016

County Council of Cuyahoga County, Ohio

Ordinance No. O2016-0012

Sponsored by: County Executive Budish/Department of Human Resources	An Ordinance amending Section 303.01 of the Cuyahoga County Code to update the Civil Service Code of Cuyahoga County, as amended; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Article IX of the Charter of Cuyahoga County creates a Personnel Review Commission that shall be 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, 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, the County's current Civil Service System is codified in Chapter 124 of the Ohio Revised Code, Chapter 123:1 of the Ohio Administrative Code, the Cuyahoga County Administrative Rules and the Policies and Procedures Manual; and

WHEREAS, Section 2.10 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinance Nos. O2011-0015 and O2011-0028) states that the employment of all classified County employees is subject to the provisions of the Ohio Revised Code (Chapter 124), the Ohio Administrative Code (Chapter 123:1), the Cuyahoga County Administrative Rules and the Policies and Procedures Manual; and

WHEREAS, Section 301.23 of the Ohio Revised Code authorizes a charter-created county civil service commission to create a new system for employment with the county on the basis of merit and fitness, as ascertained by competitive examination; and

WHEREAS, the amendments proposed are designed to create pay equity for County employees performing similar duties; 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. Council hereby adopts the following changes to the County’s current Civil Service System as codified in Chapter 124 of the Ohio Revised Code, Chapter 123:1 of the Ohio Administrative Code, the Cuyahoga County Administrative Rules and the Policies and Procedures Manual (the “Cuyahoga County Civil Service Pay Equity Plan”) (added language underlined; deleted language in ~~strikethrough~~; subsections that are either deleted or remain in their entirety are noted in *italics* and parentheses):

[Chapter 303: Civil Service Plan](#)

Section 303.01 ~~Pay Equity~~

[A.](#) ~~The following Sections of Chapter 124 of the Ohio Revised Code are hereby amendment as they apply to County employees.—All sections of Ohio Revised Code Chapter 124 applicable to employees of Ohio counties that are not specifically amended or superseded by this Chapter 303~~ remain in full effect in their entirety. In the event a conflict between the Administrative Rules of the Personnel Review Commission and Title 3, Employment Practices, the Code shall prevail. Substantive changes to the Ohio Revised Code and/or the Administrative Code as may apply to the County shall be made only through ordinance. [In the event a conflict between this Title and a collective bargaining agreement, the collective bargaining agreement shall prevail.—All sections in Chapter 124 that are not specifically identified in bold below remain in full effect in their entirety.](#)

~~124.14—Job Classification—Pay Ranges.~~

~~(A)(1) The Personnel Review Commission shall establish, and may modify or rescind, subject to approval by County Council, a job classification plan in accordance with the requirements of Section 9.04 of the Cuyahoga County Charter and Chapter 305 of this Code. The Commission shall group jobs within a classification so that the positions are similar enough in duties and responsibilities to be described by the same title, to have the same pay assigned with equity, and to have the same qualifications for selection applied. The Commission shall assign a classification title to each classification within the classification plan. However, the Commission shall consider in establishing classifications, including classifications with parenthetical titles, and assigning pay ranges, such factors as duties performed only on one shift, special skills in short supply in the labor market, recruitment problems, separation rates, comparative salary rates, the amount of training required and other conditions affecting employment. The~~

~~Commission shall describe the duties and responsibilities of the class, and establish the qualifications for being employed in each position in the class.
The Commission shall assign each classification to an equitable pay range.~~

~~(2) The Director may reassign to a proper classification those positions and/or employees have been assigned to an improper classification. The Director may also assign a proper classification to a County employee who qualifies for a classification but has not previously been assigned to one. If a reassignment or assignment occurs, the employee shall be placed in an equitable pay step in the applicable pay range for the new classification. Determination of the equitable pay step shall be based on the review of the employee's relative skill level, education and experience as compared to the employees currently existing in the classification.~~

~~(3) (Deleted in its entirety)~~

~~(4) The Commission shall subject to approval by County Council, assign related classifications, which form a career progression, to a classification series. The Commission shall, subject to approval by County Council, assign each classification in the classification plan a five digit number, the first four digits of which shall denote the classification series to which the classification is assigned. When a career progression encompasses more than ten classifications, the Commission shall, subject to approval by County Council, identify the additional classifications belonging to a classification series. The additional classifications shall be part of the classification series, notwithstanding the fact that the first four digits of the number assigned to the additional classifications do not correspond to the first four digits of the number of the assigned to other classification in the classification series.~~

~~(5) (Deleted in its entirety)~~

~~(B) Division (A) of this section only applies to those positions identified in Section 9.03 of the Charter.~~

~~(1) (Deleted in its entirety)~~

~~(2) (Deleted in its entirety)~~

~~(3) (Deleted in its entirety)~~

~~(4) (Deleted in its entirety)~~

~~(5) (Deleted in its entirety)~~

~~(C) (Retained in its entirety)~~

B. Job Classification—Pay RangesClassification Plan.

1) The Personnel Review Commission shall administer, subject to approval by County Council, a clear, countywide classification and salary administration system in accordance with the requirements of Section 9.03 of the Cuyahoga County Charter. The Commission shall group positions within a classification so that the positions are similar enough in duties and responsibilities to be described by the same title, to have the same pay assigned with equity, and to have the same qualifications for selection applied. The Commission shall recommend a classification title for each classification within the classification plan. The Commission shall consider in recommending classifications and equitable pay grades, those factors deemed compensable by the County. The Commission shall describe the duties and responsibilities of the class in proposed classifications specifications, and recommend to County Council the qualifications for each position in the class.

2) The Commission shall, subject to approval by County Council, assign related classifications that form a career progression to a classification series, and shall assign each series to a job family.

3) Classification Plan Maintenance. When, the Personnel Review Commission recommends and Council determines to change the pay grade assigned to an existing classification or create a new classification, the Director of Human Resources is authorized to set the pay of affected employees, if any. Determination of pay shall not be arbitrary or capricious, or based on nepotism, political affiliation or any other factor that violates the County Ethic Ordinance or any other County, state or federal law. Individual pay determinations shall be based on relevant factors to be determined in each case by the Director that may include, but are not limited to, direct experience performing the job functions, qualifications, the labor market, and the pay of other employees assigned to the same classification in the same appointing authority. If funds are available, any pay rate change resulting from this process may be implemented no later than the first full pay period of the following calendar year, unless the Executive determines, in his/her discretion, to implement the change earlier. Pay determinations by the Director under this section that do not result in a reduction in pay shall not be subject to appeal.

C. Position Audits.

1) The Director of Human Resources may initiate a position audit and, based on the results of the audit, may reassign any employee to the proper classification, as long as the employee is performing the essential job functions of the classification identified by the Director at least fifty percent (50%) of his/her time for a minimum of one hundred and twenty (120) consecutive calendar days and the employee meets the minimum qualifications for the classification.

2) Upon the request of any non-bargaining, non-probationary classified employee, the Director of Human Resources shall perform a position audit to review the employee's position for the sole purpose of determining whether the employee is

properly assigned to his/her classification and, if not, to identify the proper classification. The Director of Human Resources shall give to the affected employee and to the employee's appointing authority a written notice of the Director's determination. Reassignment may only occur if the employee continues to perform essential job functions that are exclusive to another classification at least fifty percent (50%) of his/her time for a minimum of one hundred twenty (120) calendar days, and the employee meets the minimum qualifications for the classification. An employee may not request a position audit more than once in a twelve (12)-month rolling period unless approved the Director.

3) An employee who has been reassigned to a different classification through the position audit process is not required to serve a new probationary period.

4) Employees must meet the minimum qualifications of a classification to be assigned to that classification through the position audit process. The Personnel Review Commission shall, on a regular basis, audit final determinations on position audits to -verify whether the employee meets the minimum qualifications for the classification to which he/she was reassigned.

5) If an employee is reassigned to a different classification through the position audit process referred to in subsections (C)(1) and (C)(2), such placement may result in the employee being reassigned to a classification in the same pay grade, a lower pay grade, or a higher pay grade. If the employee is reassigned to a classification with the same pay graded, the employee's salary shall not change. If the employee is reassigned to a classification with a lower pay grade, the employee's pay may be decreased by up to five percent (5%), or set at the new pay grade's maximum rate, whichever pay decrease is greater, and the pay decrease shall not be retroactive. If the employee is reassigned to a classification with a higher pay grade, the employee's pay may be increased by up to five percent (5%), or set at the new pay grade's minimum rate, whichever is greater, and the pay increase shall be retroactive to the first pay period following the date the audit was requested. Pay determinations of the Director under this section shall not be arbitrary or capricious. Individual pay determinations shall be based on relevant factors to be determined in each case by the Director that may include, but are not limited to, direct experience performing the job functions, qualifications, the labor market, funding, and the pay of other employees assigned to the same classification in the same appointing authority.

6) In lieu of reassignment pursuant to subsections (C)(1) and (C)(2), the appointing authority may choose, or the Director of Human Resources may direct the appointing authority, to remove or reduce the amount of duties that are in a classification other than the employee's, and to require the assignment of duties that are within the scope of the employee's classification, to occur no later than forty-five (45) calendar days from the date of the determination. In such case, the employee shall be compensated with up to a five percent (5%) pay increase for the temporary performance of duties in a higher-paying classification. This pay increase shall be calculated from the first full pay period following the date the audit was requested through the date the

employee's duties were changed. If following the forty-five (45) calendar-day period the employee believes that he/she is still performing job duties of a different classification at least fifty percent (50%) of his/her time, the Commission shall determine whether the employee has been compensated for the performance of the duties in the higher classification, and may order that the duties be removed within a particular time frame and that the employee be compensated.

7) If an employee is assigned or reassigned to a classification through exercise of powers granted to the Director of Human Resources in subsections (C)(1), (C)(2), or (D), the Director shall give the affected employee and the employee's appointing authority written notice setting forth the Director's determination. If the assignment or reassignment results in a salary reduction, the affected employee shall be offered an opportunity to meet with the Director or designee prior to the determination becoming final. Subsequent to this meeting, or the employee's waiver of this meeting, the Director shall provide the employee and the employee's appointing authority written notice of the Director's final determination. Determination letters may be sent to employees by electronic mail to the employees' County e-mail addresses.

8) Following a final determination of the Director of Human Resources pursuant to Subsections (C)(1), (C)(2), or (D), a non-bargaining, non-probationary employee may file a written appeal with the Personnel Review Commission in accordance with the Personnel Review Commission's Administrative Rules. Employee's may also file an appeal to the limited extent authorized by (C)(6).

9) Following a determination by the Commission that a non-bargaining, non-probationary employee is performing the essential job functions exclusive to a different classification at least fifty percent (50%) of the time, in lieu of reassignment the appointing authority may choose, or the Director of Human Resources may direct the appointing authority, to remove or reduce duties as provided for in Subsection (C)(6) above.

10) Assignment of Current Employees Who Were Not Previously Classified. The Director of Human Resources may assign a County employee who has not previously been assigned to a classification in the classification plan. An employee who has received an assignment pursuant to this Subsection is not required to serve a new probationary period.

D. To ensure pay equity for like positions, the Personnel Review Commission may conduct audits of final pay determinations pursuant to (B)(3), and of final pay determination made pursuant to (C)(5) where appeal rights have expired and there is no pending appeal. When such an audit is conducted, the Department of Human Resources shall provide the Commission with the rationale and supporting documentation for the Director's final pay determination. The Commission shall provide reports on its audit findings to the Administration and County Council. Nothing in this provision shall require the Commission's audit of pay determinations within like positions to be restricted or limited solely to those employees whose pay is

affected by final pay determinations as a result of maintenance of the class plan or the position audit process, but the Personnel Review Commission will not consider in its audit any employees with a pending appeal related to C (5).

~~(D)(1) When the Commission modifies a classification or the assignment of classes to appropriate pay ranges, the Commission shall review the proposed action in an open meeting. If the Commission approves of the proposed action, it shall submit the proposed action to County Council.~~

~~(2) When the Director proposes to reassign any employee or reclassify any position, as long as the reclassification does not result in a modification of the County's Class Plan, and an employee is adversely affected, the Director shall give to the employee affected and to the employee's appointing authority a written notice setting forth the proposed new classification, pay range and step, and salary. Employees shall be given advance notice of reassignment or reclassification in the manner prescribed by the Personnel Review Commission's administrative rules adopted pursuant to section 301.02 of the code. If the reassignment or reclassification results in a reduction in salary, the employee shall be offered an opportunity to meet with the Director or designee to dispute the proposed change. Subsequent to this meeting, or the employee's waiver of this meeting, the Director shall provide the employee written notice of the final decision regarding the proposed reduction. The employee may then file an appeal of the Director's final decision to the Personnel Review Commission in accordance with the process described below.~~

~~Upon the request of any classified employee who is not serving in a probationary period, the Director shall perform a job audit to review the classification of the employee's position to determine whether the position is properly classified. The Director shall give to the employee affected and to the employee's appointing authority a written notice of the Director's determination whether or not to reclassify the position. An employee desiring a hearing shall file a written request for the hearing with the Personnel Review Commission in accordance with the Personnel Review Commission's Rules.~~

~~order the reclassification of the employee and require the Director to assign the employee to such appropriate classification as the facts and evidence warrant. As provided in division (A)(1) of section 124.03 of the Revised Code, the Commission may determine the most appropriate classification for the position of any employee coming before the board, with or without a job audit. The Commission shall disallow any reclassification or reassignment classification of any employee when it finds that changes have been made in the duties and responsibilities of any particular employee for political, religious, or other unjust reasons. fifty5~~

~~(E) (Deleted in its entirety)~~

~~(F) (Deleted in its entirety)~~

~~(G) (Deleted in its entirety)~~

~~(H) (Deleted in its entirety)~~

~~(I) The Director shall set the rate of compensation for all intermittent, seasonal, temporary, emergency, and casual employees in the service of the County who are not considered public employees under section 4117.01 of the Revised Code.~~

124.34 - Reduction in Pay or Position - Suspension - Removal.

(A) The tenure of every officer or employee in the classified service of the state and the counties, civil service townships, cities, city health districts, general health districts, and city school districts of the state, holding a position under this chapter, shall be during good behavior and efficient service. No officer or employee shall be reduced in pay or position, fined, suspended, or removed except as provided in section 124.32 of the Revised Code, and for incompetency, inefficiency, dishonesty, drunkenness, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, violation of any policy or work rule of the officer's or employee's appointing authority, violation of this chapter or the rules of the director of administrative services or the commission, any other failure of good behavior, any other acts of misfeasance, malfeasance, or nonfeasance in office, or conviction of a felony. The denial of a one-time pay supplement or a bonus to an officer or employee is not a reduction in pay for purposes of this section.

This section does not apply to any modifications or reductions in pay authorized by division (A)(2) of Section 124.14, division (O) of section 124.181 or section 124.392 or 124.393 of the Revised Code.

An appointing authority may require an employee who is suspended to report to work to serve the suspension. An employee serving a suspension in this manner shall continue to be compensated at the employee's regular rate of pay for hours worked. The disciplinary action shall be recorded in the employee's personnel file in the same manner as other disciplinary actions and has the same effect as a suspension without pay for the purpose of recording disciplinary actions.

A finding by the appropriate ethics commission, based upon a preponderance of the evidence, that the facts alleged in a complaint under section 102.06 of the Revised Code constitute a violation of Chapter 102, section 2921.42, or section 2921.43 of the Revised Code may constitute grounds for dismissal. Failure to file a statement or falsely filing a statement required by section 102.02 of the Revised Code may also constitute grounds for dismissal. The tenure of an employee in the career professional service of the department of transportation is subject to section 5501.20 of the Revised Code.

Conviction of a felony is a separate basis for reducing in pay or position, suspending, or

removing an officer or employee, even if the officer or employee has already been reduced in pay or position, suspended, or removed for the same conduct that is the basis of the felony. An officer or employee may not appeal to the state personnel board of review or the commission any disciplinary action taken by an appointing authority as a result of the officer's or employee's conviction of a felony. If an officer or employee removed under this section is reinstated as a result of an appeal of the removal, any conviction of a felony that occurs during the pendency of the appeal is a basis for further disciplinary action under this section upon the officer's or employee's reinstatement.

A person convicted of a felony immediately forfeits the person's status as a classified employee in any public employment on and after the date of the conviction for the felony. If an officer or employee is removed under this section as a result of being convicted of a felony or is subsequently convicted of a felony that involves the same conduct that was the basis for the removal, the officer or employee is barred from receiving any compensation after the removal notwithstanding any modification or disaffirmance of the removal, unless the conviction for the felony is subsequently reversed or annulled.

Any person removed for conviction of a felony is entitled to a cash payment for any accrued but unused sick, personal, and vacation leave as authorized by law. If subsequently reemployed in the public sector, the person shall qualify for and accrue these forms of leave in the manner specified by law for a newly appointed employee and shall not be credited with prior public service for the purpose of receiving these forms of leave.

As used in this division, "felony" means any of the following:

- (1) A felony that is an offense of violence as defined in section 2901.01 of the Revised Code;
- (2) A felony that is a felony drug abuse offense as defined in section 2925.01 of the Revised Code;
- (3) A felony under the laws of this or any other state or the United States that is a crime of moral turpitude;
- (4) A felony involving dishonesty, fraud, or theft;
- (5) A felony that is a violation of section 2921.05, 2921.32, or 2921.42 of the Revised Code.

(B) In case of a reduction, a suspension of more than forty work hours in the case of an

employee exempt from the payment of overtime compensation, a suspension of more than twenty-four work hours in the case of an employee required to be paid overtime compensation, a fine of more than forty hours' pay in the case of an employee exempt from the payment of overtime compensation, a fine of more than twenty-four hours' pay in the case of an employee required to be paid overtime compensation, or removal, except for the reduction or removal of a probationary employee, the appointing authority shall serve the employee with a copy of the order of reduction, fine, suspension, or removal, which order shall state the reasons for the action.

An employee may appeal such order in accordance with the Rules set forth by the Personnel Review Commission. If an appeal is filed, the Personnel Review Commission shall forthwith notify the appointing authority and shall hear, or appoint a hearing officer to hear, the appeal. The Personnel Review Commission may affirm, disaffirm, or modify the judgment of the appointing authority. However, in an appeal of a removal order based upon a violation of a last chance agreement, the Personnel Review Commission may only determine if the employee violated the agreement and thus affirm or disaffirm the judgment of the appointing authority.

Either the employee or the appointing authority may appeal the decision of the Personnel Review Commission to the Cuyahoga County Court of Common Pleas in accordance with general law.

(C) (Deleted in its entirety)

(D) A violation of division (A)(7) of section 2907.03 of the Revised Code is grounds for termination of employment of a nonteaching employee under this section.

(E) As used in this section, "last chance agreement" means an agreement signed by both an appointing authority and an officer or employee of the appointing authority that describes the type of behavior or circumstances that, if it occurs, will automatically lead to removal of the officer or employee without the right of appeal to the state personnel board of review or the appropriate commission.

~~123:1-7-22 — Reassignments by the Director of Human Resources~~

~~The Director may reassign to a proper classification those positions and/or employees that have been assigned to an improper classification. The Director may also assign a proper classification to a County employee who qualifies for classification but has not previously been assigned to one. If a reassignment or new assignment occurs, the employee shall be placed in an equitable pay step in the applicable pay range for the new classification. Determination of the equitable pay step shall be based on a review of the employee's relative skill level, education and experience as compared to the employees currently existing in the classification. Such placement may result in the~~

~~employee maintaining their current salary, or may result in an increase or reduction in salary.~~

~~If the reclassification results in a reduction in salary, the employee shall be offered an opportunity to meet with the Director or designee to dispute the proposed change. Subsequent to this meeting, or the employee's waiver of this meeting, the Director shall provide the employee written notice of the final decision regarding the proposed reduction. The employee may then file an appeal of the Director's final decision to the Personnel Review Commission in accordance with the Commission's rules.~~

~~(B) (Deleted in its entirety)~~

~~(C) (Deleted in its entirety)~~

~~1. CUYAHOGA COUNTY ADMINISTRATIVE RULES—The following section of the Cuyahoga County Administrative Rules is hereby amended. All sections in the Cuyahoga County Administrative Rules that are not specifically identified in bold below remain in full effect in their entirety.~~

~~—Rule No. 3—Position Audits~~

~~The Director of Human Resources may initiate a position audit and reassign to a proper classification those positions and/or employees that have been assigned to an improper classification. The Director may also assign a proper classification to a County employee who qualifies for classification but has not previously been assigned to one.~~

~~Non-probationary, non-bargaining, classified employees who believe that their duties have changed significantly and feel that their classification is no longer appropriate may request a position audit. An employee wishing to initiate a position audit shall submit their request in writing to the Director of Human Resources. Upon receipt of the employee's request, or upon request of the Director of Human Resources, Human Resources shall forward a Comprehensive Position Questionnaire (CPQ) to the employee for completion. The CPQ will be accompanied by a cover letter and instructions for completing the CPQ. The cover letter will also be sent to the employee's Department Director.~~

~~The employee shall return the completed CPQ forms to Human Resources within thirty (30) days of receipt. The employee may request in writing to the Director of Human Resources a onetime extension of time in which to complete the CPQ. The deadline, however, may not be extended beyond thirty (30) days after the original due date.~~

~~Human Resources will review all submitted information and will make a determination as to the appropriate classification. To meet the classification criteria, an employee must perform the mandatory duties stated in the classification function at least 20% of the time. Prior to rendering a decision on the position audit request, Human Resources reserves the right to conduct an on-site audit. Upon completion of their review, Human Resources will provide written notice of the position audit to the employee with a copy to the Department Director. If the reclassification results in a reduction in salary, the~~

~~employee shall be offered an opportunity to meet with the Director or designee to dispute the proposed change. Subsequent to this meeting, or the employee's waiver of this meeting, the Director shall provide the employee written notice of the final decision regarding the proposed reduction.~~

~~The employee has the right to appeal the decision rendered by Human Resources. This must be done in writing to the Cuyahoga County Personnel Review Commission (PRC) within the time frame set forth in the Personnel Review Commission's Rules~~

~~If a reassignment or new assignment occurs, the employee shall be placed in an equitable pay step in the applicable pay range for the new classification. Determination of the equitable pay step shall be based on a review of the employee's relative skill level, education and experience as compared to the employees currently existing in the classification.~~

~~If the position audit results in no change in the employee's classification, but a change in the pay range assignment of the classification, the employee shall be placed in an equitable pay step in the applicable pay range for the new classification. Determination of the equitable pay step shall be based on a review of the employee's relative skill level, education and experience as compared to the employees currently existing in the classification.~~

~~If the position audit results in the employee receiving a higher salary, any salary adjustment will be computed retroactive to the beginning of the first pay period following the date that the written request for the position audit was received by Human Resources. If the position audit results in the employee receiving a lower salary, any salary adjustment will begin the first day of the first pay period following the date of the final decision by the Director of Human Resources. If the position audit results in the creation of a new classification and/or pay range, any salary adjustment will be effective the first pay period following approval of the new classification and/or pay range by the County (i.e., not retroactive)~~

~~If, after conducting a position audit on an employee, Human Resources becomes aware of similarly situated employees, it will reassign the other employees, effective the beginning of the first pay period following the date that the decision was rendered on behalf of the employee that had requested the audit. For purposes of this section, a "similarly situated employee" is an employee that performs the same essential job functions and responsibilities as the audited employee. Similarly situated employees will not be entitled to retroactive pay increases.~~

~~2.— CUYAHOGA COUNTY PERSONNEL POLICIES AND PROCEDURES MANUAL—The following section the Cuyahoga County Personnel Policies and Procedures Manual is hereby amended. All sections in the Cuyahoga County Personnel Policies and Procedures Manual that are not specifically identified in bold below remain in full effect in their entirety.~~

~~Section 5.09 Non-Bargaining Position Audits~~

~~The Director of Human Resources may initiate a position audit and reassign to a proper classification those positions and/or employees that have been assigned to an improper classification. The Director may also assign a proper classification to a County employee who qualifies for classification but has not previously been assigned to one.~~

~~Non-probationary, non-bargaining, classified employees who believe that their duties have changed significantly and feel that their classification is no longer appropriate may request a position audit.~~

~~An employee wishing to initiate a position audit shall submit their request in writing to the Director of Human Resources. Upon receipt of the employee's request, or upon request of the Director of Human Resources, Human Resources shall forward a Comprehensive Position Questionnaire (CPQ) to the employee for completion. The CPQ will be accompanied by a cover letter and instructions for completing the CPQ. The cover letter will also be sent to the employee's Department Director.~~

~~The employee shall return the completed CPQ forms to Human Resources within thirty (30) days of receipt. The employee may request in writing to the Director of Human Resources a onetime extension of time in which to complete the CPQ. The deadline, however, may not be extended beyond thirty (30) days after the original due date. Human Resources will review all submitted information and will make a determination as to the appropriate classification. To meet the classification criteria, an employee must perform the mandatory duties stated in the classification function at least 20% of the time. Prior to rendering a decision on the position audit request, Human Resources reserves the right to conduct an on-site audit. Upon completion of their review, Human Resources will provide written notice of the position audit to the employee with a copy to the Department Director. If the reclassification results in a reduction in salary, the employee shall be offered an opportunity to meet with the Director or designee to dispute the proposed change. Subsequent to this meeting, or the employee's waiver of this meeting, the Director shall provide the employee written notice of the final decision regarding the proposed reduction.~~

~~The employee has the right to appeal the decision rendered by Human Resources. This must be done in writing to the Cuyahoga County Personnel Review Commission (PRC) within the time frame set forth in the Personnel Review Commission's Rules.~~

~~Employees may lose their appeal rights if their own negligence caused them to fail to receive the position audit decision from Human Resources (i.e., failure to list correct mailing address on Request for Position Audit Form or failure to sign for the certified letter).~~

~~If a reassignment or new assignment occurs, the employee shall be placed in an equitable pay step in the applicable pay range for the new classification. Determination of the equitable pay step shall be based on a review of the employee's relative skill~~

~~level, education and experience as compared to the employees currently existing in the classification.~~

~~If the position audit results in no change in the employee's classification, but a change in the pay range assignment of the classification, the employee shall be placed in an equitable pay step in the applicable pay range for the new classification. Determination of the equitable pay step shall be based on a review of the employee's relative skill level, education and experience as compared to the employees currently existing in the classification. If the position audit results in the employee receiving a higher salary, any salary adjustment will be computed retroactive to the beginning of the first pay period following the date that the written request for the position audit was received by Human Resources. If the position audit results in the employee receiving a lower salary, any salary adjustment will begin the first day of the first pay period following the date of the final decision by the Director of Human Resources. If the position audit results in the creation of a new classification and/or pay range, any salary adjustment will be effective the first pay period following approval of the new classification and/or pay range by the County (i.e., not retroactive).~~

~~If, after conducting a position audit on an employee, Human Resources becomes aware of similarly situated employees, it will reassign the other employees, effective the beginning of the first pay period following the date that the decision was rendered on behalf of the employee that had requested the audit. For purposes of this section, a "similarly situated employee" is an employee that performs the same essential job functions and responsibilities as the audited employee. Similarly situated employees will not be entitled to retroactive pay increases.~~

~~An employee may not request a position audit more than once in a twelve-month (12) rolling period unless documentation acceptable to the Director of Human Resources is provided at the time of the second request that the job has substantially changed since the date of the completion of the previous audit.~~

~~An employee who has received a classification change pursuant to this Section is not required to serve a new probationary period.~~

~~—Bargaining unit employees should refer to their collective bargaining agreement for information on position audits.~~

~~—(Clerk's Note: Article IX of The Cuyahoga County Charter was amended by the electors on November 5, 2013 to change the name of the Human Resource Commission to the Personnel Review Commission)~~

~~(Ordinance Nos. O2014-0035, Enacted 12/9/2014, Effective 12/12/2014; O2011-0043, Enacted 10/11/2011, Effective 10/12/2011)~~

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.

