



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, SEPTEMBER 26, 2017
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 12, 2017 Regular Meeting (See Page 16)
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
 - a) **CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
 - 1) R2017-0167: A Resolution authorizing the Veterans Service Commission to issue Ohio veterans identification cards to qualified individuals, and declaring the necessity that this Resolution become immediately effective. (See Page 31)

Sponsors: Councilmembers Brady, Tuma, Miller, Schron, Gallagher, Brown and Hairston

- 2) R2017-0168: A Resolution adopting the 2017 Cuyahoga County Sustainability Plan in accordance with Section 202.18 of the Cuyahoga County Code, and declaring the necessity that this Resolution become immediately effective. (See Page 34)

Sponsors: Councilmembers Miller, Simon and Conwell and County Executive Budish/Department of Sustainability

- 3) R2017-0169: A Resolution authorizing a Casino Revenue Fund loan in the amount not-to-exceed \$250,000.00 and awarding a Casino Revenue Fund grant in the amount of \$500,000.00 to Northeast Ohio Neighborhood Health Services, Inc. for the benefit of the New Eastside Market Project, located at 10505 St. Clair Avenue in the City of Cleveland; authorizing the County Executive and Director of Development or his/her designee to prepare all documents to effectuate said loan and grant; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and grant and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 45)

Sponsors: Councilmembers Conwell and Hairston

- 4) R2017-0170: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas located within the Cuyahoga River Valley, and declaring the necessity that this Resolution become immediately effective. (See Page 48)

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

- 5) R2017-0171: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of City of Brook Park for the conservation of ecologically significant areas in the Abram Creek City-wide Greenway Trail – Phase I in the City of Brook Park, and declaring the necessity that this Resolution become immediately effective. (See Page 52)

Sponsors: Councilmember Simon on behalf of Cuyahoga County Planning Commission

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

- 1) R2017-0141: A Resolution adopting the 2018-2022 Cuyahoga County Department of Health and Human Services Strategic Plan in accordance with Section 202.10 of the Cuyahoga County Code, and declaring the necessity that this Resolution become immediately effective. (See Page 56)

Sponsors: Councilmembers Conwell and Miller and County Executive Budish/Department of Health and Human Services

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

- 2) R2017-0151: 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 118)

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

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

- 3) R2017-0152: A Resolution determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2017; authorizing payments to various providers, in the total amount of \$461,117.00, for said services and programs for the period ending 12/31/2017; authorizing the County Executive to negotiate and execute any necessary agreements, contracts or other documents for same; and declaring the necessity that this Resolution become immediately effective: (See Page 174)

- i) Cuyahoga Community College, Veterans Services and Program Office for scholarships for veterans residing in Cuyahoga County in the amount of \$46,112.00.

- ii) Towards Employment Career Pathway Services for job readiness training, job search and placement, coaching and support for professional development of low-income veterans in the amount of \$30,000.00.
- iii) The Cuyahoga County Office of Homeless Services for the Supportive Services for Veterans Families Program and for move-in kits for veterans entering permanent supportive housing in Cuyahoga County in the amount of \$85,005.00.
- iv) The Legal Aid Society of Cleveland for the Legal Services for U.S. Veterans Program in the amount of \$85,000.00.
- v) United Way 2-1-1 for the Help2Veterans Program in the amount of \$70,000.00.
- vi) Joseph’s Home for wraparound services and transition to permanent housing for medically fragile, homeless veterans in Cuyahoga County in the amount of \$40,000.00.
- vii) Cuyahoga County Public Library for the GetWorkerFIT Program in the amount of \$50,000.00.
- viii) The Cuyahoga County Land Reutilization Corporation to rehabilitate houses and provide financial counseling for veterans in the amount of \$50,000.00.
- ix) The Chagrin Falls Historical Society for the restoration of the Chagrin Falls Civil War Memorial in the amount of \$5,000.00.

Sponsors: Councilmembers Brady, Schron, Miller and Hairston

Committee Assignment and Chair: Economic Development & Planning – Schron

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2017-0172: A Resolution amending the 2016/2017 Biennial Operating Budget for 2017 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. R2017-0153 dated 9/12/2017 to reconcile appropriations for 2017; and declaring the necessity that this Resolution become immediately effective. (See Page 178)

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

- 2) R2017-0173: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 1746, AFL-CIO, representing approximately 1,220 employees in various classifications in the Departments of Health and Human Services and Public Works for the period 7/1/2017 - 6/30/2020; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 194)

Sponsor: County Executive Budish/Departments of Law, Health and Human Services and Public Works

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

- 1) R2017-0174: A Resolution authorizing the County Executive to accept and approve various dedications of land in connection with Permanent Parcel No. 736-12-011 located in the City of Shaker Heights; authorizing the County Executive to execute the final Plat in connection with said dedications; and declaring the necessity that this Resolution become immediately effective. (See Page 197)

Sponsor: County Executive Budish/Department of Public Works

- 2) R2017-0175: A Resolution authorizing a second 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 - 10/31/2017 to extend the time period to 10/31/2018 and for additional funds in the amount not-to-exceed \$1,219,536.00; 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 201)

Sponsor: County Executive Budish/Department of Public Works

- 3) R2017-0176: A Resolution accepting a loan in the amount of \$225,000.00 from Ohio Public Works Commission to finance the Broadrock Drill Drop Project in the City of Parma; authorizing the County Executive to execute the agreement and all other documents required in connection with said loan and this Resolution, and declaring the necessity that this Resolution become immediately effective. (See Page 207)

Sponsor: County Executive Budish/Department of Public Works

- 4) R2017-0177: A Resolution making awards on RQ39790 to various providers, in the total amount not-to-exceed \$2,328,000.00, for various real estate review and appraisal services in connection with the 2018 Sexennial Reappraisal for the period 7/17/2017 - 5/31/2018; authorizing the County Executive to execute the master contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 210)

Sponsor: County Executive Budish/Fiscal Officer

- 5) R2017-0178: A Resolution authorizing an amendment to Contract No. CE1400326-01 with United Healthcare Services, Inc. for group healthcare benefits including medical benefit management services for County employees and their eligible dependents and for Cuyahoga County Benefits Regionalization

Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017 for additional funds in the amount not-to-exceed \$12,200,000.00; 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 216)

Sponsor: County Executive Budish/Department of Human Resources

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2017-0154: A Resolution confirming the County Executive's appointment of Michael P. Foley to serve on the Cuyahoga County Natural Resources Assistance Council for the term 10/16/2017 - 10/15/2020, and declaring the necessity that this Resolution become immediately effective. (See Page 220)

Sponsor: County Executive Budish

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

- 2) R2017-0155: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for various terms, and declaring the necessity that this Resolution become immediately effective: (See Page 222)
 - i) Appointments for an unexpired term ending 6/30/2020:
 - a) Sheila Wright
 - b) Grace Gallucci
 - c) C. Jay Matthews
 - ii) Reappointment:
 - a) Kim Shelnick for the term 7/1/2017 - 6/30/2020

Sponsor: County Executive Budish

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

- 3) R2017-0159: A Resolution authorizing a First Amendment to a Memorandum of Agreement with Village of Woodmere for Construction, Operation and Maintenance of Sanitary Sewerage Systems, located in County Sewer District No. 21; 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 225)

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

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

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

- 1) R2017-0103: A Resolution authorizing a Purchase and Sale Agreement, in the amount of \$9,250,000.00, and lease backs with City of Cleveland for the property commonly known as the City of Cleveland Police Department Headquarters, located at 1300 Ontario Street, Cleveland, Ohio; authorizing the County Executive to take all necessary actions and to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 228)

Sponsor: County Executive Budish/Department of Public Works

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

- 2) R2017-0111: A Resolution authorizing a revenue generating agreement with City of Cleveland for prisoner board and care and other jail services at a per diem rate of \$99.00 and a one-time deposit of \$5,603,413.98, effective 4/1/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 232)

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

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

- 3) R2017-0112: A Resolution authorizing a Lease Agreement with City of Bedford Heights in the amount of \$10.00 for lease of the Bedford Heights Jail, located at 5661 Perkins Road, Bedford Heights, for operation of County jail facilities for the period 7/1/2017 - 6/30/2027; authorizing the County to make improvements to the Bedford Heights Jail in the amount not-to-exceed \$500,000.00; authorizing the County Executive to execute the Lease Agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 236)

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

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

- 4) R2017-0149: A Resolution authorizing a contract with OhioGuidestone in the amount not-to-exceed \$1,153,828.00 for community-based treatment center management services for the period 7/1/2017 - 6/30/2018; 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. (See Page 242)

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

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

- 5) R2017-0156: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for various terms, and declaring the necessity that this Resolution become immediately effective: (See Page 244)
- i) Appointments for an unexpired term ending 12/31/2018:

- a) Valeria A. Harper
- b) Crystal L. Bryant

ii) Reappointment for the term 1/1/2018 - 12/31/2020:

- a) Alfonso P. Sanchez

Sponsor: County Executive Budish

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

- 6) R2017-0157: A Resolution declaring that public convenience and welfare requires roadway and traffic signal improvements along Warrensville Center Road, Emery Road, Richmond Road, Northfield Road and Miles Road in the Village of North Randall and City of Warrensville Heights; total estimated project cost \$1,552,479.65; 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 municipalities in connection with said project; and declaring the necessity that this Resolution become immediately effective. (See Page 247)

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

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

- 7) R2017-0158: A Resolution making an award on RQ40256 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,164,600.00 for the 2017 Sewer Repair Program in various County Sewer Districts for the period 11/1/2017 - 10/31/2019; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 251)

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

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

- 8) R2017-0160: A Resolution authorizing an amendment to Agreement No. AG1700012-01 with Northeast Ohio Regional Sewer District for disposal of wastewater sewer grit for the period 6/1/2016 - 5/31/2018 for additional funds in the amount not-to-exceed \$800,000.00; 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 253)

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

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

- 9) R2017-0161: A Resolution making awards to various municipalities, each in the amount not-to-exceed \$150,000.00, for the SBA-Municipal-County Small Business Financing Initiative Pilot #2 Program for the period 10/1/2017 - 9/30/2019; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 255)

- i) City of Cleveland Heights
- ii) City of Fairview Park
- iii) City of Lakewood
- iv) City of Maple Heights

Sponsors: County Executive Budish/Department of Development and Councilmembers Miller, Jones, Baker, Tuma and Hairston

Committee Assignment and Chair: Economic Development & Planning – Schron

- 10) R2017-0162: A Resolution authorizing an Economic Development Fund Place-based/Mixed-use Loan in the amount not-to-exceed \$2,500,000.00 to Link59 Leverage Lender, LLC for the benefit of the Phoenix Building Project, located at the intersection of East 61st Street and Euclid 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 258)

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

- 11) R2017-0163: A Resolution authorizing amendments to contracts with various providers for various services in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2017 to extend the time period to 6/30/2018 and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 261)
- i) No. CE1600240-01 with Mature Services, Inc. in the amount not-to-exceed \$250,000.00 for mature job seeker services and implementation of the ENCORE Program.
 - ii) No. CE1600241-01 with Towards Employment, Inc. in the amount not-to-exceed \$100,000.00 for job seeker services for applicants with felony backgrounds.
 - iii) No. CE1600242-01 with United Labor Agency, Inc. in the amount not-to-exceed \$3,620,368.00 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

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

- 12) R2017-0164: A Resolution authorizing an amendment to Agreement No. AG1400121-01 with City of Cleveland for cellular 9-1-1 Public Safety Answering Point services

originating in the City of Cleveland for the period 10/20/2014 - 10/19/2017 to extend the time period to 10/19/2019 and for additional funds in the amount not-to-exceed \$1,200,000.00; 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 264)

Sponsor: County Executive Budish/Department of Public Safety and Justice Services/Cuyahoga Emergency Communications System

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

- 13) R2017-0166: A Resolution making awards on RQ38919 to various providers, in the total amount not-to-exceed \$9,565,386.00, for expansion of Universal Pre-Kindergarten in Cuyahoga County for the period 8/1/2017 - 7/31/2020; waiving the requirement in County Code Section 501.15(A)(2) with respect to Cleveland Municipal School District and Euclid City School District; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 267)
- i) Menorah Park Center for Senior Living Bet Moschav Zekenim Hadati
 - ii) Advanced Solutions for Education, Inc. dba Horizon Child Development Center – Cleveland
 - iii) HLC Euclid, LLC dba Horizon Learning Centers – Euclid
 - iv) Horizon Education Centers – Market Square Horizon Education Center
 - v) Horizon Education Centers – Old Brooklyn
 - vi) Robbie Lawrence-Willis – Little Achiever’s Learning Center
 - vii) Murtis Taylor Human Services System – Glenville/KRT
 - viii) Murtis Taylor Human Services System – Mt. Pleasant Child Enrichment Center
 - ix) Salvation Army of Greater Cleveland
 - x) St. Peter’s Child Care Center Inc.

- xi) Catholic Charities Corporation – Early Childhood Center at Arbor Park
- xii) Catholic Charities Corporation – Early Learning Program St. Ignatius
- xiii) Catholic Charities Corporation – Rainbow Terrace Head Start
- xiv) The Centers for Families and Children
- xv) Kids and Such, Inc. dba Creative Kids
- xvi) Council for Economic Opportunities in Greater Cleveland – William Patrick Day Early Learning Center
- xvii) Council for Economic Opportunities in Greater Cleveland – Willard head Start Center
- xviii) Council for Economic Opportunities in Greater Cleveland – Puritas Head Start Center
- xix) Council for Economic Opportunities in Greater Cleveland – Green Road Early Learning Center
- xx) Council for Economic Opportunities in Greater Cleveland – George Forbes Early Learning Center
- xxi) Council for Economic Opportunities in Greater Cleveland – Carl B. Stokes Head Start Center
- xxii) Bedford City School District
- xxiii) Berea City School District
- xxiv) Cleveland Heights – University Heights City School District – Noble Elementary School
- xxv) Cleveland Heights – University Heights City School District – Gearity Elementary School
- xxvi) Cleveland Heights – University Heights City School District – Oxford Elementary School
- xxvii) Euclid City School District
- xxviii) Garfield Heights City Schools
- xxix) Lakewood City Schools
- xxx) Maple Heights City School District
- xxxi) Warrensville Heights City School District
- xxxii) Cleveland Municipal School District – Clark Elementary School
- xxxiii) Cleveland Municipal School District – Garfield Elementary School
- xxxiv) Cleveland Municipal School District – Sunbeam Elementary School
- xxxv) Cleveland Municipal School District – Willow Elementary School
- xxxvi) Cleveland Municipal School District – William Cullen Bryant Elementary School

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood and Councilmember Brown

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

11. MISCELLANEOUS COMMITTEE REPORTS
12. MISCELLANEOUS BUSINESS
13. PUBLIC COMMENT UNRELATED TO AGENDA
14. ADJOURNMENT

NEXT MEETINGS

COMMITTEE OF THE WHOLE
(2018/2019 Budget Overview):

TUESDAY, OCTOBER 10, 2017
1:00 PM / COUNCIL CHAMBERS

REGULAR MEETING:

TUESDAY, OCTOBER 10, 2017
5:00 PM / COUNCIL CHAMBERS

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 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 COUNCIL REGULAR MEETING
TUESDAY, SEPTEMBER 12, 2017
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
3:00 PM**

1. CALL TO ORDER

Council President Brady called the meeting to order at 3:03 p.m.

2. ROLL CALL

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

A motion was made by Mr. Miller, seconded by Ms. Brown and approved by unanimous vote to excuse Councilmembers Schron, Conwell and Hairston from the meeting.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

Council President Brady asked for a moment of silent meditation to acknowledge the millions of hurricane victims as they struggle to get their lives back in order.

5. PUBLIC COMMENT RELATED TO AGENDA

There were no public comments given related to the agenda.

6. APPROVAL OF MINUTES

- a) August 8, 2017 Regular Meeting

A motion was made by Mr. Tuma, seconded by Ms. Brown and approved by unanimous vote to approve the minutes of the August 8, 2017 Regular meeting.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

There were no announcements from Council President Brady.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Budish reported the following: (a) the amount of children in high-quality pre-kindergarten programs has more than doubled; and (b) the Q Transformation Project is back on track and the County is working on the sale of the bonds.

9. LEGISLATION INTRODUCED BY COUNCIL

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

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2017-0150.

- 1) R2017-0150: A Resolution appointing Ashley R. Johnson as Assistant Deputy Clerk of Council to serve the Council of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Brady/Chief of Staff and Clerk of Council

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2017-0150 was considered and adopted by unanimous vote.

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

- 1) R2017-0151: 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 Brown on behalf of Cuyahoga County Personnel Review Commission

Council President Brady referred Resolution No. R2017-0151 to the Human Resources, Appointments & Equity Committee.

- 2) R2017-0152: A Resolution determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2017; authorizing payments to various providers, in the total amount of \$461,117.00, for said services and programs for the period ending 12/31/2017; authorizing the County Executive to negotiate and execute any necessary agreements, contracts or other documents for same; and declaring the necessity that this Resolution become immediately effective:
- i) Cuyahoga Community College, Veterans Services and Program Office for scholarships for veterans residing in Cuyahoga County in the amount of \$46,112.00.
 - ii) Towards Employment Career Pathway Services for job readiness training, job search and placement, coaching and support for professional development of low-income veterans in the amount of \$30,000.00.
 - iii) The Cuyahoga County Office of Homeless Services for the Supportive Services for Veterans Families Program and for move-in kits for veterans entering permanent supportive housing in Cuyahoga County in the amount of \$85,005.00.
 - iv) The Legal Aid Society of Cleveland for the Legal Services for U.S. Veterans Program in the amount of \$85,000.00.
 - v) United Way 2-1-1 for the Help2Veterans Program in the amount of \$70,000.00.
 - vi) Joseph's Home for wraparound services and transition to permanent housing for medically fragile, homeless veterans in Cuyahoga County in the amount of \$40,000.00.

- vii) Cuyahoga County Public Library for the GetWorkerFIT Program in the amount of \$50,000.00.
- viii) The Cuyahoga County Land Reutilization Corporation to rehabilitate houses and provide financial counseling for veterans in the amount of \$50,000.00.
- ix) The Chagrin Falls Historical Society for the restoration of the Chagrin Falls Civil War Memorial in the amount of \$5,000.00.

Sponsors: Councilmembers Brady, Schron and Miller

Council President Brady referred Resolution No. R2017-0152 to the Economic Development & Planning Committee.

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2017-0153.

- 1) R2017-0153: A Resolution amending the 2016/2017 Biennial Operating Budget for 2017 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 Nos. R2017-0002 dated 1/10/2017, R2017-0047 dated 3/14/2017, R2017-0057 dated 3/28/2017, R2017-0098 dated 6/13/2017, and R2017-0124 dated 7/11/2017 to reconcile appropriations for 2017; 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 Ms. Brown, Resolution No. R2017-0153 was considered and adopted by unanimous vote.

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

- 1) R2017-0154: A Resolution confirming the County Executive's appointment of Michael P. Foley to serve on the Cuyahoga County Natural Resources Assistance Council for the term 10/16/2017 - 10/15/2020, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2017-0154 to the Human Resources, Appointments & Equity Committee.

- 2) R2017-0155: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for various terms, and declaring the necessity that this Resolution become immediately effective:

i) Appointments:

- a) Shelia Wright for an unexpired term ending 6/30/2019
- b) Grace Gallucci for an unexpired term ending 6/30/2020
- c) David Feinerman for an unexpired term ending 6/30/2020
- d) C. Jay Matthews for an unexpired term ending 6/30/2020

ii) Reappointment:

- a) Kim Shelnick for the term 7/1/2017 - 6/30/2020

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2017-0155 to the Human Resources, Appointments & Equity Committee.

3) R2017-0156: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for various terms, and declaring the necessity that this Resolution become immediately effective:

i) Appointments for an unexpired term ending 12/31/2018:

- a) Valeria A. Harper
- b) Crystal L. Bryant

ii) Reappointment for the term 1/1/2018 - 12/31/2020:

- a) Alfonso P. Sanchez

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2017-0156 to the Human Resources, Appointments & Equity Committee.

4) R2017-0157: A Resolution declaring that public convenience and welfare requires roadway and traffic signal improvements along Warrensville Center Road, Emery Road, Richmond Road, Northfield Road and Miles Road in the Village of North Randall and City of Warrensville Heights; total estimated project cost \$1,552,479.65; 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 municipalities 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 President Brady referred Resolution No. R2017-0157 to the Public Works, Procurement & Contracting Committee.

5) R2017-0158: A Resolution making an award on RQ40256 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,164,600.00 for the 2017 Sewer Repair Program in various County Sewer Districts for the period 11/1/2017 - 10/31/2019;

authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

Council President Brady referred Resolution No. R2017-0158 to the Public Works, Procurement & Contracting Committee.

- 6) R2017-0159: A Resolution authorizing a First Amendment to a Memorandum of Agreement with Village of Woodmere for Construction, Operation and Maintenance of Sanitary Sewerage Systems, located in County Sewer District No. 21; 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 President Brady referred Resolution No. R2017-0159 to the Public Works, Procurement & Contracting Committee.

- 7) R2017-0160: A Resolution authorizing an amendment to Agreement No. AG1700012-01 with Northeast Ohio Regional Sewer District for disposal of wastewater sewer grit for the period 6/1/2016 - 5/31/2018 for additional funds in the amount not-to-exceed \$800,000.00; 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 President Brady referred Resolution No. R2017-0160 to the Public Works, Procurement & Contracting Committee.

- 8) R2017-0161: A Resolution making awards to various municipalities, each in the amount not-to-exceed \$150,000.00, for the SBA-Municipal-County Small Business Financing Initiative Pilot #2 Program for the period 10/1/2017

- 9/30/2019; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) City of Cleveland Heights
- ii) City of Fairview Park
- iii) City of Lakewood
- iv) City of Maple Heights

Sponsors: County Executive Budish/Department of Development **and Councilmembers Miller, Jones, Baker and Tuma**

Council President Brady referred Resolution No. R2017-0161 to the Economic Development & Planning Committee.

- 9) R2017-0162: A Resolution authorizing an Economic Development Fund Redevelopment and Modernization Loan in the amount not-to-exceed \$2,500,000.00 to Link59 Leverage Lender, LLC for the benefit of the Phoenix Building Project, located at the intersection of East 61st Street and Euclid 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.

Sponsor: County Executive Budish/Department of Development

Council President Brady referred Resolution No. R2017-0162 to the Economic Development & Planning Committee.

- 10) R2017-0163: A Resolution authorizing amendments to contracts with various providers for various services in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2017 to extend the time period to 6/30/2018 and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
 - i) No. CE1600240-01 with Mature Services, Inc. in the amount not-to-exceed \$250,000.00 for mature job

seeker services and implementation of the ENCORE Program.

- ii) No. CE1600241-01 with Towards Employment, Inc. in the amount not-to-exceed \$100,000.00 for job seeker services for applicants with felony backgrounds.
- iii) No. CE1600242-01 with United Labor Agency, Inc. in the amount not-to-exceed \$3,620,368.00 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

Council President Brady referred Resolution No. R2017-0163 to the Education, Environment & Sustainability Committee.

- 11) R2017-0164: A Resolution authorizing an amendment to Agreement No. AG1400121-01 with City of Cleveland for cellular 9-1-1 Public Safety Answering Point services originating in the City of Cleveland for the period 10/20/2014 - 10/19/2017 to extend the time period to 10/19/2019 and for additional funds in the amount not-to-exceed \$1,200,000.00; 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 Safety and Justice Services/Cuyahoga Emergency Communications System

Council President Brady referred Resolution No. R2017-0164 to the Public Safety & Justice Affairs Committee.

- 12) R2017-0165: A Resolution authorizing an amendment to Contract No. CE1700154-01 with Case Western Reserve University for fiscal agent services in connection with facilitation of the First Year Cleveland Initiative for the period 6/1/2016 - 4/30/2019 to expand the scope of services, effective 4/1/2017, and for additional funds in the amount

not-to-exceed \$1,500,000.00; 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

Council President Brady referred Resolution No. R2017-0165 to the Health, Human Services & Aging Committee.

13) R2017-0166: A Resolution making awards on RQ38919 to various providers, in the total amount not-to-exceed \$9,565,377.00, for expansion of Universal Pre-Kindergarten in Cuyahoga County for the period 8/1/2017 - 7/31/2020; waiving the requirement in County Code Section 501.15(A)(2) with respect to Cleveland Municipal School District and Euclid City School District; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Menorah Park Center for Senior Living Bet Moschav Zekenim Hadati
- ii) Advanced Solutions for Education, Inc. dba Horizon Child Development Center – Cleveland
- iii) HLC Euclid, LLC dba Horizon Learning Centers – Euclid
- iv) Horizon Education Centers – Market Square
Horizon Education Center
- v) Horizon Education Centers – Old Brooklyn
- vi) Robbie Lawrence-Willis – Little Achiever’s Learning Center
- vii) Murtis Taylor Human Services System – Glenville/KRT
- viii) Murtis Taylor Human Services System – Mt. Pleasant Child Enrichment Center
- ix) Salvation Army of Greater Cleveland
- x) St. Peter’s Child Care Center Inc.
- xi) Catholic Charities Corporation – Early Childhood Center at Arbor Park
- xii) Catholic Charities Corporation – Early Learning Program St. Ignatius

- xiii) Catholic Charities Corporation – Rainbow Terrace Head Start
- xiv) The Centers for Families and Children
- xv) Kids and Such, Inc. dba Creative Kids
- xvi) Council for Economic Opportunities in Greater Cleveland – William Patrick Day Early Learning Center
- xvii) Council for Economic Opportunities in Greater Cleveland – Willard head Start Center
- xviii) Council for Economic Opportunities in Greater Cleveland – Puritas Head Start Center
- xix) Council for Economic Opportunities in Greater Cleveland – Green Road Early Learning Center
- xx) Council for Economic Opportunities in Greater Cleveland – George Forbes Early Learning Center
- xxi) Council for Economic Opportunities in Greater Cleveland – Carl B. Stokes Head Start Center
- xxii) Bedford City School District
- xxiii) Berea City School District
- xxiv) Cleveland Heights – University Heights City School District – Noble Elementary School
- xxv) Cleveland Heights – University Heights City School District – Gearity Elementary School
- xxvi) Cleveland Heights – University Heights City School District – Oxford Elementary School
- xxvii) Euclid City School District
- xxviii) Garfield Heights City Schools
- xxix) Lakewood City Schools
- xxx) Maple Heights City School District
- xxxi) Warrensville Heights City School District
- xxxii) Cleveland Municipal School District – Clark Elementary School
- xxxiii) Cleveland Municipal School District – Garfield Elementary School
- xxxiv) Cleveland Municipal School District – Sunbeam Elementary School
- xxxv) Cleveland Municipal School District – Willow Elementary School
- xxxvi) Cleveland Municipal School District – William Cullen Bryant Elementary School

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

Council President Brady referred Resolution No. R2017-0166 to the Education, Environment & Sustainability Committee.

- c) DISCHARGE FROM COMMITTEE AND CONSIDERATION OF A RESOLUTION FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12S.

A motion was then made by Mr. Miller, seconded by Mr. Gallagher and approved by unanimous vote to dispense with committee review and discharge Resolution No. R2017-0147 from the Committee of the Whole to the full Council for consideration for second reading adoption.

- 1) R2017-0147: A Resolution authorizing an amendment to Contract No. CE1600245-01 with Burgess & Niple, Inc. for design engineering services for improvement of Pleasant Valley Road Bridge No. 09.68 over the Cuyahoga River, Canal Road and Ohio Canal in the City of Independence and Village of Valley View to change the scope of services to include adjacent Bridge Nos. 09.03 and 09.35, effective 5/31/2017, and for additional funds in the amount not-to-exceed \$927,228.00; 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: Committee of the Whole – Brady

On a motion by Mr. Brady with a second by Mr. Miller, Resolution No. R2017-0147 was considered and adopted by unanimous vote.

- d) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution No. R2017-0148.

- 1) R2017-0148: A Resolution authorizing a state contract with Dell Marketing L.P. for a Microsoft Enterprise Agreement for

various licensing and support services in the amount not-to-exceed \$2,749,993.98 for the period 7/1/2017 - 6/30/2020; 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. [Pending Committee Recommendation]

Sponsor: County Executive Budish/Department of Information Technology

Committee Assignment and Chair: Finance & Budgeting – Miller

On a motion by Mr. Miller with a second by Mr. Brady, Resolution No. R2017-0148 was considered and adopted by unanimous vote.

e) CONSIDERATION OF ORDINANCES FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2017-0003: An Ordinance enacting Chapter 720 of the Cuyahoga County Code authorizing Cuyahoga County to levy County Motor Vehicle License Taxes upon the operation of motor vehicles on public roads and highways pursuant to Chapter 4504 of the Ohio Revised Code.

Sponsor: County Executive Budish/Department of Public Works

Council President Brady referred Ordinance No. O2017-0003 to the Public Works, Procurement & Contracting Committee.

- 2) O2017-0004: An Ordinance amending Section 501.15 of the Cuyahoga County Code to modify the requirements of contractors, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish/Fiscal Officer

Council President Brady referred Ordinance No. O2017-0004 to the Public Works, Procurement & Contracting Committee.

11. MISCELLANEOUS COMMITTEE REPORTS

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, September 18, 2017 at 1:00 p.m. and that the Committee of the Whole will meet on Tuesday, September 26, 2017 at 1:00 p.m. for the 2018-2019 budget overview.

Ms. Brown reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, September 19, 2017 at 10:00 a.m.

On behalf of Ms. Conwell, Ms. Brown reported that the Health, Human Services & Aging Committee will meet on Wednesday, September 13, 2017 and Wednesday, September 20, 2017 at 10:00 a.m.

Mr. Gallagher reported that the Public Safety & Justice Affairs Committee will meet on Tuesday, September 19, 2017 at 1:00 p.m.

Mr. Jones reported that the Council Operations & Intergovernmental Relations Committee will meet on Tuesday, September 19, 2017 at 3:00 p.m.

Mr. Tuma reported that the Public Works, Procurement & Contracting Committee will meet on Monday, September 18, 2017 at 10:00 a.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee will meet on Wednesday, September 20, 2017 at 3:00 p.m.

12. MISCELLANEOUS BUSINESS

Council President Brady congratulated Ms. Brown on her election as Chair of the Cuyahoga County Democratic Party.

13. PUBLIC COMMENT UNRELATED TO AGENDA

Mr. Dwight Yancy addressed Council regarding an issue concerning his elderly father.

Ms. Loh addressed Council regarding the RFP process for the women's shelter.

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

- a) R2017-0146: A Resolution authorizing a First Amendment to a revenue generating Lease Agreement with City of Cleveland for County-owned property to be used for parking, located on Lakeside Avenue, Cleveland, for the period 2/1/1994 - 1/31/2019 to extend the time period to 1/31/2044, to amend the legal description of the leased property to include portions of Permanent Parcel Nos. 101-08-004 and 101-08-009

and for additional revenue in the approximate amount of \$2,028,325.00; 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

Clerk Schmotzer reported that Resolution No. R2017-0146 was withdrawn from Council consideration at the request of the sponsor.

15. ADJOURNMENT

With no further business to discuss, Council President Brady adjourned the meeting at 3:30 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0167

Sponsored by: Councilmembers Brady, Tuma, Miller, Schron, Gallagher, Brown and Hairston	A Resolution authorizing the Veterans Service Commission to issue Ohio veterans identification cards to qualified individuals, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Section 317.241 of the Ohio Revised Code provides that County Council “may by resolution allow the county recorder or county veterans service office to issue Ohio veterans identification cards to individuals” who meet specified requirements; and,

WHEREAS, Charter Section 5.02 provides that the Fiscal Officer “shall exercise all powers and perform all duties now or hereafter vested in or imposed by general law upon county auditors and county recorders and the powers and duties of the clerk of court of common pleas other than those powers and duties related to serving the operation of the courts, and such other powers and duties not inconsistent therewith as provided herein or by ordinance;” and,

WHEREAS, commencing in July, 2013, the Cuyahoga County Fiscal Officer has provided veterans identification cards to Cuyahoga County Veterans; and,

WHEREAS Section 317.241 of the Ohio Revised Code further provides that “[a] county recorder or county veterans service office who has in operation, before the effective date of this section, a program to issue veterans identification cards may continue to issue veterans identification cards without a resolution of the board of county commissioners, if the county recorder or county veterans service office conforms the program, as necessary, so that it otherwise is in compliance with this section;” and,

WHEREAS, the Cuyahoga County Veterans Service Commission now seeks to issue veterans identification cards at no cost to Cuyahoga County veterans; and,

WHEREAS, veterans identification cards provide military veterans proof of their veteran status in lieu of their DD214 military discharge papers when applying for services, benefits, or discounts; and,

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

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

SECTION 1. The Cuyahoga County Council hereby authorizes the Cuyahoga County Veterans Service Commission to issue Ohio veterans identification cards to individuals who meet the requirements provided in Section 317.241 of the Ohio Revised Code. Such identification cards shall be provided at no fee.

SECTION 2. The Cuyahoga County Fiscal Officer’s existing program to issue veterans identifications cards may continue in conformance with Section 317.241 of the Ohio Revised Code and with this Resolution.

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

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

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

Journal _____
_____, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0168

Sponsored by: Councilmembers Miller, Simon and Conwell	A Resolution adopting the 2017 Cuyahoga County Sustainability Plan in accordance with Section 202.18 of the Cuyahoga County Code, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Section 202.18 of the Cuyahoga County Code requires the Director of Sustainability to prepare and present to Council a proposed five-year Sustainability Plan for actions to be carried out by the County itself, and in partnership with other public and private agencies and organizations, for the purpose of achieving the objectives outlined in Subsection 202.18(A)(2); and,

WHEREAS, Section 202.18 further requires the Director of Sustainability to review and revise the Sustainability Plan as needed but not less than once every five years in accordance with the Cuyahoga County Code; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to efficiently begin implementation of the plan for sustainability throughout Cuyahoga County.

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

SECTION 1. The 2017 Cuyahoga County Sustainability Plan, including all changes thereto approved by Council, is hereby adopted in accordance with Section 202.18 of the Cuyahoga County Code. The final plan adopted herein includes such changes the Council and the County Executive have agreed upon prior to adoption.

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:
Committee(s) Assigned:

Journal _____
_____, 2017



Department of Sustainability Proposed 5 year Strategic Plan

Dear Council President Brady, Sustainability Chair Simon and members of Council,

In April, 2016, County Council passed Ordinance # 2016-0008 requiring the creation of a 5-year Sustainability Strategic Plan. We in the Department of Sustainability and the Administration wholeheartedly supported this idea. especially as the Department was a relatively new entity in County government, had a fairly large and broad mandate, but with a small, yet passionate staff.

We know that in order to be successful, we need to leverage as many resources as possible, cooperate with as many agencies, businesses and members of the community as we can and generally organize ourselves in a way that collaborates with the great array of partners in Cuyahoga County who seek environmentally sustainable solutions to climate change, clean energy development, water quality safety, transportation alternatives and overall more green environs.

In our first 2.5 years of existence we think have worked in that manner, but also believe that the process of developing this plan has been helpful in honing the work we should be engaged in for the next phase of our Department's life.

I am available for any individual meetings or calls regarding this proposal and of course for hearings you may have regarding the project.

Thanks for your time, consideration and insights,

Sincerely,

Mike Foley

September 1, 2017

Department Strategy 1: Work collaboratively with our partners to reduce greenhouse gas emissions in the geographic confines of Cuyahoga County

Initiatives:

- 1:** Join with other cities and organizations to formulate a comprehensive Cuyahoga County Climate Change Action Plan that deals with both mitigation and adaptation by August 2018.
- 2:** Join with other cities and organizations by declaring an adherence to the Paris Climate Accords by September 1, 2017.
- 3:** Determine a measurement and reporting protocol by January of 2018.
- 4:** Measure all greenhouse gas emissions in Cuyahoga County by the spring of 2018 and set realistic greenhouse gas reduction goals and strategies by July 2018.
- 5:** Devise a dashboard that details comparative greenhouse gas emissions (by sector and geographically) by September of 2018.

County Goals/Priorities Supported:

- 1.3 Deploy sustainability practices to support our competitive advantage
- 10.3 Strengthen and expand relationships with new and existing community partners
- 11.2 Work with partners to align, scale and sustain efforts to achieve systems-level solutions

Performance Measures

GHG emission levels

Department Strategy 2: Increase resources for clean energy and environmentally sustainable programs, projects, and practices in Cuyahoga County

Initiatives:

- 1:** Devise a variety of streams of funding for programs, projects, and practices
 - a. Convene a stakeholders group with the goal of establishing an ongoing Sustainability fund with adequate resources similar to the **Arts and Culture Fund** which has a consistent source of revenue and governance.
 - b. Help create a **Clean Energy Pre-Development Fund** for business/local government/institutional/residential sectors to affordably help analyze, measure and communicate renewable and energy efficiency measures.
 - c. Rethink/re-develop a **clean energy loan and/or grant program** for business/local government/institutional/residential use.

- 2:** Utilize devised funding streams to support a variety of programs, projects, and services that address at least one of the following three anticipated outcomes:
 - a. Reduction in greenhouse gas emissions within Cuyahoga County
 - b. Reduction in cost of clean energy
 - c. Increased business and workforce opportunities in sustainability-related industries (e.g. solar, wind, energy efficiency)

County Goals/Priorities Supported:

- 1.3 Deploy sustainability practices to support our competitive advantage
- 10.3 Strengthen and expand relationships with new and existing community partners
- 11.2 Work with partners to align, scale and sustain efforts to achieve systems-level solutions

Performance Measures

Amount of funding available (\$)

of projects proposed

of projects funded

of projects in process of being completed (What does this mean?)

of projects completed

Department Strategy 3: Increase access to alternative methods of transportation for residents and visitors to Cuyahoga County to enhance air quality and the environmental health of the community

Initiatives:

- 1:** Work with NOACA, RTA, Clevelanders for Public Transportation and others to help create a bigger vision for transportation alternatives and help municipalities develop more projects to transform the transportation system.
- 2:** Encourage bike and pedestrian infrastructure on County-funded projects (e.g. bike lanes, signal systems, timing).
- 3:** Encourage bike and pedestrian infrastructure in private developments where new construction or renovation occurs.
- 4:** Apply for and leverage grant funding and existing county resources to increase the accessibility to and utilization of bike share in low-income areas.
- 5:** Encourage the development of electric vehicle infrastructure throughout the county

County Goals/Priorities Supported:

- 1.3 Deploy sustainability practices to support our competitive advantage
- 10.3 Strengthen and expand relationships with new and existing community partners
- 11.2 Work with partners to align, scale and sustain efforts to achieve systems-level solutions

Performance Measures

- Miles of pedestrian trails and bike lanes
- Bike share utilization (riders and # of miles traveled, CO₂ reduced)
- Reduction in GHG emissions resulting from bike share riding
- EV infrastructure – amount of charging stations
- E.V.'s – amount of vehicles licensed in the county

Department Strategy 4: Increase community awareness, knowledge, and advocacy regarding environmental issues, policies, and initiatives

Initiatives:

- 1:** Develop an effective and measurable educational campaign to inform citizens and the community about climate change and sustainability issues for residents of Cuyahoga County.
- 2:** Continue to coordinate local clean energy brown bags for Cuyahoga County environmental and sustainability leaders.
- 3:** Help organize policy advocacy across the County for environmental and sustainability leaders in order to positively affect state and national changes.
- 4:** Measure and track equity and inclusion for sustainability initiatives for Cuyahoga County residents.
- 5:** Convene a regional consortium of county sustainability leaders to increase best practice information sharing and opportunities for collaboration.
- 6:** Create and continuously enhance a best management practices information repository for use by all of our partners

County Goals/Priorities Supported:

- 1.3 Deploy sustainability practices to support our competitive advantage
- 10.3 Strengthen and expand relationships with new and existing community partners
- 11.2 Work with partners to align, scale and sustain efforts to achieve systems-level solutions
- 11.5 Speak out on issues, policies and decisions at the state and federal level

Performance Measures

Measure of outreach-Number of participants in outreach events (if discernible)

Utilization of BMP repository (site hits, etc.)

Process metric (for first several years): What you are doing (# of events held, # of attendees)

Department Strategy 5: Convene and collaborate with partners to advocate for improvements to water quality for Cuyahoga County residents and visitors

Initiatives:

- 1:** Assist in discerning and describing our region’s fresh water advantage. Understand its ecological and economic value to the County and work with others including NEOPIPE, Cleveland Water Alliance, CRWP, Port of Cleveland, and others in appropriate promotion and protection.
- 2:** Assist the Port of Cleveland, Ohio EPA and others in developing strategies for the beneficial re-use of dredged materials from the Cuyahoga River in order to reduce the need for Combined Disposal Facilities and keep materials out of Lake Erie.
- 3:** Work with and assist NEORSD in overall water quality work and in the development of a larger green infrastructure program for the County.
 - a.** Support/encourage cities to use NEORSD Member Community Infrastructure Program funds to support green infrastructure
- 4:** Work with County Planning to devise an environmentally sustainable land use strategy

County Goals/Priorities Supported:

- 1.3 Deploy sustainability practices to support our competitive advantage
- 10.3 Strengthen and expand relationships with new and existing community partners
- 11.2 Work with partners to align, scale and sustain efforts to achieve systems-level solutions

Performance Measures

- Measure of improvements in water quality
- Reduction in watershed Beneficial Use Impairments
- # of Projects using NEORSD storm water infrastructure funding

Department Strategy 6: Demonstrate the county’s leadership in environmental stewardship by increasing the utilization of sustainable, green practices throughout the organization

Initiatives:

- 1:** Have the county install renewable energy systems and storage in as many of its facilities as feasible and reduce usage in its buildings through energy efficiency measures
- 2:** Create and spearhead an internal council to drive intra-organizational sustainability efforts
- 3:** Develop a protocol/policy for procurement practices which incorporates environmental sustainability as a metric for determining County vendors.
- 4:** Work with our County departments and resources to develop green storm water infrastructure policies for Cuyahoga County related projects to lessen storm water runoff and gain benefits from greater amounts of green infrastructure.
- 5:** Work with Cuyahoga County Public Works to create a sustainable vehicle replacement plan that includes both hybrid and electric vehicles
- 6:** Determine and assist in implementing additional pre-tax incentives to encourage utilization of alternative transportation

County Goals/Priorities Supported:

- 1.3 Deploy sustainability practices to support our competitive advantage
- 10.3 Strengthen and expand relationships with new and existing community partners
- 11.1 Align and enhance internal resources to build a strong foundation for operational and strategic success
- 11.2 Work with partners to align, scale and sustain efforts to achieve systems-level solutions

Performance Measures

- % reduction in electricity usage for county buildings
- % of vehicle fleet replaced with hybrid and electric vehicles
- % of departments implementing internal sustainability policies

Department Strategy 7: Enhance land use practices to spur greater clean energy development, reduce local greenhouse gas emissions and, ultimately, positively impact local air quality positively

Initiatives:

- 1:** Support development of the ten most suitable landfill sites for large scale solar farms in Cuyahoga County
- 2:** In collaboration with municipalities and partner organizations, devise a comprehensive tree canopy enhancement plan for the county at large
- 3:** Encourage the use of integrative planning strategies wherever possible
- 4:** Continue to partner with CSU, CWRU, the City of Cleveland and others on a local MicroGrid project for Cuyahoga County.
- 5:** Work with groups like the Metroparks, the Trust for Public Land, the Cuyahoga Greenways Partnership and others on increasing the amount of trails and usable greenspace in the County for hiking, biking and recreational uses.

County Goals/Priorities Supported:

- 1.3 Deploy sustainability practices to support our competitive advantage
- 10.3 Strengthen and expand relationships with new and existing community partners
- 11.2 Work with partners to align, scale and sustain efforts to achieve systems-level solutions

Potential Metrics

- Estimated CO2 sequestration attributable to enhanced tree canopy
- % tree canopy in Cuyahoga County
- # of new trees added
- # of landfill solar sites developed
- # of trails in the County

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0169

<p>Sponsored by: Councilmembers Conwell and Hairston</p>	<p>A Resolution authorizing a Casino Revenue Fund loan in the amount not-to-exceed \$250,000.00 and awarding a Casino Revenue Fund grant in the amount of \$500,000.00 to Northeast Ohio Neighborhood Health Services, Inc. for the benefit of the New Eastside Market Project, located at 10505 St. Clair Avenue in the City of Cleveland; authorizing the County Executive and Director of Development or his/her designee to prepare all documents to effectuate said loan and grant; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and grant and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Council desires to provide a Casino Revenue Fund loan in the amount not-to-exceed \$250,000.00 to Northeast Ohio Neighborhood Health Services, Inc. for the benefit of the New Eastside Market Project, located at 10505 St. Clair Avenue in the City of Cleveland; and

WHEREAS, the County Council desires to provide a Casino Revenue Fund grant in the amount of \$500,000.00 to Northeast Ohio Neighborhood Health Services, Inc. for the benefit of the New Eastside Market Project, located at 10505 St. Clair Avenue in the City of Cleveland; and

WHEREAS, the Cuyahoga County Code Section 709.04(A) states that funds in the Casino Revenue Fund may be used to “promote economic and community development in any area of Cuyahoga County;” and

WHEREAS, the primary goal of this project is to assist in financing the New Eastside Market which will create a community amenity and provide goods and services intended to contribute to community wellness; and

WHEREAS, the project will be funded from the Casino Revenue Fund and is located in County Council District 7; 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 Casino Revenue Fund loan in the amount not-to-exceed \$250,000.00 to Northeast Ohio Neighborhood Health Services, Inc. for the benefit of the New Eastside Market Project, located at 10505 St. Clair Avenue in the City of Cleveland.

SECTION 2. That the Cuyahoga County Council hereby authorizes a Casino Revenue Fund grant in the amount of \$500,000.00 to Northeast Ohio Neighborhood Health Services, Inc. for the benefit of the New Eastside Market Project, located at 10505 St. Clair Avenue in the City of Cleveland.

SECTION 3. That the Director of Development or his/her designee is authorized to prepare all documents to effectuate said loan and grant.

SECTION 4. That the County Executive and/or Director of Development are authorized to execute all necessary agreements and documents consistent with said loan and grant and this Resolution.

SECTION 5. This Resolution shall sunset twelve (12) months after County Council approval should the authorized action have not occurred by that date. In the event this Resolution sunsets prior to the authorized action taking place, the Director of Development shall notify the Clerk of Council in writing. The Clerk of Council shall record the sunsetting of this Resolution in the Council's journal.

SECTION 6. 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 7. 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 _____
_____, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0170

<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 Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas located within the Cuyahoga River Valley, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Cuyahoga County has received a request from West Creek Conservancy for a Resolution supporting an application for twelfth-round funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission for the conservation of ecologically significant areas for protection located within the Cuyahoga River Valley, pursuant to Ohio Revised Code Section 164.23; and

WHEREAS, the West Creek Conservancy intends to acquire approximately 23 acres along the main stem of West Creek within the City of Parma, including over 4,000 linear feet of stream channel, as well as 3 acres of wetlands which will ultimately create a trail and greenway system connecting 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 No. 6; and

WHEREAS, West Creek Conservancy is a non-profit organization whose mission is to enrich the lives of people in Greater Cleveland by conserving natural habitats, restoring ecological value and promoting sustainability of urban lands, and expanding neighborhood opportunities to experience nature; 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 the twelfth-round funding under the Clean Ohio Fund Green Space Conservation Program are due on October 20, 2017 to the Cuyahoga County Natural Resources Assistance Council; 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 West Creek Conservancy for twelfth-round funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission for the conservation of ecologically significant areas located within the Cuyahoga River Valley known as the “West Creek Critical Greenway Conservation Project.”

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 20__

CUYAHOGA COUNTY COUNCIL RESOLUTION OF SUPPORT REQUEST FORM

PROJECT NAME: WEST CREEK CRITICAL GREENWAY CONSERVATION

SPONSORING ORGANIZATION: WEST CREEK CONSERVANCY

CONTACT PERSON: DEREK SCHAFFER

PHONE: 440-915-2940

EMAIL: dschafer@westcreek.org

PROJECT DESCRIPTION:

WEST CREEK CONSERVANCY IS PROPOSING TO ACQUIRE 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.

ESTIMATED PROJECT COST: \$1,200,000

ESTIMATED CLEAN OHIO APPLICATION: \$825,000

COUNCIL DISTRICT(S) OF PROPOSED PROJECT LOCATION:

SUBMIT THIS REQUEST FORM TO ALISON BALL AT ABALL@CUYAHOGACOUNTY.US BY SEPTEMBER 13, 2017 AT 4:30PM.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0171

Sponsored by: Councilmember Simon on behalf of Cuyahoga County Planning Commission	A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of City of Brook Park for the conservation of ecologically significant areas in the Abram Creek City-wide Greenway Trail – Phase I in the City of Brook Park, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County has received a request from City of Brook Park for a Resolution supporting an application for twelfth-round funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission for the conservation of ecologically significant areas in Abram Creek City-wide Greenway Trail – Phase I, pursuant to Ohio Revised Code Section 164.23; and

WHEREAS, the City of Brook Park project includes the Abram Creek City-wide Greenway Trail – Phase I plan that aligns an off-road trail to connect the City of Brook Park to the Lake to Lake Trail in Middleburg Heights, to the Metro Parks Rocky River Reservation and to the Big Creek Greenway in Parma; Phase I of the project aligns Brook Park at Sheldon and Engle to the Rocky River Reservation by following the Abram Creek water course through Brook Park and behind the Cleveland Hopkins International Airport, which will connect directly to the Lake to Lake Trail with a first class pedestrian and bicycle friendly trail way; and

WHEREAS, the project is known as “Abram Creek City-wide Greenway Trail – Phase I” and is located in County Council District No. 2; and

WHEREAS, the total estimated project cost for Phase I is \$7,462,113.00; 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 twelfth-round funding under the Clean Ohio Fund Green Space Conservation Program are due on October 20, 2017 to the Cuyahoga County Natural Resources Assistance Council; 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 City of Brook Park for twelfth-round funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission for the conservation of ecologically significant areas located in the City of Brook Park known as “Abram Creek City-wide Greenway Trail – Phase I Project.”

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

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

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

Yeas:

Nays:

County Council President Date _____

County Executive Date _____

Clerk of Council Date _____

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

Journal _____
_____, 20__

Please fill out the attached request form and **submit it to Alison Ball by September 13, 2017 at 4:30 PM.**

**CUYAHOGA COUNTY COUNCIL
RESOLUTION OF SUPPORT REQUEST FORM**

PROJECT NAME: Abram Creek City-Wide Greenway Trail _ Phase I

SPONSORING ORGANIZATION: City of Brook Park, Ohio

CONTACT PERSON: Michael A. Dolan

PHONE: 216.433.7032

EMAIL: mdolan@cityofbrookpark.com

PROJECT DESCRIPTION: The Abram Creek City-Wide Greenway Trail was planned pursuant to a TLCI grant from NOACA. The trail plan aligns an off road trail to connect the City of Brook Park to the Lake to Lake Trail in Middleburg Hts., to the Metro Parks Rocky River Reservation and to the Big Creek Greenway in Parma.

Phase I of the Abram Creek Trail aligns Brook Park at Sheldon and Engle to the Rocky River Reservation by following the Abram Creek water course through Brook Park and behind Cleveland Hopkins Int. Airport. Once constructed, the Rocky River Reservation will be connected directly to the Lake to Lake trail with a first class pedestrian and bicycle friendly trail way.

All public meetings for the Abram Creek Greenway Trail have been completed and the City of Brook Park is actively seeking funding support from public and private sources.

Estimated Project Cost: Phase I: \$7,462,113; Phase II \$2,844,704.77

Estimated Clean Ohio Application: \$500,000.

COUNCIL DISTRICT(S) OF PROPOSED PROJECT LOCATION: 2

SUBMIT THIS REQUEST FORM TO ALISON BALL AT ABALL@CUYAHOGACOUNTY.US

BY SEPTEMBER 13, 2017 AT 4:30 PM.

District One Natural Resources Assistance Council (NRAC) | **REQUEST FOR COUNTY COUNCIL RESOLUTION OF SUPPORT**

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0141

Sponsored by: Councilmembers Conwell and Miller and County Executive Budish/Department of Health and Human Services	A Resolution adopting the 2018-2022 Cuyahoga County Department of Health and Human Services Strategic Plan in accordance with Section 202.10 of the Cuyahoga County Code, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Section 202.10 of the Cuyahoga County Code requires the Director of Health and Human Services, in conjunction with the County Executive, to prepare and present to Council a proposed five-year Health and Human Services Strategic Plan for actions to be carried out by the County itself, and in partnership with other public and private agencies and organizations, for the purpose of improving cost-effectiveness, collaboration, and the quality of life in Cuyahoga County; and,

WHEREAS, Section 202.10 further requires the Director of Health and Human Services, in conjunction with the County Executive, to present to Council a revision of the Plan every four years after the presentation of the original plan and may at their sole discretion present revisions in the interim; and,

WHEREAS, the Health and Human Services Strategic Plan, per Section 202.10 of the Cuyahoga County Code, will be responsible for identifying strategies for assisting individuals with sustainable employment and compensation and economic self-sufficiency through collaborations amongst the health and human services agencies and other systematic entities throughout the community; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to implement a framework for an on-going system-wide planning process for health and human services throughout Cuyahoga County; and,

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

SECTION 1. The 2018-2022 Cuyahoga County Department of Health and Human Services Strategic Plan, including all changes thereto approved by Council, is hereby adopted in accordance with Section 202.10 of the Cuyahoga County Code. The final plan adopted herein includes such changes the Council and the County Executive have agreed upon prior to adoption.

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: August 8, 2017
Committee(s) Assigned: Health, Human Services & Aging

Journal CC027
September 26, 2017



CUYAHOGA COUNTY
DEPARTMENT OF HEALTH AND HUMAN SERVICES



Strategic Plan 2018-2022

“We believe we have the power to create a stronger, healthier county”

Our goal is a simple one:

To improve the lives of every single resident in Cuyahoga County – people living downtown, in our Cleveland neighborhoods and throughout all of our 59 municipalities.

Everything we do is aimed at this goal. Yet, our county is diverse. We each have different opportunities. We each have different kinds of needs. What the small business owner needs to create more jobs may not be as helpful to the new college graduate ready to launch his career. What the laid off auto worker needs to get back to work may not make sense for the parent trying to improve her skills to compete for a better job to support her family. It’s a daunting challenge and an imperfect balancing act.

But we strive every day to get it right. Together we have made great progress, but we still have a lot of work to do. We cannot rest until our businesses, both large and small, have the resources and support they need to thrive. We cannot rest until we have assured the security of our residents for this generation and for generations to come. We cannot rest until we create a county that is welcoming to all who see the opportunity to thrive and prosper. We cannot rest until we lift up the residents in all of our neighborhoods.

It was our pleasure to co-sponsor legislation to emphasize the importance of planning for the future while providing services today.

We believe we have the power to create a stronger, healthier county. **Together we thrive!**



Armond Budish

Armond Budish
County Executive



Yvonne M. Conwell

Yvonne M. Conwell
Health, Human Services &
Aging Committee, Chair



Daniel R. Brady

Dan Brady
Council President

“We, the people of Cuyahoga County, Ohio, desire a reformed County Government to significantly improve the County’s economic competitiveness”

So begins the charter for our County government. A charter filled with hope and expectations for a new County government with greater strategic focus and stronger operational performance. A new County government merging several separate elected offices into one unified operation focused on driving change and delivering results. A new County government providing accountable, collaborative leadership to a region seeking long-term, equitable growth and prosperity.

To deliver on this promise, we have co-created a Strategic Plan for Cuyahoga County. This plan is our “road map” to keep us on course to becoming a vibrant and prosperous region where everyone thrives and all things are possible.

We, in County government, are committed to doing our part to get there. We are driving regional growth, economic opportunity and individual well-being. We are mobilizing cross-sector resources and providing superior services. We are employing new tactics and skills to be an effective change partner and driver, including co-creating systems level solutions, improving our customer and staff experience, and focusing on creating value with everything we do.

County government is comprised of thousands of dedicated public servants delivering many needed services through multiple departmental staff teams. Our County Strategic Plan helps us all stay focused and aligned around one purpose, one set of goals and one vision of what success looks like for our region. In addition, each departmental staff team is developing its own strategic plan to stay focused on what they uniquely can do to achieve the goals in the County’s Strategic Plan. We are pleased to share with you this plan for the Department of Health and Human Services, which is carefully and directly aligned with the County’s Strategic Plan.

Thank you for your valuable input and partnership in creating these plans. We hope our plans give you confidence in your County government and leave you energized about where we are going as a region. We are excited to move from “planning” to “action” with you.



Sharon Sobol Jordan
Cuyahoga County Chief of Staff



Greetings,

It is with great excitement that we present to you this first ever Cuyahoga County Department of Health and Human Services (DHHS) Strategic Plan. I am pleased to be a part of a leadership team at Cuyahoga County that shares the strong belief that we owe it to the people and taxpayers of our county to communicate what we do and why we do it, demonstrate our values and assess whether our work makes a positive difference in people's lives. The process of developing this plan gave me and our entire team the opportunity to hear valuable feedback from the community, especially the residents and customers we serve. Their voices and the themes we heard from stakeholders are carried forward in the goals, projects, and initiatives that follow.

Formulating and drafting this plan was a true collaborative effort. Cuyahoga County Executive Armond Budish, in partnership with our County Council, provided the vision and DHHS leadership made this planning process a reality. Thousands of residents, social service providers, business and civic leaders, and neighbors generously shared with us their ideas, feedback and concerns about where we have been and where we are going. John Corlett from Center for Community Solutions and Amy Morgenstern from Main Stream Enterprises, Inc. facilitated the planning, research, stakeholder engagement, and drafting of objectives. Throughout the process, their fresh and objective assessment of our system, thoughtful analysis, and local, state and national perspective provided valuable food for thought and reflection for our team. The Strategic Planning Committee represented a cross functional team of leaders from across DHHS and the County Executive's Office. Their knowledge of programs, policy, practice, and the community we serve provided a holistic view of how we can move our work forward.

On a personal note, supporting the more than 2,300 employees of DHHS is a priority for me. It is our frontline employees and supervisors who have a direct impact on services provided and customer experience. Employees come to this work with a personal passion for helping their neighbors. Supporting them and investing in their professional development is essential to making this plan successful. We could not do this work without them.

We are deeply appreciative of all the individuals and groups who shared their time, knowledge, and experience to help create this Strategic Plan. I look forward to our continued partnership as we transform lives at every age and stage through collaboration, innovation, and service. Together we connect people with the opportunity to live their best lives.

Sincerely,



Thomas D. Pristow, MSW, ACSW
Director, Cuyahoga County Department of Health and Human Services



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Appendix A: DHHS Organizational Chart

Appendix B: Complete Process Summary

Appendix C: DHHS Project List

Appendix D: Link to Cuyahoga County Strategic Plan (will be added upon release)

Cuyahoga County recently created a Strategic Plan (“Cuyahoga County Strategic Plan”) with the goal to improve the lives of every single resident in the County – people living downtown, in our Cleveland neighborhoods and throughout all 59 municipalities. Cuyahoga County seeks to persevere in assuring every resident is on a path to achieving their full potential; that we all thrive and prosper. The goals and strategic priorities of the Cuyahoga County Strategic Plan reflect our focus and drive to deliver positive outcomes in the lives of residents. The DHHS Strategic Plan cascades from the Cuyahoga County Strategic Plan and demonstrates how DHHS serves residents in meeting many of the County’s goals. The DHHS plan shares those same goals, identifying results and key performance indicators to assess and monitor progress. The DHHS Strategic Plan embodies industry best practices, robust stakeholder feedback, and measurable indicators. We sought to create, and now have, a shared vision for success.

The DHHS Strategic Plan is focused on ten of the fifteen goals included in the Cuyahoga County Strategic Plan. They are:

- Our businesses are growing and profitable.
- Every child is ready for school on the first day of kindergarten.
- Every student stays in school and has the support needed to graduate high school ready for post-secondary completion and career success.
- Every resident is on a path to upward income mobility and career advancement.
- All residents are safe, supported and able to care for themselves.
- Drive collaboration among regional partners.
- Co-Create systems-level solutions.
- Make a difference in everything you do.
- Provide superior customer experience.
- Make Cuyahoga County an Employer of Choice.

INTRODUCTION

The goals encompass the current work being done along with innovative and collaborative new projects. Strategic projects and initiatives will support Cuyahoga County’s vision of “We are a vibrant and prosperous region where everyone thrives and all things are possible”. The plan includes strategies for children, youth, young people, adults, families, older persons, community partners, and employees. DHHS will include stakeholders in decision making and develop a regular communication process to assess and monitor how the DHHS Strategic Plan is serving to guide our efforts to produce the desired outcomes.

In the planning process, DHHS heard from more than 2,000 people through targeted community leader interviews, surveys, community forums, and focus groups. Stakeholders, residents, and customers provided invaluable feedback on how to define success.

Themes emerged around seven areas:

1. Basic Needs – Individual Well-being
2. Employment and Training – Economic Opportunity and Regional Growth
3. Education – Economic Opportunity
4. Customer Experience – Provide Superior Services
5. Employee Development – Provide Superior Services
6. Services to Outcomes – Mobilize Cross-Sector Resources
7. Outcome-Based Services – Mobilize Cross-Sector Resources

The DHHS Strategic Plan ultimately focuses us on outcomes – in addition to inputs and outputs – so that we may answer questions like “How much did we do?”, “How well did we do it?”, and “What positive difference did we make?”

WHY THE NEED FOR A DHHS STRATEGIC PLAN?

Our ultimate challenge as a community is that the need far surpasses our resources. At the same time, there is great opportunity to break this cycle and build a brighter future together if we all do our part. DHHS is here to make a positive difference for the residents and customers we serve, as well as the partners and employees with whom we serve. How do we know that we are making a difference? How do we stay focused on what matters? How do we stay aligned with our partners to connect as many people as possible to the opportunity they need to build their best lives? It is our intention that the DHHS Strategic Plan serve as our “roadmap” to keep us on course. It is about what we do, but also why and how we do it. It signifies our commitment to innovation, collaboration, efficiencies and driving results that impact people’s lives.

Three specific challenges this plan will help to address are:

- DHHS recognizes there are hurdles which limit employees’ and residents’ abilities to tap into the services we offer, fund and support. This Strategic Plan presents the roadmap to remove barriers and align and integrate services to increase effectiveness and quality of the customer experience.
- Residents often have unique and varied needs. DHHS will take a holistic approach to services, addressing both basic needs and prevention. DHHS will move to greater collaboration and mobilization of resources to meet immediate needs while addressing the root cause of crisis and provide prevention services needed to break the cycle.
- DHHS is focused on achieving outcomes, not just providing services. We will look beyond the numbers to determine if individuals or families participating in our services are any better off and on a path to live their best lives.



ABOUT THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

The Department of Health and Human Services (DHHS) has a broad footprint and impact on our community. DHHS's 2,300 employees make up 29% of the County workforce of more than 8,000 employees. DHHS has an annual budget of \$350M and is made up of eight operational divisions that provide or fund services. Historically, DHHS has operated as eight separate operational divisions, each with its own administrative services such as communications, finance and information technology. DHHS is evolving to better meet the needs of the public.

Operational Divisions:

- [Children and Family Services \(CFS\)](#) works with families to keep children safe from abuse and neglect. CFS works to safely stabilize and reunite families facing poverty, illness or crisis.
- [Child Support Services \(CSS\)](#) offers services to the community by assisting with establishing, maintaining and modifying child support orders. The office also assists with establishing paternity, locating absent parents and health insurance coverage enforcement.
- [Job and Family Services \(JFS\)](#) provides access to jobs, benefits and community services to help families enhance self-sufficiency and overall quality of life.
- [Senior and Adult Services \(SAS\)](#) serves to empower seniors and adults with disabilities to age successfully by providing resources and support that preserve their independence. SAS serves as a safety net to vulnerable adults at risk for elder abuse and exploitation.
- [Family and Children First Council \(FCFC\)](#) welcomes the community in joining specialists from all child-serving organizations to discuss, share resources and brainstorm how to connect people with resources. Council members look at what works for families and then creates a plan.
- [Invest in Children \(IIC\)](#) is a community-wide public/ private partnership administered by the Cuyahoga County Office

of Early Childhood. The partnership works to increase the development of funding, visibility and impact of early childhood services in Cuyahoga County.

- [Homeless Services \(HS\)](#) coordinates a continuum of care including prevention, shelter services and permanent supportive housing intended to prevent and reduce homelessness.
- [Reentry Services \(RS\)](#) conducts offender reentry research, community education, advocacy and best practices to provide formerly incarcerated persons with a continuum of opportunities to support reintegration into the neighborhoods and community.
- [Health Policy and Programs](#) (included in the Office of the Director) consists of a collaborative Council and community partnerships in critical areas such as the Opiate Task force and infant mortality.

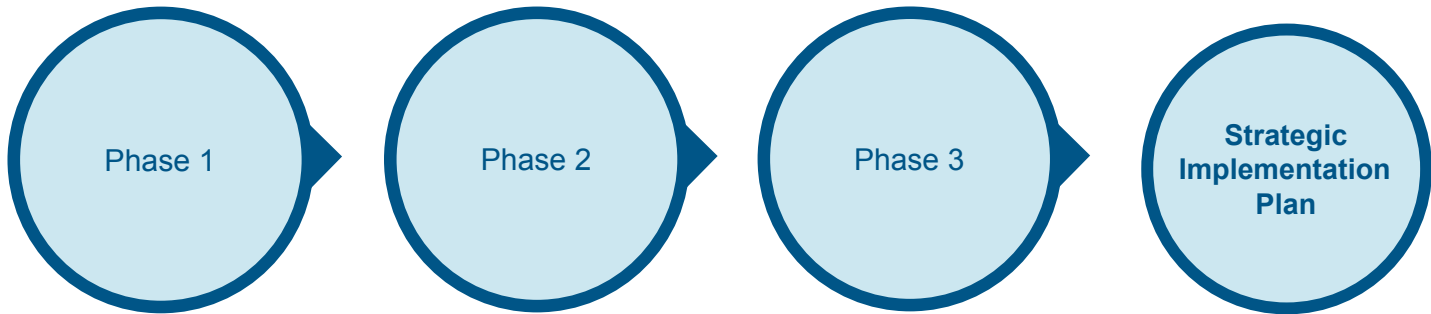
DHHS has created shared administrative services in a major initiative to align all divisions to best serve our residents in Cuyahoga County. Prior to this change, each of the eight divisions had their own autonomous administrative services teams. Now all administrative services are provided to all eight divisions by a central shared services team. The results of shared services mean less duplication, increased efficiency and a significant cost savings.

Shared services include:

- Budget and Finance
- Communications
- Performance Evaluation and Innovation
- Legal Services
- Information Technology
- Human Resources
- Building Management

PROCESS SUMMARY

The DHHS strategic planning committee strongly values the voice of the community in guiding the course of the Department. The committee worked diligently to receive feedback from community members and incorporate their comments, suggestions and concerns into revisions of the DHHS objectives.



- Appointed Steering Committee
 - Hypothesized definitions of success
 - Developed a plan to solicit community stakeholder views
 - Reviewed local and national models for service delivery
- Solicited input from community stakeholders (interviews, focus groups, & surveys)
 - Reviewed and summarized stakeholder feedback
- Revised definitions of success based on feedback
 - Held Listen & Learn Sessions
 - Held Focus Groups
 - Conducted more focus groups
 - Administered on-line Customer Survey
- Analyzed all stakeholder input
 - Established priority goals based on stakeholder feedback and themes

PROCESS SUMMARY – PHASE ONE

Appointed a Steering Committee

The Director of the Cuyahoga County Department of Human Services appointed a DHHS Strategic Planning Committee that included both county and non-county representatives with extensive public and private health and human services experience. The committee developed an initial schedule of planning activities as well as a time frame for the planning process.

Defining Success

The steering committee hypothesized definitions of community success to be tested during phase two of the planning process with the plan to further refine and test them in phase 3.

Developed Plan to Solicit Community Stakeholder Views

The steering committee developed a detailed plan for obtaining input from a diverse set of community leaders, stakeholder, employees, customers, and community residents.

Reviewed Local and National Models for Service Delivery

Consultants from the Center for Community Solutions and Main Stream Enterprises, Inc. reviewed local and national service delivery models to help inform the strategic planning process.

PROCESS SUMMARY – PHASE TWO

Solicited Input from Community Stakeholders

In early 2017, the DHHS Strategic Planning Committee identified 27 leaders in the community to seek input on the DHHS's initial thinking about its strategic focus and imperatives. Interviewees included leaders of social service agencies, foundations, educational institutions, businesses and government offices. Interviews used a common interview guide which mirrored an accompanying written survey tool used to gather input from additional groups.

Focus Groups

Focus groups were held with multiple neighborhood partners. Members of each agency completed surveys to gather additional feedback. Focus group participants were asked whether the definitions of success were on target and ought to be a priority of DHHS.

Stakeholder Survey

The survey tool was distributed to various stakeholders including service providers, staff, community partners, foundations, and corporations. More than 700 individuals completed some or all of the survey; just over half of the respondents were DHHS staff.

Cuyahoga County Council Updates

The DHHS Director met regularly with Cuyahoga County Council Members to review progress and receive feedback. Cuyahoga County Council has been a key support in creating this plan in both Phase I and Phase II of the process.

PROCESS SUMMARY – PHASE THREE

Survey Language Revised

Results from Phase I were presented to the DHHS Strategic Planning Committee. Analysis of interviews, focus groups and survey comments were considered along with the quantitative results of the survey in revising the proposed definitions of success and their associated outcome measurements. An updated survey tool was developed using the revised language. In addition a more concise customer survey was developed to gain the input of current consumers of DHHS services.

Conducted Additional Focus Group

A focus group was held with multiple neighborhood partners eliciting feedback on the revised definitions of success and outcome measurements.

PROCESS SUMMARY – PHASE THREE (Cont.)

Community Forums

“Listen and Learn” community forums were held during the month of April, 2017. Cuyahoga County Council collaborated with the Strategic Planning Committee to identify four locations in geographically diverse areas of the county to hold forums. County Council Members helped DHHS get the word out about the forums through email, social media, Cuyahoga County and The Center for Community Solutions websites, and with the help of community partners. One hundred and forty one community members participated. County Council Members attended each forum and actively participated in the lively discussion. Facilitated conversations focused on the four definitions of success: basic needs, education, employment and customer service.

Administered Online Customer Survey

A simplified version of the questions was developed into an online and paper survey for customers to control for survey fatigue and ease of data collection. The survey link was shared by DHHS employees, and the paper survey was made available in waiting areas. DHHS employees assisted customers completing the surveys on mobile devices.

Who we heard from: Table 1: Community Engagement Participants (See Appendix B for detailed summary)

Group	Number in Group
Community Leader Interviews	27
Listen and Learn Community Forum Participants	141
On-Line Stakeholder Survey Total	716
On-Line Foundation/Corporation/Community Partners Survey Total	105
On-Line Service Provider Survey Total	49
On-Line Staff Survey Total	334
Participants Who did not Identify into a Group	228
Customer Survey Total	1363
Total Number of Stakeholders Providing Input	2247

Stakeholders self-identified into defined groups. The surveys distributed to stakeholders included seven areas of success on which DHHS intends to focus: basic needs, education, employment and training, services to outcomes, outcome-based services, customer service and experience, and employee development. These areas of success align directly with the five goal categories included in Cuyahoga County’s Strategic Plan: individual well-being, economic opportunity, regional growth, mobilizing cross sector resources and providing superior services. In an effort to simplify the customer survey and increase response rate, the customer version of the survey focused on the first four areas of success, but did not include culture and staff support or partnerships and shared data. Survey takers were asked to indicate their agreement on whether a given area of success was important to them and should be an area of focus for DHHS.

Table 2: Goal Alignment

Cuyahoga County Goal Category	DHHS Strategic Areas of Success	
Individual Well-Being	Basic Needs	
Economic Opportunity Regional Growth	Education	Employment and Training
Mobilizing Cross-Sector Resources	Services to Outcomes	Outcome-Based Services
Provide Superior Services	Customer Experience	Employee Development

What We Heard:

The following describes stakeholder feedback in response to questions about DHHS’s proposed definitions of success in several categories.

Individual Well-Being

Proposed	Feedback
Thriving residents are safe, well-cared for and empowered to prosper. The definition also included specific desired outcomes related to family environment, healthy housing, health care coverage and access to resources.	Residents report basic needs as DHHS’s number one priority. Many stakeholders thought this was among the most important functions of DHHS. They felt programs and services relating to the individual well-being of residents are what DHHS does best and should be a top priority. At every level of community input, we heard about the need for increased awareness in the community about DHHS services and customer access to resources. 92% of stakeholders strongly agreed or agreed with this definition of success, the highest rating of agreement on any of the definitions. (Appendix B)

Economic Opportunity

Proposed	Feedback
Thriving residents are prepared to learn, educated and college/career ready. The definition also included specific desired outcomes related to preschool, kindergarten readiness, school enrollment, internship opportunities and post-secondary education.	Stakeholder feedback confirmed that education and job training, in various forms, should be a priority, from early childhood to post-secondary education. Many stakeholders also agreed that supporting families with children enrolled in school results in positive community outcomes. Funding early childhood services, support for parents and enrichment opportunities outside of school were suggested by community members as ways the county can specifically help to support student success and improve levels of educational attainment. 83% of stakeholders strongly agreed or agreed with this definition of success. (Appendix B)
Thriving residents are employed on a path toward upward income mobility and career advancement. The definition also included specific desired outcomes related to career pathways, a family-sustaining wage, and financial stability.	Residents indicated that having a job that paid them enough to take care of their family is a high priority. In addition, stakeholders value the focus on creating career pathways and recognize the need for the pathways to be inclusive of all populations. Through comments and discussion, we learned stakeholders agreed that a family-sustaining wage is important with the caveat that how “family-sustaining wage” is defined matters. Overall, 81% of all respondents agreed or strongly agreed with this definition of success. (Appendix B)

Mobilizing Cross-Sector Resources

Proposed	Feedback
<p>Residents thrive when DHHS uses data to understand their needs, learn what works, and improve practices. The definition also included specific desired outcomes related to reliable data collection, sharing data, and using data to inform decision-making.</p>	<p>Stakeholders told us it is important to explore innovative evidence-based services and engage all stakeholders in defining success with meaningful indicators and outcomes. The community is both supportive and inquisitive about outcome-based funding. While many agreed using outcomes will increase the quality of services provided, there is concern about how and by whom outcomes will be defined and measured. Some DHHS employees are concerned about the perceived time burden of data collection and maintenance, while those outside of the organization strongly value a partnership with DHHS reciprocal data sharing. Overall 85% of all stakeholders strongly agreed or agreed with this definition of success. (Appendix B)</p>

Providing Superior Services

Proposed	Feedback
<p>Residents thrive when DHHS values each person and effectively engages in quality interactions with everyone. The definition also included specific desired outcomes related to point of entry to DHHS, treatment of customers and effectiveness of service delivery.</p>	<p>Targeted community leaders strongly agreed that residents thrive when DHHS employees effectively engage in quality interactions with everyone. Customers and their advocates desire clear pathways to services and consistent and timely communication from DHHS employees. 86% of stakeholders agreed or strongly agreed with this objective. (Appendix B)</p>
<p>Residents thrive when DHHS engages one another in a healthy, positive and collaborative DHHS employee culture. The definition also included specific desired outcomes related to collaboration across divisions, training and support, and attracting and retaining quality employees.</p>	<p>Stakeholders told us that in order to provide superior services we must recruit, train, and support quality employees. Stakeholders often voiced concern about employees being well matched to their positions, the level of support provided to DHHS employees, and the extent to which caseloads are manageable. Community leaders and a majority of DHHS staff agree with this definition of success (Appendix B)</p>

RESEARCH, DESIGN AND DEVELOPMENT

The development of the strategic plan included stakeholder feedback, community needs, and research. We considered best practices in areas including strategic planning methodology, social service delivery, and prevention strategies. The Strategic Planning Committee considered innovative practices in safety net services, education, workforce development, outcome-based services, and employee professional development. Say Yes to Education, American Public Human Services Association, Hennepin County, and the Cuyahoga County Senior Services Report provided a wealth of information (see reference list attached).

The Cuyahoga County Department of Health and Human Services (DHHS) is also aligned with the Cuyahoga County vision, mission, values, strategic goals and priorities. The DHHS Strategic Plan cascades from the Cuyahoga County Strategic Plan to contribute to moving our region forward.

The DHHS Strategic Plan

A. **The DHHS Vision aligns with the Cuyahoga County Vision**

We are a vibrant and prosperous region where everyone thrives and all things are possible.

B. **The DHHS Core Purpose aligns with the Cuyahoga County Mission:**

To drive regional growth, economic opportunity and individual well-being by mobilizing cross-sector resources and providing superior services

C. **DHHS Values align with Cuyahoga County Values: :**

1. **Integrity:** Provide reliable and accurate services to all customers, as part of an honest, open and equitable culture.
2. **Courage:** Act boldly and be willing to make change while using good judgment to do the right thing for all citizens of Cuyahoga County.
3. **Teamwork:** Create and strengthen internal and external partnerships to best accomplish our goals through collaborative actions.
4. **Innovation:** Invest in people and their creative ideas and challenge the status quo to positively impact the prosperity and sustainability of our region.
5. **Results:** Define and be accountable for meeting expectations, inspire accomplishment and achieve measureable successes

D. The DHHS Strategic Goals align with the Cuyahoga County Strategic Goals:

Cuyahoga County is focused on achieving these results:

1. Our region is economically competitive.
2. Our businesses are growing and profitable
3. Our community is vibrant, dynamic and diverse
4. Every child is ready for school on the first day of kindergarten
5. Every child stays in school and has the support needed to graduate high school ready for postsecondary completion and career success
6. Every resident is on a path to upper income mobility and career advancement
7. All residents are safe, supported and able to care for themselves
8. All people have equal access to justice
9. All are valued, respected and heard

Cuyahoga County believes that, in order to be an effective change driver and partner, we need to employ new tactics and skills.

We have raised the bar on what county government must get right:

1. Drive collaboration among regional partners
2. Co-create systems-level solutions
3. Make a difference in everything we do
4. Maintain financial strength and operational efficiency
5. Provide a superior customer experience
6. Make Cuyahoga County an Employer of Choice

DHHS fully embraces Cuyahoga County's vision, mission, values and strategic goals, and adds the following:

DHHS Core Purpose:

Together we connect people with the opportunity to live their best lives.

DHHS Guiding Principles:

1. Employees are supported and have a say in how they do their jobs.
2. We have programs that work and we know why.
3. We pay our bills on time and come in on budget.
4. We deliver the highest quality service in the country.
5. We treat each other with respect, compassion and kindness.

DHHS Shared Drivers

Cuyahoga County will:	DHHS will:
Drive collaboration among regional partners	Partner to establish collaborative services, and effective and efficient contracts
Co-create systems-level solutions	Increase knowledge of DHHS services and access to integrated navigation services
Make a difference in everything we do	Work with stakeholders to focus on results. Evaluate racial inequity and develop action steps toward addressing disproportionality
Maintain financial strength and operational efficiency	Provide effective financial stewardship, and track, monitor and learn from results of performance measures
Provide a superior customer experience	Provide timely customer-centric services that address both immediate and long-term needs
Make Cuyahoga County an Employer of Choice	1) Recruit and retain quality employees who exhibit high-level critical thinking skills and emotional intelligence; and 2) Provide a healthy, innovative work environment where everyone is treated with respect, compassion and kindness

DHHS STRATEGIC GOALS

The DHHS Strategic Plan will drive the work of all eight of its divisions. The plan is customer-centric, strives to integrate services in and across all divisions and is outcome-focused. It serves as a blueprint for how we will reach out to all stakeholders about our beliefs and the reasons for organizational change. DHHS serves to provide opportunities for residents to thrive while removing barriers to their success. DHHS serves the most vulnerable county residents who may be in crisis and in need of multiple immediate services to meet basic needs. Stakeholders report they want DHHS to provide a safety net for basic needs and whenever possible, provide services to enhance stability and prevent future crises. DHHS works toward providing services and resources that facilitate stability and sustainability for the future.

The goals and specific desired outcomes below align with and cascade from the Cuyahoga County Strategic Plan and are numbered accordingly. The goals are listed in the order of importance as derived from customer surveys.

Numbering Matrix: DHHS Priorities in Reference to the Cuyahoga County Strategic Plan Goals

DHHS Priority Plan #	Cuyahoga County Goal #	
1	7	Basic Needs – Individual Well-Being
2	6	Employment and Training – Economic Growth and Regional Growth
3	4 and 5	Education – Economic Growth and Regional Growth
4	14	Customer Experience – Provide Superior Services
5	15	Employee Development – Provide Superior Services
6	10 and 11	Services to Outcomes – Mobilize Cross-Sector Resources
7	12	Outcome-Based Services – Mobilize Cross-Sector Resources

GOAL 1: BASIC NEEDS - INDIVIDUAL WELL-BEING

Stakeholders believe the most important thing DHHS does is to address residents' basic needs. Customers also placed the highest value on individual well-being. Many felt that programs and services relating to the individual well-being of residents are what DHHS does best and should be a top priority. At every level of community input, we heard about the need for increased awareness by the community about DHHS services and access to resources, including access to information about resources. Housing, transportation, food, healthcare, childcare and senior services were some of the topics frequently raised when discussing this objective.

DHHS will continue to meet the needs of the public as a safety net when homelessness, lack of health/ mental health/ addiction services and food insecurity presents a crisis for children, adults, families and older persons. DHHS will provide as many resources as possible and mobilize relationships with other county and community services.

Cuyahoga County Goal 7:

All residents are safe, supported and able to care for themselves.



Cuyahoga County's Strategic Priorities:

- 7.1 Provide a safety net for children, families, adults and older persons to meet their immediate basic needs.
- 7.2 End chronic homelessness for veterans, families and youth.
- 7.3 Decrease the number of youth aging out of foster care without a permanent family.
- 7.4 Partner with parents to create a family-centered child support program that promotes on-time and consistent support.
- 7.5 Empower and support older persons to preserve their independence and help them age successfully.
- 7.6 Drive collaborative efforts to prevent and treat opioid addiction.
- 7.7 Create and enforce a county-wide consumer protection standard.
- 7.8 Partner to build safer communities.
- 8.2 Expand access to mental health diversion inpatient treatment centers

DHHS Results – Basic Needs

Children, families, adults and older persons:

- 7.1a Have healthcare coverage that includes mental health and substance abuse treatment.
- 7.1b Are safe from abuse and neglect.
- 7.2a Live in stable and healthy housing.

Key Performance Indicators:

DHHS Indicators

- #/% of eligible residents enrolled in SNAP, TANF, Medicaid, and Child Care Benefits
- Average hourly wage increase for Families Forward participants paying child support
- #/% of children achieving permanency within a year entering the child welfare system
- #/% of substantiated abuse, neglect and exploitation reports
- #/% of older persons able to continue to reside in their own home
- #/ % decrease in mentally ill residents in county jail (County Sheriff's Office data)

All relevant indicators and measures will be disaggregated by location and race

Community Indicators

- # Deaths due to opiates (trend)
- #/% of Homelessness rate (Veterans, families, and youth)
- #/% of Poverty Rate

GOAL 7: STRATEGIC PROJECTS

Partnership with public libraries	Job and Family Services (JFS) is in the early stages of expanding relationships with all city and Cuyahoga County library systems to provide fax services and a virtual neighborhood family service center to help residents navigate services.
Advocate for additional permanent supportive housing to achieve and maintain “functional zero”	DHHS heard from residents that safe and stable affordable housing is a top priority. We will use all available resources, such as Partnering For Family Success and Rapid Re-Housing, to assure residents have healthy and stable housing. The Office of Homeless Services will continue to partner with community services to be sure all quality service options are offered and considered.
Housing First Pay For Success Project	Increasing opportunities for residents to secure permanent supportive housing and supportive services concurrently.
Families Forward	Occupational training to low-wage residents paying child support.
Behavioral Interventions in Child Support	Use behavioral economics to simplify the child support payment process to make it more accessible for all families.
Older Persons Employment Project	<i>(In development)</i> Senior and Adult Services will work to sustain the engagement of older persons in community life through employment and volunteer opportunities.
Explore feasibility of new venture that provides Aid & Attendance for veterans to stay at home	DHHS will convene with regional partners to collaborate on this project.
Develop a coordinated county approach to combat the opioid epidemic	Project includes those initiatives identified as DHHS-involved, including: a) Awareness of Know the RX Media Campaign, b) Awareness of Hidden in Plain Sight campaign, and c) Drop box for prescription medication.

GOAL 7: OPERATIONAL INITIATIVES

Child Safety and Permanency:

Children and Family Services (CFS) has recently shifted its practice model, providing families and children expedited services when needed to prevent unnecessary long-term child welfare involvement. Through the Rapid Permanency Project with Casey Family Programs, CFS is also examining the reasons why some children remain in foster care for extended lengths of time. Lessons learned will help prevent children and youth from remaining in foster care without a permanent family.

Timely Safety Net Services:

Job and Family Services will increase timeliness and accuracy when assessing eligibility and activating safety net services, such as: cash assistance, Supplemental Nutrition Assistance Program (SNAP), child care and Medicaid.

Multi-System Needs:

DHHS will assure integrated care and attention to families and adults with multi-system needs. The Family and Children First Council will refine its Service Coordination services. Service Coordination brings DHHS division representatives and other county agencies to the table with families to implement action plans that fully address family strengths and needs. This includes the Triage Team, specially designed to immediately convene all partners to assist children with mental health issues, keeping children with their families.

Senior Centers:

The Senior and Adult Services (SAS) Division is working with local Senior Centers to establish innovative collaboration that includes the capacity to gather data and assess the difference these services make in the lives of older persons. The division will also look for gaps in services to meet increasing needs of older persons in Cuyahoga County.

SAS will convene stakeholders to explore the next phase of the Cuyahoga County Senior Center Innovation Project that has increased awareness and access for older persons to become increasingly involved in community life. The first phase of this project also provided opportunities for older persons to increase wellness and preserve their independence.

Therapeutic Foster Care Services:

Children and Family Services licenses therapeutic care foster families for children with complex needs. Children and Family Services will provide the therapeutic services to the child and foster family and assess and monitor safety and well-being.

Mental Health and Addiction Diversion Program:

Develop cross-system collaboration between the County Sheriff's Office, Alcohol Drug and Mental Health Services Board and DHHS to serve residents with mental health and addiction services needs who are facing incarceration.

GOAL 2: EMPLOYMENT AND TRAINING ECONOMIC OPPORTUNITY AND REGIONAL GROWTH

Overall, 81% of respondents agreed or strongly agreed with the definition of success that thriving residents are employed on a path toward upward income mobility and career advancement. The definition also included specific desired outcomes related to career pathways, a sustainable wage, and financial stability. While twenty three percent of Foundation/Corporation/Community Partners disagreed or strongly disagreed with this measurement of success, Customers rated “I am employed and earning enough to support my family” as the most important of the employment-related statements. Through comments and discussion, we learned stakeholders agree that a family-sustaining wage is important, but are concerned about how that will be defined. Stakeholders value the concept of career pathways and recognize the need for the pathways to be inclusive of all populations. Financial stability, while viewed as important for the health of the community was also recognized as a goal that can only be achieved when career pathways and sustaining wages are present.

Accordingly, success for residents is no longer just a job. To earn a family-sustaining wage, residents must be placed in jobs connected to career pathways. We will take individual circumstances into consideration when determining employment service options that support this goal.

Residents indicated that this is a high priority. To accomplish this, Job and Family Services (JFS) is working closely with the Cuyahoga County Department of Development and together they are shifting the focus from mainly a workforce service that maintains eligibility for safety net benefits to an expanded focus on career opportunities for our residents.

Cuyahoga County Goal 6:

Every resident is on a path to upward income mobility and career advancement.



Cuyahoga County's Strategic Priorities:

- 6.1 Co-create a coordinated, effective workforce system.
- 6.2 Establish employer incentives to train, hire, upskill, and promote.
- 6.3 Implement “stair-step” approach to align all tools in our career access tool box.
- 6.4 Partner to expand internet access throughout the county.
- 6.5 Remove specific barriers to employment for qualified candidates.

DHHS Results – Employment, Training, and Regional Growth:

Young people, families, adults and older persons:

- 6.1a Identify and enter supported career pathways.
- 6.1b Receive training, become employed and earn a family-sustaining wage.
- 6.1c Build assets for long-term financial stability and retirement.
- 6.2a Are engaged in community life through employment and volunteer opportunities.

Key Performance Indicators:

DHHS Indicators

- #/% of Propel Cuyahoga participants attaining credentials/degrees and on a career path
- #/% of Propel Cuyahoga participants achieving wage advancement
- #/% of Propel Cuyahoga participants earning family-sustaining wage
- #/% of Propel Cuyahoga participants that have access to a qualified retirement benefit
- #/ % of older persons participating in work and training programs resulting in employment
- #/% of Propel Cuyahoga participants building assets for long-term financial stability and retirement

All relevant indicators and measures will be disaggregated by location and race

Community Indicators

- Unemployment Rate
- Shared Systems-Level Metrics (TBD 2017 by Workforce Funders Group)

GOAL 6: STRATEGIC PROJECTS

<p>Propel Cuyahoga</p>	<p>JFS, in collaboration with The Department of Development, will increase services to prepare residents for in-demand jobs and work with cutting-edge organizations to provide the best training possible. Other workforce services include Skill Up, Ohio Means Jobs, Cuyahoga Internship Program, Seattle Jobs Initiative, Tri-C Partnership, and the North Star Resource Center. North Star assists residents reentering the community after incarceration.</p> <p>Through the Comprehensive Case Management Employment Program (CCMEP), JFS will take a proactive approach with adults and older adults who require a safety net or are re-entering the workforce after a lapse in employment.</p> <p>WORC Center Services Expansion is an expansion of the DHHS-JFS initiative completed in 2017 and includes expansion of Workforce Opportunity Resource Center (WORC) services at county library locations. This center connects customers with employment services based on their unique circumstances and eligibility requirements.</p> <p>DHHS is moving beyond job placement in a minimum wage position to career specialization including career matching, education, and training that lead to a family-sustaining wage. Each customer is assigned a career coach and together they create an individualized career plan. The coach-customer relationship continues until the customer secures a family-sustaining wage.</p>
<p>Aspire GED/ESL Partnership with Cuyahoga County Library</p>	<p>As the Cuyahoga County Library System prepares to take on the Aspire program, Cuyahoga County looks to partner with Cuyahoga County Libraries to provide avenues for GED/ESL attainment for county residents.</p>
<p>Older Persons Employment Project</p>	<p><i>(In development)</i> Senior and Adult Services will work to sustain the engagement of older persons in community life through employment and volunteer opportunities.</p>
<p>Reentry Services Project</p>	<p>The Office of Reentry is strategically addressing the interface between public safety and reentry services to assure best outcomes for our citizens.</p>

GOALS 3: EDUCATION - ECONOMIC OPPORTUNITY AND REGIONAL GROWTH

Stakeholder feedback confirmed that education and job training, in various forms, should be a priority, from early childhood to adult education.

Stakeholders were asked their level of agreement on DHHS's proposed definition of success that thriving residents are prepared to learn, educated and college/career ready. The definition also included specific desired outcomes related to preschool, kindergarten readiness, school enrollment, internship opportunities and post-secondary education. Community leaders had the highest level of agreement, 96% compared the overall average of 83% agreement. Overall, stakeholders had the most questions about DHHS's education-specific role. Some stakeholders were concerned that education was outside of the County's core services, while others agreed that supporting families with children enrolled in school results in positive community outcomes. Funding early childhood services, support for parents and enrichment opportunities outside of school were suggested by community members as ways the County can play a role in developing successful students.

Cuyahoga County Goals 4 and 5:

Every child is ready for school on the first day of Kindergarten.
Every student stays in school and has the support needed to graduate high school ready for post-secondary completion and career success.



Cuyahoga County's Strategic Priorities:

- 4.1 Significantly reduce infant mortality.
- 4.2 Align services to help residents live in healthy, lead-safe homes.
- 4.3 Expand access to high quality pre-school.
- 4.4 Co-create a plan to sustain universal access to early childhood education.
- 5.1 Provide opportunities and needed support to children throughout their academic careers.
- 5.2 Partner to promote technology education, digital literacy and vocational education in schools.
- 5.3 Expand youth internship opportunities as a first step towards careers.
- 5.4 Promote affordability of post-secondary training and education.

DHHS Results – Education:

Children, families, adults or older persons:

- 4.3a Enroll in a high quality pre-school.
- 4.4a Have access to high quality child care.
- 5.1a Enroll, regularly attend and graduate high school.
- 5.3a Have internship and mentorship opportunities.
- 5.4a Have the opportunity to receive a college diploma or a career training certificate.

Key Performance Indicators:

DHHS Indicators

- # of children enrolled in high quality pre-school in the County
- #/% of enrolled children who receive scholarship assistance through Cuyahoga County UPK
- #/% of children enrolled in UPK ready for Kindergarten (KRA score)
- #/% youth hired by employer at end of County Internship program
- #/% of youth participating in County Internship program who pursue /complete post-secondary training/education
- Graduation rate of students supported by wrap-around services
- Early childhood education expansion and sustainability milestones

All relevant indicators and measures will be disaggregated by location and race

Community Indicators

- Annual Infant mortality rate
- #/% of children living in lead-safe homes
- #/% of children ready for kindergarten (KRA score)
- Say Yes to Education Pathway Milestones
- Educational Attainment Level (high school graduation rate, postsecondary completion)

GOALS 4 AND 5 STRATEGIC PROJECTS

Create Universal Pre-Kindergarten 2.0 and double the number of children enrolled in the program	DHHS will increase accessibility for all preschoolers to receive high quality education through Universal Pre-Kindergarten (UPK) services, which is part of the Invest In Children Division. Universal Pre-Kindergarten is expanding high-quality pre-school access and centers for children ages 3 to 5. Invest In Children also helps parents secure high-quality childcare for younger children. The Cuyahogakids.org web-based application is available for all parents and caregivers to learn about a variety of resources including listings, videos and public events announcements.
UPK 2.0 Sustainability Plan	Invest in Children received a US Department of Education grant to conduct a Feasibility Study for a Pay For Success Approach to sustain the Universal Pre-Kindergarten for the future.
Participate in First Year Cleveland	A newly launched collaborative effort bringing together government, health care providers, academia and private philanthropy to bring a sharp focus to the community's infant mortality prevention work.
Explore Pay For Success project with Cuyahoga County Board of Health and Cleveland Foundation	Explore and develop opportunities for an enterprise-level strategy and plan for a Pay for Success project to impact lead-safe homes throughout Cuyahoga County.
Rapid Response (Lead)	DHHS is creating a seamless means of interacting with the City of Cleveland Department of Public Health to provide rapid response assistance to families displaced from an unhealthy home environment.
Implement Healthy Homes initiative for Family Day Care homes participating in UPK	Certify that Family Day Care Homes are lead-safe.
Co-Lead effort to bring Say Yes to Education to Cleveland	DHHS will work with regional partners and Say Yes to Education to create a strategy of comprehensive support for young people to achieve educational goals and the community to achieve improved education outcomes.

GOALS 4 AND 5 OPERATIONAL INITIATIVES

Post-Secondary education for youth:

Residents report a need for post-secondary education connections. Youth ages 14 to 24 that are receiving services from Children and Family Services, Job and Family Services, and Family and Children First Council are eligible to apply for internships provided by Cuyahoga County in partnership with Youth Opportunities Unlimited (YOU). Interns are given a valuable on-the-job opportunity that is likely to influence their future education and career choices.

Educational Stability:

Children and Family Services will monitor the educational needs of the children and youth they serve, in part as a result of Every Student Succeeds Act (ESSA). DHHS will work to strengthen relationships and collaboration with local school systems.

Child Care:

The Job and Family Services Contact Center will include applications for child care benefits with high quality providers. JFS will connect parents to the Cuyahoga Kids web application resource. Libraries and online applications will be used to expedite services.

GOAL 4 – CUSTOMER EXPERIENCE - PROVIDE SUPERIOR SERVICES

Through surveys and community forums, DHHS confirmed that employees, residents and a broad array of community stakeholders do not have a full understanding of the services DHHS provides across divisions. They also are often confused about who is eligible for those services. Therefore, residents have trouble accessing DHHS services and encounter customer service challenges when engaging with some systems and employees.

Stakeholders often voiced the opinion that treating customers with dignity, respect and empathy should be the starting point for all interactions, but do not feel this is the current environment in DHHS offices. Customers and their advocates desire clear pathways to services and consistent and timely communication from county staff. The length of time to return a phone call and the inability to leave messages for county employees was discussed at length during the community forums.

DHHS recognizes that effective and timely communication between employees and customers is essential to providing superior customer service. This communication and interaction should be available in person, over the phone, and online depending clients' on the preferred method of service.

Cuyahoga County Goal 14: Provide a superior customer experience.



Cuyahoga County's Strategic Priorities:

- 14.1 Consistently provide an excellent customer experience.
- 14.2 Expand omni-channel access to services through the smart and effective use of technology.
- 14.3 Provide easier access to services through targeted neighborhood partnerships and outreach.
- 14.4 Establish "any door is the right door" policies and practices for better access to government services.
- 14.5 Provide services in spaces that are welcoming, comfortable and well-designed for both customers and employees.
- 14.6 Build trust in government.

DHHS Results – Customer Experience:

14.1a Employees are trained and knowledgeable about DHHS and other county services.

14.1b Every person is treated with dignity, respect, and empathy.

14.3a Residents are connected to resources that meet their basic needs and help achieve self-sufficiency.

14.4b Any door our customers walk through is the right door to access services and resources provided by county government.

14.6a Standards of excellence are established and consistently met.

Key Performance Indicators:

DHHS Indicators

- # of presentations and informational outreach activities
- Average wait time (for defined county services)
- #/% of Customers getting the information they need at initial point of contact
- #/ % of county services offered online or via call center
- #/% of county services offered in the community
- #/ % employees trained in knowledge of services across the county
- #/% of employees completing training and certification for customer service

All relevant indicators and measures will be disaggregated by location and race

Community Indicators

- % of residents satisfied with county services

GOAL 14 STRATEGIC PROJECTS

Establish and Practice County-Wide Service Standard	The Clean It Up project examines DHHS buildings for access to services, customer flow, space planning, cleanliness, and signage to improve the customer experience and satisfaction.
Job and Family Services (JFS) Contact Center	Establishes call centers in all seven JFS centers. Customers call in to receive Medicaid benefits while on the phone. Voice signature, interactive voice recorder (phone tree), and virtual hold (returns your call when lines are busy) are some of the features that make the call centers efficient and effective for a wide range of customers. JFS is working with the state to establish capacity for eligibility and maintenance of Supplemental Nutrition Assistance Program (SNAP) and other benefits via the Contact Center.
Develop and implement an enterprise-wide, omni-channel customer experience improvement plan	Develop and implement plan to leverage Interactive Voice Recorder and other technologies to increase omni-channel access to DHHS services. Continue to build JFS Contact Center to reduce multiple in-person visits. Contact Center is part of the work of the Customer Experience Taskforce technology component to support the development of an aligned approach for all DHHS “call centers”.

GOAL 14 OPERATIONAL INITIATIVES

Cross-Division Training:

To deepen the knowledge of the array and intersections among DHHS services, all employees will receive cross-division training on the range of services offered across DHHS and any door is the right door service delivery. Training will also include those services provided by other county departments and community partners.

A dashboard will provide employees with electronic resources for themselves and residents.

Service Navigation:

Employees will serve as navigators to residents, providing a warm hand-off across divisions to reduce confusion and duplication of services when needed.

Integrated Services Technology:

The Job and Family Services contact center will include child care applications. In the meantime, libraries and online applications will be used to expedite high quality child care benefits.

GOAL 5 – EMPLOYEE DEVELOPMENT - PROVIDE SUPERIOR SERVICES

Stakeholders told us that in order to provide superior services we must recruit, train, and support quality employees.

Cuyahoga County Goal 15: Make Cuyahoga County an Employer of Choice.



Cuyahoga County's Strategic Priorities:

- 15.1 Become an Employer of Choice.
- 15.2 Create a positive, open, supportive culture that values our employee, prioritizes our customers, reflects our values, promotes teamwork and inclusion, and encourages innovation.
- 15.3 Develop approaches to address legacy compensation and benefit issues.
- 15.4 Ensure proactive, regular two-way communication among county employee.

DHHS Results – Employee Development:

- 15.1a Great employees are attracted and retained.
- 15.2a Employees support one another, collaborate across divisions, and have a say in how they do their jobs.
- 15.2b DHHS supervisors and managers demonstrate the Cuyahoga County Leadership Competencies.
- 15.2c Employees have the tools, technology, and training they need to deliver results.
- 15.4a Meaningful annual performance reviews are conducted for all DHHS employees.

Key Performance Indicators:

DHHS Indicators

- Average time to fill for unclassified & classified positions
- #/ % Job offer proffered and accepted
- #/% of new hires retained for two years or more
- #/% of current employees achieving a promotion
- #/ % of supervisors and managers trained in leadership development and applying new skills as measured by pre and post surveys
-
- Employee engagement survey

All relevant indicators and measures will be disaggregated by location and race

GOAL 15 OPERATIONAL INITIATIVES

Employee Development:

The DHHS Pipelines and Pathways workgroup was established in November 2016 to identify internal workforce development needs and existing resources. The needs identified include:

- Recruitment, hiring and selection process
- Skills development and advancement
- Succession and knowledge transfer

The workgroup's next steps include identification of specific actions to develop employee opportunities within DHHS.

Leadership Development:

One initiative already underway is a cross-departmental professional development training effort known as the Leadership Seminar Series (LSS). The LSS is a 10-session six-month course provided by a trained facilitator with expertise in leadership development. The LSS was first offered to the employee team in the Division of Children and Family Services, and in November 2016, expanded to include employees at all levels in all DHHS divisions. Evaluation data is gathered and shared with the Senior Leadership Teams to ensure that the senior leadership team is responsive to the changing needs of the DHHS workforce. In addition to the LSS, DHHS's strong commitment to leadership development is demonstrated by offering leadership conferences and mentoring. DHHS is developing leadership competencies as a first step in developing a supervisory model for supervisors and management. Competencies will include critical thinking, emotional intelligence and coaching skills.

Division-Specific Operational Plans:

Each division will include methods to gather and use employee input in developing its Operational Plan. Divisional Operational Plans will cascade from the DHHS Strategic Plan and contain more detailed projects, goals, and measures for each division.

Staff Involvement in Decision Making:

DHHS conducts weekly employee Open Forums. DHHS will continue Open Forums and other employee engagement strategies and will use employee ideas and solutions for policy and environmental changes to increase employee commitment and satisfaction.

DHHS will become an Employer of Choice.

Performance Evaluation:

Cuyahoga County will implement a meaningful annual performance evaluation platform for all employees in 2018-2019 that focuses on content and core leadership strategies.

GOALS 6 - SERVICES TO OUTCOMES – MOBILIZE CROSS-SECTOR RESOURCES

Community partners confirmed they are unaware of the services, and limits to services, that DHHS provides. They emphasized a need for both knowledge of and access to integrated services.

DHHS staff are concerned about the perceived time burden of data collection and maintenance while those outside of the organization strongly value a partnership with DHHS that involves reciprocal data sharing. Currently, only eighteen percent of stakeholders believe external collaboration with partners is being done well or very well. An open data relationship can aid in the County's efforts to create systems-level solutions through regional collaborations.

Cuyahoga County Goals 10 and 11: Drive collaboration among regional partners. Co-Create systems-level solutions.



Cuyahoga County's Strategic Priorities:

- 10.1 Expand shared services to build capacity and support effectiveness of regional partners.
- 10.2 Support regional approaches to public safety and law enforcement.
- 10.3 Strengthen and expand relationships with new and existing community partners, including the Cleveland Metropolitan School District and the Greater Cleveland Regional Transit Authority .
- 11.1 Align and enhance internal resources to build a strong foundation for operational and strategic success.
- 11.2 Work with partners to align, scale and sustain efforts to achieve systems-level solutions.
- 11.3 Co-create racially equitable organizations and systems.
- 11.4 Develop and implement communication strategies to raise awareness about the county's services, benefits provided and access to solutions.
- 11.5 Speak out on issues, policies and decisions at the state and federal level.

DHHS Results – Services to Outcomes:

- 10.3a Regional approaches to address and help solve community social issues are supported.
- 11.3a Divisions will evaluate racial inequities in their systems and demonstrate action steps towards addressing disproportionality.
- 11.4a Residents and partners have an improved understanding of DHHS divisions and services.
- 11.5a DHHS leads the community in advocating for public policy that supports the development of strong families and communities.

Key Performance Indicators:

DHHS Indicators

- Strategy alignment among partners seeking the same outcomes
- Racial Equity metric (TBD 2017-2018)
- Policy, legislative and funding decisions influenced by county advocacy with the support of DHHS
- Utilization of DHHS shared administrative services

All relevant indicators and measures will be disaggregated by location and race

GOALS 10 & 11 STRATEGIC PROJECTS

Identify key regional partners to drive change and collaborate to improve the lives of all Cuyahoga County residents

Convene internal workgroup to identify key partners and develop/implement relationship management plans to achieve shared goals/outcomes (i.e. better coordination in service delivery and alignment of future direction/strategy). Potential regional partners may include: Libraries, Addiction and Mental Health Services (ADAMHS) Board, Juvenile Justice, Medical Professionals, Regional Transit Authority, Cleveland Metropolitan School District, and The Cuyahoga County Board of Developmental Disabilities

Cuyahoga County Library Partnership

Partnership with Cuyahoga County Library to provide access to benefit applications at libraries.

GOAL 7 - OUTCOME-BASED SERVICES - MOBILIZE CROSS-SECTOR RESOURCES

Stakeholders told us it is important to explore innovative evidence-based services and engage all stakeholders in defining success with meaningful indicators and outcomes. The community is both supportive and apprehensive about outcome-based funding. While many agree using outcomes will increase the quality of services provided, there is concern about defining outcomes and consistently applying those definitions across DHHS and its partners.

Cuyahoga County Goal 12: Make a difference in everything we do.



Cuyahoga County's Strategic Priorities:

- 12.1 Implement outcome-based contracting.
- 12.2 Explore outcome-based financing options.
- 12.3 Leverage data to drive decision making

DHHS Results – Outcome-Based Services:

- 12.2a Benchmarks and measures of performance are developed and implemented.
- 12.3a Data collected is valid and reliable.
- 12.3b DHHS has access and is using an integrated data set.
- 12.3c Data and information are readily accessible, analyzed, and shared.
- 12.3d DHHS uses data and information to inform decisions, practice, and level of effectiveness.
- 12.3e Employees are trained in the need for and skills related to data analysis.

Key Performance Indicators:

DHHS Indicators

- #/ % of contracts that are outcome-based
- #/ % of contractors achieving outcomes agreed to in contracts
- #/ % Cuyahoga performance metrics on track
- #/ % shared data reports to increase awareness (e.g. # of shared customers across divisions)
- Pay For Success milestones

All relevant indicators and measures will be disaggregated by location and race

GOAL 12 STRATEGIC PROJECTS

Develop enterprise-wide plan for Outcome-Based Services and Contracting

DHHS is currently drafting a Request For Proposals to seek a vendor who will help develop the procedures for outcome-based contracting. All DHHS contracts will be written with these procedures as a guideline to assure the services being offered are designed to achieve shared and realistic outcomes.

DHHS will collaborate with services providers to develop performance measures to be used to monitor and evaluate services and contracts. Providers will be instrumental in the creation of key performance measures.

Develop enterprise-level strategy and plan for Pay for Success, including oversight and learning group for current and future opportunities

Projects to explore include: Housing First, Early Childhood, and Lead-Safe Homes (as a partnership with the Board of Health and private philanthropy)

IMPLEMENTATION

The DHHS Strategic Plan implementation begins on January 1, 2018; however, several projects and initiatives described in the plan are already underway. Each of the eight operational divisions of the Department of Health and Human Services will develop their divisional operational plans to cascade from the DHHS Strategic Plan. This sets a consistent roadmap for each division. The DHHS will start by collecting baseline data and use ongoing stakeholder input to prioritize projects for 2018 and 2019

DHHS will conduct strategic plan presentations and provide all stakeholders with access to the plan. The DHHS Strategic Plan will be regularly reviewed to evaluate progress toward results. DHHS Community Updates will be held to share progress and receive stakeholder feedback. A communications plan will be developed to ensure a feedback loop.

The customers and residents of Cuyahoga County depend on DHHS to strengthen families and communities. This plan lays out an innovative forward-thinking roadmap for how we will protect our most vulnerable customers and help all of our residents thrive.



ACKNOWLEDGEMENTS

Armond Budish, County Executive

Sharon Sobol-Jordan, Chief of Staff

Cuyahoga County Council Members

Matt Carroll, Chief Economic Growth and Opportunity Officer

Thomas D. Pristow, Director Department of Health and Human Services

Rosena Daniels, Senior Administrative Secretary, DHHS Director's Office

Amy Main Morgenstern, Main Stream Enterprises, Incorporated

John Corlett, Director Center for Community Solutions

Emily Muttillo, Center for Community Solutions

Dr. Richard Jones, Director Division of Senior and Adult Services

Dr. Rebekah Dorman, Director Invest In Children Division

Deonna Kirkpatrick, Deputy Director of Communications DHHS

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Stephen Flannery, Communications Manager, DHHS

Erica Sabados, Special Projects Coordinator Performance Evaluation and Innovation DHHS

Ricardo Mason, Cleveland Foundation Public Service Fellow

A Special Thanks to the residents, stakeholders, and employees who provided invaluable feedback

APPENDICES

- Appendix A: DHHS Organizational Chart
- Appendix B: Complete Process Summary
- Appendix C: DHHS Project List
- Appendix D: Cuyahoga County Strategic Plan (will be added upon release)

Department of Health and Human Services



Thomas D. Pristow
Director
2,298 Employees, \$366M Budget

Children and Family Services
 Cynthia Weiskittel
 Director
 869 Employees, \$160M Budget

Job and Family Services
 David Merriman
 Director
 830 Employees, \$95M Budget

Child Support Services
 Deborah Watkins
 Director
 335 Employees, \$37M Budget

Senior & Adult Services
 Richard Jones
 Director
 177 Employees, \$19M Budget

Family & Children First
 Robin Martin
 Executive Officer
 10 Employees, \$8M Budget

Invest in Children
 Rebekah Dornan
 Executive Officer
 11 Employees, \$28M Budget

Homeless Services
 Ruth Gillett
 Administrator
 5 Employees, \$21M Budget

Office Reentry
 Crystal Bryant
 Administrator
 6 Employees, \$2M Budget

DHHS Budget & Finance
 Walter Parfejeweic
 Chief Financial Officer

DHHS Performance, Evaluation & Innovation
 Leon Harris III
 Deputy Director

DHHS Communications
 Deonna Kirkpatrick
 Deputy Director

DHHS Human Resources
 Michael Brown
 HR Manager

DHHS IT
 Michael Young
 Chief Technology Officer

Legal
 Kelly Espy
 Assistant Law Director

- David Merriman
DHHS Assistant Director
Office of the Director
- Jennifer Croessmann
Special Projects Coordinator
Office of the Director
- Sabrina Roberts
Health Policy
Special Projects Coordinator
- Rosena Daniels
Senior Administrative Secretary
- Molly Cruz
Administrative Assistant

== Denotes Shared Reporting Structure

Note: In some cases, titles are "working titles" and not aligned with classification.

Summary of FindingsWho We Heard From

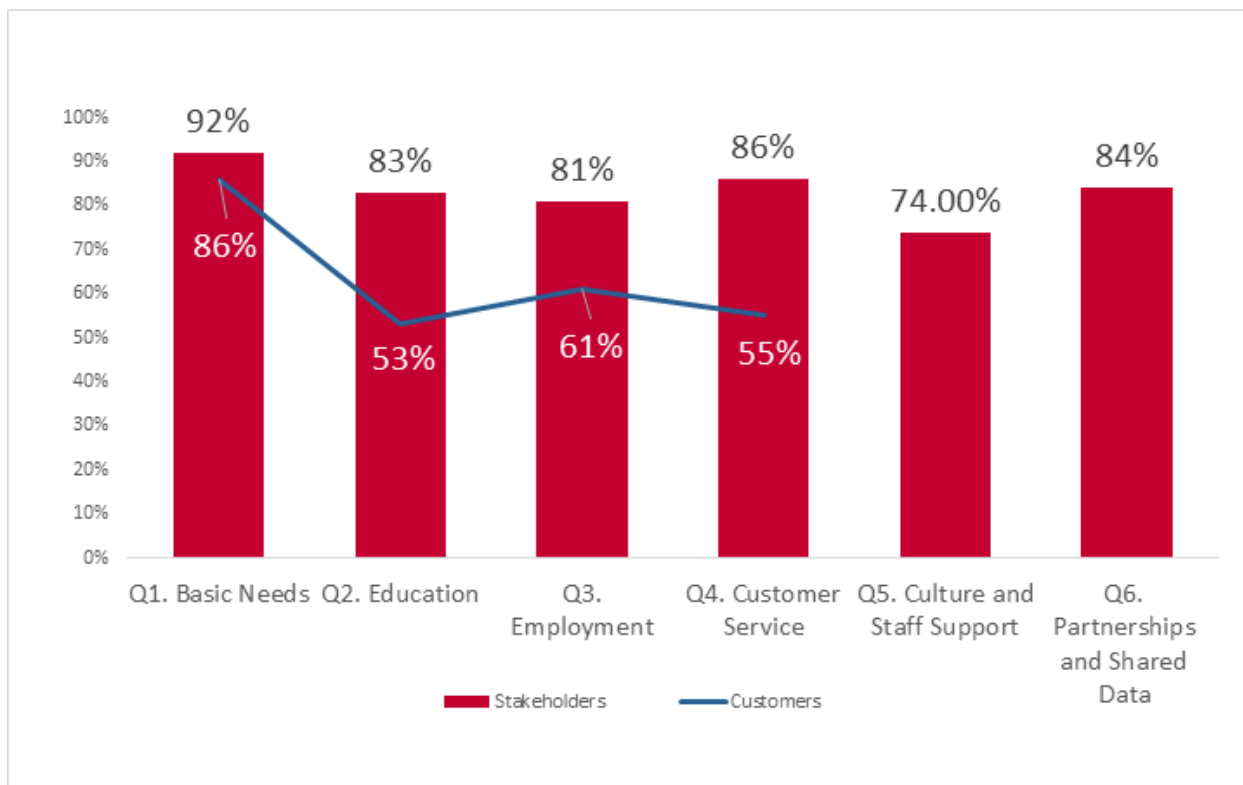
The DHHS strategic planning committee strongly values the voice of the community in guiding the course of the Department over the next two years. The committee worked diligently to receive feedback from community members and incorporate their comments, suggestions and concerns into revisions of the DHHS objectives. Over 2,200 community members participated in the process through the interviews, surveys and community forums. The largest group to provide feedback were current customers of DHHS services with over 1,300 responses to an online survey that measured the importance of proposed DHHS objectives. Many of the customers were able to take the survey using county devices while waiting for appointments with county service providers. Current DHHS staff completed 334 surveys and community partners completed 105. Forty-nine survey takers identified themselves as service providers and 228 did not identify into one of the groups. Answers from the twenty-seven community leaders who were interviewed for this process were recorded on the survey tool as well. Listen and Learn sessions provided the opportunity for 141 community members to join in dialogue with leaders of DHHS Divisions about the future of DHHS.

Table 1: Community Engagement Participants

Group	Number in Group
Community Leader Interviews	27
Listen and Learn Community Forum Participants	141
On-Line Stakeholder Survey Total	716
On-Line Foundation/Corporation/Community Partners Survey Total	105
On-Line Service Provider Survey Total	49
On-Line Staff Survey Total	334
Residents Who did not Identify into a Group	228
Customer Survey Total	1363
Total Number of Stakeholders Providing Input	2247

The survey distributed to stakeholders included seven areas of success DHHS intends to focus on through the strategic planning process, the definitions can be summarized as basic needs, employment and training, education, customer experience, employee development, services to outcomes, and outcome-based services. In an effort to simplify the customer survey and increase response rate, the customer version of the survey focused on the first four areas but did not include staff support and data. In both groups, survey takers were asked to indicate their agreement that the given category is important to them and should in fact be an area of focus for the county. As shown in Figure 1 below, basic needs received the highest level of support from both survey groups: stakeholders and customers. It is the area the county should be most concerned about. For stakeholders, customer service received the second highest level of support, followed by partnerships and shared data, education, employment, and culture and staff support. For customers, employment received the second highest level of support, followed by customer service and education.

Figure 1: Stakeholder and Customer Agreement



What we heard about: Individual Well Being

Stakeholders were asked their level of agreement on DHHS’s proposed definition of success that thriving residents are safe, well-cared for and empowered to prosper. The definition also included bullet points related to family environment, healthy housing, healthcare coverage and access to resources. Ninety-two percent of stakeholders strongly agree or agree with this definition of success, the highest rate of agreement on any of the definitions. Stakeholders believe the most important thing DHHS does is to address residents’ basic needs. Customers also placed a high value on individual well-being, as indicated by the high percentage of survey takers agreeing with the measures related to basic needs were important to them. Many felt that programs and services relating to the individual well-being of residents are what DHHS does best and should be a top priority. At every level of community input, we heard about the need for increased

awareness of the community about DHHS services; access to resources includes access to information about resources. Housing, transportation, food, healthcare, childcare and senior services were some of the topics frequently raised when discussing this objective.

Figure 2: Individual Well-being Stakeholder Survey

Thriving Residents are: Safe, well-cared for, and empowered to prosper.
Stakeholder Survey

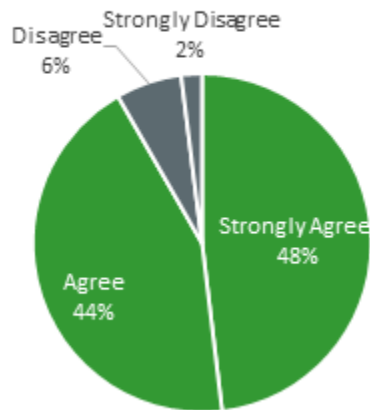
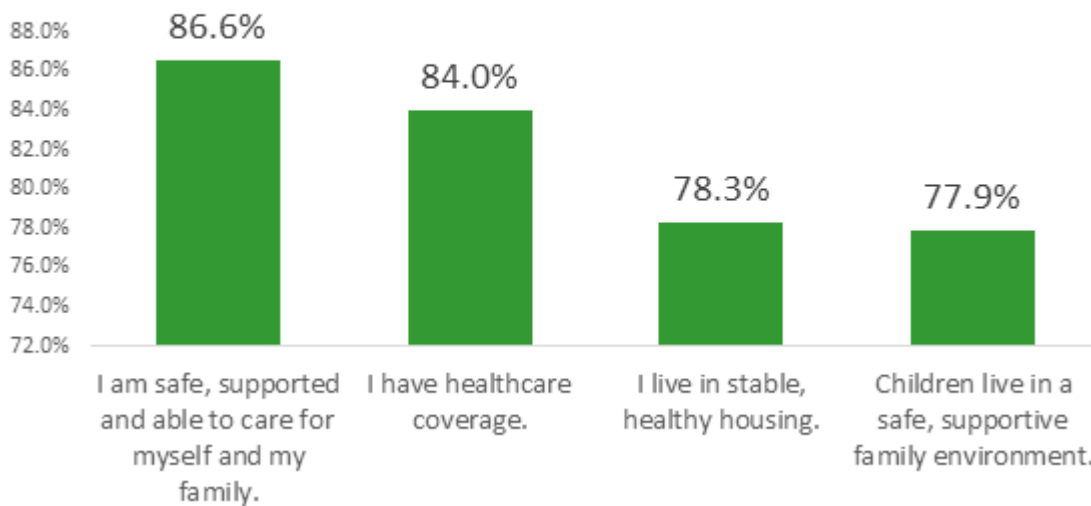


Figure 3: Individual Well-being Customer Survey

Which among the following are most important for you and your family?
Customer Survey



Illustrative Stakeholder Quotes

“This is the most important thing government does – this is essential.”

“Really well done. If a government can do only one thing this is it.”

“Valuable to think of these measures as prevention – to bigger and more expensive problems down the road.”

“Must have both knowledge of and access to resources.”

“Do people know about the resources they need? Overall, no. People are often saying they didn’t realize what was in place.”

What we heard about: Economic Opportunity

Stakeholders were asked their level of agreement on DHHS’s proposed definition of success that thriving residents are prepared to learn, educated and college/career ready. The definition also included bullet points related to preschool, kindergarten readiness, school enrollment, internship opportunities and post-secondary education. Community leaders had the highest level of agreement, 96% compared the overall average of 83% agreement. Overall, stakeholders had the most questions about DHHS’s education-specific role. Some stakeholders were concerned that education was outside of the county’s core services, while others agreed that supporting families with children enrolled in school results in positive community outcomes. Funding early childhood services, support for parents and enrichment opportunities outside of school were suggested by community members as ways the county can play a role in developing successful students.

Figure 4: Economic Opportunity Stakeholder Survey

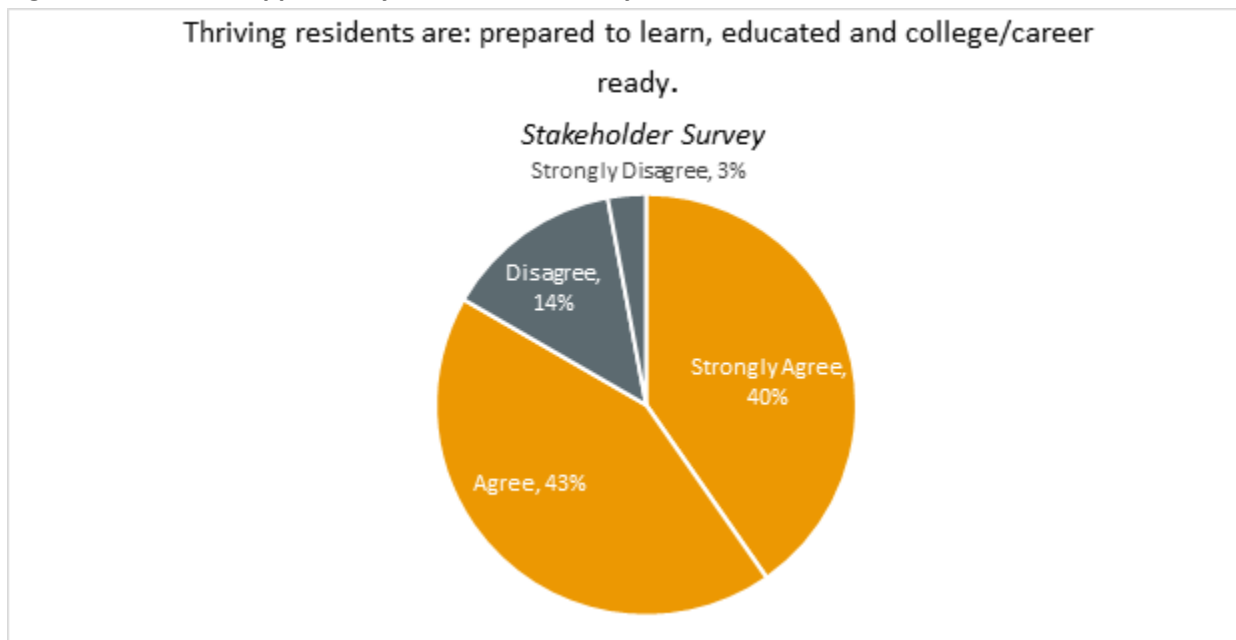
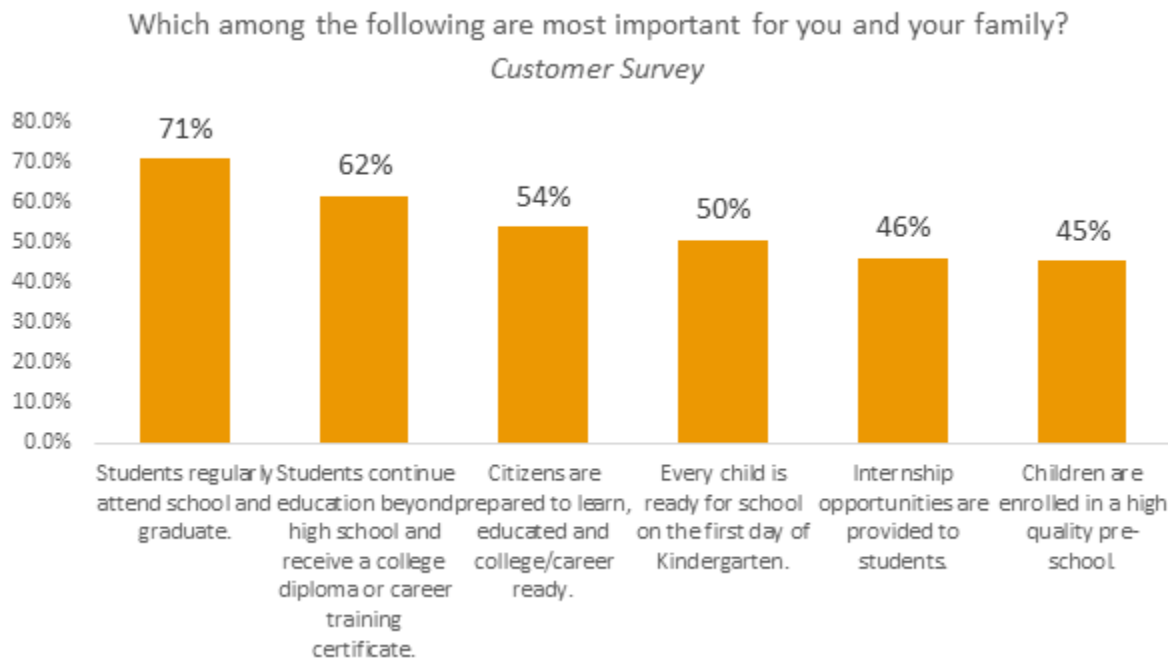


Figure 5: Economic Opportunity Customer Survey



Illustrative Stakeholder Quotes

“Education of children is a school district's responsibility...DHHS needs to ensure that basic needs are met before they take on more things to solve.”

“DHHS does not do well at this and needs to focus significantly on it – ought to be a big priority. Move this to a prominent position.

“At risk children grow into adults with barriers to success”

“County must be involved because of cost if kids do not graduate”

“Parents need education and support. If parent doesn't know what to do, hard to overcome the barriers they and their children face. There are disparities to address.”

“Now there is so much crisis and trauma - today education and family life are tied together. Must integrate the complexities tied to families.”

“Job development for youth, soft skills are really important to teach the kids in order to get the job.”

“Learning should be lifelong continuum.”

“Seniors are living longer – they also need continuing education; they want to be re-skilled”

Stakeholders were asked their level of agreement on DHHS’s proposed definition of success that thriving residents are employed on a path toward upward income mobility and career advancement. The definition also included bullet points related to career pathways, a sustainable wage, and financial stability. On this objective twenty three percent of Foundation/Corporation/Community Partners disagreed or strongly disagreed with this measurement of success which

was a higher level of disagreement than found on other objectives from this group. Overall, 81% of respondents agreed or strongly agreed with the definition. Customers rated “I am employed and earning enough to support my family” as the most important of the employment related statements. Through comments and discussion we learned stakeholders agree that a family sustaining wage is important but are concerned about how that will be defined. Stakeholders value the concept of career pathways and recognize the need for the pathways to be inclusive of all populations. Financial stability, while viewed as important for the health of the community was also recognized as a goal that can only be achieved when career pathways and sustaining wages are present.

Figure 6: Economic Opportunity Stakeholder Survey

Thriving residents are: are employed and connected to careers and opportunities that put them on a path to prosperity

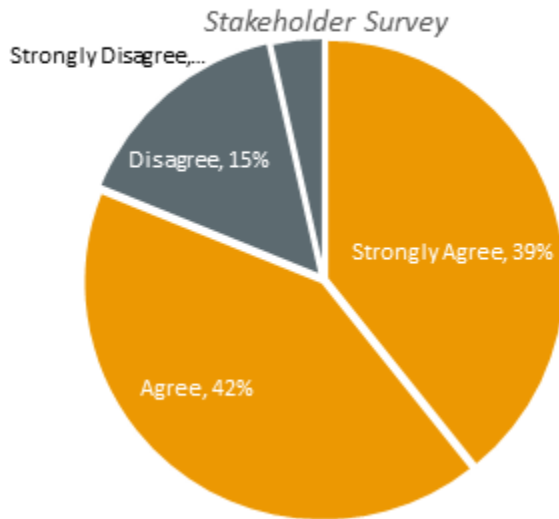
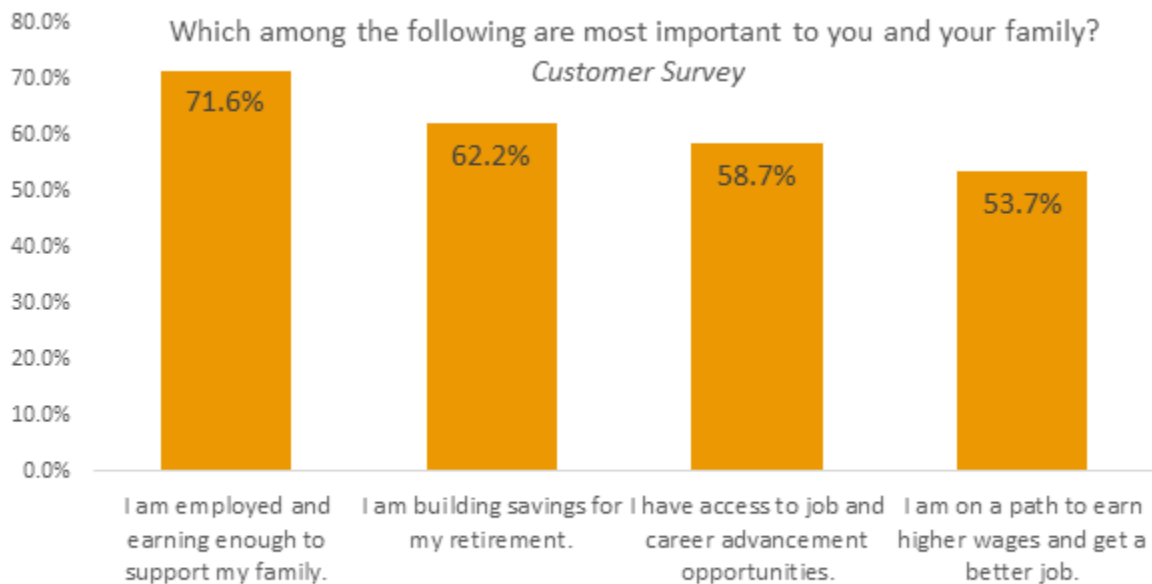


Figure 7: Economic Opportunity Customer Survey



Illustrative Stakeholder Quotes

“Why just adults? Should include teens and young adults.”

“There should be more corporate involvement, companies doing their own training, providing internships, apprenticeships and co-ops.”

“There are a lot of seniors who have been downsized, they need career support as well”

“Like the career pathways are created...help people recognize the people’s gifts and talents they already have to get the career they will be valued in.”

“This is not necessarily everyone’s goal. Not everyone cares about upward income mobility – a lot of people will be satisfied with the family sustaining wage and not care about career advancement.”

“Other ways to be contributing members of society – family focused, volunteers.

“Need clear pathways for vocational training that are equally as valuable”

“Family sustaining wage does not match up with the current minimum wage - poverty level is not family sustaining.”

What we heard about: Mobilizing Cross Sector Resources

Stakeholders were asked their level of agreement on DHHS’s proposed definition of success residents thrive when DHHS uses data to understand their needs, learn what works, and improve practices. The definition also included bullet points related to reliable data collection, sharing data, and using data to inform decision making. Only twenty nine percent of staff strongly agreed with this definition of success, compared to seventy two percent of community leaders who strongly agreed. DHHS staff are concerned about the perceived time burden of data collection and maintenance while those outside of the organization strongly value a partnership with DHHS that involves reciprocal data sharing. Currently, only eighteen percent of stakeholders believe external collaboration with partners is being done well or very well. An open data relationship can aid in the county’s efforts to create systems-level solutions through regional collaborations. The community is both supportive and apprehensive about outcome based funding. While many agree using outcomes will increase the quality of services provided, there is concern about defining outcomes and consistently applying those definitions across DHHS and its partners.

Figures 8: Mobilizing Cross Sector Resources Stakeholder Survey

To what extent do you agree with the following? Funding what's proven to work will achieve the best results.

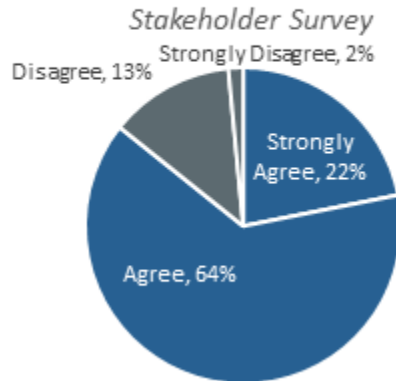


Figure 9: Mobilizing Cross Sector Resources Stakeholder Survey

To what extent would better access to shared data and information help you improve outcomes?

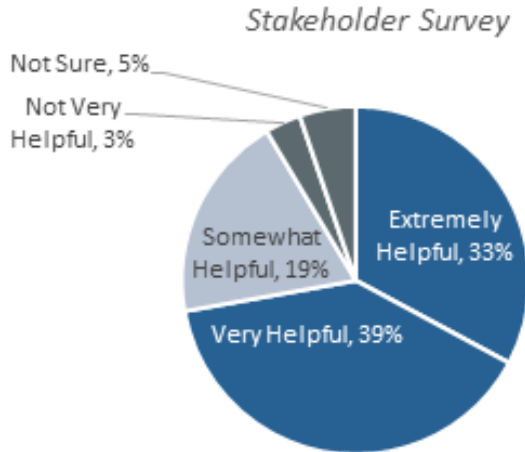


Figure 10: Mobilizing Cross Sector Resources Stakeholder Survey

How well does DHHS collaborate externally with their partners?
Stakeholder Survey

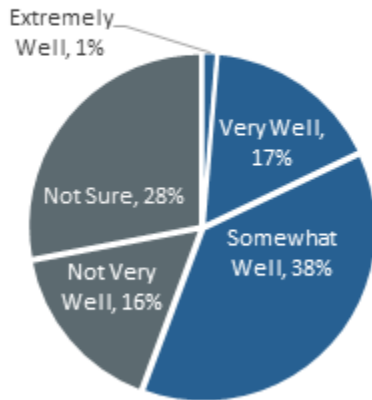
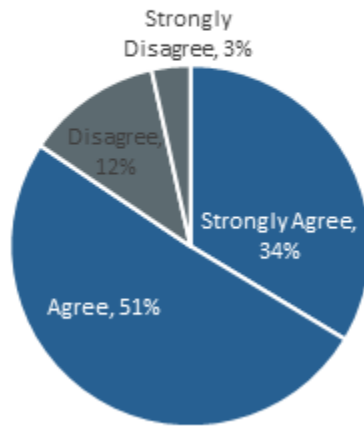


Figure 11: Mobilizing Cross Sector Resources Stakeholder Survey

Residents thrive when DHHS: Uses data to understand their needs, learn what works, and improve practices.
Stakeholder Survey



Illustrative Stakeholder Quotes

“Can never guarantee that the people who collect the data know how to interpret it, use it wisely, share it and influence the work we do.”

“Yes data, but also engaging beneficiaries of services to inform and shape program design and delivery.”

“DHHS should use creative, constructive partnerships to further this goal - doesn’t all have to be in-house.”

“Don’t have to reinvent metrics - all kinds of things are already being measured and credible metrics exist and are being used.”

“Make sure we look at nationally recognized best practices to do outcome-based contracting.”

“Single data system – integrate one system that the mandated system(s) dumps into. Employees should have access to each system.”

“Should be outcomes based, but it’s all in the definition of outcomes – be clear what this means.”

“Be sure to engage providers in defining success; what gets measured.”

“If only fund what’s worked in the past might overlook what could be in the future. Could impede innovation and piloting. Has to be some avenue for innovation.”

“Glad to pay taxes to support basic services. Want innovation – think more broadly. Evidence-based approach is the way to go.”

“Data we collect are short-term outcomes. Harder to collect longer-term outcome data – as clients move on we don’t know what happens.”

What we heard about: Providing Superior Services

Stakeholders were asked their level of agreement on DHHS’s proposed definition of success that residents thrive when DHHS values each person and effectively engages in quality interactions with everyone. The definition also included bullet points related to point of entry to DHHS, treatment of customers and effectiveness of service delivery. Seventy three percent of community leaders strongly agree with the statement that residents thrive when they DHHS staff effectively engages in quality interactions with everyone. Overall, eighty six percent of stakeholders agreed or strongly agreed with this objective. Stakeholders often voiced the opinion that treating customers with dignity, respect and empathy should be the starting point for all interactions but do not feel this is the current environment in DHHS offices. Customers and their advocates desire clear pathways to services and consistent and timely communication from county staff. The length of time to return a phone call and the inability to leave messages for county staff was discussed at length during the community forums.

Figure 12: Providing Superior Services Stakeholder Survey

Residents thrive when DHHS: Values each person and effectively engages in quality interactions with everyone.

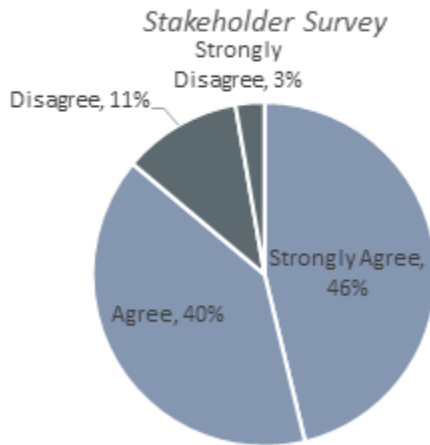
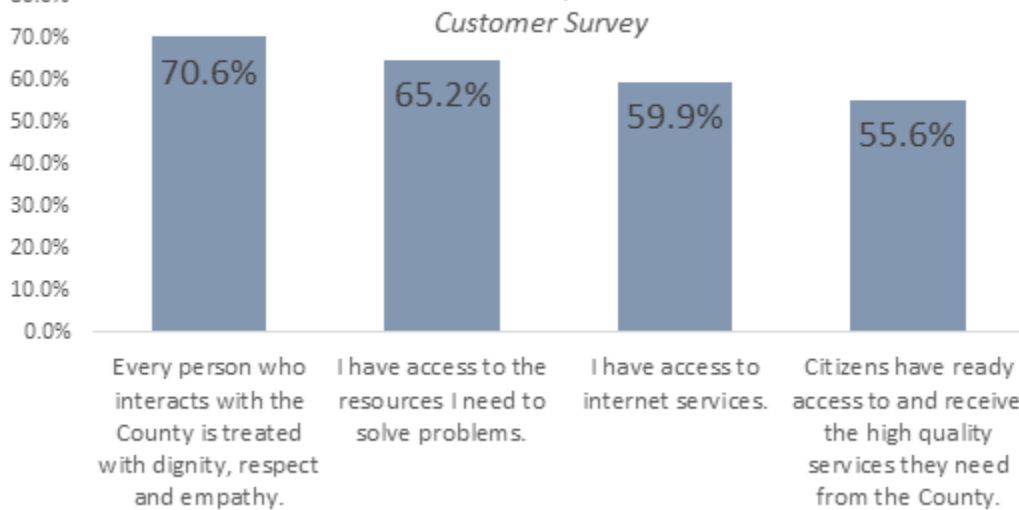


Figure 13: Providing Superior Services Customer Survey

Which among the following are the most important to you and your family?



Illustrative Stakeholder Quotes

“First person who does intake is the most important.”

“Everyone deserves the best service we can offer.”

“There needs to be one door. Everybody who walks thru that door receives services to meet their particular needs.”

“When you talk about every door, could be tough to navigate multiple doors.”

“I suggest there needs to be extensive training of all employees of how to develop no wrong door interactions.”

“Any door is the open door. Sometimes you can’t give people the answer they want because the county doesn’t offer that service or that resource.”

“As important as the front door is, and it is important, most people can get referred, can generally get directed to the right place. What happens after the first door is more important.”

“Have to change the culture of how people come to work every day and want to learn. If there were one horizontal organization where any door is the only door and a technological infrastructure ready for use, could make tremendous progress.”

“Trauma informed services training is needed for all providers – employees and contractors. People are vulnerable and need to train workers to work with people in crisis.”

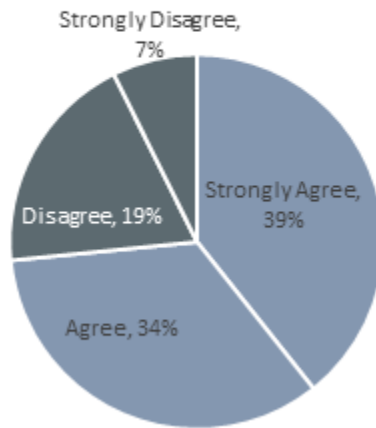
“Pay attention and recognize when people need extra help (reading, understanding, additional services, etc.)”

“Advocates get treated with dignity, respect and empathy but customers do not get treated with same level of respect.”

Stakeholders were asked their level of agreement on DHHS’s proposed definition of success that residents thrive when DHHS engages one another in a healthy, positive and collaborative DHHS employee culture. The definition also included bullet points related to collaboration across divisions, training and support, and attracting and retaining quality staff. While one hundred percent of community leaders agreed with the statement, thirty percent of staff disagreed or strongly disagreed. On average, this is the definition about which stakeholders were most likely to disagree. Stakeholders often voiced concern about employees being well matched to their positions. Suggestions were made to examine minimum qualifications for front line positions who set the tone for a customer’s experience with the county. Concerns were also raised about the level of support provided to county workers and the extent to which caseloads are manageable.

Figure 14: Providing Superior Services Stakeholder Survey

Residents thrive when DHHS: Engages with one another in a healthy, positive and collaborative DHHS employee culture.
Stakeholder Survey



Illustrative Stakeholder Quotes

“Quality of the staff is a big part of the quality of the interaction. For instance – there could be higher qualifications required for some of the social service jobs. Do we have the right people in the right jobs?”

“Attracting and retaining great employees is an extensive topic- when non-county workers are hired, they are specifically discouraged from contributing any new information or ways of doing business. “

“The culture is insular and is empowered to stay that way.”

” To retain great employees we must acknowledge when great work is done. Without positive reinforcement and/or even acknowledgement, unfortunately, everything regresses to the mean, and eventually great workers will become average or they will leave.”

“On target but not existing in some departments. Therefore, this, ought to be on higher priority!”

“I would add: “DHHS employees understands the services provided by community partners and knows how to access this services for clients.”

2017 - 2018 Cuyahoga County Strategic Plan Project List - DHHS

Project	Category	Goal	Project Description
Propel Cuyahoga (services)	Economic Opportunity; Mobilize Cross-Sector Resources	6.3	Propel Cuyahoga includes the following workforce initiatives identified in the plan (not an exhaustive list): a) SkillUp (Earn and Learn) - County's talent development initiative/ working with businesses to identify skill gaps, train & coach residents to fill those gaps, b) Cuyahoga County Internship Program - Previously Summer Youth Program, c) WORC Center Services Expansion - to all county library locations. d) Seattle Jobs Initiative, e) Tri-C Training Program, f) Partner on GoWorkFit, g) Job quality incentives for placements with higher pay, improved work schedules, h) Older persons employment project in development
Housing First Pay for Success Project	Individual Well-being	7.2	Provide Permanent Supportive Housing to homeless residents while connecting them with other needs, such as mental health services and substance abuse treatment
Develop enterprise-level strategy and plan for Pay for Success, including oversight and learning group for current and future opportunities	Mobilize Cross-Sector Resources	12.2	Projects being explored include: a) Housing First, b) Early Childhood, c) Lead-Safe Homes with Board Of Health/Cleveland Foundation
Families Forward	Individual Well-being	7.4	Occupational training to low-wage residents paying child support
Occupational training to low-wage residents paying child support	Individual Well-being	7.4	Use behavioral economics to simplify the child support payment process to make it more accessible for all families
Develop a coordinated county approach to combat the opioid epidemic	Individual Well-being	7.6	Project includes those initiatives identified in the plan, including: a) Know the Rx Media Campaign, b) Partner to Increase the Number of Available Treatment Beds, c) Drug Abuse Response Team, d) Participate in collaborative efforts led by the US Attorney, Hospitals and the County Board of Health, e) Explore 1 cent per pill fee to fund prevention and treatment efforts, f) Advocate on policy and decisions at the state and federal level, g) Hidden in Plain Sight display to locations in Cuyahoga County, h) Protocols for prescriptions, i) Drop box for old prescriptions, j) Explore opioid litigation
Co-create and participate in First Year Cleveland	Economic Opportunity	4.1	Initiative to prevent and reduce infant mortality
Explore Pay for Success project with CCBH and Cleveland Foundation	Economic Opportunity	4.2	Coordinate with strategy development and implementation in 12.2 for lead-safe homes
Develop and implement enterprise-wide racial equity plan	Mobilize Cross-Sector Resources	11.3	Arrange two-day REI training for Directors (4Q 2017) then develop county government plan. Project also includes participating in regional efforts (follow up to REI/NPI education sessions)

2017 - 2018 Cuyahoga County Strategic Plan Project List - DHHS

Project	Category	Goal	Project Description
Increase Voter Registration awareness and access	Individual Well-being	9.1	Project includes: a) Voting registration booths and absentee ballot drop boxes in lobbies of VEB, Headquarters and one neighborhood site (DM - 9.1), b) Partnership with Cleveland Public Library and Cuyahoga County Libraries for “first screen” on computers to encourage voter registration, c) Youth Summit in partnership with CMSD (MH - 9.1)
Implement Healthy Homes initiative for Family Day Care homes participating in UPK	Economic Opportunity	4.2	Certify that Family Day Care Homes are lead-safe
Create Universal Pre-Kindergarten 2.0 and double the number of children enrolled in the program	Economic Opportunity	4.3	Increase providers for pre-kindergarten education
Develop enterprise-level strategy and plan for Pay for Success, including oversight and learning group for current and future opportunities	Economic Opportunity	4.4	Project includes: a) Developing and implementing Funding Sustainability Plan, and b) Exploring Early Childhood Education Pay for Success project
Develop and implement collaborative plan to support parents, particularly in the first 2000 days	Economic Opportunity	5.1	Project includes co-creating a plan to more effectively communicate with and support parents in their role as their child’s “first teacher” by building upon previous work, including UPK family engagement strategies, 2000 Days Collaborative work and St. Luke’s Foundation efforts. Parents are defined as anyone serving in this role for a child, including grandparents and foster parents
Advocate for additional permanent supportive housing to achieve and maintain “functional zero”	Individual Well-being	7.2	Eliminate homelessness by providing homeless residents with permanent supportive housing
Partner with Libraries	Mobilize Cross-Sector Resources	10.3	Includes: a) Aspire - GED/ESL Partnership with Cuyahoga County Library (DM - 6.5), b) Partnership with Cuyahoga County Library to provide access to benefit applications at libraries (DM - 7.1), c) Voter registration “first screen” computers project (MH - 9.1)
Provide rapid response assistance to families displaced from unhealthy homes due to the presence of lead	Economic Opportunity	4.2	Create seamless interaction between DHHS with City of Cleveland Department of Public Health (CDPH) and Cuyahoga County Board of Health (BOH)

2017 - 2018 Cuyahoga County Strategic Plan Project List - DHHS

Project	Category	Goal	Project Description
Develop and implement DHHS strategic plan to assure integrated care and attention to families with multi-system needs	Individual Well-being	7.1	Plan implemented to assure integrated care and attention to families with multi-system needs
Explore feasibility of new venture that provides Aid & Attendance for veterans to stay at home	Individual Well-being	7.2	Assure integrated and collaborative services to meet the needs of veterans and preserve their independence
Explore regional approaches to address and help solve community social issues	Mobilize Cross-Sector Resources	10.3	Increase collaborative relationships with county departments, city divisions and community organizations
Transform the former Westshore Neighborhood Family Service Center into a county training facility	Provide Superior Services	13.3	Provide cross-division training to all DHHS employees, reduce duplication and develop and implement an evidence-based training curriculum
Develop enterprise-wide plan for outcome-based contracting	Mobilize Cross-Sector Resources	12.1	Project includes those initiatives identified in the plan, including: a) Outcome-based contracting Phase 1 - RFP, b) Outcome-based contracting Phase 2 - Model Development, implementation and sustainability
Develop and implement aligned county approach to re-entry	Economic Opportunity/ Individual Well-being	6.5	Project includes those initiatives identified in the plan, including: a) Implement Jail Exit Strategy, b) Expand jail re-entry comprehensive services, c) Cuyahoga County Jail GED Program, d) County government re-entry hiring, e) Advocate with employers to "ban the box"

Appendix D

Cuyahoga County Strategic Plan – will be added upon release.

References

- Minnesota Association of County Social Services Administrators, M. A.C.S.S.A. (2014). *Minnesota Model For Integrated Delivery of Human Services*. Cleveland, OH. Retrieved 2016, from http://www.dhs.state.mn.us/main/groups/county_access/documents/pub/dhs16_188603.pdf
- Desantis, C. (2012). *Business Model for horizontal integration of health and human services*. Washington, DC: American Public Human Services Association.
- Say Yes To Education (2016). *Say Yes to Education: Overview Presentation*. Say Yes to Education.
- Services, M. C. (2016). *Cuyahoga County Senior Services Network*. Cleveland, OH.

Cuyahoga County
Department of Health and Human Services
3955 Euclid Avenue
Cleveland, OH 44115
216-881-5554

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0151

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

WHEREAS, the Personnel Review Commission submitted 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 August 23, 2017, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through R) and recommends to County Council the formal adoption and implementation of the attached changes; and

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

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

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

Modification of the following Classifications: (See Attached Classification Specifications)

Proposed Revised Classifications:

- Exhibit A: Class Title: *Classification and Compensation Specialist*
Class Number: 1082111
Pay Grade: 13
*Revised specification to better reflect the essential job duties; changed name from to better reflect essential job functions. Pay grade increased by one level from PG 12 to PG 13.
- Exhibit B: Class Title: *Employment & Family Service Supervisor*
Class Number: 1014111
Pay Grade: 11
*Revised essential job functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit C: Class Title: *Employment Testing Specialist*
Class Number: 1081111
Pay Grade: 13
* Revised specification to update the information to better reflect the essential job duties. The pay grade was increased from PG 12 to PG 13.
- Exhibit D: Class Title: *Neighborhood Center Manager*
Class Number: 1014113
Pay Grade: 15
*The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
- Exhibit E: Class Title: *Senior Employment & Family Service Supervisor*
Class Number: 1014112
Pay Grade: 13
* Revised essential job functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.

Exhibit F: Class Title: *Senior Employment Testing Specialist*
Class Number: 1081112
Pay Grade: 14
* Revised the specification to update the information to better reflect the essential job duties. The pay grade went from a PG 13 to a PG 14.

Exhibit G: Class Title: *Senior Information Systems Administrator*
Class Number: 1053134
Pay Grade: 16B
* Revised essential job functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.

Proposed New Classifications:

Exhibit H: Class Title: *Data Analyst*
Class Number: 1053161
Pay Grade: 9B

Exhibit I: Class Title: *Early Child Care Program Specialist*
Class Number: 1014301
Pay Grade: 7

Exhibit J: Class Title: *Early Childhood Resource and Training Coordinator*
Class Number: 1056342
Pay Grade: 12

Exhibit K: Class Title: *Early Childhood Mental Health Therapist*
Class Number: 1056341
Pay Grade: 9

Exhibit L: Class Title: *Employment Testing Proctor*
Class Number: 1052251
Pay Grade: 3

Exhibit M: Class Title: *ERP Enterprise Asset Management Systems Lead*
Class Number: 1083112
Pay Grade: 16B

Exhibit N: Class Title: *ERP Financial Systems Lead*
Class Number: 1084112
Pay Grade: 16B

- Exhibit O: Class Title: *ERP HRIS Systems Lead*
Class Number: 1085112
Pay Grade: 16B

- Exhibit P: Class Title: *ERP Procurement Systems Lead*
Class Number: 1086112
Pay Grade: 16B

- Exhibit Q: Class Title: *Family and Children First Council Service Coordinator*
Class Number: 1056321
Pay Grade: 13

- Exhibit R: Class Title: *Senior Emergency Management Specialist*
Class Number: 1062422
Pay Grade: 10

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 12, 2017
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal CC027
September 26, 2017

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Classification and Compensation Specialist	Class Number:	1082111
FLSA:	Exempt	Pay Grade:	13
Departments:	Personnel Review Commission		

Classification Function

The purpose of this classification is to support the Personnel Review Commission (PRC) in fulfilling its charter responsibilities of administering the County-wide classification and compensation systems as well as performing consultant duties for various regionalized projects.

Distinguishing Characteristics

This is a professional level classification with responsibility for developing and maintaining classification specifications for all classified positions at the County. The incumbent is expected to use judgement and ensure that work activities are performed in a timely manner and according to policies, procedures and related regulations.

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% +/- 10%

- Develops and edits classification specifications for all classified positions at the County as well as consulting projects with PRC clients; analyzes job duties based on CPQ's, outside research, job descriptions, job shadowing, and job analysis meetings with subject-matter experts (SMEs); leads job analysis meetings; recommends job analysis procedures; analyzes percentages of time; works with management to determine and validate accurate minimum qualifications and licensures; evaluates the minimum qualifications based on the classification series; reviews, analyzes, and compares existing specifications and class series to verify all specifications are still necessary; identifies classifications without incumbents; works with departments and HR to determine if classifications need modifications or deletion; supports division goals including 4 year maintenance cycle; assists in creating and maintaining job families; assists in preparing supporting documentation for Council and the PRC; maintains records related to maintenance of the Class Plan; works with IT to ensure changes to the Class Plan are reflected accurately on the PRC web site; creates documents to track Class Plan maintenance; serves as the point of contact for incumbents, managers, and directors for classification projects; may recommend the creation of new classifications based on analysis of CPQ's; identifies major work behaviors and underlying knowledge, skills, and abilities (KSAs); meets with department management to review reorganization plans; drafts language that complies with FLSA, ADA and related professional and legal standard; reviews and analyzes job evaluations for specifications in County Plan; prepares for routine maintenance of specifications by gathering and preparing all relevant information necessary; develops and presents training (including in-person and virtual training) for managers and directors on class plan maintenance process; recommends specifications for next round of maintenance; researches for classification incumbents, managers, directors and other points of contacts by accessing County HRIS; collaborates with HR and IT to collect and verify information; answers incumbents, supervisor, and management questions.

25% +/- 10%

- Recommends process improvements; assists in the development of classification specification process, documents, and templates; researches best practices; attends professional training conferences and other professional development meetings; develops practices and procedures that meet professional

standards; identifies process improvements and recommends solutions; develops and administers questionnaires and surveys; analyzes data and creates charts, graphs, and presentations for management.

15% +/- 10%

- Serves as consultant for PRC regionalization projects for regional partners; drafts specifications; assists in the development of compensation systems, plans, policies, and practices; assists in development of process to achieve internal and external equity for regional partners; assists in the development, dissemination, gathering, and analysis of salary survey data; assists in the development of point-factor system; assists in determining compensable factors and performing regression analysis; assists in conducting surveys and researching trends.

Minimum Training and Experience Required to Perform Essential Job Functions

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

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

Additional Requirements

No special professional license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- 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 and apply a variety of legal guidelines and professional standards relevant to the field of Industrial/Organizational Psychology, particularly the areas of job analysis and job evaluation. Requires sufficient understanding to determine best course of action, define consequences of actions, and assess the quality of alternative procedures.
- Ability to comprehend a variety of informational documents including classification specifications, Comprehensive Position Questionnaire (CPQ), articles, salary schedules, revision requests, job descriptions, and compensation policies.
- Ability to comprehend a variety of reference books and manuals including PRC Policies and Procedures Manual, County HR Policies and Procedures Manual, Ohio Revised Code, EEOC guidelines, FLSA, and ADA Standards.

- Ability to prepare classification specifications, trainings, salary schedules, correspondence, classification comparisons, tracking sheets, compensation plans, practice/procedure manuals, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to follow necessary procedures to ensure the fairness, confidentiality, security, and trade secret of all job analysis and job evaluation procedures, documents, and materials.
- Ability to use and interpret legal, human resources, and professional terminology and language relevant to Industrial/Organizational Psychology, particularly the areas of job analysis and job evaluation.
- Ability to communicate with department directors, managers, supervisors, subject matter experts, all levels of HR personnel, external clients, consultant, and other County employees.

Environmental Adaptability

- Work is typically performed in an office environment, and incumbent will occasionally need to travel to other County offices and worksites.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Employment & Family Service Supervisor	Class Number:	1014111
FLSA:	Exempt	Pay Grade:	11
Dept:	Health and Human Services		

Classification Function

The purpose of this classification is to supervise Employment and Family Service Specialists or other assigned staff who determine eligibility for social and public assistance benefits and programs.

Distinguishing Characteristics

This is a supervisory-level classification that is responsible for the supervision of Employment and Family Service (EFS) Specialists or other assigned staff as well as completing responsibilities related to determining eligibility for social and public assistance benefits and programs. The employee exercises discretion in applying policies and procedures to resolve 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%
- Performs eligibility determination related responsibilities; oversees completion of employment assessments, determining and re-determining eligibility for financial and medical assistance, food stamps, emergency services, childcare, adoption, foster care, and other services in compliance with federal, state, and County regulations; reviews and monitors case maintenance activities; prepares and reviews case summaries and compiles required and requested County and state reports; reviews cases to ensure payment accuracy and compliance with regulations; monitors referrals to child support services, drug and alcohol counselors, and mental health agencies; conducts site visits to review overall performance of contracted providers and makes recommendations for program improvements; reviews and logs determinations completed by EFS Specialists in various data collection and information systems; provides assistance with preparation of appeal summaries; investigates alleged fraud connected to public assistance benefits.
- 30% +/- 10%
- Supervises EFS Specialists or other assigned staff who determine eligibility for social and public assistance benefits and programs; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instructions; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; develops unit work plans and work performance standards; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.
- 20% +/- 10%
- Organizes, coordinates, monitors, and evaluates unit operations and procedures; establishes and implements unit goals; monitors and evaluates performance of unit activities and service delivery; creates weekly and monthly reports regarding unit performance; identifies performance issues and makes recommendations to increase effectiveness and quality of unit work performance; communicates guidelines, policies, and procedures to employees.

Proposed DATE:

10% +/- 5%

- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares and delivers presentations regarding social programs to staff and community groups; responds to clients' complaints and questions; completes special projects as assigned.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in social work, business administration, or a related field, and one (1) year of eligibility determination 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 a personal 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 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 the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform 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 routine reports, quality reports, contracts, proposals, hearing appeals, time sheets, correspondence, caseload summaries, data management system reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, Ohio Administrative Code, agency policies and procedures manual, union contracts, and state and federal regulations.

Employment & Family Service Supervisor

- Ability to prepare routine reports, quality reports, corrective action plans, performance appraisals, memos, correspondence, 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 basic legal and medical insurance terminology and language.
- Ability to communicate effectively with managers, co-workers, subordinates, customers, external agencies and businesses, medical institutions, educational institutions, employers, protective services, local law enforcement, union representatives, service providers, other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and occasional 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:	Employment Testing Specialist	Class Number:	1081111
FLSA:	Exempt	Pay Grade:	13
Departments:	Personnel Review Commission		

Classification Function

The purpose of this classification is to develop valid and reliable testing solutions for employment positions throughout the County.

Distinguishing Characteristics

This is a professional level classification that is responsible for developing valid and reliable section tests for employment positions. This position works under direction of a manger and lead worker. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures, and related regulations.

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%
- Develops employment tests for positions requiring testing; identifies major content areas for testing; develops test plans according to job analysis results; investigates alternative selection procedures and previously-used testing methods; constructs valid and reliable test content according to legal guidelines and professional standards; links test content to the content of the job; maintains confidentiality, security, and trade secret of all testing documents and materials.
- 20% +/- 10%
- Conducts job analysis for positions requiring testing; reviews all available job analysis material; conducts individual and/or group interviews/observations with subject matter experts; develops and administers questionnaires and surveys; identifies major work behaviors and underlying knowledge, skills, and abilities (KSAs); links KSAs to major work behaviors; synthesizes data and develops position descriptions.
- 15% +/- 10%
- Establishes qualified pool of candidates for testing; reviews classification specifications to determine minimum requirements; identifies relevant/equivalent qualifications; reviews applications against evaluation criteria; evaluates requests for reconsideration; documents evaluation decisions.
- 10% +/- 5%
- Performs scoring, statistical analysis, and reporting of test results; develops scoring protocols and methodologies; conducts cut score studies; performs statistical analysis at the test and item level; creates eligibility lists and other reporting documents; interprets statistical output to identify appropriate revisions; documents validity evidence in support of the test.
- 10% +/- 5%
- Coordinates test administrations; schedules test administrations; assesses and coordinates requests for reasonable accommodation and/or test rescheduling; develops and uses standard administration manuals; monitors administrations; serves on interview panels; troubleshoots problems; coordinates administrative staff.

5% +/- 2%

- Recommends revisions to testing practices and procedures; ensures practices/procedures meet legal guidelines and professional standards; identifies problems and inefficiencies; assists in developing and implementing solutions.

Minimum Training and Experience Required to Perform Essential Job Functions

- A Master's degree in Industrial/Organizational Psychology; or any equivalent combination of training and experience.
- Valid Ohio driver's license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements

No special professional license or certification is required.

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

- Ability to operate a variety of automated office machines, including personal computer, video camera, audio recorder, telephone, calculator, overhead projector, photocopier, optical mark recognition scoring machine, etc.

Mathematical Ability

- Ability to add, subtract, multiply, and divide, calculate decimals and percentages, and calculate routine and advanced statistics including means, standard deviations, correlations, reliability coefficients, item-level probabilities, point-biserial correlations, and similar statistical functions, as well as their correct use and interpretation.

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 and apply a variety of legal guidelines, reference books, manuals and professional standards relevant to the field of Industrial/Organizational Psychology, particularly the areas of job analysis and job evaluation including Cuyahoga County Charter, Cuyahoga County Code, Ohio Revised Code, PRC Administrative Rules, EEOC Uniform Guidelines on Employee Selection Procedures, Title VII of the Civil Rights Act of 1964, Principles for the Validation and Use of Personnel Selection Procedures, and Standards for Educational and Psychological Testing. Requires sufficient understanding to determine best course of action, define consequences of actions, and assess the quality of alternative procedures.
- Ability to comprehend a variety of informational documents including requests for reconsideration, employment applications, position descriptions, requests for test rescheduling, correspondence, and other reports and records.

Proposed Date:

- Ability to prepare test documents, position descriptions, scoring reports and analyses, validation reports, test administration manuals, practice/procedure manuals and revisions, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to write test content that is clear, understandable, internally consistent, and relevant.
- Ability to follow necessary procedures to ensure the fairness, confidentiality, security, and trade secret of all testing procedures, administrations, documents, and materials.
- Ability to use and interpret legal and professional terminology and language relevant to Industrial/Organizational Psychology, particularly the area of test development and validation.
- Ability to communicate effectively with supervisor, co-workers, subject matter experts, department directors, hiring managers, other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment, and Incumbent will occasionally need to travel to other County offices and worksites.

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

Proposed Date:

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Neighborhood Center Manager	Class Number:	1014113
FLSA:	Exempt	Pay Grade:	15
Dept:	Health and Human Services		

Classification Function

The purpose of this classification is to manage the daily operations and staff of a full service neighborhood family service center that administers social and financial assistance programs.

Distinguishing Characteristics

This is a managerial-level classification that works under the direction of the CJFS Deputy Administrator and is responsible for leading staff and managing the daily operations of a full-service neighborhood family service center that administers social and financial assistance programs. The incumbent engages lower level staff in creating a learning environment and ensures that services are accessible to customers. The employee ensures activities are performed in a timely manner and according to policies, procedures, and related regulations.

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 the daily operations of a full service neighborhood family service center; ensures daily operations, case management, and service delivery processes are in compliance with County, state, and federal government; manages multiple service delivery programs by developing and implementing both agency and departmental policies and procedures, recommending enhancements, and monitoring compliance; analyzes issues affecting the Center and formulates solutions; manages activities related to proper implementation of state and federal programs; provides interpretation, clarification of applicable regulations, policies, and procedures; compiles data and creates, updates, and analyzes reports for system, personnel, and process improvements.
- 25% +/- 10%
- Supervises lower level supervisors, office managers, and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instructions; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; engages staff in the development of unit work plans and achieving work performance standards; recommends personnel actions including selection, promotion, transfers, discipline, or discharge.
- 15% +/- 10%
- Organizes, coordinates, monitors, and evaluates unit operations and procedures; establishes and implements unit goals; monitors and evaluates performance of unit activities and service delivery; creates weekly and monthly reports regarding unit performance; identifies issues and problems and engages staff in developing and making recommendations to increase effectiveness and quality of work performance, operational systems, service delivery, and internal policies; establishes and communicates guidelines, policies, and procedures to employees.

20% +/- 10%

- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends various trainings, conferences, and meetings; prepares and reviews documents related to payroll, timesheets, and requests for leave and overtime; acts as a liaison with various agencies, legislative representatives, community advocates, and legal entities; responds to clients' complaints and questions; researches, compiles, and prepares reports, manuals, correspondence, or other information required by management or governmental agencies; completes special projects as assigned.

Minimum Training and Experience Required to Perform Essential Job Functions

- Master's degree in social work, business administration, or a related field, and five (5) years of related experience including two (2) years of supervisory 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 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 and perform routine statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high 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 determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.

Neighborhood Center Manager

- Ability to comprehend a variety of informational documents including routine reports, quality reports, contracts, proposals, hearing appeals, time sheets, correspondence, caseload summaries, data management system reports, program reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, Ohio Administrative Code, Prevention Retention and Contingency Program Manual, agency policies and procedures manual, union contracts, and state and federal regulations.
- Ability to prepare routine reports, quality reports, corrective action plans, performance appraisals, memos, correspondence, travel logs, training materials, departmental needs assessment 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, record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical insurance and basic legal, terminology and language.
- Ability to communicate effectively with managers, co-workers, employees, customers, external agencies and businesses, medical institutions, educational institutions, employers, protective services, local law enforcement, union representatives, service providers, 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:	Senior Employment & Family Service Supervisor	Class Number:	1014112
FLSA:	Exempt	Pay Grade:	13
Dept:	Health and Human Services		

Classification Function

The purpose of this classification is to supervise lower level supervisors, office managers, and other assigned staff and assist with the management of the daily operations of a full-service neighborhood family service center.

Distinguishing Characteristics

This is a second-line supervisory-level classification that works under the direction of a Neighborhood Center Manager and assists with the management of the daily operations of a full-service neighborhood family service center that administers social and financial assistance programs. The employee works within a broad framework of policies, procedures, and regulations. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures, and related regulations. This class is distinguished from the Employment and Family Service Supervisor in that the latter is a first line supervisor and takes direction from this class.

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%
- Supervises lower level supervisors, office managers and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instructions; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; develops unit work plans and work performance standards; recommends personnel actions including selection, promotion, transfers, discipline, or discharge.
- 30% +/- 10%
- Assists with the management of the daily operations of a full service neighborhood family service center; ensures daily operations, case management and service delivery processes are in compliance with County, state, and federal government; manages multiple service delivery programs by implementing policies, recommending enhancements, and monitoring compliance; provides an operational linkage between upper management and direct service staff; oversees management of front door operations for Jobs and Family Services and co-located agencies; manages activities related to proper implementation of state and federal programs; provides interpretation and clarification of applicable regulations, policies, and procedures; compiles data and creates, updates, and analyzes reports for system, personnel, and process improvements.
- 15% +/- 10%
- Organizes, coordinates, monitors, and evaluates unit operations and procedures; establishes and implements unit goals; monitors and evaluates performance of unit activities and service delivery; creates weekly and monthly reports regarding unit performance; identifies issues and problems and makes recommendations to increase effectiveness and quality of work performance, operational systems, service delivery, and internal policies; establishes and communicates guidelines, policies, and procedures to employees.

Proposed DATE

15% +/- 10%

- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares and reviews documents related to payroll, timesheets, and requests for leave and overtime; receives and responds to requests for information from various agencies; responds to clients' complaints and questions; researches, compiles, and prepares reports, manuals, correspondence, or other information required by management or governmental agencies; completes special projects as assigned.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in social work, business administration, or related field, and five (5) years of case management, human service program delivery, or related experience including two (2) years of supervisory 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.

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.
- 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 and perform routine statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high 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 determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.

Senior Employment & Family Service Supervisor

- Ability to comprehend a variety of informational documents including routine reports, quality reports, contracts, proposals, hearing appeals, timesheets, correspondence, caseload summaries, data management system reports, program reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, Ohio Administrative Code, agency policies and procedures manual, union contracts, and state and federal regulations.
- Ability to prepare routine reports, quality reports, corrective action plans, performance appraisals, memos, correspondence, 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, record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret medical insurance and basic legal terminology and language.
- Ability to communicate effectively with managers, co-workers, employees, customers, external agencies and businesses, medical institutions, educational institutions, employers, protective services, local law enforcement, union representatives, service providers, 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:	Senior Employment Testing Specialist	Class Number:	1081112
FLSA:	Exempt	Pay Grade:	14
Departments:	Personnel Review Commission		

Classification Function

The purpose of this classification is to serve as the team lead in the development of valid and reliable selection tests throughout Cuyahoga County.

Distinguishing Characteristics

This is a professional level classification, working under direction of a manager. The employee in this class serves as a lead worker over Employment Testing Specialists and is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive instruction or assistance only as unusual situations arise and are expected to exercise independent judgment and initiative.

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%

- Serves as the Employment Testing Specialist team lead; initially reviews and approves test plans submitted by team members; provides quality control of test content; identifies and recommends targeted training needs of team members; drafts and administers training material; fills in for the Manager of Employment Testing in the Manager's absence.

25% +/- 10%

- Develops employment tests for positions requiring testing; identifies major content areas for testing; develops test plans according to job analysis results; investigates alternative selection procedures and previously-used testing methods; constructs valid and reliable test content according to legal guidelines and professional standards; links test content to the content of the job; maintains confidentiality, security, and trade secret of all testing documents and materials.

20% +/- 10%

- Conducts job analysis for positions requiring testing; reviews all available job analysis material; conducts individual and/or group interviews/observations with subject matter experts; develops and administers questionnaires and surveys; identifies major work behaviors and underlying knowledge, skills, and abilities (KSAs); links KSAs to major work behaviors; synthesizes data and develops position descriptions.

5% +/- 2%

- Serves as a liaison between the Personnel Review Commission and department directors/hiring managers; meets with directors/hiring managers to determine their testing needs; gives advice on testing options; provides status updates and test results.

5% +/- 2%

- Establishes qualified pool of candidates for testing; reviews classification specifications to determine minimum requirements; identifies relevant/equivalent qualifications; reviews applications against evaluation criteria; evaluates requests for reconsideration; document evaluation decisions.

5% +/- 2%

- Performs evaluation, scoring, statistical analysis, and reporting of test results; develops scoring protocols and methodologies; conducts cut score and weighting studies; performs statistical analysis at the test and item level; creates eligibility lists and other reporting documents; interprets statistical output to identify appropriate revisions; documents and reports validity evidence in support of the test.

5% +/- 2%

- Coordinates test administrations; schedules test administrations; assesses and coordinates requests for reasonable accommodation and/or test rescheduling; develops and uses standard administration manuals; monitors administrations; serves on interview panels; troubleshoots problems; coordinates administrative staff.

5% +/- 2%

- Reviews and revises testing practices and procedures; ensures practices/procedures meet legal guidelines and professional standards; identifies problems and inefficiencies; conducts research; develops and implements solutions.

Minimum Training and Experience Required to Perform Essential Job Functions

- A Master's degree in Industrial/Organizational Psychology and two (2) years of applied experience in employment testing and selection, including experience developing and validating employment tests; or any equivalent combination of training and experience.
- Valid Ohio driver's license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements

No special professional license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines, including personal computer, video camera, audio recorder, telephone, calculator, overhead projector, photocopier, optical mark recognition scoring machine, etc.

Mathematical Ability

- Ability to add, subtract, multiply, and divide, calculate decimals and percentages, and calculate routine and advanced statistics including means, standard deviations, correlations, reliability coefficients, item-level probabilities, point-biserial correlations, and similar statistical functions, as well as their correct use and interpretation.

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 and apply a variety of legal guidelines, reference books, manuals and professional standards relevant to the field of Industrial/Organizational Psychology, particularly the areas of job analysis and job evaluation including Cuyahoga County Charter, Cuyahoga County Code, Ohio Revised Code, PRC Administrative Rules, EEOC Uniform Guidelines on Employee Selection Procedures, Title VII of the Civil Rights Act of 1964, Principles for the Validation and Use of Personnel Selection Procedures, and Standards for Educational and Psychological Testing. Requires sufficient understanding to determine best course of action, define consequences of actions, and assess the quality of alternative procedures.
- Ability to comprehend a variety of information documents including requests for reconsideration, employment applications, position descriptions, requests for test rescheduling, correspondence, and other reports and records.
- Ability to prepare test documents, position descriptions, scoring reports and analyses, validation reports, test administration manuals, practice/procedure manuals and revisions, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to review, evaluate, and revise work product submitted by team members and make recommendations to Manager.
- Ability to identify, develop, and implement targeted training needs for team members.
- Ability to write test content that is clear, understandable, internally consistent, and relevant.
- Ability to follow necessary procedures to ensure the fairness, confidentiality, security, and trade secret of all testing procedures, documents, and materials.
- Ability to use and interpret legal and professional terminology and language relevant to Industrial/Organizational Psychology, particularly the area of test development and validation.
- Ability to communicate effectively with supervisor, co-workers, subject matter experts, department directors, hiring managers, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment, and Incumbent will occasionally need to travel to other County offices and worksites.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Information Systems Administrator	Class Number:	1053134
FLSA:	TBD	Pay Grade:	TBD
Dept:	Information Technology		

Classification Function

The purpose of this classification is to plan, direct, and manage the Information Technology functions for a division of a large County department and to supervise lower level supervisors and other assigned staff.

Distinguishing Characteristics

This is a management level classification that is responsible for planning, directing, and managing the IT functions for a division of a large County department and supervising lower level supervisors and other assigned staff. The employee works within a broad framework of policies, procedures, and regulations. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures, and related regulations.

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%
- Plans, directs, and manages Information Technology (IT) functions including database administration, application development, project management, network support, network operations of multiple local area networks (LAN), telecommunications support, hardware and software maintenance and procurement, computer operations and production control, and user support functions for a County division; plans, directs, and manages the information technology supporting one or more major information systems; manages application portfolios and directs development efforts; oversees evaluation, development, installation, and maintenance of all software implementations; identifies opportunities for streamlining business processes, duplication elimination, and increasing efficiencies; ensures quality delivery of all IT services to the division.
- 20% +/- 10%
- Assists management with development of policies, procedures, goals, and strategic planning for division; drives strategic planning efforts for the Information Technology team; coordinates with management to establish goals and activities and ensure goals are consistent with department mission; ensure alignment of IT resources with the business needs of the division; sets project schedules and identifies target dates for project milestones; defines project requirements and specifications; coordinates IT initiatives from the Cuyahoga County Department of Information Technology, vendors, and other government agencies.
- 15% +/- 10%
- Supervises lower level supervisors and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instructions; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests and completes related documentation; develops unit work plans and work performance standards; recommends personnel actions including selection, promotion, transfers, discipline, or discharge.

Proposed DATE

Senior Information Systems Administrator

15% +/- 10%

- Evaluates and administers IT related contracts and expenditures; prepares and submits budget recommendations for the division; participates in the administration of the IT budget and monitors budgetary expenditures; provides justification for hardware, software, and other IT expenditures; proposes, evaluates, and approves procurement of IT assets; maintains inventory control of IT assets; ensures cost effective investment in information technology systems; evaluates contractor performance.

10% +/- 5%

- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to email and phone calls; attends various trainings, workshops, and meetings; keeps up-to-date regarding professional knowledge, new business trends, and changes in applicable laws; provides service at various County locations; serves as IT point of contact for vendors, suppliers, and business partners; serves as technical point of contact with vendors and other government agencies.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in computer science, information systems, or related field with five (5) years of computer information systems, network administration, information technology management, or related experience, including three (3) years of related supervisory 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 computer technology including computers, printers, servers, and network infrastructure.

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.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.
- Ability to recommend the discipline or discharge of employees.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high 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 determining the necessity for revising 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 informational documents including budget and financial reports, program performance reports, hardware, software, and system specifications, work order requests, help desk tickets, status reports, requisitions, quotes, requests for proposals, proposals, system specifications, timesheets, invoices, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including computer software and hardware manuals, network documentation, technical publications, whitepapers, Ohio Revised Code, and Personnel Policies and Procedures Manual.
- Ability to prepare specifications, status reports, project plans, performance evaluations, disciplinary reports, procedural manuals, department reports, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to advise directors and administrators, to supervise and discipline, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret information technology terminology and language.
- Ability to communicate effectively with management, co-workers, consultants, vendors, State agencies, and other County employees.

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:	Data Analyst	Class Number:	1053161
FLSA:	Non-Exempt	Pay Grade:	9B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to collect, process, and perform statistical analysis of data and produce related reports, charts, dashboards, and visualizations.

Distinguishing Characteristics

This is an entry-level classification that is responsible for analyzing system data to assist business leaders in making informed decisions. The work requires knowledge of various business functions and the underlying data structures supporting those functions. Employees in this class work under general supervision but are expected to work with a degree of independence and ensure that activities are performed in a timely manner and according to policies, procedures, and related regulations.

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%
- Utilizes business intelligence software to develop reports, charts, dashboards, and visualizations to support business decisions; prepares data reports and visualizations for management; prepares technical documentation including instruction and procedure manuals.
- 30% +/- 10%
- Assists with the design of relational databases and data systems; monitors and reviews data quality; solves data integrity problems and data-related issues; mines data from multiple data sources; cleans and reformats data; manipulates, analyzes, and interprets data using standard statistical tools and techniques; pinpoints trends, correlations, or patterns in complex data sets.
- 15% +/- 10%
- Works with Information Technology (IT), management, and/or analytics teams to support organizational goals and identify opportunities for process improvement.
- 10% +/- 5%
- Works with IT, management, and third-party providers to define requirements for centralized data stores, data mapping, reporting, data warehouse, database design, and data systems design.
- 15% +/- 5%
- Performs related administrative responsibilities; prepares and maintains various related reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; conducts training for County employees on analytics related to software systems.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's Degree in statistics, mathematics, computer science, business administration, or related field and one (1) year of data analytics experience; or any equivalent combination of training and experience.

Proposed DATE:

Data Analyst

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 perform routine and advanced 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 utilize a variety of analytical tools, business intelligence tools, and database management systems.
- Ability to comprehend a variety of informational documents including data reports, analytic reports, technical literature, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual and technical instruction manuals.
- Ability to prepare status reports, data reports, user instruction and procedure manuals, 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 communicate with management, co-workers, and other County employees.

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.

Proposed DATE:

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Early Child Care Program Specialist	Class Number:	1014301
FLSA:	Non-Exempt	Pay Grade:	7
Dept:	Health and Human Services		

Classification Function

The purpose of this classification is to provide support to ensure the success of an early care and education program for children and to ensure vendor compliance with contract provisions.

Distinguishing Characteristics

This is an entry level classification with responsibility for providing assistance with the initiatives of an early care and education program for children and ensuring vendor compliance with contract provisions. This classification works under a framework of defined procedures and regulations. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures, and related regulations.

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.

55% +/- 10%

- Conducts review of vendor invoices and maintains vendor contract documentation; reviews Universal Pre-Kindergarten Program (UPK) billing invoices; compares invoices to contract provisions; identifies errors with billing invoices; requests or sends revised documentation for invoices; compiles and inputs documents for contracts and contract amendments into electronic agenda management system and database for approval; conducts site visits for UPK vendors to ensure compliance with contracts; assists with creating and updating of UPK Monitoring Summary; assists with review and evaluation of proposals obtained through the Request for Proposal (RFP) process.

20% +/- 10%

- Determines initial and on-going family eligibility for UPK Parent Scholarships; examines annual family income to determine level of assistance to be provided; examines documents to verify correct residence; examines records to ensure continuing compliance with attendance requirements.

25% +/- 10%

- Performs related administrative duties; prepares various related reports, records, and other documents; responds to emails and phone calls; attends various meetings, seminars, conferences, and trainings; serves as department representative on committees; assists with review and update of program documents and guidelines; assists with researching best practices and developing new policies and procedures to improve processes.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in social work, public administration, early childhood education or related field with two (2) years of human services or early child care experience; or any equivalent combination of training and experience.
- Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Proposed DATE

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 and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Requires the 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 billing invoices, contracts, contract amendments, income and residence verification documents, insurance documentation, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Agency's Policies and Procedures, Ohio Revised Code, UPK Program and Implementation Handbook, and Federal Poverty Guidelines.
- Ability to prepare monthly reports, annual reports, contracts, contract amendments, 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 communicate with supervisors, co-workers, outside agencies, vendors, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and occasional 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:	Early Childhood Resource and Training Coordinator	Class Number:	1056342
FLSA:	Exempt	Pay Grade:	12
Dept:	Children and Family Services		

Classification Function

The purpose of this classification is to serve as a resource to child welfare staff, biological families, and foster parents in child welfare cases involving a child between the ages of 0-6.

Distinguishing Characteristics

This is a supervisory-level classification that is responsible for serving as a resource to child welfare staff, biological families, kinship caregivers, and foster parents in child welfare cases and ensuring consideration of the child's specific developmental and emotional needs during placement, visitation, and service delivery. The employee exercises discretion in applying policies and procedures to resolve 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.

45% +/- 10%

- Collaborates with Agency staff, family, substitute caregivers, childcare providers, school staff, and other collateral service providers as necessary; consults with staff, caregivers, and other providers for case conceptualization and to identify treatment needs and resources for young children; collaborates with the ECMH System Coordinator, child-serving system partners, and other staff to ensure appropriate services are secured for children and their families; serves on committees to provide education and advocacy regarding the specialized needs of young children; attends Team Decision Making meetings for children on caseload, prospective clients, and as requested by other DCFS staff.

25% +/- 10%

- Provides trainings for staff, caregivers, and other providers on attachment, trauma, and the specialized and developmental needs of young children and families involved with the child welfare system; identifies areas of need and develops new trainings to promote awareness and change in practice and policy that reflects research and best practice for young children; maintains knowledge of current research, best practices, and available community resources and services.

10% +/- 5%

- Supervises Early Child and Mental Health (ECMH) Therapists; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instructions; evaluates employee performance; conducts and facilitates staff meetings; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests and completes related documentation; develops unit work plans and work performance standards; recommends personnel actions including selection, promotion, transfers, discipline, or discharge.

Proposed DATE

20% +/- 10%

- Performs related administrative responsibilities; prepares various reports, records and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares reports tracking number of clients serviced, referrals, service effectiveness and outcomes; completes monthly expense reports; provides expert witness testimony in court when requested; provides in-home counseling services to children and their caregivers on an as-needed basis.

Minimum Training and Experience Required to Perform Essential Job Functions

- Master's degree in social work, psychology, child welfare or related field with three (3) years of experience in child clinical counseling, child welfare, or related field; or any equivalent combination of training and experience.
- Must hold License of Social Worker (LSW), License of Independent Social Worker (LISW), License of Professional Counselor (LPC), or License of Professional Clinical Counselor (LPCC) in the State of Ohio
- Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

- Must obtain and maintain Ohio Early Childhood Mental Health Professional Credential within six (6) months of hire date.
- Must obtain ABC Parent Coach Certification at first opportunity training is offered after date of hire and maintain certification.
- Must become an Ohio Child Welfare Training Program trainer at first opportunity after date of hire.

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 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 the discipline or discharge of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform 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 reports, assessment scores, referral forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including ABC clinical/service implementation guidelines and standards, Personnel Policies and Procedures Manual, DCFS Policy and Procedures, Ohio Administrative Code, Ohio Revised Code, and Ohio Counselor, Social Worker and Marriage and Family Therapist (CSWMFT) Board regulations.
- Ability to prepare statistical reports, graphs, basic spreadsheets, lists, expense reports, correspondence, purchase orders, performance evaluations, training materials, 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, ability to counsel clients, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret counseling and basic legal terminology and language.
- Ability to communicate with supervisors, subordinates, coworkers, child clients, caregivers, parents, stakeholders, community service providers, and other County employees.

Environmental Adaptability

- Work is typically performed in an office environment and in client's homes.
- Work may involve exposure to smoke, animals, violence.

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:	Early Childhood Mental Health Therapist	Class Number:	1056341
FLSA:	Exempt	Pay Grade:	9
Dept:	Children and Family Services		

Classification Function

The purpose of this classification is to provide a full range of Early Childhood Mental Health Services to children (age 0-6) at risk for social, emotional, or behavioral difficulties and their caregivers in the child's home.

Distinguishing Characteristics

This is a journey-level classification that is responsible for providing a full range of direct services to children and their families including assessment, treatment planning, individual child therapy, parent coaching and feedback, ongoing case management, crisis intervention, consultation, and advocacy. The employee works within a framework of policies, procedures, and regulations and ensures that activities are performed 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.

- 45% +/- 10%
- Implements psychosocial interventions including the Attachment and Bio-behavioral Catch-Up (ABC) Intervention with children between the ages of 0-6 and their current caregivers via in-home counseling services; conducts pre- and post-play assessments; administers childhood screening and assessment tool; reviews previous session content and video clips in preparation to determine focus for upcoming sessions; prepares supplies and materials needed for session activities; links families with additional resources and referrals as needed; attends juvenile court hearings for children on caseload as requested in order to support families and provide an update on service participation; obtains video clips to show caregivers in sessions and creates video montages using video editing software to provide to caregivers at program completion.
- 15% +/- 10%
- Tracks data and prepares reports on activities and outcomes; completes, prints, and files progress notes; provides weekly, monthly, and quarterly reports on active clients, referrals, and closed or incomplete cases; upload pre- and post-play assessments for review and coding; records screening and assessment scores online; tracks data in spreadsheets.

Early Childhood Mental Health Therapist

10% +/- 5%

- Collaborates with Agency staff, family, substitute caregivers, childcare providers, school staff, and other collateral service providers as necessary; communicates and coordinates with DCFS staff and biological parents to obtain consent forms for children's participation in the ABC program; tracks and shares progress in ABC services and overall case plan goals with DCFS staff regarding needs and concerns of children (0 to 6 years) involved with the agency; communicates with the ECMH System Coordinator to ensure appropriate services are secured for children and their families; attends Team Decision Making meetings for children on caseload, prospective clients, and as requested by other DCFS staff.

5% +/- 2%

- Completes duties related to process improvement and supervision; attends supervision sessions with supervisor; codes five minute clips of individual sessions to prepare for coding supervision; attends clinical supervision and a coding supervision via a web based program to complete ABC Infant and Toddler certification; uploads session videos to web based file to prepare for clinical supervision.

25% +/- 10%

- Performs related administrative responsibilities; prepares various reports, records and other documents; responds to emails and phone calls; attends various trainings and meetings; initiates contact after referrals, confirms appointments, and reschedules appointments as needed; completes monthly expense reports; travels to sessions and meetings.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in social work, psychology, child welfare or related field with three (3) years of experience in child clinical counseling, child welfare, or related field; or any equivalent combination of training and experience.
- Must hold License of Social Worker (LSW), License of Independent Social Worker (LISW), License of Professional Counselor (LPC), or License of Professional Clinical Counselor (LPCC) in the State of Ohio
- Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

- Must obtain and maintain Ohio Early Childhood Mental Health Professional Credential within six (6) months of hire date.
- Must obtain ABC Parent Coach Certification at first opportunity training is offered after date of hire and maintain certification.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform 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 reports, assessment scores, referral forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including ABC clinical/service implementation guidelines and standards, Personnel Policies and Procedures Manual, DCFS Policy and Procedures, Ohio Administrative Code, Ohio Revised Code, and Ohio Counselor, Social Worker and Marriage and Family Therapist (CSWMFT) Board regulations.
- Ability to prepare statistical reports, graphs, basic spreadsheets, lists, expense reports, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to counsel clients, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret counseling and basic legal terminology and language.
- Ability to communicate with supervisors, coworkers, child clients, caregivers, parents, community service providers, and other County employees.

Environmental Adaptability

- Work is typically performed in an office environment and in client's homes.
- Work may involve exposure to smoke, animals, and violence.

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:	Employment Testing Proctor	Class Number:	#####
FLSA:	Non-Exempt	Pay Grade:	3A
Dept:	Personnel Review Commission		

Classification Function

The purpose of this classification is to provide administrative and clerical support for the Personnel Review Commission's employment testing functions.

Distinguishing Characteristics

This is an entry level classification. The incumbent works under general supervision while assisting with test administration(s) and related clerical functions for the Personnel Review Commission (PRC). This class works within a well-defined framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

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% +/- 10%
- Conducts test administration; checks candidates' identification before test; distributes and collects test materials; provides instruction and explanation regarding exam process; answers candidates' questions; monitors candidates during test sessions to ensure a secure testing environment; addresses scenarios where cheating is observed or alleged; controls admission to and from the testing room; maintains confidentiality and security of all testing materials, test logs, and other test documents.
- 40% +/- 10%
- Performs related administrative duties; prints testing materials and compiles test packets; scans test materials for record retention; files test packets and disposes of unused and unneeded test packets in accordance with PRC record retention schedule.

Minimum Training and Experience Required to Perform Essential Job Functions

- High school diploma or equivalent and one year of clerical experience including at least six months of customer service experience; or any equivalent combination of training and experience.
- Valid Ohio driver's 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, and divide.

Proposed DATE

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 reports, instructions, correspondence, and lists.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Personnel Review Commission Administrative testing rules, and internal team procedures.
- Ability to prepare lists and test logs.
- Ability to follow instructions, to record and deliver information, and to explain procedures.
- Ability to communicate with supervisor, coworkers, other County employees, and the general public.
- Ability to effectively address potential cheating and ensure integrity of test administration practices.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	ERP Enterprise Asset Management Systems Lead	Class Number:	1083112
FLSA:	Exempt	Pay Grade:	16B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to provide support and governance to appropriately analyze, vet, prioritize, and implement incoming Enterprise Resource Planning (ERP) Enterprise Asset Management (EAM) System projects, modifications, or corrections.

Distinguishing Characteristics

This is an advanced journey level classification that works under direction from the ERP Director. The employee in this class is expected to exercise discretion in applying general goal and policy statements, resolving organizational and service delivery problems, and leading projects. The employee in this class is also responsible for participating in establishing and enforcing the policies and procedures of the division. This class requires extensive knowledge and experience of ERP EAM Systems and business processes.

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%

- Collaborates and coordinates across the comprehensive ERP business and IT teams inclusive of all Fiscal, Procurement and Diversity, Human Resources Departments, and other department's end users; drives the ERP support, enhancements, upgrades, and modifications; identifies, creates, and analyzes EAM system metrics to obtain trends and patterns to identify process and system opportunities; recommends and implements process improvement/reengineering initiatives to ensure the optimal utilization of the ERP across the Public Works Department and end user community; adheres to management of ERP governance process for the EAM modules in compliance and accordance with County policies, procedures, and standards as well as with State and Federal Requirements; provides regular status reports and metrics to the ERP Program Manager; serves as a liaison between the Public Works Department business areas and the IT Department.

25% +/- 10%

- Leads the EAM ERP business configuration, testing, communication, training, and support and ensures alignment with required business specifications; executes and manages ERP EAM modules end user support, new features, new functionality, integrations, and reporting requirements; works directly with the Public Works, IT and ERP leadership; handles and closes help desk tickets (incidents/system enhancements); identifies and troubleshoots issues and takes appropriate actions to resolve them at various levels of support; manages EAM testing efforts for the ERP implementation, enhancements, and modifications as defined by the ERP Program Manager.

15% +/- 10%

- Manages and supports product and project related tasks to ensure they are completed on time and within budget; monitors and requests resource allocation to ensure needed resources are available and accounted for.

15% +/- 10%

- Connects EAM ERP process priorities to the integrated ERP organizational strategy and goals; participates in the strategic business/planning with the Public Works Department and IT; maintains an in-depth knowledge of Public Works core business processes specific to enterprise asset management, materials management, work order processing, facilities management, fleet management, and ancillary modules or systems such as project accounting, grants, labor distribution, best business practices, objectives, procedures, and policies specific to the County.

10% +/- 5%

- Assists in developing project infrastructure for the team (i.e. templates, project management methodology, and execution); assists in the development of project plans, goals, strategy, staffing, scheduling, identification of risks, issues, and contingency plans; coordinates and executes project activities to ensure project's progress is on schedule; monitors project results against objectives, milestones, and scope; develops and executes solution testing, training, and communications; obtains project signoff of completion and appropriately closes out all associated activities for the Public Works Department; proactively identifies issues and takes appropriate action to resolve the issues.

10% +/- 5%

- Coordinates testing with end users, technology vendor, and peers supporting other ERP business areas; ensures orderly, accurate, and timely completion of all required test scripts as necessary to ensure the business needs of each area of the Public Works Department are addressed.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in finance, human resources, business administration, information technology, or related field with five (5) years of application configuration, analytics, and/or support experience related to an ERP inventory, asset management, and/or work order management, including two (2) years of related project management 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 perform standard and advanced mathematical equations as they apply to the ERP financial applications.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high 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 determining the necessity for revising 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 informational documents including report requests, layout specifications, configuration specifications, software specifications, source materials, requests for proposals, various standard reports (i.e. - accounting, procurement, budget, expense, finance, treasury, grant, and asset management reports), and other reports and records.
- Ability to comprehend a variety of reference books and manuals including computer software manuals, hardware manuals, Ohio Revised Code, State and Federal requirements, and personnel policy manuals.

Proposed Date:

ERP Enterprise Asset Management Systems Lead

- Ability to prepare business process flow charts, program data forms, procedure manuals, department reports, training documentation, functional specifications, correspondence, timesheets, performance appraisals, various standard reports (i.e. - accounting, procurement, budget, expense, finance, treasury, grant, and asset management reports), and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to evaluate and improve practices and procedures according to guidelines, standards, and goals.
- Ability to use and interpret accounting, computer hardware, and computer software terminology and language.
- Ability to communicate effectively with directors, managers, supervisors, IT employees, Public Works employees, other County employees, and external 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:	ERP Financial Systems Lead	Class Number:	1084112
FLSA:	Exempt	Pay Grade:	16B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to provide support and governance to appropriately analyze, vet, prioritize, and implement incoming Enterprise Resource Planning (ERP) Financial System projects, modifications, or corrections.

Distinguishing Characteristics

This is an advanced journey level classification that works under direction from the ERP Director. The employee in this class is expected to exercise discretion in applying general goal and policy statements, resolving organizational and service delivery problems, and leading projects. The employee in this class is also responsible for participating in establishing and enforcing the policies and procedures of the division. This class requires extensive knowledge and experience of ERP Financial Systems and business processes.

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%
- Collaborates and coordinates across the comprehensive ERP business and IT teams inclusive of all Procurement and Diversity, Human Resources, Public Works Departments, and other department's end users; drives the ERP support, system enhancements, upgrades, and modifications; identifies, creates, and analyzes financial system metrics to obtain trends and patterns to identify process and system opportunities; recommends and implements process improvement/reengineering initiatives to ensure the optimal utilization of the ERP across the Fiscal Department and end user community; adheres to management of ERP governance process for the financial modules in compliance and accordance with County policies, procedures, and standards as well as with State and Federal Requirements; provides regular status reports and metrics to the ERP Program Manager; serves as a liaison between the Fiscal Department business areas (including: budget, grants, general accounting, and treasury) and the IT Department.
- 25% +/- 10%
- Leads the Financial ERP business configuration, testing, communication, training, and support and ensures alignment with required business specifications; executes and manages ERP Financial modules, end user support, new features, new functionality, integrations, and reporting requirements; works directly with the fiscal teams, IT, and ERP leadership; handles and closes help desk tickets (incidents/system enhancements); identifies and troubleshoots issues and takes appropriate actions to resolve them at various levels of support; manages Financial testing efforts for the ERP implementation, enhancements, and modifications as defined by the ERP Program Manager.
- 15% +/- 10%
- Manages and supports product and project related tasks to ensure they are completed on time and within budget; monitors and requests resource allocation to ensure needed resources are available and accounted for.

Proposed Date:

15% +/- 10%

- Connects Financial ERP process priorities to the integrated ERP organizational strategy and goals; participates in the strategic business/planning with Fiscal Department and IT inclusive of account and financial requirement and reporting standards, end to end fiscal processing, integration with financial institutions and other modules such as procurement; maintains an in-depth knowledge of financial core business processes, best business practices, objectives, procedures, and policies specific to the County.

10% +/- 5%

- Assists in developing project infrastructure for the team (i.e. templates, project management methodology and execution); assists in the development of project plans, goals, strategy, staffing, scheduling, identification of risks, issues, and contingency plans; coordinates and executes project activities to ensure projects progress is on schedule; monitors project results against objectives, milestones, and scope; develops and executes solution testing, training, and communications; obtains project signoff of completion and appropriately closes out all associated activities for the Fiscal Department; proactively identifies issues and takes appropriate action to resolve the issues.

10% +/- 5%

- Coordinates testing with end users, technology vendor, and peers supporting other ERP business areas; ensures orderly, accurate, and timely completion of all required test scripts as necessary to ensure the business needs of each area of the Fiscal Department are addressed.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in finance, accounting, business administration, information technology, or related field with five (5) years of application configuration, analytics and/or support experience related to an ERP financials (GL, AP, AP, Fixed Assets), grants management Fiscal Module, including two (2) years of related project management 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 perform standard and advanced mathematical equations as they apply to the ERP financial applications.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high 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 determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions, and requirements.

Proposed Date:

ERP Financial Systems Lead

- Ability to comprehend a variety of informational documents including report requests, layout specifications, configuration specifications, software specifications, source materials, requests for proposals, various standard reports (i.e. - accounting, procurement, budget, expense, finance, treasury, grant, and asset management reports), and other reports and records.
- Ability to comprehend a variety of reference books and manuals including computer software manuals, hardware manuals, Ohio Revised Code, State and Federal requirements, and personnel policy manuals.
- Ability to prepare business process flow charts, program data forms, procedure manuals, department reports, training documentation, functional specifications, correspondence, timesheets, performance appraisals, various standard reports (i.e. - accounting, procurement, budget, expense, finance, treasury, grant, and asset management reports), and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to evaluate and improve practices and procedures according to guidelines, standards, and goals.
- Ability to use and interpret accounting, computer hardware, and computer software terminology and language.
- Ability to communicate effectively with directors, managers, supervisors, IT employees, other County employees, and external 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.

Proposed Date:

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	ERP HRIS Systems Lead	Class Number:	1085112
FLSA:	Exempt	Pay Grade:	16B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to provide support and governance to appropriately analyze, vet, prioritize, and implement incoming Enterprise Resource Planning (ERP) Human Resources Information System (HRIS) projects, modifications, or corrections.

Distinguishing Characteristics

This is an advanced journey level classification that works under direction from the ERP Director. The employee in this class is expected to exercise discretion in applying general goal and policy statements, resolving organizational and service delivery problems, and leading projects. The employee in this class is also responsible for participating in establishing and enforcing the policies and procedures of the division. This class requires extensive knowledge and experience of ERP HR related modules and business processes.

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%
- Collaborates and coordinates across the comprehensive ERP business and IT teams inclusive of all Fiscal, Public Works, Procurement and Diversity Departments, and other department's end users; drives the ERP support, system enhancements, upgrades and modifications; identifies and analyzes human resources system metrics to obtain trends and patterns to identify process and system opportunities; recommends and implements process improvement/reengineering initiatives to ensure the optimal utilization of the ERP across the Human Resources Department and end user community; adheres to the ERP governance process for the human resources modules in compliance and accordance with County policies, procedures, and standards as well as with State and Federal Requirements; provides regular status reports and metrics to the ERP Program Manager; serves as a liaison between the Human Resources Department business areas and the IT Department.
- 25% +/- 10%
- Leads the HR ERP business configuration, testing, communication, training, and support and ensures alignment with required business specifications; executes and manages ERP HR modules end user support, new features, new functionality, integrations, and reporting requirements; works directly with HR, IT, and ERP leadership; handles and closes help desk tickets (incidents/system enhancements); identifies and troubleshoots issues and takes appropriate actions to resolve them at various levels of support; manages human resources testing efforts for the ERP implementation, enhancements, and modifications as defined by the ERP Program Manager.
- 15% +/- 10%
- Manages and supports product and project related tasks to ensure they are completed on time and within budget; monitors and requests resource allocation to ensure needed resources are available and accounted for.
- 15% +/- 10%
- Connects HR ERP process priorities to the integrated ERP organizational strategy and goals; participates in the strategic business/planning with the Human Resources Department and IT; maintains an in-depth knowledge of human resources core business processes, best business practices, objectives, procedures, and policy specific to the County.

Proposed Date:

10% +/- 5%

- Assists in developing project infrastructure for the team (i.e. templates, project management methodology, and execution); assists in the development of project plans, goals, strategy, staffing, scheduling, identification of risks, issues, and contingency plans; coordinates and executes project activities to ensure project's progress is on schedule; monitors project results against objectives, milestones, and scope; develops and executes solution testing, training, and communications; obtains project signoff of completion and appropriately closes out all associated activities for the Human Resources module tasks; proactively identifies issues and takes appropriate action to resolve the issues.

10% +/- 5%

- Coordinates testing with end users, technology vendor, and peers supporting other ERP business areas; ensures orderly, accurate, and timely completion of all required test scripts as necessary to ensure the business needs of each area of the Human Resources Department are addressed.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in human resources, finance, business administration, information technology, or related field with five (5) years of application configuration, analytics, and/or support experience related to an ERP core human resources, employee benefits, time collection, payroll, performance and /or talent management (Human Resource Information Systems (HRIS)) modules, including two (2) years of related project management 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 perform standard and advanced mathematical equations as they apply to the ERP HR modules.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high 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 determining the necessity for revising 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 informational documents including report requests, layout specifications, configuration specifications, software specifications, source materials, requests for proposals, various standard reports (i.e. -HR, benefits, census data, talent acquisition, performance management, payroll, time collection), and other reports and records.
- Ability to comprehend a variety of reference books and manuals including computer software manuals, hardware manuals, Ohio Revised Code, State and Federal requirements, and personnel policy manuals.

Proposed Date:

ERP HRIS Systems Lead

- Ability to prepare business process flow charts, program data forms, procedure manuals, department reports, training documentation, functional specifications, correspondence, timesheets, performance appraisals, various standard reports (i.e. - HR, benefits, census data, talent acquisition, performance management, payroll, time collection), and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to evaluate and improve practices and procedures according to guidelines, standards, and goals.
- Ability to use and interpret human resources, benefits and payroll, computer hardware, and computer software terminology and language.
- Ability to communicate effectively with directors, managers, supervisors, IT employees, other County employees, and external 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.

Proposed Date:

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	ERP Procurement Systems Lead	Class Number:	1086112
FLSA:	Exempt	Pay Grade:	16B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to provide support and governance to appropriately analyze, vet, prioritize, and implement incoming Enterprise Resource Planning (ERP) Procurement System projects, modifications, or corrections.

Distinguishing Characteristics

This is an advanced journey level classification that works under direction from the ERP Director. The employee in this class is expected to exercise discretion in applying general goal and policy statements, resolving organizational and service delivery problems, and leading projects. The employee in this class is also responsible for participating in establishing and enforcing the policies and procedures of the division. This class requires extensive knowledge and experience of ERP Procurement Systems and business processes.

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%
- Collaborates and coordinates across the comprehensive ERP business and IT teams inclusive of all Fiscal, Human Resources, Public Works Departments and other department's end users; drives the ERP support, enhancements, upgrades, and modifications; identifies, creates, and analyzes procurement system metrics to obtain trends and patterns to identify process and system opportunities; recommends and implements process improvement/reengineering initiatives to ensure the optimal utilization of the ERP across the Procurement Department and end user community; adheres to management of ERP governance process for the procurement modules in compliance and accordance with County policies, procedures, and standards as well as with State and Federal Requirements; provides regular status reports and metrics to the ERP Program Manager; serves as a liaison between the Office of Procurement and Diversity business areas and the IT Department.
- 25% +/- 10%
- Leads the Supply Chain ERP business configuration, testing, communication, training, and support and ensures alignment with required business specifications; executes and manages Supply Chain ERP modules, end user support, new features, new functionality, integrations, and reporting requirements; works directly with the Supply Chain, IT, and ERP Leadership; handles and closes help desk tickets (incidents/system enhancements); identifies and troubleshoots issues and takes appropriate actions to resolve them at various levels of support; manages Supply Chain testing efforts for the ERP implementation, enhancements, and modifications as defined by the ERP Program Manager.
- 15% +/- 10%
- Manages and supports product and project related tasks to ensure they are completed on time and within budget; monitors and requests resource allocation to ensure needed resources are available and accounted for.
- 15% +/- 10%
- Connects Supply Chain process priorities to the integrated ERP organizational strategy and goals; participates in the strategic business/planning with the Procurement Department and IT inclusive of procure to pay, contract management, vendor management, and strategic sourcing; maintains an

Proposed Date:

ERP Procurement Systems Lead

in-depth knowledge of Procurement core business processes, best business practices, objectives, procedures, and policies specific to the County.

10% +/- 5%

- Assists in developing project infrastructure for the team (i.e. templates, project management methodology, and execution); assists in the development of project plans, goals, strategy, staffing, scheduling, identification of risks, issues, and contingency plans; coordinates and executes project activities to ensure projects progress is on schedule; monitors project results against objectives, milestones, and scope; develops and executes solution testing, training, and communications; obtains project signoff of completion and appropriately closes out all associated activities for the Procurement Department; proactively identifies issues and takes appropriate action to resolve the issues.

10% +/- 5%

- Coordinates testing with end users, technology vendor, and peers supporting other ERP business areas; ensures orderly, accurate, and timely completion of all required test scripts as necessary to ensure the business needs of each area of the Procurement Department are addressed.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in procurement, supply chain management, finance, business administration, information technology, or related field with five (5) years of application configuration, analytics, and/or support experience related to an ERP supply chain, procure to pay, contract management and/or strategic sourcing modules, including two (2) years of related project management 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 perform standard and advanced mathematical equations as they apply to the ERP financial applications.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high 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 determining the necessity for revising 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 informational documents including report requests, layout specifications, configuration specifications, software specifications, source materials, requests for proposals, various standard reports (i.e. - accounting, procurement, budget, expense, finance, treasury, grant, and asset management reports), and other reports and records.

Proposed Date:

ERP Procurement Systems Lead

- Ability to comprehend a variety of reference books and manuals including computer software manuals, hardware manuals, Ohio Revised Code, State and Federal requirements, and personnel policy manuals.
- Ability to prepare business process flow charts, program data forms, procedure manuals, department reports, training documentation, functional specifications, correspondence, timesheets, performance appraisals, various standard reports (i.e. - accounting, procurement, budget, expense, finance, treasury, grant, and asset management reports), and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to evaluate and improve practices and procedures according to guidelines, standards, and goals.
- Ability to use and interpret accounting, computer hardware, and computer software terminology and language.
- Ability to communicate effectively with directors, managers, supervisors, IT employees, other County employees, and external 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.

Proposed Date:

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Family and Children First Council Service Coordinator	Class Number:	1056321
FLSA:	Exempt	Pay Grade:	13
Dept:	Health and Human Services		

Classification Function

The purpose of this classification is to oversee the County's Family and Children First Councils Service Coordination Mechanism and provide technical assistance to the Service Coordination Team (SCT) members as the team develops care plans to meet clients' needs.

Distinguishing Characteristics

This is a journey-level classification that is responsible for overseeing the Service Coordination process, the Service Coordination Team, and serving as administrator of the internal database system. The employee works within a framework of policies, procedures, and regulations and ensures that activities are performed 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%

- Oversees Service Coordination Mechanism and provides technical assistance to the Service Coordination Team members; utilizes wraparound process to meet with families and develop care plans that meet the clients' specific needs; performs Strength Needs and Culture Assessment; prepares reporting for SCT activity and outcomes; reviews, receives, and processes Family Centered Services and Supports (FCSS) and Community Assistance applications; conducts training or identifies external trainers for SCT liaisons and community partners.

40% +/- 10%

- Serves as an administrator over internal database system; ensures system information is up-to-date in the database; gives system access to individuals with proper authority; assists in creating a case management system; analyzes the system challenges and proposes solutions.

20% +/- 10%

- Performs related administrative duties; prepares various reports, records and other documents; responds to emails and phone calls; attends in various trainings and meetings; researches and analyzes program operations and trends.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's Degree in social work or related field with six years of social program administration experience including two years' experience in high fidelity wraparound meeting facilitation or another family team meeting equivalent; or any equivalent combination of training and experience which provides equivalent knowledge, skills and abilities.

Must be able to provide verification of training in high fidelity wraparound or another family team meeting facilitation equivalent.

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 and calculate decimals and percentages, and perform 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 monthly reports, SCT Action Plans, SCT Release of Information, statistical reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including HIPAA, FERPA, LISW code of ethics, Service Coordination Mechanism, FCSS Guidance Document, personnel policy manuals, administrative procedure manuals, and Ohio Revised Code.
- Ability to prepare SCT Release of Information, monthly, quarterly, semi-annual, and annual reports, statistical reports, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to counsel clients, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret counseling terminology and language.
- Ability to communicate with managers, supervisors, clients, client's families, system partners, direct service providers, SCT liaisons, and other County employees.

Environmental Adaptability

- Work is typically performed in an office environment.
- Work may involve exposure to violence.

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 Emergency Management Specialist	Class Number:	1062422
FLSA:	Exempt	Pay Grade:	10
Dept:	Public Safety and Justice Services		

Classification Function

The purpose of this classification is to develop and maintain programs and plans related to emergency preparedness, response, recovery, and mitigation.

Distinguishing Characteristics

This is the journey level classification, working under general supervision within a framework of well-defined policies, procedures, and regulations. Incumbents independently perform daily assignments, often outside of proximity of their supervisor. Incumbents are expected to become fully aware of operating procedures and policies.

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 and maintains programs and plans related to emergency preparedness, response, recovery, and mitigation; ensures plans are in compliance with applicable State and Federal regulations; reviews and provides planning support and technical assistance to partner agencies, municipalities, medical facilities, and schools with the development of local emergency plans.
- 20% +/- 10%
- Executes public outreach; manages office website; manages social media accounts; reviews and edits publications; attends public outreach events; produces safety fact sheets; develops publications; researches trainings; develops and conducts trainings.
- 15% +/- 10%
- Conducts emergency response activities at the County Emergency Operations Center when activations occur and during exercises; coordinates with public officials; completes Incident Action Plans; serves as County representative during After Action processes lead by other jurisdictions to provide guidance and input from County perspective; answers the public's questions; prepares plans and documents; acts as a member of the incident support team; conducts damage assessments; leads group discussions to identify and implement improvements to emergency plans and operations after County incidents, exercises or emergencies.
- 15% +/- 10%
- Performs related administrative responsibilities; maintains database and other information systems; schedules staff training; manages certification programs; attends training courses and meetings; participates in workgroups and exercises; researches state and federal guidelines.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree Emergency Management, Public Administrations, or other public safety discipline with three (3) years of emergency management 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.
- Ability to lift up to 25 pounds.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and perform 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 publications, memorandums, email announcements, various outreach materials, reports, various emergency plans, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, federal and state laws, department guidelines, and Ohio Revised Code.
- Ability to prepare correspondence, publications, announcements, procedures, guidelines, damage assessments, presentations, planning documentations, various emergency plans, reports, excel spreadsheets, 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 emergency management terminology and language.

Senior Emergency Management Specialist

- Ability to communicate with supervisors, coworkers, partner agencies, advisory board, other Cuyahoga County personnel, and 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. R2017-0152

<p>Sponsored by: Councilmembers Brady, Schron and Miller</p> <p>Co-sponsored by: Councilmember Hairston</p>	<p>A Resolution determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2017; authorizing payments to various providers, in the total amount of \$461,117.00, for said services and programs for the period ending 12/31/2017; authorizing the County Executive to negotiate and execute any necessary agreements, contracts or other documents for same; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Chapter 5901 of the Ohio Revised Code established a veterans service commission in each Ohio county, among whose duties include providing for the “administration of assistance” to veterans and “establishing programs of outreach and coordination with other agencies to enhance available services to veterans within the county;” and

WHEREAS, the Veterans Service Commission of Cuyahoga County is required to annually determine the amount it needs to provide assistance to veterans and must prepare and submit a budget to the Cuyahoga County Council, such budget to be within a statutorily prescribed formula; and

WHEREAS, the Council may review the proposed budget, but is required to appropriate the requested amount so long as the proposed budget is within the statutorily prescribed formula; and

WHEREAS, by Ordinance No. O2012-0013, Cuyahoga County Council established the Veterans Services Fund, whereby the amounts appropriated and unspent by the Veterans Service Commission of Cuyahoga County are to be placed in a Veterans Services Fund and used to benefit veterans of the county; and

WHEREAS, \$461,117.00 remains available in the Veterans Services Fund for 2017; and

WHEREAS, pursuant to Chapter 711 of the Cuyahoga County Code, Cuyahoga County Council shall determine the services and programs that shall be provided or funded from the Veterans Services Fund, consistent with the amount of funds available and with the purpose of the Fund; and

WHEREAS, pursuant to Chapter 711 of the Cuyahoga County Code, Council directed that 20% of the available funds each year shall be used for a workforce development program to assist veterans with the costs of post-secondary education; and

WHEREAS, Council now desires to determine the services and programs that shall be provided or funded from the remaining available 2017 funds, and the amounts to be designated for the services and programs; and

WHEREAS, in order to provide for the beneficial and immediate impact of these funds, Council has determined that it would be advantageous to the County to distribute the funds to public bodies with veterans related programs or services that benefit or exist to serve veterans or to non-profit agencies with existing or prior contracts with the County or other governmental agencies and programs or services dedicated to veterans.

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

SECTION 1. The Cuyahoga County Council hereby authorizes the Fiscal Officer to make one-time expenditures of available 2017 Veterans Services Funds, in the total amount of \$461,117.00, for the following services and programs through the 2018 calendar year:

- 1) Cuyahoga Community College, Veterans Services and Program Office for scholarships for veterans residing in Cuyahoga County in the amount of **\$46,112.00.**
- 2) Towards Employment Career Pathway Services for job readiness training, job search and placement, coaching and support for professional development of low-income veterans in the amount of **\$30,000.00.**
- 3) The Cuyahoga County Office of Homeless Services for the Supportive Services for Veterans Families Program and for move-in kits for veterans entering permanent supportive housing in Cuyahoga County in the amount of **\$85,005.00.**
- 4) The Legal Aid Society of Cleveland for the Legal Services for U.S. Veterans Program in the amount of **\$85,000.00.**
- 5) United Way 2-1-1 for the Help2Veterans Program in the amount of **\$70,000.00.**
- 6) Joseph's Home for wraparound services and transition to permanent housing for medically fragile, homeless veterans in Cuyahoga County in the amount of **\$40,000.00.**
- 7) Cuyahoga County Public Library for the GetWorkerFIT Program in the amount of **\$50,000.00.**

- 8) The Cuyahoga County Land Reutilization Corporation to rehabilitate houses and provide financial counseling for veterans in the amount of **\$50,000.00**.
- 9) The Chagrin Falls Historical Society for the restoration of the Chagrin Falls Civil War Memorial in the amount of **\$5,000.00**.

SECTION 2. Each of the offices, agencies, departments, or other bodies, granted pursuant to this Resolution shall provide written reports to Council by June 30, 2018 and November 30, 2018, summarizing the uses, amounts, and impacts of the distributed funds. Council may request additional information, in the form of oral or written reports.

SECTION 3. The County Executive is hereby authorized to negotiate and execute any necessary agreements or contracts in connection with the authorized expenditures and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 4. 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 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 12, 2017

Committee(s) Assigned: Economic Development & Planning Committee

Additional Sponsorship Requested: September 18, 2017

Journal CC027

September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0172

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2016/2017 Biennial Operating Budget for 2017 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. R2017-0153 dated 9/12/2017 to reconcile appropriations for 2017; 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, on December 28, 2016, the Cuyahoga County Council adopted the 2016/2017 Biennial Operating Budget and Capital Improvements Program Update for 2017 (Resolution No. R2016-0216) establishing the 2017 biennial budget update for all County departments, offices and agencies; and

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

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. 20AA05 – Law Enforcement CPT	BA1701535
SH456616 – Law Enforcement CPT	
Other Expenses	\$ 15,000.00

The Sheriff’s Department is requesting an increase in Law Enforcement Continuing Professional Training (CPT) index to allow for required law enforcement training to be expensed. Revenue in the amount of \$59,400.00 (RR1705687) has been received to offset these expenses. The source of funding comes from the Attorney General’s Office for Ohio Peace Officer Association (OPTA) training for county deputies.

B. 21A136 – Senior Transportation Consult.	BA1703027
CP758714 – Senior Transportation Consult.	
Other Expenses	\$ (19,000.42)
 21A167 – Elderly Friendly Communities	
CP756577 – Elderly Friendly Communities	
Personal Services	\$ (16,839.84)
 21A824 – Senior Transport – Community Vision Council	
CP756601 – Senior Transport – Community Vision Council	
Personal Services	\$ (65,064.69)
Other Expenses	\$ (534,485.29)
 21A829 – Ohio Coordination Program	
CP755801 – Ohio Coordination Program – Senior Transport	
Other Expenses	\$ (11,041.02)
 21A925 – Cuyahoga Towpath Trail Cap Improvement	
CP756007 – Cuyahoga Towpath Trail Cap Improvement	
Capital Outlays	\$ (1,900,000.00)

Decrease in appropriation of grants that expired nine (9) or more years ago in preparation to transfer the remaining cash balances out of the funds and close out the grants. The grants were awarded between 2005 and 2008.

C. 21A895 – DOL Manufacturing Access to Growth and Innovation	BA1712187
WI751651 – DOL Manufacturing Access to Growth and Innovation	
Personal Services	\$ (89,982.10)
Other Expenses	\$ (446,537.24)

The Office of Budget and Management requests reduction to remove appropriation to complete grant close out. The grant was established in February 2007 of which 76.6% was expended to date. The grant was awarded by the United States Department of Labor.

D.	30A922 – 2015 Excise Tax Debt Service		BA1712191
	DS040196 – 2015 Excise Tax Debt Service		
	Other Expenses	\$	6,976,650.00

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

E.	20D450 – 2015 Excise Tax		BA1712192
	DS040212 – Excise Tax Improvements		
	Other Expenses	\$	10,842,286.02

Additional appropriation is requested in the 2015 Excise Tax Improvements to fund the payment of excise taxes from the facilities improvement fund held at the trustee to the City of Cleveland and Gateway Development Corporation. The facilities improvements fund represents the excess of excise taxes collected after debt service is paid. Funding for the 2015 Excise Tax fund comes from taxes on cigarettes, alcohol, beer, wine, and mixed drinks in Cuyahoga County.

F.	24A635 – EC – Invest in Children - PA		BA1712193
	EC451500 – UPK 2.0		
	Other Expenses	\$	702,500.00

The Office of Budget and Management on behalf of Early Childhood – Invest in Children requests to appropriate a disbursement of grant funds held in donor advised fund by the Cleveland Foundation, ‘High Quality Pre-K Education Fund for UPK 2.0 Providers’. The Foundation holds grant funds awarded by private entities for the UPK program and disburses funds on request.

G.	30A902 – Voted Justice Center 3 rd Series Escrow Acct.		BA1712194
	DS111112 – Voted Justice Center 3 rd Ser Refd Escrow		
	Other Expenses	\$	837.08

The Office of Budget and Management requests appropriation to facilitate cash transfer (JT1712190) of unused debt service funds left from Justice Center construction bonds.

H.	30A903 – Unvoted Justice Center Bond 1975-1 Escrow Ac		BA1712195
	DS100099 – Unvoted 1975-1 Justice Center		
	Other Expenses	\$	12,193.75

The Office of Budget and Management requests appropriation to facilitate cash transfer (JT1712190) of unused debt service funds left from Justice Center construction bonds.

I.	30A904 – Unvoted Off St. Park. Facility Bond Escrow Account		BA1712196
	DS124909 – Unvoted Off St Park Facility Escrow Acct		
	Other Expenses	\$	1,087.50

The Office of Budget and Management requests appropriation to facilitate cash transfer (JT1712190) of unused debt service funds left from Justice Center construction bonds.

J.	01A001 – General Fund		BA1715124
	JA100354 – Justice Affairs - CECOMS		
	Other Expenses	\$	(60,000.00)

Requesting an appropriation reduction to remove funding that was allocated for the Text 911 implementation which will not be utilized. Public Safety and Justice Services has found a countywide solution which is web-based and there is no cost involved. Initially, Public Safety and Justice Services was allocated \$100,000.00, whereas \$40,000.00 will be utilized to procure 911 system hardware which is a one-time upfront cost. This project is funded by the General Fund.

K.	24A510 – Work & Training Admin		BA1715126
	WT137315 – Work First Services		
	Other Expenses	\$	(310,230.06)

The Office of Budget and Management requests to remove excess appropriation associated with expired contracts within unused account WT137315 that have been decertified in compliance with the County Code Section 701.08 E. The funding source is Public Assistance Funds.

L.	01A001 – General Fund		BA1715127
	DR391052 – Domestic Relations		
	Other Expenses	\$	(540.00)

The Office of Budget and Management requests to remove excess appropriation associated with expired contracts within unused account DR391052 that have been decertified in compliance with County Code Section 701.08 E. The funding source is the General Fund.

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

<u>Fund Nos./Budget Accounts</u>			<u>Journal Nos.</u>
A.	FROM: 20A303 – Children Services Fund		BA1701536
	CF134023 – Adoption Services		
	Other Expenses	\$	685,300.00
	TO: 20A303 – Children Services Fund		
	CF134015 – Client Supportive Services		
	Other Expenses	\$	685,300.00

DCFS request to realign \$685,300.00 from CF134023-050 to CF134015-050 to cover emergency services contract amendments (furniture - \$75,000 and clothing - \$115,000) and to cover an increase in kinship daycare costs (\$495,300.00).

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

Fund Nos./Budget Accounts

Journal Nos.

A. FROM: 21A136 – Senior Transportation Consultant			JT1700116
CP758714 – Senior Transportation Consultant			
Transfer Out	\$	618.60	
TO: 20A307 – County Planning Commission			
CP522110 – CPC - Administration			
Revenue Transfer	\$	618.60	

An operating transfer to account for the residual cash in the Senior Transport Consultant Grant that was established in November 2001 that was 99.7% expended to date. This will permit the grant to close.

B. FROM: 21A167 – Elder Friendly Communities			JT1700117
CP756577 – Elder Friendly Communities			
Transfer Out	\$	30,233.98	
TO: 20A307 – County Planning Commission			
CP522110 – County Planning Commission-Administration			
Revenue Transfer	\$	30,233.98	

An operating transfer to account for the residual cash in the Elder Friendly Communities Grant that was established in July 2003 that was 80.4% expended to date. This will permit the grant to close.

C. FROM: 28W038 – WF Innovation & Opportunities Act			JT1700119
WI150904 – WF Innovation & Opportunities Act			
Transfer Out	\$	1,304.82	
TO: 21A895 – DOL Manufac. Access to Growth & Innovation			
WI751651 – DOL Manufac. Access to Growth & Innovation			
Revenue Transfer	\$	1,304.82	

An operating transfer to properly fund the Department of Labor Manufacturing Access to Growth and Innovation Grant that was established in February 2007 that was 76.7% expended to date. The transfer is needed since not all expenses were properly drawn down from the funding source leaving a negative cash balance. Funding was from the United States Department of Labor.

D. FROM: 30A902 – Voted Jus. Center 3 rd Series Escrow Acct.			JT1712190
DS111112 – Voted Just Center 3 rd Ser Refd Escrow			
Transfer Out	\$	837.08	
30A903 – Unvoted Just. Center Bond 1975-1 Escrow Acct			
DS100099 – Unvoted 1975-1 Justice Center			
Transfer Out	\$	12,193.75	
30A904 – Unvoted Off St. Park Facility Bond Escrow Ac			
DS124909 – Unvoted Off St Park Facility Escrow Acct			
Transfer Out	\$	1,087.50	

TO: 30A916 – Debt Service–Series ’13 Econ. Dev. Revenue Bonds
 DS039198 – Series 2013A Steelyard Commons Debt S.F.
 Revenue Transfer \$ 14,118.33

This transfer would move excess debt service funds not needed related to the Justice Center Construction in 1975, to debt service for Steelyard Commons.

E. FROM: 01A001 – General Fund **JT1713709**
 SU514885 – Regional Crime Lab GF Subsidy
 Transfer Out \$ 1,949,107.00

TO: 20A076 – Cuyahoga County Regional Forensic Science Lab SR
 CR180265 – Cuyahoga County Regional Forensic Science Lab SR
 Revenue Transfer \$ 1,949,107.00

The Office of Budget and Management is requesting an operating transfer for \$1,949,107.00. This is to provide the remaining 50% of the budgeted General Fund subsidy to the Medical Examiner’s Regional Forensic Science Lab account which was completed on the Fiscal Agenda from June 27, 2017 (JT1713682). The total budget for the subsidy in 2017 is \$3,898,214. Funding is provided by the General Fund covering the period 1/1/17 through 12/31/17.

F. FROM: 29A391 – Health & Human Services Levy 4.8 **JT1717072**
 SU514281 – Office of Homeless Services Subsidy
 Transfer Out \$ 1,536,109.50

TO: 24A641 – Public Assistance – Homeless Services
 HS158097 – Public Assistance– Homeless Services
 Revenue Transfer \$ 1,536,109.50

A cash transfer is requested to pay the third quarter subsidy for the Homeless Services program. Funding comes from the Health and Human Services Levy.

SECTION 4. That items approved in Resolution No. R2017-0153 dated September 12, 2017 be amended as follows to reconcile appropriations for 2017 in the County’s financial system:

Resolution No. R2017-0153 dated 9/12/2017:

Original Item – Section 3

Fund Nos./Budget Accounts

Journal Nos.

A. FROM: 20A195 – Self-Insurance Regionalization **JT1701508**
 HR499087 – Self-Insurance Regionalization
 Transfer Out \$ 2,200,000.00

TO: 20A196 – Self-Insurance Developmental Disabilities
 HR – Self-Insurance Developmental Disabilities
 Revenue Transfer \$ 2,200,000.00

To transfer the Board of Developmental Disabilities benefits reserve into the correct sub-fund. Funding comes from charges to employees and entities for health insurance premiums.

Corrected Item – Section 3

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 20A195 – Self-Insurance Regionalization	JT1701508
HR499087 – Self-Insurance Regionalization	
Transfer Out	\$ 2,200,000.00
TO: 20A196 – Self-Insurance Developmental Disabilities	
HR499095 – Self-Insurance Developmental Disabilities	
Revenue Transfer	\$ 2,200,000.00

To transfer the Board of Developmental Disabilities benefits reserve into the correct sub-fund. Funding comes from charges to employees and entities for health insurance premiums.

[Document No. JT1701508 was approved by Council on Resolution No. R2017-0153 dated September 12, 2017. This request would correct the Index Code only and make no other changes.]

Resolution No. R2017-0153 dated 9/12/2017:

Original Item – Section 3

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
E. FROM: 40A069 – Capital Projects	JT1707693
CC767327 – Jail I Kitchen Replacement – Justice Center	
Transfer Out	\$ 147,409.27
40A099 – Maintenance Projects	
CC768291 – Cleveland Municipal Court 3A Expansion	
Revenue Transfer	\$ 142,932.09
TO: 40A069 – Capital Projects	
CC768390 – JC Perimeter Security, Keying & ADA Parking	
Revenue Transfer	\$ 228,589.64
40A069 – Capital Projects	
CC768382 – J.C. Fire Protection Upgrades	
Revenue Transfer	\$ 4,834.38
40A069 – Capital Projects	
CC769174 – Domestic Relations Court Renovations	
Revenue Transfer	\$ 36,617.12

40A099 – Maintenance Projects		
CC768119 – Countywide Carpeting		
Revenue Transfer	\$	18,300.22

This cash transfer is part of the Office of Budget and Management’s process of closing out old capital projects as well as moving cash to active projects that have negative cash balances. The Jail 1 Kitchen Replacement Project was set up in 2007 where 98.13% of the original appropriations were expended. The Jail 1 Kitchen Replacement Project was funded by bond proceeds on various dates totaling \$7,900,000.00. The Cleveland Muni Court 3A Expansion Project was set up in 2013 where 50% of the original appropriations were expended. The Cleveland Muni Court 3A Expansion Project was originally funded by the Capital Improvement General Fund Subsidy in December 2014. The City of Cleveland reimbursed the County’s \$142,932.09 in December 2016, thus leaving a surplus in this project.

Corrected Item – Section 3

<u>Fund Nos./Budget Accounts</u>		<u>Journal Nos.</u>
E. FROM: 40A069 – Capital Projects		JT1707693
CC767327 – Jail I Kitchen Replacement – Justice Center		
Transfer Out	\$	147,409.27
40A099 – Maintenance Projects		
CC768291 – Cleveland Municipal Court 3A Expansion		
Transfer Out	\$	142,932.09
TO: 40A069 – Capital Projects		
CC768390 – JC Perimeter Security, Keying & ADA Parking		
Revenue Transfer	\$	228,589.64
40A069 – Capital Projects		
CC768382 – J.C. Fire Protection Upgrades		
Revenue Transfer	\$	4,834.38
40A069 – Capital Projects		
CC769174 – Domestic Relations Court Renovations		
Revenue Transfer	\$	38,617.12
40A099 – Maintenance Projects		
CC768119 – Countywide Carpeting		
Revenue Transfer	\$	18,300.22

This cash transfer is part of the Office of Budget and Management’s process of closing out old capital projects as well as moving cash to active projects that have negative cash balances. The Jail 1 Kitchen Replacement Project was set up in 2007 where 98.13% of the original appropriations were expended. The Jail 1 Kitchen Replacement Project was funded by bond proceeds on various dates totaling \$7,900,000.00. The Cleveland Muni Court 3A Expansion Project was set up in 2013 where 50% of the original appropriations were expended. The Cleveland Muni Court 3A Expansion Project was originally funded by the Capital



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: September 20, 2017
 RE: Fiscal Agenda – 9-26-17 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 **September 26, 2017**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, are necessary to cover expenses.

This agenda seeks to appropriate the debt service payments on the 2015 Excise Tax issue, as well as to appropriate the request from Gateway (please see attachment) for an additional \$1.5 million in Excise Tax revenue to be split evenly between the Indians and the Cavaliers.

Additional Appropriation Summary – Additional appropriation is requested when to cover expenditures that exceeds the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Funding Source
Debt Service	\$17,833,054.35	Special Revenue – No General/HHS Levy Fund Impact
Domestic Relations Court	(\$540.00)	General Fund
HHS/Job & Family Services	(\$310,230.06)	Special Revenue – HHS Levy Fund Impact
Planning Commission	(\$2,546,431.26)	Grant – No General/HHS Levy Fund Impact
Public Safety & Justice Services	(\$60,000.00)	General Fund
Sheriff's Office	\$15,000.00	Special Revenue – No General/HHS Levy Fund Impact
Workforce Investment	(\$536,519.34)	Grant – No General/HHS Levy Fund Impact
TOTAL	\$14,394,333.69	

Appropriation Transfer Summary – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Transferred	Funding Source
HHS/Children & Family Services	\$685,300.00	Special Revenue – HHS Levy Fund Impact
TOTAL	\$685,300.00	

Cash Transfer Summary – Operating transfers support operating expenditures transfer cash from one fund to another. Transfers post as an expenditure and sufficient appropriation must be available to

process the transaction.

Department	Amount Transferred	Funding Source
Debt Service	\$14,118.33	Special Revenue – No General/HHS Levy Fund Impact
HHS/Homeless Services	\$1,536,109.50	HHS Levy Fund
Medical Examiner’s Office	\$1,949,107.00	General Fund
Planning Commission	\$30,852.58	Grant – No General/HHS Levy Fund Impact
Workforce Investment	\$1,304.82	Grant – No General/HHS Levy Fund Impact
TOTAL	\$3,531,492.23	

As always, if you have any questions or need additional information, please do not hesitate to contact me at either 216-443-8191 or mkeenan@cuyahogacounty.us. Thank you!

758 BOLIVAR ROAD
CLEVELAND, OHIO 44115



TEL.: 216.420.4072
FAX.: 216.420.4073

August 02, 2017

Cuyahoga County Executive Armond Budish
2079 East Ninth Street
Cleveland, Ohio 44115

Ref: Request for Excess Sin Tax Funds available after Excise Bond Debt Service Payments

County Executive Budish,

Gateway Economic Development Corporation of Greater Cleveland ("Gateway") is formally requesting the Excess Funds held by the County for Excise tax proceeds for use at Gateway and that are available after the Debt Service payments and the payment to the City of Cleveland. The Total Funds available for Gateway Major Capital is \$1,564,670.95. These funds would be split 50/50 between the two Sport teams that Gateway leases the sports facilities. The Cavs and Indians would receive \$782,335.48 each. Attached you will find priority lists for each team. All of the items on the priority list have been Gateway Board Approved and County approved Major Capital projects.

Mr. Budish, please let me know if you require additional information for this to be reviewed by The County. Thanks for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Brian Kelly".

Brian Kelly,
Controller

Cc:

Matt Carroll, Gateway Board Member Vice-Chair
Dennis Kennedy, County Fiscal Officer
Todd Greathouse, Executive Director
Dennis Wilcox, Climaco, Wilcox, Peca, Garofoli Co. L.P.A.

Attachments

Cleveland Cavaliers Major Capital Summary Sheet

Available Funds

From 2016 Available Funds	\$ 1,564,670.95
Less: Indians ½ share	\$ 782,335.48
Available for Cavaliers	\$ 782,335.48

Roof Funds Originally Approved by County \$ 4,174,000.00

Total Savings from Past Projects:

Earmarked for Roof from Savings (Command Center \$518,253.16 Included
Final Payment of \$20,000.00), Scoreboard \$18,861.00, Sound System
\$136,270.87, Video \$269,283.40) \$ 942,668.43

Cavs payment to Roof project Due to Sign Costs \$ 246,000.00

Total Cavaliers share of 2016 available funds (see above) \$ 782,335.48

Total \$ 6,145,003.91

(Priority No.)

Priority Projects to Fund

1	<u>Hoist Payments</u>		
	Hoist re-payment to Cavs (Repay Advance)	(\$292,510.00)	
	Hoist last payment	(\$211,323.00)	
	Hoist balance to hold for outstanding	<u>(\$43,177.00)</u>	
	Consultant and fees (total hoist budget)		(\$547,010.00)
	Remaining Balance for Roof		\$ 5,597,993.91
2	Estimate to Complete Top Roof	<u>(\$3,768,852.00)</u>	
	Subtotal		\$1,829,141.91
3	Remaining Roof Costs (Lower Roof-Mechanical Bitumen)	<u>(\$1,585,754.00)</u>	
	Subtotal		\$243,387.91
4	Remaining Roof Costs (Lower Roof-Modified Bitumen)	<u>(\$1,879,778.00)</u>	
	Subtotal		(\$1,636,390.09)
5	Retractables	<u>(\$3,521,500.00)</u>	
	Subtotal		(\$5,157,890.09)
	Balance		<u>(\$5,157,890.09)</u>

Cleveland Indians Major Capital Summary Sheet

From 2016 Available Funds	\$	1,564,670.95
Less: Cavs ½ share	\$	782,335.48
Available for Indians	\$	782,335.48

Total saving from concrete project	\$	1,500,000.00
Total Indians share of 2016 available fund	\$	<u>782,335.48</u>
Total	\$	2,282,335.48

(Priority No.) **Priority Projects to Fund**

1	Bridge need for field lighting project	\$	300,000.00
2	Vertical transportation project	\$	750,000.00
3	Needed for Suite renovation	\$	<u>1,200,000.00</u>
	Total	\$	<u>2,250,000.00</u>
	Balance	\$	32,335.48

* Savings from the Steel Painting project will be allocated to another future project. We want to be sure the projects finishes before any allocation is made. (Current Budget \$2.1 bids came in at 1.2) we already have one change order due to a miss on our RFP @ 69,000.

Brian J. Kelly

From: Brian J. Kelly
Sent: Wednesday, July 26, 2017 1:38 PM
To: Dennis Kennedy (dkennedy@cuyahogacounty.us)
Cc: Todd Greathouse; Brian J. Kelly
Subject: FW: Submission PF027 for \$179,436.75
Attachments: 2017 MC Recap for TG (04.18.17).xlsx

Hi Dennis, The Total we were told is \$1,564,670.95. We would split those funds 50/50 between The Cavs and Indians (\$782,335.48 each) on Gateway Board Approved and/or County approved Major Capital Projects. I've attached the spreadsheets for each team that show the priority list (2 folders) for use of these proceeds. Brian

From: Dennis Kennedy [<mailto:dkennedy@cuyahogacounty.us>]
Sent: Wednesday, July 26, 2017 11:52 AM
To: Brian J. Kelly
Subject: RE: Submission PF027 for \$179,436.75

Brian – what is the total request for excess funds that we should be considering?

From: Brian J. Kelly [<mailto:bjkelly@gatewaysportscomplex.org>]
Sent: Monday, July 24, 2017 2:20 PM
To: Angela Rich <arich@cuyahogacounty.us>; Dennis Kennedy <dkennedy@cuyahogacounty.us>; Maggie Keenan <mkeenan@cuyahogacounty.us>
Cc: Todd Greathouse <tghouse@gatewaysportscomplex.org>; Brian J. Kelly <bjkelly@gatewaysportscomplex.org>
Subject: Submission PF027 for \$179,436.75

Good afternoon Maggie, Attached you will find submission PF027 for \$179,436.75. Please let me know when its approved. Thanks, Brian

Brian Kelly
Gateway Sports Complex
Controller
758 Bolivar
Cleveland, OH 44115
216-420-4072 (office)
216-420-4073 (fax)
216-854-0480 (cell)
bjkelly@gatewaysportscomplex.org

Brian J. Kelly

From: Brian J. Kelly
Sent: Thursday, July 20, 2017 2:11 PM
To: Angela Rich (arich@cuyahogacounty.us); Amy Himmelein (ahimmelein@cuyahogacounty.us)
Cc: Todd Greathouse; Brian J. Kelly
Subject: Request form for remaining Sin Tax

Good Morning, In anticipation of the receipt of the Remaining Sin Tax Funds available after Debt Service and The City of Cleveland. Is there a preferred Letter or request form you would like us to forward to you? The additional funds would of course be used for Major Capital Projects that have either been approved by the County or Gateway Board. In some cases they may be approved but unfunded at this point. Please advise, Thanks, Brian

Brian Kelly
Gateway Sports Complex
Controller
758 Bolivar
Cleveland, OH 44115
216-420-4072 (office)
216-420-4073 (fax)
216-854-0480 (cell)
bjkelly@gatewaysportscomplex.org



County Council of Cuyahoga County, Ohio

Resolution No. R2017-0173

<p>Sponsored by: County Executive Budish/Departments of Law, Health and Human Services and Public Works</p>	<p>A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 1746, AFL-CIO, representing approximately 1,220 employees in various classifications in the Departments of Health and Human Services and Public Works for the period 7/1/2017 - 6/30/2020; 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.</p>
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WHEREAS, the Cuyahoga County Department of Law has been engaged in negotiations with American Federation of State, County and Municipal Employees, Ohio Council 8, Local 1746, in an effort to negotiate a collective bargaining agreement (“CBA”) that includes approximately 1,220 employees in various classifications in the Department of Health and Human Services and the Department of Public Works; and

WHEREAS, the parties have met on multiple occasions in a consolidated effort to negotiate new terms and have reached a tentative agreement on a single successor collective bargaining agreement; and

WHEREAS, the members of the bargaining unit met and voted to ratify the proposed collective bargaining agreement in full; 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 or if the legislative body is not in session at the time, then within fourteen days after it convenes; and

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

WHEREAS, the Department of Law and the County Executive are recommending that Council approve the proposed Collective Bargaining Agreement for the period 7/1/2017 – 6/30/2020; and

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Cuyahoga County Department of Health and Human Services and 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 the Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 1746, representing approximately 1,220 employees in various classifications in the Department of Health and Human Services and the Department of Public Works for the period 7/1/2017 – 6/30/2020, and authorizes the County Executive to execute all documents consistent with this Resolution.

SECTION 2. Funds necessary to implement the CBA between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 1746, shall be budgeted and appropriated.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

Journal CC027
September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0174

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing the County Executive to accept and approve various dedications of land in connection with Permanent Parcel No. 736-12-011 located in the City of Shaker Heights; authorizing the County Executive to execute the final Plat in connection with said dedications; and declaring the necessity that this Resolution become immediately effective.
-------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

WHEREAS, the County Executive/Department of Public Works has recommended to accept and approve various dedications of land in connection with Permanent Parcel No. 736-12-011 located in the City of Shaker Heights; and

WHEREAS, dedication of 0.0823 acres of part of Warrensville Center Road and Farnsleigh Drive in the City of Shaker Heights to add an additional 8-foot strip to the north side of a section of Farnsleigh Drive and a 5-foot strip to the east side of a section of Warrensville Center Road, located in Council District 9; and

WHEREAS, dedication of easements for construction, maintenance and operation of public facilities and appurtenances to public use is granted to the County of Cuyahoga and its corporate successors; 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 County Council hereby authorizes the County Executive to accept the dedications of land in connection with Permanent Parcel No. 736-12-011 located in the City of Shaker Heights as public streets.

SECTION 2. That the County Executive is authorized to execute the final Plat in connection with said dedications of land.

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__

Department of Public Works, 2017, Dedication of Part of Warrensville Center Road and Farnsleigh Drive in the City of Shaker Heights

A. Scope of Work Summary

1. Department of Public Works requesting approval of the dedication of 0.0823 acres (3587 S.F.) of part of Warrensville Center Road and Farnsleigh Drive. The dedication will add an additional 8 foot strip to the north side of a section of Farnsleigh Drive and a 5 foot strip to the east side of a section of Warrensville Center Road.

The property is part of PPN 736-12-011, which is owned by Shaker Heights Land Reutilization Program

This dedication was requested by the City of Shaker Heights due to development in the area.

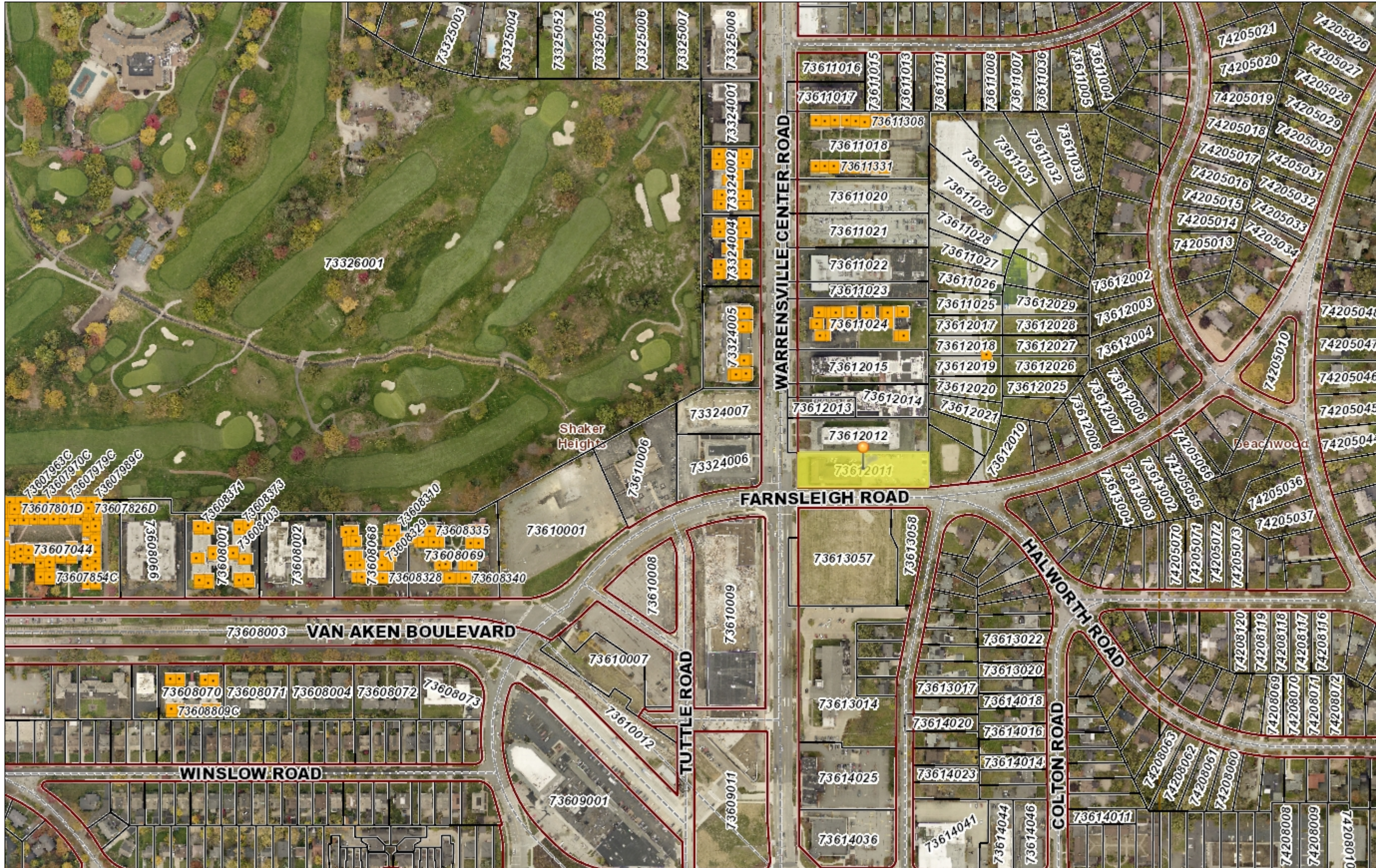
- a. The primary goal is approval of the dedication plat of part of Warrensville Center Road and Farnsleigh Drive in the City of Shaker Heights, Ohio.
- b. The property is located in the City of Shaker Heights, Ohio
- c. Council District 9

B. Procurement N/A

C. Contractor and Project Information N/A

D. Project Status and Planning N/A

E. Funding N/A



Date Created: 8/24/2017

Legend

- Cuyahoga County Facility
- Point Parcels
- Right Of Way
- Platted Centerlines
- Parcels
- Municipalities

1: 3,382



564 0 282 564 Feet

Projection:
WGS_1984_Web_Mercator_Auxiliary_Sphere

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

CUYAHOGA COUNTY
GIS GEOGRAPHICAL
INFORMATION
SYSTEMS

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0175

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing a second 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 - 10/31/2017 to extend the time period to 10/31/2018 and for additional funds in the amount not-to-exceed \$1,219,536.00; 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.
-------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

WHEREAS, the County Executive/Department of Public Works has recommended a second 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 - 10/31/2017 to extend the time period to 10/31/2018 and for additional funds in the amount not-to-exceed \$1,219,536.00; 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 of 11/1/2013, Weston, Inc. assigned its rights and interests in the property to MariSupHam, LLC; and

WHEREAS, a first amendment to the lease to fulfill the first one-year renewal term was approved by Council on 10/11/2016 pursuant to Resolution No. R2016-0191; and

WHEREAS, the parties now desire to amend said Contract No. CE1300548-01 for lease of office space in the Marion Building (floors 1, 2, 4, 5 and 6), located at 1276 West 3rd Street, Cleveland, and exercise the second 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 a second 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 - 10/31/2017 to extend the time period to 10/31/2018 and for additional funds in the amount not-to-exceed \$1,219,536.00.

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 enacted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council

Date

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

Journal _____
_____, 20__

The Department of Public Works requesting award of contract CE1300548 RQ24534 a 2017 Second Amendment to the R2013-0179 Lease Agreement and R2016-0191 First Amendment with **MARISUPHAM, LLC** for lease of approximately 76,709 square feet to extend the term from December 1, 2013 by twelve (12) months commencing November 1, 2017 and ending October 31, 2018 for additional funds at the anticipated cost of \$ 101,628.00 per month / not-to-exceed \$ 1,219,536.00.

A. Scope of Work Summary

1.) The Department of Public Works requesting award of contract CE1300548 RQ24534 a 2017 Second Amendment to the R2013-0179 Lease Agreement and R2016-0191 First Amendment with MARISUPHAM, LLC for lease of approximately 76,709 square feet to extend the term from December 1, 2013 by twelve (12) months commencing November 1, 2017 and ending October 31, 2018 for the anticipated cost of \$ 101,628.00 per month / not-to-exceed \$ 1,219,536.00.

2.) The primary goal of the project is for consideration and passage of the 2017 Amendment with MARISUPHAM, LLC.

3.) The project is a request according to the original initial term of the contract commencing on December 1, 2013 – October 31, 2016 and fulfill the first one-year renewal term beginning on November 1, 2017 – October 31, 2018.

B. Procurement

1.) The procurement method for this project was RQ24534 and the original lease was entered into pursuant to a public RFP process which resulted in R2013-0179 Weston Inc., Purchase and Sale Agreement Marion Bldg., Superior Auto Title and Hamilton Garage on 9/24/13 5:00 p.m. Agenda.

2.) N/A.

3.) N/A.

C. Contractor and Project Information

1.) The address of tenant:
Council District (8).

2.) The address for the vendor/owners is:
MARISUPHAM, LLC
4760 Richmond Street, Suite 200
Warrensville Heights, Ohio 44128
James Asher, President, T.J. Asher Exec/P and Edward Asher, Executive V.P.
(216) 349-9000
Nadine J. Ezzie, General Counsel

3a.) The address of the project:
Marion Building
Floors 1, 2, 4, 5 and 6
1276 West 3rd Street
Cleveland, Ohio 44113

3.b) The project is located in Council District 8.

D. Project Status and Planning

1.) The Department of Public Works requesting award of contract CE1300548 RQ24534 a 2016 Amendment to the R2013-0179 Lease Agreement with MARISUPHAM, LLC for lease of approximately 76,709 square feet twelve (12) months commencing November 1, 2017 and ending October 31, 2018 for additional funds at the anticipated cost of \$ 101,628.00 per month / not-to-exceed \$ 1,219,536.00.

2.) The project has a two (2) successive one (1) year renewal options with renewal term beginning November 1, 2016 and ending October 31, 2017. So noted as the **2017 Amendment to the R2013-0179 Lease Agreement with MARISUPHAM, LLC** for lease of approximately 76,709 square feet for twelve (12) months commencing November 1, 2017 and ending October 31, 2018 for additional funds at the anticipated cost of \$ 101,628.00 per month / not-to-exceed \$ 1,219,536.00.

3.) The project is on a critical action path so that the county may continue to lease space.

4.) The project's term for the **2017 Amendment to the R2013-0179 Lease Agreement with MARISUPHAM, LLC** for lease of approximately 76,709 square feet for twelve (12) months commencing November 1, 2017 and ending October 31, 2018 for additional funds at the anticipated cost of \$ 101,628.00 per month / not-to-exceed \$ 1,219,536.00.

5.) The 2017 Amendment needs three (3) signatures in ink and will be delivered to OPD and the fully executed leases will distributed to the county, Public Works and MARISUPHAM, LLC.

E. Funding

1.) Yes, the project is funded per Mellany Seay's email dated 6/26/17 CE1300548 Index code is CO380121 and sub object code is 0385. Note: On/around 11/1/2013 the 1st month's rent was paid from escrow account from the sale of building and the 2nd-36 month(s) paid CE1300548. Funding Source: General Fund

2.) The schedule of payments is paid monthly by invoice.

3.) The project is a 2017 Amendment to contract CE0500565 RFQ0954 R2013-0179. This amendment extends the term for twelve (12) months according to the Original Contract Section 3. Renewal Options from 11/1/17 – 10/31/2018 \$92,389.05 for additional funds at the anticipated cost of \$ 101,628.00 per month / not-to-exceed \$ 1,219,536.00. (base rent during each option - increase 10%)

History:

January 21, 2010

Resolution #100379

RQ16113

SEEK PROPOSALS

for a rev gen lease for use of space in Marin Bldg., located at 1264 West 3rd Street, Cleveland, for the Dept. of Central Services for the period April 1, 2010 through March 31, 2015 and fixed the 24th day of February 2010 at 11 am as the date and term for receiving proposals.

RFP 100379 Rev Gen Lease of Space at Marion Bldg

1/21/2010 10 am Agenda

December 2, 2010

Resolution #1051182

RQ16113

REJECT ALL PROPOSALS

received on for a rev gen lease for use of space in the Marion Bldg, located at 1264 West 3rd Street, Cleveland for the Dept of Central Services for period April 1, 2010 through March 31, 2015; approving a revised request for proposals on RQ18978

for the period April 21, 2011 through March 31, 2016. 1051182 Reject Bids & Re-Advertise Rev Gen Lease of Space Marion Bldg.

#CT-10-16113

RQ18978

RE-ADVERTISE FOR PROPOSALS

Re-advertise for proposals on RQ#CT-10-18978

for period 4/1/2011-3/31/2015, submitting revised request for 4/1/2011-3/31/2016 RQ18978.

BC2012-78

Public Works reject Bids RQ#20152 for Marion Bldg.
5/14/2012 8pm Agenda

RQ 24534

R2013-0179

PURCHASE AND SALE MARION BLDG. AND LEASE OF SPACE (SEE BELOW)

Purchase & Sale Agreement Marion, Superior Auto Title and Hamilton Garage to Weston Inc.
\$3,299,296.92

9/24/2013 5 pm Agenda

LEASE SPACE AT MARION BLDG. (Original Lease one-year renewal)

CE1300548

Index Code CO380121

Sub object Code 0385

MARISUPHAM, LLC for Lease of space in Marion Bldg.

12/1/2013 – 10/31/2015 in the total amount of \$2,939,651.75

Year 1. 12/1/13-10/31/14 \$923,890.55

Year 2. 11/1/14-10/31/15 \$1,007,880.60

Year 3. 11/1/15-10/31/16 \$1,007,880.60

Renewal terms for one-year that begin: 11/1/2016 and 10/31/2017 \$92,389.05 month / \$1,108,668.60 annual
(Section 3. Renewal Options: base rent shall increase 10% each optional renewal)

RQ24534

R2016-0191 10/11/16

PWD-0735 JWBoatwright

LEASE OF SPACE AT MARION BLDG. (Renewal Term 2016)

PWD-0735 created 3/8/16 assigned to Joseph Boatwright (JWB approved draft agrmt 8/30/16)

First renewal term 11/1/2016-10/31/2017

\$92,389.05 per month/ not-to-exceed \$1,108,668.60 (base rent during each option - increase 10%)

RQ24534

R2017-tbd

PWD-0735 (Renewal Term 2017) opened 6/26/17 JBoatwright

LEASE OF SPACE AT MARION BLDG. (RENEWAL TERM 2017)

Second renewal term 11/1/2017-10/31/2018 \$101,628.00 month and not-to-exceed \$1,219,536.00

Termination with sixty (60) days' notice after January 1, 2018.

Created by Nancy Farina

The end

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0176

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution accepting a loan in the amount of \$225,000.00 from Ohio Public Works Commission to finance the Broadrock Drill Drop Project in the City of Parma; authorizing the County Executive to execute the agreement and all other documents required in connection with said loan and this Resolution, 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 to accept a loan in the amount of \$225,000.00 from Ohio Public Works Commission to finance the Broadrock Drill Drop Project in the City of Parma; and

WHEREAS, the purpose of this project is to obtain a loan from the Ohio Public Works Commission in order to assist in financing the costs of the Broadrock Drill Drop Project in the City of Parma, located in Council District 4; and

WHEREAS, the project is anticipated to begin 10/16/2017 and anticipated to be complete 12/20/2018; 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 accepts a loan in the amount of \$225,000.00 from Ohio Public Works Commission to finance the Broadrock Drill Drop Project in the City of Parma.

SECTION 2. That the County Executive is authorized to execute the agreement and all other documents required in connection 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; 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__

2017, Broadrock Drill Drop, Parma, OPWC resolution for Loan acceptance in the amount of \$225,000.00

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary:

Purpose:

1. Seeking approval to accept direct reimbursement of loan from Ohio Public Works Commission in the amount of \$225,000.00 for assistance in financing the gravity sanitary sewer Broadrock Drill Drop Project in Parma. The resolution will allow the OPWC and Cuyahoga County to comply with the federal regulations which pertain to the proceeds of tax exempt debt, the funding source for this loan.
 - a. The primary goal of this project is to eliminate the need for a pump station and allow approximately fifty (50) home currently on septic systems to be served by a gravity sanitary sewer instead.
 - b. The location is in the City of Parma
 - c. The project is located in Council District 4.

B. Procurement

- a. This item is expected to go to bid for construction in October 2017.
- 2a. N/A
- b. N/A

C. Contractor and Project Information

1. The address of the project is Broadrock Drill Drop in Parma, the area of which is near Old Rockside Road, Broadrock Court and Broadview Road in Parma.
2. N/A

D. Project Status & Planning

1. This project is new to the County
2. N/A

E. Funding

1. The project is funded by ACOE, WPCLF Loan, OPWC Grant, OPWC Loan, MCIP (NEORS) Grant. Loans paid from Parma Sewer District Fund. **Total = \$2,310,000**

ACOE (Army Corps of Engineers) Grant - \$1,000,000
OWDA (Ohio Water Development Authority) - \$400,000
OWDA (Ohio Water Development Authority) - \$210,000 (10% Contingency)
OPWC (Ohio Public Works Commission) Grant - \$225,000
OPWC (Ohio Public Works Commission) Loan - \$225,000
MCIP (NEORS) Grant - \$250,000

2. The schedule of payments is by invoice.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0177

Sponsored by: County Executive Budish/Fiscal Officer	A Resolution making awards on RQ39790 to various providers, in the total amount not-to-exceed \$2,328,000.00, for various real estate review and appraisal services in connection with the 2018 Sexennial Reappraisal for the period 7/17/2017 - 5/31/2018; authorizing the County Executive to execute the master contracts 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, in April of 2017, the County solicited for real estate appraiser resumes to include a Statement of Qualifications and Experience for appraisal services relating to a county-wide reappraisal of all Residential, Manufactured Homes, Commercial, Industrial and Industrial Report parcels; and

WHEREAS, this reappraisal process is intended to field review, verify physical characteristics of, and value the physical inventory for approximately 396,903 residential and manufactured home parcels. Also included in the reappraisal process is the review, verification of physical characteristics of and valuation of 25,000 commercial and industrial classed parcels and 860 heavy industrial parcels.

WHEREAS, the Fiscal Officer ranked the appraisers based upon their qualifications and experience and has made the following recommendations for awarding contracts to the following individual independent contractors:

- 1) for residential appraisals, estimated to be approximately 396,903 parcels @ \$4.50 per parcel, in the approximate amount of \$1,786,250.00:
 - a) Altieri, Faith
 - b) Andrews, John W.
 - c) Blaze Lana
 - d) Blaze, Vernon
 - e) Burke, George G.
 - f) Butler, Mark A.
 - g) Chervenak, Jereme
 - h) Chervenak, Ronald
 - i) Conte, Gregory W.

- j) Curran, Patrick
- k) Delisio, Brian
- l) Finkler, Timothy A.
- m) Harmon, David, Jr.
- n) Harmon, David, Sr.
- o) Hogan, Thomas P.
- p) Jackson, Donna
- q) Kapusi, Christina L.
- r) Kinczel, Paul D.
- s) Koz, John H.
- t) Lassiter, Ruth A.
- u) Lenehan, John F.
- v) Loftus, Christopher J.
- w) Mamer, Bruce J.
- x) Mclaughlin, Paul G.
- y) Neal, Maria
- z) Paponetti, James
- aa) Patriski, Stan R.
- bb) Pattie, Debra A.
- cc) Price, Nancy A.
- dd) Rocco, Daniel J.
- ee) Roff, Andrea J.
- ff) Salvatore, Lawrence
- gg) Salvatore, Nicholas
- hh) Sarkisian, Kristin M.
- ii) Ward, David W.
- jj) Weinberg, Thomas
- kk) Williams, Crystal A.

2) for heavy industrial appraisals in the approximate amount of \$172,000.00:

- a) Wardell, James

3) for commercial review and appraisal services in the approximate amount of \$369,750.00:

- a) Diamantis, George
- b) Horton, Edward D.
- c) Jackson, Timothy
- d) Levering, Wayne F.
- e) McDaniel, Carlos
- f) Williams, Gregory

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 County departments, offices and agencies.

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ39790 to various providers, in the total amount not-to-exceed \$2,328,000.00, for various real estate review and appraisal services in connection with the 2018 Sexennial Reappraisal for the period 7/17/2017 - 5/31/2018 as follows:

- 1) for residential appraisals, estimated to be approximately 396,903 @ \$4.50 per parcel, in the approximate amount of \$1,786,250.00:
 - a) Altieri, Faith
 - b) Andrews, John W.
 - c) Blaze Lana
 - d) Blaze, Vernon
 - e) Burke, George G.
 - f) Butler, Mark A.
 - g) Chervenak, Jereme
 - h) Chervenak, Ronald
 - i) Conte, Gregory W.
 - j) Curran, Patrick
 - k) Delisio, Brian
 - l) Finkler, Timothy A.
 - m) Harmon, David, Jr.
 - n) Harmon, David, Sr.
 - o) Hogan, Thomas P.
 - p) Jackson, Donna
 - q) Kapusi, Christina L.
 - r) Kinczel, Paul D.
 - s) Koz, John H.
 - t) Lassiter, Ruth A.
 - u) Lenehan, John F.
 - v) Loftus, Christopher J.
 - w) Mamer, Bruce J.
 - x) Mclaughlin, Paul G.
 - y) Neal, Maria
 - z) Paponetti, James
 - aa) Patriski, Stan R.
 - bb) Pattie, Debra A.
 - cc) Price, Nancy A.
 - dd) Rocco, Daniel J.
 - ee) Roff, Andrea J.
 - ff) Salvatore, Lawrence
 - gg) Salvatore, Nicholas
 - hh) Sarkisian, Kristin M.

- ii) Ward, David W.
- jj) Weinberg, Thomas
- kk) Williams, Crystal A.

2) for heavy industrial appraisals in the approximate amount of \$172,000.00:

- a) Wardell, James

3) for commercial review and appraisal services in the approximate amount of \$369,750.00:

- a) Diamantis, George
- b) Horton, Edward D.
- c) Jackson, Timothy
- d) Levering, Wayne F.
- e) McDaniel, Carlos
- f) Williams, Gregory

SECTION 2. That the County Executive is authorized to execute the master contracts 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; 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__

I. MyPro Summary of Requested Action - Form

Directions: Use the following form when requesting completion of a contract, amendment, lease, grant or any other agreement involving the County.

Enter this information directly or paste (plain or unformatted text) into the sections below. Complete all items within the (parenthesis) then attach the following information as a Word Document to the MyPro item.

Title: (Fiscal) (2017/2018) (See C. Contractor and Project Information) (Master Contract) (2018 Sexennial Appraisal) (Every parcel in Cuyahoga County October 2017 through May 2018)

A. Scope of Work Summary

1. Fiscal Office requesting approval of two Master Contracts with the contracted vendors list attached for a total cost not to exceed \$2,328,000. The anticipated start-completion dates are 07/17/2017-05/31/2018.
2. The primary goal of the project is to complete the 2018 Sexennial Appraisal
3. The project is mandated by O.R.C. 5715.33.

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is \$2,328,000.
2. The (above procurement method) was closed on 05/12/2017. There is an SBE or DBE participation/goal of 0%.
3. There were 50 responses submitted for review, 44 applications approved.

C. Contractor and Project Information – See Attached List

D. Project Status and Planning

1. The project reoccurs every three years as an update and every six years as an appraisal.

E. Funding

1. The project is funded 100% Real Estate Assessment (REA) Fund pursuant to O.R.C.
2. The schedule of payments is by invoice.
3. 2011 Resolution # R2011-0221 and R2011-0244

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0178

<p>Sponsored by: County Executive Budish/Department of Human Resources</p>	<p>A Resolution authorizing an amendment to Contract No. CE1400326-01 with United Healthcare Services, Inc. for group healthcare benefits including medical benefit management services for County employees and their eligible dependents and for Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017 for additional funds in the amount not-to-exceed \$12,200,000.00; 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 Human Resources has recommended an amendment to Contract No. CE1400326-01 with United Healthcare Services, Inc. for group healthcare benefits including medical benefit management services for County employees and their eligible dependents and for Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017 for additional funds in the amount not-to-exceed \$12,200,000.00; and

WHEREAS, the primary goal of this project is to provide group healthcare benefits including medical benefit management services for County employees and their eligible dependents and for Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents; and

WHEREAS, this project is funded 100% by the Self Insurance Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and 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. CE1400326-01 with United Healthcare Services, Inc. for group healthcare benefits including medical benefit management services for County employees and their eligible dependents and for Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017 for additional funds in the amount not-to-exceed \$12,200,000.00.

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; 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__

Legislative Action Request Form

Title: Department of Human Resources 2017 United Healthcare Services, Inc. amendment for group healthcare benefits.

A. Scope of Work Summary

1. Department of Human Resources requesting approval of an amendment with United Healthcare Services, Inc. for an amount not-to-exceed \$12,200,000. The term of the contract is 1/1/2015 – 12/31/2017.
2. The primary goal is to provide funds for the remainder of the year 2017.

B. Procurement

1. The procurement method for this project was RFP. The original value of United Healthcare Services, Inc. contract was \$68,308,890 (R2014-0260). The first amendment (2015) was for an additional amount not-to-exceed \$2,800,000 (R2015-0248) to add funds for regional benefits partners. This 2nd amendment is \$12,200,000 for a new not-to-exceed amount of \$83,308,890.
2. The RFP was closed on April 21, 2014. There is an SBE participation/goal of 1%.
3. There were 11 proposals pulled from OPD, 11 proposals submitted for review, 4 proposals approved.

C. Contractor and Project Information

1. The address of the vendors is:
United Healthcare Service, Inc.
9200 Worthington Road
Westerville OH 43082
Council District NA
2. The Health Plan CEO for the vendor is Robert Falkenberg

D. Project Status and Planning

1. This is an existing contract.

E. Funding

1. This amendment is funded 100% by the Self Insurance Fund.
2. The schedule of payments is weekly by invoice.
3. This is the 23rd amendment of the contract.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0154

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment of Michael P. Foley to serve on the Cuyahoga County Natural Resources Assistance Council for the term 10/16/2017 - 10/15/2020, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Ohio Revised Code Chapter 164.21, the former Cuyahoga County Board of Commissioners created a County Natural Resources Assistance Council; and

WHEREAS, the Cuyahoga County Natural Resources Assistance Council oversees the implementation of the Clean Ohio Conservation Program in Cuyahoga County by evaluating, ranking and prioritizing projects submitted by eligible County entities; and

WHEREAS, 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, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS, County Executive Armond Budish has nominated Michael P. Foley to be appointed to serve on the Cuyahoga County Natural Resources Assistance Council for the term 10/16/2017 - 10/15/2020; 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 of Michael P. Foley to serve on the Cuyahoga County Natural Resources Assistance Council for the term 10/16/2017 - 10/15/2020.

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, 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 12, 2017

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

Committee Report/Second Reading: September 26, 2017

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0155

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s appointment or reappointment of various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for various terms, 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 City of Cleveland/Cuyahoga County Workforce Development Board, formerly known as 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, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; 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 City of Cleveland/Cuyahoga County Workforce Development Board for various terms:

- i) Appointments for an unexpired term ending 6/30/2020:
 - a. Sheila Wright
 - b. Grace Gallucci
 - c. C. Jay Matthews

- ii) Reappointment:
 - a. Kim Shelnick for the term 7/1/2017 - 6/30/2020.

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 or reappointment of the following individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for various terms:

- i) Appointments for an unexpired term ending 6/30/2020:
 - a. Sheila Wright
 - b. Grace Gallucci
 - c. C. Jay Matthews

- ii) Reappointment:
 - a. Kim Shelnick for the term 7/1/2017 - 6/30/2020.

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, 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 12, 2017
Committee(s) Assigned: Human Resources, Appointments & Equity

Legislation Substituted in Committee: September 19, 2017

Committee Report/Second Reading: September 26, 2017

Journal _____
_____, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0159

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution authorizing a First Amendment to a Memorandum of Agreement with Village of Woodmere for Construction, Operation and Maintenance of Sanitary Sewerage Systems, located in County Sewer District No. 21; 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/Division of County Engineer has recommended a First Amendment to a Memorandum of Agreement with Village of Woodmere for Construction, Operation and Maintenance of Sanitary Sewerage Systems, located in County Sewer District No. 21; and

WHEREAS, the County and the Village of Woodmere entered into a Memorandum of Agreement for Construction, Operation and Maintenance of Sanitary Sewerage Systems pursuant to Board of County Commissioners Resolution No. 952239, dated 6/6/1995; and

WHEREAS, the County and Village of Woodmere desire to amend the Memorandum of Agreement in order for the County to maintain its Village sewers and the County sewers and collect funds for the completion of capital improvement projects through sanitary engineer assessments collected on tax duplicates from Village of Woodmere residents; 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 a Memorandum of Agreement with Village of Woodmere for Construction, Operation and Maintenance of Sanitary Sewerage Systems, located in County Sewer District No. 21.

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; 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 12, 2017
Committee(s) Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: September 26, 2017

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0103

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing a Purchase and Sale Agreement, in the amount of \$9,250,000.00, and lease backs with City of Cleveland for the property commonly known as the City of Cleveland Police Department Headquarters, located at 1300 Ontario Street, Cleveland, Ohio; authorizing the County Executive to take all necessary actions and to execute the agreements 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, through the Department of Public Works, has recommended a Purchase and Sale Agreement, in the amount of \$9,250,000.00, and lease backs with City of Cleveland for the property commonly known as the City of Cleveland Police Department Headquarters, located at 1300 Ontario Street, Cleveland, Ohio; and

WHEREAS, pursuant to the terms of the Purchase and Sale Agreement, the title of the City of Cleveland Police Department Headquarters will be transferred to the County on or about the Closing Date, estimated to be October 2, 2018; and

WHEREAS, the County desires to enter into an agreement to lease space from the City of Cleveland in the City of Cleveland Police Department Headquarters for the period 10/2/2017 - 10/1/2018 for a lease amount of \$1.00 per year; and

WHEREAS, after the Closing Date, the County desires to enter into a revenue generating agreement to lease space to the City of Cleveland in the City of Cleveland Police Department Headquarters for the period 10/2/2018 - 10/1/2019 for a lease amount of \$10.00 per square foot per annum, plus parking fees and the cost of the City of Cleveland's proportional share of utilities; and

WHEREAS, funding for the agreement with City of Cleveland is 100% from 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 authorizes a Purchase and Sale Agreement with City of Cleveland in the amount of \$9,250,000.00 for the property commonly known as the City of Cleveland Police Department Headquarters, located at 1300 Ontario Street, Cleveland, Ohio.

SECTION 2. That the Cuyahoga County Council hereby authorizes an agreement with the City of Cleveland to lease space in the City of Cleveland Police Department Headquarters, located at 1300 Ontario Street, Cleveland, Ohio, for the period 10/2/2017 - 10/1/2018 for a lease amount of \$1.00 per year.

SECTION 3. That the Cuyahoga County Council hereby authorizes a revenue generating agreement with the City of Cleveland to lease space in the City of Cleveland Police Department Headquarters, located at 1300 Ontario Street, Cleveland, Ohio, for the period 10/2/2018 - 10/1/2019 for a lease amount of \$10.00 per square foot per annum, plus parking fees and the cost of the City of Cleveland's proportional share of utilities.

SECTION 4. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 5. That the County Executive or his authorized designee is authorized to (a) take all actions, and to execute, acknowledge, deliver and/or file for record (as and where appropriate) (i) all documents and instruments necessary or desirable to facilitate and/or consummate the transactions contemplated hereby, including, but not limited to, a Purchase and Sale Agreement, the lease agreements and all documents to be executed by the County thereunder, (ii) all other and further documents, instruments, certificates, agreements, amendments, subleases, assignments, consents, affidavits, certifications, disbursement authorizations, settlement statements, closing statements, proration statements, escrow agreements, escrow instructions, deeds and notices, and (iii) amendments, modifications and supplements to any of the foregoing, that the County Executive may deem necessary or advisable in connection with the consummation of the transactions contemplated hereby, in all cases containing such terms and conditions as may be approved by the County's Director of Law, (b) agree to such payments and other arrangements as may be necessary or advisable in connection therewith to facilitate and/or consummate such transactions, and (c) prosecute and/or defend any actions or proceedings that may be necessary or advisable relative to any of the foregoing matters.

SECTION 6. That all documents to be executed in connection with the transactions contemplated herein be subject to the Law Director's approval as to legal form and correctness.

SECTION 7. 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 8. 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: June 13, 2017
 Committee(s) Assigned: Public Safety & Justice Affairs

Committee Report/Second Reading Pending Committee Recommendation –
 Legislation Tabled on the Floor: June 27, 2017

Legislation Substituted in Committee: September 19, 2017

Journal CC027
September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0111

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff	A Resolution authorizing a revenue generating agreement with City of Cleveland for prisoner board and care and other jail services at a per diem rate of \$99.00 and a one-time deposit of \$5,603,413.98, effective 4/1/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff has recommended a revenue generating agreement with City of Cleveland for prisoner board and care and other jail services at a per diem rate of \$99.00 and a one-time deposit of \$5,603,413.98, effective 4/1/2017; and

WHEREAS, the primary goal of this project is to provide the City of Cleveland with prisoner booking, housing and other services for City prisoners; 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 revenue generating agreement with City of Cleveland for prisoner board and care and other jail services at a per diem rate of \$99.00 and a one-time deposit of \$5,603,413.98, effective 4/1/2017.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council,

it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

First Reading/Referred to Committee: June 13, 2017
Committee(s) Assigned: Public Safety & Justice Affairs

Legislation Tabled on the Floor: June 27, 2017

Journal CC027
September 26, 2017

[PROPOSED SUBSTITUTE]

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0111

<p>Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff</p>	<p>A Resolution authorizing a revenue generating agreement with City of Cleveland for prisoner board and care and other jail services at a per diem rate of \$99.00 and a one-time deposit of \$5,603,413.98, effective 10/1/2017; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff has recommended a revenue generating agreement with City of Cleveland for prisoner board and care and other jail services at a per diem rate of \$99.00 and a one-time deposit of \$5,603,413.98, effective 10/1/2017; and

WHEREAS, the primary goal of this project is to provide the City of Cleveland with prisoner booking, housing and other services for City prisoners; 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 revenue generating agreement with City of Cleveland for prisoner board and care and other jail services at a per diem rate of \$99.00 and a one-time deposit of \$5,603,413.98, effective 10/1/2017.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council,

it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

First Reading/Referred to Committee: June 13, 2017
Committee(s) Assigned: Public Safety & Justice Affairs

Legislation Tabled on the Floor: June 27, 2017

Legislation Substituted on the Floor: September 26, 2017

Journal CC027
September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0112

<p>Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff</p>	<p>A Resolution authorizing a Lease Agreement with City of Bedford Heights in the amount of \$10.00 for lease of the Bedford Heights Jail, located at 5661 Perkins Road, Bedford Heights, for operation of County jail facilities for the period 7/1/2017 - 6/30/2027; authorizing the County to make improvements to the Bedford Heights Jail in the amount not-to-exceed \$500,000.00; authorizing the County Executive to execute the Lease 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/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff has submitted for Council's approval a Lease Agreement with City of Bedford Heights in the amount of \$10.00 for lease of the Bedford Heights Jail, located at 5661 Perkins Road, Bedford Heights, for operation of County jail facilities for the period 7/1/2017 - 6/30/2027; and

WHEREAS, the term of the Lease is ten (10) years with the option to extend the term of the lease for two (2) additional terms of (5) years each commencing on the day following the expiration of the then current term; and

WHEREAS, the County Executive/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff is requesting Council to authorize the County to make improvements to the Bedford Heights Jail in the amount not-to-exceed \$500,000.00; and

WHEREAS, the goal of this Lease Agreement is to enable the County to provide board and care services on behalf of other political subdivisions in the County; and

WHEREAS, County Council has determined that entering into the proposed Lease Agreement is in the best interest of the County; and

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

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

SECTION 1. The Cuyahoga County Council authorizes a Lease Agreement with City of Bedford Heights in the amount of \$10.00 for lease of the Bedford Heights Jail, located at 5661 Perkins Road, Bedford Heights, Ohio, for operation of County jail facilities for the period 7/1/2017 - 6/30/2027.

SECTION 2. The Cuyahoga County Council authorizes the County to make improvements to the Bedford Heights Jail in the amount not-to-exceed \$500,000.00.

SECTION 3. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 4. The County Executive is authorized to execute the Lease Agreement and all other documents consistent with this Resolution.

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: June 13, 2017
Committee(s) Assigned: Public Safety & Justice Affairs

Legislation Amended in Committee: June 20, 2017

Legislation Tabled on the Floor: June 27, 2017

Journal CC027
September 26, 2017

[PROPOSED SUBSTITUTE]

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0112

<p>Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff</p>	<p>A Resolution authorizing a Lease Agreement with City of Bedford Heights in the amount of \$10.00 for lease of the Bedford Heights Jail, located at 5661 Perkins Road, Bedford Heights, for operation of County jail facilities for the period 10/1/2017 - 9/30/2027; authorizing the County to make improvements to the Bedford Heights Jail in the amount not-to-exceed \$500,000.00; authorizing the County Executive to execute the Lease 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/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff has submitted for Council’s approval a Lease Agreement with City of Bedford Heights in the amount of \$10.00 for lease of the Bedford Heights Jail, located at 5661 Perkins Road, Bedford Heights, for operation of County jail facilities for the period 10/1/2017 - 9/30/2027; and

WHEREAS, the term of the Lease is ten (10) years with the option to extend the term of the lease for two (2) additional terms of (5) years each commencing on the day following the expiration of the then current term; and

WHEREAS, the County Executive/Fiscal Officer/Office of Budget and Management on behalf of County Sheriff is requesting Council to authorize the County to make improvements to the Bedford Heights Jail in the amount not-to-exceed \$500,000.00; and

WHEREAS, the goal of this Lease Agreement is to enable the County to provide board and care services on behalf of other political subdivisions in the County; and

WHEREAS, County Council has determined that entering into the proposed Lease Agreement is in the best interest of the County; and

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

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

SECTION 1. The Cuyahoga County Council authorizes a Lease Agreement with City of Bedford Heights in the amount of \$10.00 for lease of the Bedford Heights Jail, located at 5661 Perkins Road, Bedford Heights, Ohio, for operation of County jail facilities for the period 10/1/2017 - 9/30/2027.

SECTION 2. The Cuyahoga County Council authorizes the County to make improvements to the Bedford Heights Jail in the amount not-to-exceed \$500,000.00.

SECTION 3. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 4. The County Executive is authorized to execute the Lease Agreement and all other documents consistent with this Resolution.

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: June 13, 2017
Committee(s) Assigned: Public Safety & Justice Affairs

Legislation Amended in Committee: June 20, 2017

Legislation Tabled on the Floor: June 27, 2017

Legislation Substituted on the Floor: September 26, 2017

Journal CC027
September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0149

<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 OhioGuidestone in the amount not-to-exceed \$1,153,828.00 for community-based treatment center management services for the period 7/1/2017 - 6/30/2018; 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.</p>
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WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division recommended a contract with OhioGuidestone in the amount not-to-exceed \$1,153,828.00 for community-based treatment center management services for the period 7/1/2017 - 6/30/2018; and

WHEREAS, the primary purpose of this project is to provide a Community-based Treatment Center for felony adjudicated youth who would otherwise be committed to the Ohio Department of Youth Services; and

WHEREAS, this project is funded by the Targeted RECLAIM 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 OhioGuidestone in the amount not-to-exceed \$1,153,828.00 for community-based treatment center management services for the period 7/1/2017 - 6/30/2018.

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, 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 8, 2017
 Committee(s) Assigned: Public Safety & Justice Affairs

Journal CC027
 September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0156

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board was created pursuant to the provisions of the Ohio Revised Code Section 2301.51; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work and education; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board has twelve members and the members are appointed by both Cuyahoga County and the Cuyahoga County Judicial Advisory Board (JAB); and

WHEREAS, members of the Cuyahoga County Community-Based Correctional Facility Governing Board shall be appointed to serve a three (3) year term; and

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

WHEREAS, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS, the County Executive Armond Budish has nominated the following individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board:

1. Appointments for an unexpired term ending 12/31/2018:
 - i) Valeria A. Harper

- ii) Crystal L. Bryant
- 2. Reappointment for the term 1/1/2018 - 12/31/2020:
 - i) Alfonso P. Sanchez; 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 or reappointment of the following individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board:

- 1. Appointments for an unexpired term ending 12/31/2018:
 - i) Valeria A. Harper
 - ii) Crystal L. Bryant
- 2. Reappointment for the term 1/1/2018 - 12/31/2020:
 - i) Alfonso P. Sanchez

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, 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 12, 2017

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

Journal CC027

September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0157

<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 roadway and traffic signal improvements along Warrensville Center Road, Emery Road, Richmond Road, Northfield Road and Miles Road in the Village of North Randall and City of Warrensville Heights; total estimated project cost \$1,552,479.65; 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 municipalities in connection with said project; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive Budish/Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires roadway and traffic signal improvements along Warrensville Center Road, Emery Road, Richmond Road, Northfield Road and Miles Road in the Village of North Randall and City of Warrensville Heights; and

WHEREAS, the anticipated project cost for the roadway and traffic signal improvements is \$1,552,479.65; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of this improvement; and

WHEREAS, this project will be funded as follows: (a) \$300,000.00 from the County's Road and Bridge Fund and (b) \$1,252,479.65 from the Village of North Randall; 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 Warrensville Center Road, Emery Road, Richmond Road, Northfield Road and Miles Road in the Village of North Randall and City of Warrensville Heights, as indicated on the map attached as Exhibit A, Council District 9; 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 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 declares that public convenience and welfare requires roadway and traffic signal improvements along Warrensville Center Road, Emery Road, Richmond Road, Northfield Road and Miles Road in the Village of North Randall and City of Warrensville Heights.

SECTION 2. That special assessments are not to be levied nor collected to pay 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 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:

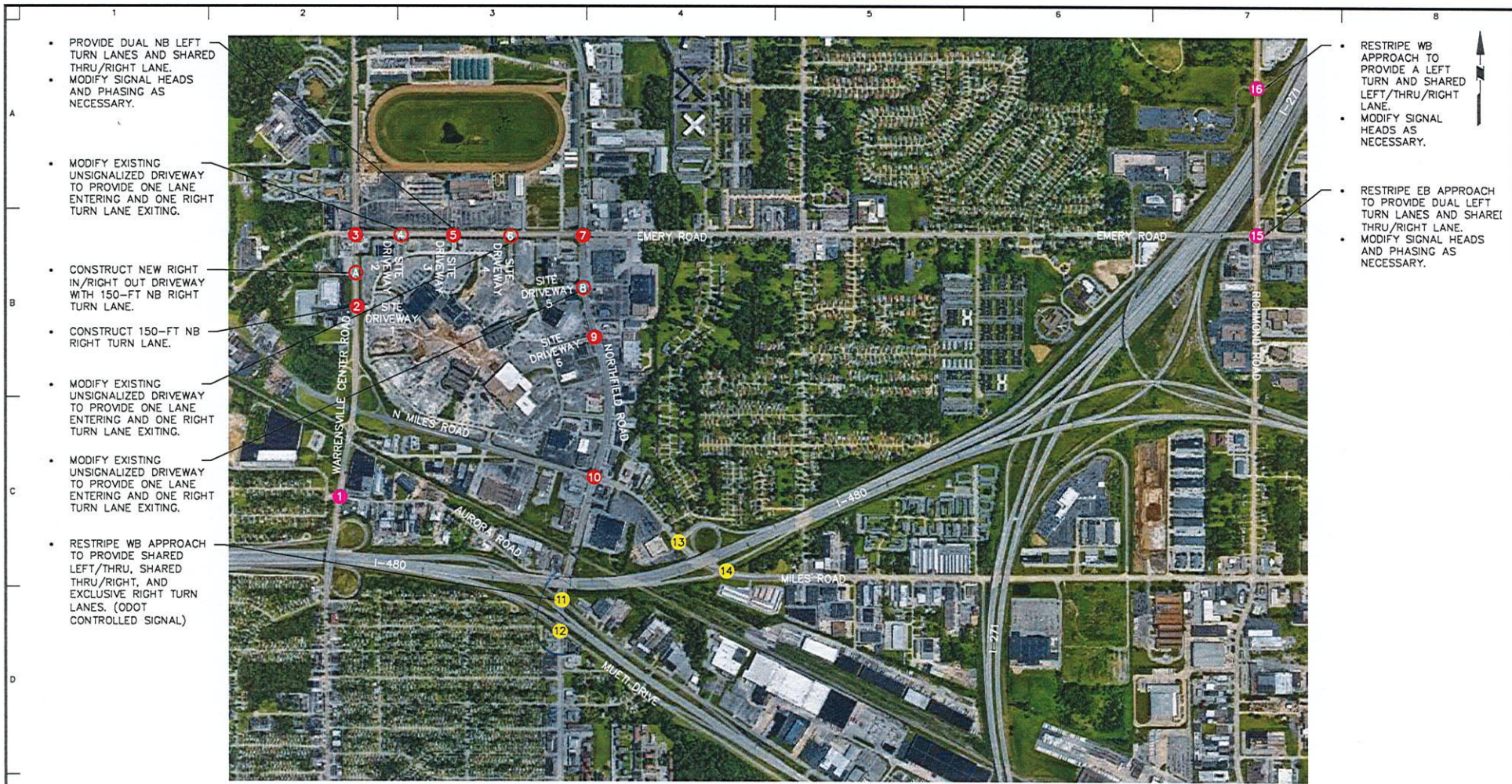
County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: September 12, 2017
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC027
September 26, 2017



- PROVIDE DUAL NB LEFT TURN LANES AND SHARED THRU/RIGHT LANE. MODIFY SIGNAL HEADS AND PHASING AS NECESSARY.
- MODIFY EXISTING UNSIGNALIZED DRIVEWAY TO PROVIDE ONE LANE ENTERING AND ONE RIGHT TURN LANE EXITING.
- CONSTRUCT NEW RIGHT IN/RIGHT OUT DRIVEWAY WITH 150-FT NB RIGHT TURN LANE.
- CONSTRUCT 150-FT NB RIGHT TURN LANE.
- MODIFY EXISTING UNSIGNALIZED DRIVEWAY TO PROVIDE ONE LANE ENTERING AND ONE RIGHT TURN LANE EXITING.
- MODIFY EXISTING UNSIGNALIZED DRIVEWAY TO PROVIDE ONE LANE ENTERING AND ONE RIGHT TURN LANE EXITING.
- RESTRIPE WB APPROACH TO PROVIDE SHARED LEFT/THRU, SHARED THRU/RIGHT, AND EXCLUSIVE RIGHT TURN LANES. (ODOT CONTROLLED SIGNAL)

- RESTRIPE WB APPROACH TO PROVIDE A LEFT TURN AND SHARED LEFT/THRU/RIGHT LANE. MODIFY SIGNAL HEADS AS NECESSARY.
- RESTRIPE EB APPROACH TO PROVIDE DUAL LEFT TURN LANES AND SHARED THRU/RIGHT LANE. MODIFY SIGNAL HEADS AND PHASING AS NECESSARY.

- ODOT SIGNALIZED INTERSECTION
- WARRENSVILLE HEIGHTS SIGNALIZED INTERSECTION
- NORTH RANDALL SIGNALIZED INTERSECTION
- NORTH RANDALL UNSIGNALIZED INTERSECTION

LANGAN
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 Langan Engineering, Environmental, Surveying and
 Landscape Architecture, D.P.C., S.A.
 Langan Engineering, Environmental, Surveying and
 Landscape Architecture, D.P.C.
 Langan Engineering and Environmental Services, Inc.
 Langan CT, Inc.
 Langan International LLC
 Collectively known as Langan

Project
 [REDACTED]
 VILLAGE OF NORTH RANDALL
 CUYAHOGA COUNTY OHIO

Drawing Title
PROPOSED IMPROVEMENTS

Project No. 400036801	A	
Date 7/12/2017		
Scale N.T.S.		
Drawn By RMC		Checked By CAP
Revised Date --		

Filename: W:\angan\data\CLE\data\400036801\Cadd Data - 400036801\2D-DesignFiles\Traffic\400036801-Proposed Improvements ITE.dwg Date: 7/13/2017 Time: 11:09 User: peyre Style Table: Langan.stb Layout: FIG. A

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0158

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution making an award on RQ40256 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,164,600.00 for the 2017 Sewer Repair Program in various County Sewer Districts for the period 11/1/2017 - 10/31/2019; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ40256 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,164,600.00 for the 2017 Sewer Repair Program in various County Sewer Districts for the period 11/1/2017 – 10/31/2019; and

WHEREAS, the primary goal of this project is to provide sewer repairs as needed in various sewer districts within Cuyahoga County for two (2) years; and

WHEREAS, the funding for this project is Sewer District Cash Balances; and

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

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ40256 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,164,600.00 for the 2017 Sewer Repair Program in various County Sewer Districts for the period 11/1/2017 – 10/31/2019.

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. 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 12, 2017
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC027
September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0160

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution authorizing an amendment to Agreement No. AG1700012-01 with Northeast Ohio Regional Sewer District for disposal of wastewater sewer grit for the period 6/1/2016 - 5/31/2018 for additional funds in the amount not-to-exceed \$800,000.00; 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 Agreement No. AG1700012-01 with Northeast Ohio Regional Sewer District for disposal of wastewater sewer grit for the period 6/1/2016 - 5/31/2018 for additional funds in the amount not-to-exceed \$800,000.00; and

WHEREAS, the primary goal of this project is the disposal of sewer wastewater grit at a southerly certified disposal site; and

WHEREAS, this project is funded 100% by the Sanitary Sewer 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 Agreement No. AG1700012-01 with Northeast Ohio Regional Sewer District for disposal of wastewater sewer grit for the period 6/1/2016 - 5/31/2018 for additional funds in the amount not-to-exceed \$800,000.00.

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; 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 12, 2017

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

Journal CC027

September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0161

<p>Sponsored by: County Executive Budish/Department of Development</p> <p>Co-sponsored by: Councilmembers Miller, Jones, Baker, Tuma and Hairston</p>	<p>A Resolution making awards to various municipalities, each in the amount not-to-exceed \$150,000.00, for the SBA-Municipal-County Small Business Financing Initiative Pilot #2 Program for the period 10/1/2017 - 9/30/2019; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Development has recommended making awards to various municipalities, each in the amount not-to-exceed \$150,000.00, for the SBA-Municipal-County Small Business Financing Initiative Pilot #2 Program for the period 10/1/2017 - 9/30/2019; and

WHEREAS, the purpose of the Program is to combine city, county and other resources toward fostering and accelerating small business startups and expansions in municipalities desiring new entrepreneurship and high growth; and

WHEREAS, the awards will close the financing gap created when entrepreneurial businesses lack the sufficient cash resources to qualify for conventional bank financing by providing these entrepreneurs with a performance grant/forgivable loan (i.e., credit enhancement) and technical assistance from a Small Business Development Center to qualify for an SBA guaranteed bank loan; and

WHEREAS, the participating municipalities will establish an authorized pool of its own municipal funds in the amount of \$50,000.00 set aside for no less than a two-year period which would be utilized as the supplemental equity (forgivable loan/performance grant) for qualified small business borrowers; and

WHEREAS, to qualify, a small business must have (a) at least 10% equity in the project – the project may include start-up operations, working capital or expansion; (b) receive technical assistance (business plan) through a Small Business Development Center; (c) qualify for an SBA loan; and (d) apply and work through the municipality.

WHEREAS, the participating municipalities will lead the funding and programmatic operation of the initiative in securing small businesses with capital financing and negotiating the other critical pathways needed for their success; and

WHEREAS, the Department of Development reviewed and analyzed each of the applications and has determined that the following four municipalities are eligible to receive an award in the amount not-to-exceed \$150,000.00:

- 1) City of Cleveland Heights;
- 2) City of Fairview Park;
- 3) City of Lakewood;
- 4) City of Maple Heights; and

WHEREAS, the awards are funded 100% from the Economic Development Fund (aka Job Creation 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 to various municipalities, each in the amount not-to-exceed \$150,000.00, for the SBA-Municipal-County Small Business Financing Initiative Pilot #2 Program for the period 10/1/2017 - 9/30/2019 as follows:

- 1) City of Cleveland Heights;
- 2) City of Fairview Park;
- 3) City of Lakewood; and
- 4) City of Maple Heights.

SECTION 2. That the County Executive is authorized to execute the agreements and all other documents in connection 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 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 12, 2017
Committee(s) Assigned: Economic Development & Planning

Additional Sponsorship Requested on the Floor: September 12, 2017

Additional Sponsorship Requested: September 18, 2017

Journal CC027
September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0162

<p>Sponsored by: County Executive Budish/Department of Development</p>	<p>A Resolution authorizing an Economic Development Fund Place-based/Mixed-use Loan in the amount not-to-exceed \$2,500,000.00 to Link59 Leverage Lender, LLC for the benefit of the Phoenix Building Project, located at the intersection of East 61st Street and Euclid 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 Place-based/Mixed-use Loan in the amount not-to-exceed \$2,500,000.00 to Link59 Leverage Lender, LLC for the benefit of the Phoenix Building Project, located at the intersection of East 61st Street and Euclid Avenue, Cleveland; and

WHEREAS, the primary goal of this project is to assist with the redevelopment of the currently vacant 30,000 square foot Phoenix Building, located at the intersection of East 61st Street and Euclid Avenue, Cleveland, Council District 7; and

WHEREAS, the project is anticipated to provide approximately 24 new jobs and retain 132 existing jobs; and

WHEREAS, the total cost of the project is \$22,430,000.00 of which the County will loan \$2,500,000.00 in two notes – Note A in the amount of \$1,000,000.00 for a term of 7 years interest only at an interest rate of 3% per annum, and Note B in the amount of \$1,500,000.00 with a term of 10 years based on a 25-year amortization and the first two years interest only at an interest rate of 3% per annum; and

WHEREAS, on July 26, 2017, the Cuyahoga County Community Improvement Corporation reviewed and recommended that the County fund the project; and

WHEREAS, the proposed funding source for this loan is 100% from the Cuyahoga County Economic Development Fund (aka Job Creation Fund); and

WHEREAS, this 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.

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 Place-based/Mixed-use Loan in the amount not-to-exceed \$2,500,000.00 to Link59 Leverage Lender, LLC for the benefit of the Phoenix Building Project, located at the intersection of East 61st Street and Euclid Avenue, Cleveland.

SECTION 2. That the County Executive and/or the Director of Development are authorized to execute all documents consistent with said loan and this Resolution.

SECTION 3. That this Resolution shall sunset twelve (12) months after County Council approval should the authorized action have not occurred by that date. In the event this Resolution sunsets prior to the authorized action taking place, the Director of Development shall notify the Clerk of Council in writing. The Clerk of Council shall record the sunseting of this Resolution in the Council's journal.

SECTION 4. 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 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 12, 2017
Committee(s) Assigned: Economic Development & Planning

Legislation Substituted in Committee: September 18, 2017

Journal CC027
September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0163

<p>Sponsored by: County Executive Budish/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board</p>	<p>A Resolution authorizing amendments to contracts with various providers for various services in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2017 to extend the time period to 6/30/2018 and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board has recommended amendments to contracts with various providers for various services in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2017 to extend the time period to 6/30/2018 and for additional funds as follows:

- a) No. CE1600240-01 with Mature Services, Inc. in the amount not-to-exceed \$250,000.00 for mature job seeker services and implementation of the ENCORE Program;
- b) No. CE1600241-01 with Towards Employment, Inc. in the amount not-to-exceed \$100,000.00 for job seeker services for applicants with felony backgrounds;
- c) No. CE1600242-01 with United Labor Agency, Inc. in the amount not-to-exceed \$3,620,368.00 for operation of the Workforce Service Center, job seekers and employer services, and management of the On-the-Job Training Program; and

WHEREAS, the primary goals of this project are to continue to provide employment services to WIOA eligible ex-offenders; and

WHEREAS, the project is funded 100% by Workforce Innovation and Opportunity Act (WIOA) funds; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes amendments to contracts with various providers for various services in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2017 to extend the time period to 6/30/2018 and for additional funds as follows:

- a) No. CE1600240-01 with Mature Services, Inc. in the amount not-to-exceed \$250,000.00 for mature job seeker services and implementation of the ENCORE Program;
- b) No. CE1600241-01 with Towards Employment, Inc. in the amount not-to-exceed \$100,000.00 for job seeker services for applicants with felony backgrounds;
- c) No. CE1600242-01 with United Labor Agency, Inc. in the amount not-to-exceed \$3,620,368.00 for operation of the Workforce Service Center, job seekers and employer services, and management of the On-the-Job Training Program.

SECTION 2. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. That the County Executive is authorized to execute the amendments and all other documents consistent with this Resolution.

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 12, 2017

Committee(s) Assigned: Education, Environment & Sustainability

Journal CC027

September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0164

<p>Sponsored by: County Executive Budish/Department of Public Safety and Justice Services/ Cuyahoga Emergency Communications System</p>	<p>A Resolution authorizing an amendment to Agreement No. AG1400121-01 with City of Cleveland for cellular 9-1-1 Public Safety Answering Point services originating in the City of Cleveland for the period 10/20/2014 - 10/19/2017 to extend the time period to 10/19/2019 and for additional funds in the amount not-to-exceed \$1,200,000.00; 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 Safety and Justice Services/Cuyahoga Emergency Communications System has recommended an amendment to Agreement No. AG1400121-01 with City of Cleveland for cellular 9 1-1 Public Safety Answering Point services originating in the City of Cleveland for the period 10/20/2014 - 10/19/2017 to extend the time period to 10/19/2019 and for additional funds in the amount not-to-exceed \$1,200,000.00; and

WHEREAS, the primary goal of this project is transfer of the responsibility for directly answering cellular 9-1-1 calls originating in the City of Cleveland from Cuyahoga Emergency Communications System (CECOMS) to the City of Cleveland Public Safety Department, Public Safety Answering Point (PSAP); and

WHEREAS, the County will continue to support the City of Cleveland's responsibilities with funding made available through the 9-1-1 Wireless Government Assistance funds; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Agreement No. AG1400121-01 with City of Cleveland for cellular 9-1-1 Public Safety Answering Point services originating in the City of Cleveland for

the period 10/20/2014 - 10/19/2017 to extend the time period to 10/19/2019 and for additional funds in the amount not-to-exceed \$1,200,000.00.

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; 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 12, 2017
Committee(s) Assigned: Public Safety & Justice Affairs

Journal CC027
September 26, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0166

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</p> <p>Co-sponsored by: Councilmember Brown</p>	<p>A Resolution making awards on RQ38919 to various providers, in the total amount not-to-exceed \$9,565,386.00, for expansion of Universal Pre-Kindergarten in Cuyahoga County for the period 8/1/2017 - 7/31/2020; waiving the requirement in County Code Section 501.15(A)(2) with respect to Cleveland Municipal School District and Euclid City School District; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood has recommended awards on RQ38919 to various providers, in the total amount not-to-exceed \$9,565,386.00, for the expansion of Universal Pre-Kindergarten in Cuyahoga County for the period 8/1/2017 – 7/31/2020 as follows:

- a) Menorah Park Center for Senior Living Bet Moschav Zekenim Hadati
- b) Advanced Solutions for Education, Inc. dba Horizon Child Development Center – Cleveland
- c) HLC Euclid, LLC dba Horizon Learning Centers – Euclid
- d) Horizon Education Centers – Market Square Horizon Education Center
- e) Horizon Education Centers – Old Brooklyn
- f) Robbie Lawrence-Willis – Little Achiever’s Learning Center
- g) Murtis Taylor Human Services System – Glenville/KRT
- h) Murtis Taylor Human Services System – Mt. Pleasant Child Enrichment Center
- i) Salvation Army of Greater Cleveland
- j) St. Peter’s Child Care Center Inc.
- k) Catholic Charities Corporation – Early Childhood Center at Arbor Park
- l) Catholic Charities Corporation – Early Learning Program St. Ignatius
- m) Catholic Charities Corporation – Rainbow Terrace Head Start
- n) The Centers for Families and Children
- o) Kids and Such, Inc. dba Creative Kids
- p) Council for Economic Opportunities in Greater Cleveland – William Patrick Day Early Learning Center

- q) Council for Economic Opportunities in Greater Cleveland – Willard head Start Center
- r) Council for Economic Opportunities in Greater Cleveland – Puritas Head Start Center
- s) Council for Economic Opportunities in Greater Cleveland – Green Road Early Learning Center
- t) Council for Economic Opportunities in Greater Cleveland – George Forbes Early Learning Center
- u) Council for Economic Opportunities in Greater Cleveland – Carl B. Stokes Head Start Center
- v) Bedford City School District
- w) Berea City School District
- x) Cleveland Heights – University Heights City School District – Noble Elementary School
- y) Cleveland Heights – University Heights City School District – Gearity Elementary School
- z) Cleveland Heights – University Heights City School District – Oxford Elementary School
- aa) Euclid City School District
- bb) Garfield Heights City Schools
- cc) Lakewood City Schools
- dd) Maple Heights City School District
- ee) Warrensville Heights City School District
- ff) Cleveland Municipal School District – Clark Elementary School
- gg) Cleveland Municipal School District – Garfield Elementary School
- hh) Cleveland Municipal School District – Sunbeam Elementary School
- ii) Cleveland Municipal School District – Willow Elementary School
- jj) Cleveland Municipal School District – William Cullen Bryant Elementary School; and

WHEREAS, the primary goal of this project is to increase the quantity of 3 and 4-year old children in the County participating in a high-quality pre-school experience; and

WHEREAS, the funding for this project is Health and Human Services Levy funds; and

WHEREAS, Cleveland Municipal School District and the Euclid City School District are unable to make the required certification set forth in Section 501.15(A)(2) of the Cuyahoga County Code; and

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

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ38919 to various providers, in the total amount not-to-exceed \$9,565,386.00, for expansion of Universal Pre-Kindergarten in Cuyahoga County for the period 8/1/2017 - 7/31/2020 as follows:

- a) Menorah Park Center for Senior Living Bet Moschav Zekenim Hadati
- b) Advanced Solutions for Education, Inc. dba Horizon Child Development Center – Cleveland
- c) HLC Euclid, LLC dba Horizon Learning Centers – Euclid
- d) Horizon Education Centers – Market Square Horizon Education Center
- e) Horizon Education Centers – Old Brooklyn
- f) Robbie Lawrence-Willis – Little Achiever’s Learning Center
- g) Murtis Taylor Human Services System – Glenville/KRT
- h) Murtis Taylor Human Services System – Mt. Pleasant Child Enrichment Center
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- ee) Warrensville Heights City School District
- ff) Cleveland Municipal School District – Clark Elementary School
- gg) Cleveland Municipal School District – Garfield Elementary School
- hh) Cleveland Municipal School District – Sunbeam Elementary School
- ii) Cleveland Municipal School District – Willow Elementary School
- jj) Cleveland Municipal School District – William Cullen Bryant Elementary School.

SECTION 2. That the Cuyahoga County Council hereby waives the required certifications set forth in Section 501.15(A)(2) of the Cuyahoga County Code as it applies to the Cleveland Municipal School District and the Euclid City School District.

SECTION 3. That the County Executive is authorized to execute the master contract in connection with said awards and all other documents consistent with this Resolution.

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 12, 2017

Committee(s) Assigned: Education, Environment & Sustainability

Legislation Amended in Committee: September 20, 2017

Additional Sponsorship Requested: September 20, 2017

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September 26, 2017