



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, OCTOBER 23, 2018
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT**
- 6. APPROVAL OF MINUTES**
 - a) October 10, 2018 Committee of the Whole Meeting (See Page 14)
 - b) October 10, 2018 Regular Meeting (See Page 16)
 - c) October 18, 2018 Committee of the Whole/Work Session (See Page 27)
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
 - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES**
 - 1) R2018-0208: A Resolution amending Resolution No. R2017-0169 dated 10/10/2017, which authorized a Casino Revenue Fund Loan nka Community Development Fund Loan 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, by extending the Resolution sunset; and declaring the necessity that this Resolution become immediately effective. (See Page 29)

Sponsor: Council President Brady

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

- 1) R2018-0209: A Resolution approving the appointment or reappointment of various individuals to serve on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees for the term 11/16/2018 - 11/15/2023, and declaring the necessity that this Resolution become immediately effective: (See Page 32)

i) Appointment:

- a) Michael R. Sliwinski

ii) Reappointments:

- a) Donald N. Jaffe
- b) Richard T. Prasse

Sponsor: Council President Brady

- 2) R2018-0210: A Resolution authorizing a Community Development Fund grant in the amount of \$150,000.00 to Cleveland Cultural Gardens Federation for the benefit of the Centennial Peace Plaza Project, located in Rockefeller Park in the City of Cleveland; authorizing County Council Staff to prepare all documents to effectuate said grant; and authorizing the County Executive to execute all documents consistent with said grant and this Resolution. (See Page 40)

Sponsor: Councilmember Houser

- 3) R2018-0211: 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 43)

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

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

- 1) R2018-0197: A Resolution determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2018; authorizing payments to various providers, in the total amount of \$367,128.00, for said services and programs for the period ending 12/31/2018; 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 113)

Sponsors: Councilmembers Brady, Houser, Conwell, Baker, Miller, Simon, Schron and Tuma

Committee Assignment and Chair: Economic Development & Planning – Schron

d) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2018-0012: An Ordinance amending Section 704.01 of the Cuyahoga County Code to reauthorize the designation of the Additional DTAC Fee through 12/31/2019, and declaring the necessity that this Ordinance become immediately effective. (See Page 117)

Sponsor: Council President Brady

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2018-0212: A Resolution amending the 2018/2019 Biennial Operating Budget for 2018 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, to meet the budgetary needs of various County departments, offices and agencies; amending Resolution Nos. R2018-0003 dated

1/9/2018 and R2018-0198 dated 10/10/2018 to reconcile appropriations for 2018; and declaring the necessity that this Resolution become immediately effective. (See Page 120)

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

- 2) R2018-0213: A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters, representing approximately 6 employees in the classifications of Airport Technician II and III at the Department of Public Works/Cuyahoga County Airport for the period 12/1/2016 - 11/30/2019 to establish the terms of the wage re-opener and to modify Article 32; directing that funds necessary to implement the amendment be budgeted and appropriated; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 143)

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

- 3) R2018-0214: A Resolution approving a proposed settlement in the matter of Dashone Dunlap, et. al. vs. Administrative Judge of Cuyahoga County Court of Common Pleas, Juvenile Division Kristen W. Sweeney, et. al., United States District Court Case No. 1:17-CV-1926; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective. (See Page 146)

Sponsors: County Executive Budish on behalf of Cuyahoga County Office of the Prosecuting Attorney

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

- 1) R2018-0215: 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 149)

i) Appointments for the term 7/1/2018 - 6/30/2021:

- a) William Moore
- b) Dan O'Malley
- c) Shana Marbury
- d) Deborah Vesey

ii) Reappointments for an unexpired term ending 6/30/2020:

- a) Camille Ali
- b) William H. Gary, Sr.
- c) David J. Wondolowski

iii) Reappointments for an unexpired term ending 6/30/2021:

- a) Susan M. Sheehan
- b) Jason Shank
- c) David Merriman
- d) Michael Jeans
- e) LaToya M. Smith

Sponsor: County Executive Budish

- 2) R2018-0216: A Resolution authorizing an amendment to an agreement with Five Star Aviation, LLC for lease of land and a corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 - 8/12/2018 to exercise an option to extend the time period to 8/12/2033, to change the terms, effective 8/13/2018, and for additional revenue in the amount not-to-exceed \$1,034,531.25; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 165)

Sponsor: County Executive Budish/Department of Public Works

- 3) R2018-0217: A Resolution authorizing the issuance of not-to-exceed \$36,000,000.00 Multifamily Housing Mortgage

Revenue Bonds, Series 2018 (Hamlet Hills LLC) by the County of Cuyahoga, Ohio, the proceeds of which shall be loaned to Hamlet Hills LLC to (i) refund and retire certain indebtedness incurred to finance the acquisition, renovation, and equipping of a multifamily residential rental housing facility, (ii) finance certain additional capital improvements and (iii) fund certain working capital needs for the hereinafter defined Borrower; authorizing the issuance of additional Bonds; providing for the pledge of revenues for the payment of such Bonds; authorizing a Loan Agreement and Trust Indenture appropriate for the protection and disposition of such revenues and to further secure such Bonds; authorizing a Bond Purchase Agreement and Preliminary and Final Official Statement; authorizing a Tax Regulatory Agreement and a Land Use Restriction Agreement; authorizing other actions in connection with the issuance of such Bonds; and declaring the necessity that this Resolution become immediately effective. (See Page 170)

Sponsor: County Executive Budish/Department of Development

Bond Counsel: Dinsmore & Shohl LLP

- 4) R2018-0218: A Resolution authorizing amendments to an agreement and contracts with various providers for various programs and services for youth in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 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 179)

i) Agreement:

- a. No. AG1600217-01 with Cuyahoga Community College District for In-School and Out-of-School Youth Programs in the amount not-to-exceed \$488,708.00.

ii) Contracts:

- a. No. CE1600287-01 with Linking Employment Abilities and Potential for

the In-School Youth Program in the amount not-to-exceed \$75,000.00.

- b. No. CE1600290-01 with Youth Opportunities Unlimited for the Youth Resource Center in the amount not-to-exceed \$340,000.00.
- c. No. CE1600289-01 with Towards Employment, Inc. for the Out-of-School Youth Program, Youth Resource Center and Social Program Administrator support in the amount not-to-exceed \$876,241.00.

Sponsors: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board

- 5) R2018-0219: A Resolution authorizing an amendment to Contract No. CE1600077-01 with Youth Opportunities Unlimited for the Temporary Assistance to Needy Families Summer Youth Employment Program for the period 5/1/2016 - 12/31/2018 to extend the time period to 3/31/2019, to change the scope of services, effective 1/1/2019, and for additional funds in the amount not-to-exceed \$1,293,827.00; 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 187)

Sponsors: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

- 6) R2018-0220: A Resolution authorizing an amendment to Contract No. CE1600093-01 with Catholic Charities Corporation for pre-employment screening services for Ohio Works First applicants for the period 7/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$522,274.00; 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 193)

Sponsors: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

7) R2018-0221: A Resolution authorizing an amendment to a Master Contract, which includes Nos. CE1700245-01 - CE1700265-01, with various providers for various services for the Cuyahoga OPTIONS for Independent Living Services Program for the period 1/1/2018 - 12/31/2018 to exercise an option to extend the time period to 12/31/2019 and for additional funds in the total amount not-to-exceed \$2,860,766.00; 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 198)

- i) A-1 Health Care, Inc.
- ii) ABC International Services, Inc.
- iii) Buckeye Homecare Services, Inc.
- iv) Casleo Corporation
- v) Critical Signal Technologies, Inc.
- vi) Family & Community Services, Inc.
- vii) First Choice Medical Staffing, Inc.
- viii) Geocare Inc.
- ix) Home Care Relief Inc.
- x) Priority Home Health Care, Inc.
- xi) Renaissance Home Health Care
- xii) Rose Centers for Aging Well, LLC
- xiii) RX Home Healthcare Inc.
- xiv) Senior Transportation Connection
- xv) Solutions Premier Training Services
- xvi) The Benjamin Rose Institute
- xvii) TOBI Transportation LLC
- xviii) Transport Assistance, Inc.
- xix) U First Homecare Services, Inc.
- xx) Visiting Nurse Association Healthcare Partners of Ohio
- xxi) Xcel Healthcare Providers Inc.

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

8) R2018-0222: A Resolution authorizing an amendment to Contract No. CE1700229-01 with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service for coordinated intake and assessment services for homeless individuals and

families for the period 1/1/2018 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$600,000.00; 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 249)

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

- 9) R2018-0223: A Resolution authorizing an amendment to Contract No. CE1700230-01 with Emerald Development and Economic Network, Inc. for the Rapid Re-housing Program for homeless individuals and families for the period 1/1/2018 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$1,677,615.00; 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 254)

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

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2018-0185: A Resolution authorizing a Development Loan in the amount not-to-exceed \$10,000,000.00 to Playhouse Square Foundation for the benefit of The Lumen at Playhouse Square Project to be located at 1600 Euclid Avenue in the City of 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 260)

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

- 2) R2018-0203: A Resolution authorizing an amendment to Contract No. CE1600242-01 with United Labor Agency, Inc. for operation of the Workforce Service Center, job seekers and employer services, and management of the On-the-Job Training Program in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,586,219.00; 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 263)

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

- 3) R2018-0204: A Resolution authorizing an amendment to Contract No. CE1600288-01 with OhioGuidestone for In-School and Out-of-School Youth Programs in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,157,343.00; 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 266)

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

- 4) R2018-0205: A Resolution making an award on RQ42537 to Mental Health Services for Homeless Persons, Inc. dba FrontLine Service in the amount not-to-exceed \$898,300.00 for operation of the Children Who Witness Violence Program for the period 1/1/2019 - 12/31/2021; 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 269)

Sponsors: County Executive Budish/Department of Public Safety and Justice Services/Division of Witness/Victim and Councilmember Conwell

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

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

- 1) R2018-0186: A Resolution authorizing amendments to Contract Nos. CE1600274-02 (Statement of Work) and CE1601169-02 (Master Services Agreement) with Infor (US), Inc. for information technology services and solutions for the Enterprise Resource Planning System to clarify the time period of the Original Contracts as 10/27/2016 - 10/26/2021, to change the scope of services and the terms, effective 10/23/2018, and to increase the total amount not-to-exceed from \$9,036,696.00 to \$12,281,905.00; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 272)

Sponsor: County Executive Budish/Department of Information Technology

Committee Assignment and Chair: Finance & Budgeting – Miller

- 2) R2018-0201: A Resolution making awards on RQ42565 to various providers, each in the amount not-to-exceed \$400,000.00, for general architectural and engineering services for the period 10/23/2018 - 10/22/2021; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 275)

- i) MS Consultants, Inc.
- ii) Makovich & Pusti Architects, Inc.

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

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

- 3) R2018-0202: A Resolution making awards on RQ42571 to various providers, each in the amount not-to-exceed \$350,000.00, for general mechanical, electrical and plumbing architectural and engineering services for the period 10/23/2018 - 10/22/2021; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 278)
- i) R Engineering Team, LLC
 - ii) The Osborn Engineering Company

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

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

- 4) R2018-0206: A Resolution authorizing amendments to various agreements with Educational Service Center of Cuyahoga County for lease of space at various Cuyahoga County Board of Developmental Disabilities Centers for operation of Bright Beginnings Programs fka Help Me Grow Programs for the period 9/15/2013 - 9/14/2018 to extend the time period to 9/14/2023 and for additional revenue, each in the amount not-to-exceed \$5.00; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 281)
- i) Green Road Services Center, located at 4329 Green Road, Highland Hills.
 - ii) William Patrick Day Services Center, located at 2421 Community College Avenue, Cleveland.

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

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

- 5) R2018-0207: A Resolution authorizing an amendment to Contract No. CE1700168-01 with Child Care Resource Center of Cuyahoga County dba Starting Point for management, administration and implementation of various supportive services for the Universal Pre-Kindergarten 2.0 Program for the period 8/1/2017 - 7/31/2018 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$819,706.00; 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 284)

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

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

11. MISCELLANEOUS COMMITTEE REPORTS

12. MISCELLANEOUS BUSINESS

13. ADJOURNMENT

NEXT MEETINGS

COMMITTEE OF THE WHOLE MEETING: TUESDAY, NOVEMBER 13, 2018
TBD / COUNCIL CHAMBERS

REGULAR MEETING: TUESDAY, NOVEMBER 13, 2018
5:00 PM / COUNCIL CHAMBERS

COMMITTEE OF THE WHOLE/WORK SESSION: THURSDAY, NOVEMBER 15, 2018
9:30 AM / COUNCIL CHAMBERS

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

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



MINUTES

**CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, OCTOBER 10, 2018
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
2:30 PM**

1. CALL TO ORDER

Council Vice-President Jones called the meeting to order at 2:34 p.m.

2. ROLL CALL

Council Vice-President Jones asked Clerk Schmotzer to call the roll. Councilmembers Brown, Houser, Baker, Miller, Gallagher, Conwell and Jones were in attendance and a quorum was determined. Council President Brady was absent from the meeting. [Clerk's note: Councilmembers Simon, Tuma and Schron were in attendance sometime after the roll-call was taken to move to Executive Session.]

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

3. PUBLIC COMMENT

There were no public comments given.

4. DISCUSSION / EXECUTIVE SESSION:

a) Collective bargaining matters, including:

- 1) a report containing findings and recommendations of Fact-finder Jared Simmer regarding negotiations between Cuyahoga County and Ohio Patrolmen's Benevolent Association for a collective bargaining agreement covering approximately 155 employees in the classification of Deputy Sheriff at the Sheriff's Department.**

- 2) a report containing findings and recommendations of Fact-finder Dr. Harry Graham regarding negotiations between Cuyahoga County and Laborers' International Union of North America, Local 860, for a collective bargaining agreement covering approximately 100 employees in various classifications at the Department of Health and Human Services/Cuyahoga Job and Family Services and Division of Children and Family Services and the Department of Information Technology.

A motion was made by Mr. Miller, seconded by Ms. Conwell and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing collective bargaining matters and for no other purpose whatsoever. Executive Session was then called to order by Council Vice-President Jones at 2:37 p.m. The following Councilmembers were present: Brown, Houser, Baker, Miller, Gallagher, Conwell and Jones. Councilmembers Simon, Tuma and Schron were in attendance sometime after the roll-call was taken to move to Executive Session. The following additional attendees were present: Chief Corporate Counsel Joseph Boatwright, Assistant Director of Law Todd Ellsworth, Assistant Director of Law Jonathan Scandling and Special Counsel Michael King.

At 3:00 p.m., Executive Session was adjourned without objection and Council Vice-President Jones then reconvened the meeting.

5. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

6. ADJOURNMENT

With no further business to discuss, Council Vice-President Jones adjourned the meeting at 3:02 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
WEDNESDAY, OCTOBER 10, 2018
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
3:00 PM**

1. CALL TO ORDER

Council Vice-President Jones called the meeting to order at 3:03 p.m.

2. ROLL CALL

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

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

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

There was a moment of silent meditation for personal reflection.

5. PUBLIC COMMENT

The following individuals addressed Council regarding disability awareness month and discrimination towards persons with disabilities:

- a) Mr. Owen Beckles**
- b) Ms. Loh**

6. APPROVAL OF MINUTES

- a) September 25, 2018 Regular Meeting

A motion was made by Mr. Schron, seconded by Ms. Brown and approved by unanimous vote to approve the minutes of the September 25, 2018 Regular meeting.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

- a) Presentation of a proclamation to commemorate October as Disability Employment Awareness Month in Cuyahoga County

Mr. Sean Walker, who is a member of the Cuyahoga County Advisory Committee on Persons with Disabilities, addressed Council regarding October as Disability Employment Awareness Month. After the presentation, Council Vice-President Jones presented Mr. Walker with a proclamation to commemorate the event.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Budish stated that early voting has begun and encouraged all citizens to exercise their right to vote.

9. LEGISLATION INTRODUCED BY COUNCIL

- a) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2018-0197: A Resolution determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2018; authorizing payments to various providers, in the total amount of \$367,128.00, for said services and programs for the period ending 12/31/2018; authorizing the County Executive to negotiate and execute any necessary agreements, contracts or other documents for same; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Brady, Houser, Conwell, Baker, **Miller, Simon and Schron**

Council Vice-President Jones referred Resolution No. R2018-0197 to the Economic Development & Planning Committee.

b) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL 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. R2018-0189.

- 1) R2018-0189: 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

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

Ms. Brown introduced a proposed substitute on the floor to Resolution No. R2018-0189. Discussion ensued.

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

On a motion by Ms. Brown with a second by Ms. Conwell, Resolution No. R2018-0189 was considered and adopted by unanimous vote, as substituted.

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2018-0198: A Resolution amending the 2018/2019 Biennial Operating Budget for 2018 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, to meet the budgetary needs of various County departments, offices and agencies; amending Resolution No. R2018-0190 dated 9/25/2018 to reconcile appropriations for 2018; and declaring the necessity that this Resolution become immediately effective.

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

On a motion by Mr. Miller with a second by Mr. Schron, Resolution No. R2018-0198 was considered and adopted by unanimous vote.

- 2) R2018-0199: A Resolution accepting/~~rejecting~~ the report containing findings and recommendations of Fact-finder Jared Simmer regarding negotiations between Cuyahoga County and Ohio Patrolmen's Benevolent Association for a collective bargaining agreement covering approximately 155 employees in the classification of Deputy Sheriff at the Sheriff's Department, and declaring the necessity that this Resolution become immediately effective.

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

Mr. Jones introduced a proposed amendment on the floor to accept the fact-finder's report in connection with Resolution No. R2018-0199. Discussion ensued.

A motion was then made by Mr. Miller, seconded by Mr. Gallagher and approved by unanimous vote to accept the proposed amendment.

On a motion by Mr. Schron with a second by Ms. Conwell, Resolution No. R2018-0199 was considered and adopted by unanimous vote, as amended.

- 3) R2018-0200: A Resolution accepting/~~rejecting~~ the report containing findings and recommendations of Fact-finder Dr. Harry Graham regarding negotiations between Cuyahoga County and Laborers' International Union of North America, Local 860, for a collective bargaining agreement covering approximately 100 employees in various classifications at the Department of Health and Human Services/Cuyahoga Job and Family Services and Division of Children and Family Services and the Department of Information Technology; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Departments of Law, Health and Human Services and Information Technology

Mr. Jones introduced a proposed amendment on the floor to accept the fact-finder's report in connection with Resolution No. R2018-0200. Discussion ensued.

A motion was then made by Ms. Conwell, seconded by Ms. Brown and approved by unanimous vote to accept the proposed amendment.

On a motion by Mr. Miller with a second by Mr. Schron, Resolution No. R2018-0200 was considered and adopted by unanimous vote, as amended.

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

- 1) R2018-0201: A Resolution making awards on RQ42565 to various providers, each in the amount not-to-exceed \$400,000.00, for general architectural and engineering services for the period 10/23/2018 - 10/22/2021; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) MS Consultants, Inc.
- ii) Makovich & Pusti Architects, Inc.

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

Council Vice-President Jones referred Resolution No. R2018-0201 to the Public Works, Procurement & Contracting Committee.

- 2) R2018-0202: A Resolution making awards on RQ42571 to various providers, each in the amount not-to-exceed \$350,000.00, for general mechanical, electrical and plumbing architectural and engineering services for the period 10/23/2018 - 10/22/2021; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) R Engineering Team, LLC
- ii) The Osborn Engineering Company

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

Council Vice-President Jones referred Resolution No. R2018-0202 to the Public Works, Procurement & Contracting Committee.

- 3) R2018-0203: A Resolution authorizing an amendment to Contract No. CE1600242-01 with United Labor Agency, Inc. for operation of the Workforce Service Center, job seekers and employer services, and management of the On-the-Job Training Program in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,586,219.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board

Council Vice-President Jones referred Resolution No. R2018-0203 to the Education, Environment & Sustainability Committee.

- 4) R2018-0204: A Resolution authorizing an amendment to Contract No. CE1600288-01 with OhioGuidestone for In-School and Out-of-School Youth Programs in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,157,343.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board

Council Vice-President Jones referred Resolution No. R2018-0204 to the Education, Environment & Sustainability Committee.

- 5) R2018-0205: A Resolution making an award on RQ42537 to Mental Health Services for Homeless Persons, Inc. dba FrontLine Service in the amount not-to-exceed \$898,300.00 for operation of the Children Who Witness Violence Program for the period 1/1/2019 - 12/31/2021; 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 Safety and Justice Services/Division of Witness/Victim

Council Vice-President Jones referred Resolution No. R2018-0205 to the Public Safety & Justice Affairs Committee.

- 6) R2018-0206: A Resolution authorizing amendments to various agreements with Educational Service Center of Cuyahoga County for lease of space at various Cuyahoga County Board of Developmental Disabilities Centers for operation of Bright Beginnings Programs fka Help Me Grow Programs for the period 9/15/2013 - 9/14/2018 to extend the time period to 9/14/2023 and for additional revenue, each in the amount not-to-exceed \$5.00; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
- i) Green Road Services Center, located at 4329 Green Road, Highland Hills.
 - ii) William Patrick Day Services Center, located at 2421 Community College Avenue, Cleveland.

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

Council Vice-President Jones referred Resolution No. R2018-0206 to the Public Works, Procurement & Contracting Committee.

- 7) R2018-0207: A Resolution authorizing an amendment to Contract No. CE1700168-01 with Child Care Resource Center of Cuyahoga County dba Starting Point for management, administration and implementation of various supportive services for the Universal Pre-Kindergarten 2.0 Program for the period 8/1/2017 - 7/31/2018 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$819,706.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

Council Vice-President Jones referred Resolution No. R2018-0207 to the Education, Environment & Sustainability Committee.

- c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS 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 Nos. R2018-0192, R2018-0193, R2018-0194 and R2018-0196.

- 1) R2018-0192: A Resolution confirming the County Executive's appointment of The Honorable Michael Dylan Brennan to serve on the Cuyahoga County Planning Commission representing the Heights Region for an unexpired term ending 12/31/2020, and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish **and Councilmember Houser**

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

On a motion by Ms. Brown with a second by Ms. Simon, Resolution No. R2018-0192 was considered and adopted by unanimous vote.

- 2) R2018-0193: A Resolution confirming the County Executive's appointment of various individuals to serve on the Greater Cleveland Regional Transit Authority Board of Trustees for various unexpired terms, and declaring the necessity that this Resolution become immediately effective:

- i) Justin M. Bibb ending 2/28/2021.
- ii) Terrence P. Joyce ending 2/29/2020.

Sponsors: County Executive Budish and Councilmember Brown

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

On a motion by Ms. Brown with a second by Ms. Simon, Resolution No. R2018-0193 was considered and adopted by unanimous vote.

- 3) R2018-0194: A Resolution confirming the County Executive's reappointment of Jennifer Croessmann to serve on the Child Abuse and Child Neglect Regional Prevention Council of the Ohio Children's Trust Fund representing the Great Lakes Region for the term 9/28/2018 - 9/27/2020, and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish and Councilmembers
Miller and Conwell

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

On a motion by Mr. Miller with a second by Ms. Brown, Resolution No. R2018-0194 was considered and adopted by unanimous vote.

- 4) R2018-0196: A Resolution authorizing a revenue generating agreement with City of Cleveland/Cleveland Municipal Court in the amount not-to-exceed \$2,172,185.00 for legal services for indigent persons for the period 1/1/2018 - 12/31/2018; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish on behalf of Cuyahoga County Public Defender Commission **and Councilmember Conwell**

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

On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No. R2018-0196 was considered and adopted by unanimous vote.

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

- 1) R2018-0184: A Resolution authorizing an agreement of cooperation with City of Independence in connection with replacement of Old Rockside Road Bridge No. 00.42 over the Cuyahoga River in the City of Independence and Village of Valley View; total estimated project cost \$5,900,000.00;

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

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

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2018-0184 was considered and adopted by unanimous vote.

- e) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE 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 Ordinance No. O2018-0011.

- 1) O2018-0011: An Ordinance providing for modifications to the Cuyahoga County Human Resources Personnel Policies and Procedures Manual (“Employee Handbook”) to be applicable to all County employees, and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive Budish/Department of Human Resources **and Councilmember Conwell**

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

On a motion by Ms. Brown with a second by Ms. Conwell, Ordinance No. O2018-0011 was considered and adopted by unanimous vote.

11. MISCELLANEOUS COMMITTEE REPORTS

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, October 15, 2018 at 1:00 p.m.

Mr. Schron reported that the Economic Development & Planning Committee will meet on Monday, October 15, 2018 at 3:00 p.m.

Mr. Tuma reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, October 17, 2018 at 10:00 a.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee will meet on Wednesday, October 17, 2018 at 3:00 p.m.

Mr. Miller reported that the Committee of the Whole will meet on Thursday, October 18, 2018 at 10:30 a.m. for an ERP update by the Council's consultant.

Ms. Conwell reported that the Health, Human Services & Aging Committee will meet on Wednesday, October 31, 2018 at 1:00 p.m. followed by a joint committee meeting with the Education, Environment & Sustainability Committee at 2:00 p.m. for a presentation regarding "Say Yes to Education."

12. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

13. ADJOURNMENT

With no further business to discuss, Council Vice-President Jones adjourned the meeting at 3:40 p.m., without objection.



MINUTES

CUYAHOGA COUNTY COUNCIL COMMITTEE OF THE WHOLE/WORK SESSION
THURSDAY, OCTOBER 18, 2018
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
10:30 AM

1. CALL TO ORDER

Councilmember Miller, Chair of the Finance & Budgeting Committee, called the meeting to order at 10:36 am.

2. ROLL CALL

Chair Miller asked Assistant Deputy Clerk Johnson to call the roll. Councilmembers Miller, Tuma, Gallagher, Schron, Conwell, Brown and Brady were in attendance and a quorum was determined. Councilmembers Houser, Baker and Simon entered the meeting after the roll-call was taken. Councilmember Jones was absent from the meeting.

3. PUBLIC COMMENT

There were no public comments given.

4. PRESENTATIONS:

- a) Enterprise Resource Planning (ERP) System Project Update – Zig Berzins, ZCo Consulting, LLC

Mr. Zig Berzins, Managing Principal of Zco Consulting, addressed Council regarding the Enterprise Resource Planning (ERP) System Project. Discussion ensued.

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

5. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

6. ADJOURNMENT

With no further business to discuss, Chair Miller adjourned the meeting at 12:20 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0208

Sponsored by: Council President Brady	A Resolution amending Resolution No. R2017-0169 dated 10/10/2017, which authorized a Casino Revenue Fund Loan nka Community Development Fund Loan 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, by extending the Resolution sunset; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Council authorized 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 primary goals of this project are 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, Resolution No. R2017-0169 included a sunset provision which imposed a time-based limitation on the loan authorization ending twelve (12) months after County Council approval; and

WHEREAS, unforeseen circumstances have prevented implementation of the authorized action within twelve (12) months after County Council's approval of Resolution No. R2017-0169; and

WHEREAS, County Council wishes to ensure the realization of the intended benefits expected to result from the completion of the New Eastside Market redevelopment; 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:

Clerk of Council

Date

Journal CC032
October 23, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0209

Sponsored by: Council President Brady	A Resolution approving the appointment or reappointment of various individuals to serve on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees for the term 11/16/2018 - 11/15/2023, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Chapter 345 provides that a county may establish a memorial to commemorate the services of all members and veterans of the armed forces, and authorizes the taxing authority of the county to appoint a board of trustees for such a memorial; and

WHEREAS, Article III, Section 3.01 of the County Charter establishes that the County Council is the "taxing authority;" and

WHEREAS, Ohio Revised Code Chapter 345 provides that such appointments to the Soldiers' and Sailors' Monument Commission Board of Trustees shall be made for terms of five years; and

WHEREAS, Donald N. Jaffe currently serves on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees in a term that expires on 11/15/2018; and

WHEREAS, Richard T. Prasse currently serves on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees in a term that expires on 11/15/2018; and

WHEREAS, there currently exists an unfilled vacancy on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees; and

WHEREAS, Council has determined that Donald N. Jaffe, Richard T. Prasse and Michael R. Sliwinski are qualified to serve on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees and that their service would be beneficial to the on-going success and development of the Cuyahoga County Soldiers' and Sailors' Monument Commission; 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 approves the appointment or reappointment of various individuals to serve on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees for the term 11/16/2018 - 11/15/2023 as follows:

- i) Appointment:
 - a) Michael R. Sliwinski
- ii) Reappointments:
 - a) Donald N. Jaffe
 - b) Richard T. Prasse

SECTION 2. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County Board. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

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

Journal _____
_____, 2018

Work Experience

Ohio Lottery Commission Cleveland, Ohio June 2014 – April 2016; February 2018 – present;
Assistant Legal Counsel – Advise the Ohio Lottery Commission on various legal matters; review prize transfers prior to hearings in probate courts throughout Ohio; respond to public records requests; provide counsel regarding prize eligibility in cases of damaged, lost, or stolen lottery tickets; review video lottery employee license denials, suspensions and revocations prior to administrative hearings; prepare and review office policies;

Cleveland Municipal Court Cleveland, Ohio April 2016 – January 2018
Judge – Appointed by Governor John Kasich to preside over trials, motion hearings, and pretrial conferences between litigants, including criminal cases involving the State of Ohio or City of Cleveland and various defendants, and civil disputes arising in the City of Cleveland; determined appropriate bond in felony cases including offenses of murder, rape, burglary, weapons, drugs, and domestic violence; assigned by administrative judge to preside over a Dedicated Domestic Violence docket and serve on the court's Veteran's Treatment Docket;

Ohio Attorney General Cleveland, Ohio July 2007 – June 2014
Assistant Attorney General – Consumer Protection Section: litigated consumer law cases including automobile title financing fraud, home improvement contractor scams, and general unfair, deceptive, and unconscionable acts and practices in state and federal court; prosecuted criminal cases arising within the jurisdiction of Lakeland Community College; represented Cleveland Regional Office in matters involving Ohio's Public Records Act; conducted press interviews and presentation of educational seminars on Ohio's Public Records and Open Meetings Acts; represented Ohio Attorney General's Office on Bureau of Motor Vehicles Study Group mandated by Ohio House Bill 2 – chaired the Title Defect Rescission Fund sub-committee;

Sliwinski Law Co. L.P.A. Strongsville, Ohio November 2003 – July 2007
Attorney – Litigated consumer law cases; represented defendants in criminal proceedings; assisted in the formation of business entities; provided legal counsel to executors in estate administrations; assisted clients in the preparation of wills, trusts, and powers of attorney; represented debtors in bankruptcy proceedings;

Notre Dame College, South Euclid, Ohio January 2004 – February 2006
Adjunct Professor – Courses taught included: Labor Relations, Criminal Justice, and Business and Government;

Dunlevey, Mahan & Furry, Dayton, Ohio June 2002 – December 2002
Law Clerk – Researched Workers' Compensation, EPA and OSHA issues; prepared memoranda detailing research projects; wrote position paper in support of administrative appeal; edited and revised OSHA compliance guide for National Frame Builders Association; researched new asbestos legislation.

David M. Deutsch L.P.A., Dayton, Ohio May 2001 – June 2002
Law Clerk – Researched and prepared legal memoranda; prepared complaints in insurance, personal injury and employer intentional tort actions; prepared motions and responses in opposition to motions.

Graves and Horton, L.L.C., Cleveland, Ohio June 2000 – August 2000
Temporary Legal Assistant – Prepared Uniform Commercial Code forms; conducted interrogatories with clients, and reviewed documents.

Law Offices of Barbara Lee Melvin, Honolulu, Hawaii June 1998 – December 1998
Legal Intern

Education

University of Dayton School of Law, Dayton, Ohio *Juris Doctorate, cum laude* May 2003

Class Rank: Top 15%

University of Dayton Law Review Staff Writer

Moot Court Team

- Honorable Walter Rice Moot Court Competition Finalist
- Ruby R. Vale Corporate Moot Court Competition Competitor

President's Scholarship recipient

CALI award recipient in the subjects of Professional Responsibility, and Consumer Protection

Student Bar Association: First Year Class Treasurer; Finance Committee; Grading Curve Committee; Third Year Executive Board Secretary

Chaminade University of Honolulu, Honolulu, Hawaii

Bachelor of Arts in Political and Historical Studies, Magna cum laude May 1999

Bachelor of Science in Criminal Justice, Magna cum laude May 1999

G.P.A.: 3.9

- Delta Epsilon Sigma National Honor Society
- Alpha Phi Sigma Criminal Justice Honor Society

Military Experience

United States Marine Corps, Kailua, Hawaii

June 1994 – April 1998

Fund Administrator/Musician – Basic rifleman, musician, and budget administrator;

Publications

Ohio Consumer Law, 2016-2017 ed. (Baldwin's Ohio Handbook Series) West Publishing

Author: Chapter 26 – Credit Services Organization Act

Author: Chapter 27 – Debt Adjuster's Act

Presentations

July 22, 2011 – CLE Presentation: The Supreme Court of Ohio Judicial College Consumer Law Issues: General Overview of CSPA and Associated Statutes

October 6, 2010 – CLE Presentation: Application of the Debt Adjuster's Act and Credit Services Organization Act to Telephone Consumer Protection Act Cases

March 11, 2009 – Presentation to Lakewood City Council: Ohio's Public Records and Open Meetings Law

January 15, 2009 – CLE Presentation: Ohio's Public Records and Open Meetings Law: Issues Facing Municipal Law Directors and Prosecutors

Bar Associations

Ohio Bar Association

Cleveland Metropolitan Bar Association

Northeast Ohio Municipal Prosecutor's Association, past Vice President

West Shore Bar Association

Boards and Commissions

Trustee and Treasurer: Cuyahoga County Soldiers and Sailors Monument, 2011- 2016

**BIOGRAPHICAL RESUME
OF
DONALD N. JAFE**



Education: Case Western Reserve University (B. A. –political science; J.D. – law)

Bar Admissions: Ohio Supreme Court; U.S. Supreme Court; U. S. Court of Appeals (3rd, 6th, 7th Circuits), U.S. Court of Appeals for the Armed Forces; U.S. District Court (ND, Ohio; SD, Ohio; ED, Michigan; ND, Illinois)

Legal Experience: Former law clerk to Judge Paul C. Weick, US Court of Appeals (6th Circuit); former Assistant Director of Law & Prosecutor, City of Cleveland Heights; former Trust Officer, Union Commerce Bank; former Assistant U.S. Attorney (Chief, Civil Section), Northern District of Ohio; former Acting Judge, Cleveland Heights Municipal Court; former Acting Judge, Shaker Heights Municipal Court; former Hearing Officer, Ohio Department of Education (Special Education; former Arbitrator, American Arbitration Association (Labor Panel and Commercial Law Panel). In practice of law for 57 years
Current Fact Finder & Conciliator, State Employment Relations Board; current Hearing Officer, Ohio Department of Health, current Arbitrator, Better Business Bureau

Military Service: Graduate, US Army Intelligence School (with honors); Captain, US Army Reserve, JAGC (Honorable Discharge), Ohio Military Reserve, Brigadier General (former Deputy Commander for Administration and Support; former Staff Judge Advocate). Former Ombudsman, Employer Support of the Guard and Reserve, Office of Assistant Secretary of Defense, US Department; of Defense

Honors & Activities: Ohio State Bar Association (Life Member); Ohio State Bar Foundation (Life Fellow); Cleveland Metropolitan Bar Association (Life Member); Tau Epsilon Rho Law Society; Delta Sigma Rho; Pi Sigma Alpha; Kappa Kappa Psi; Who's Who in American Law; Who's Who in America



RICHARD T. PRASSE

PARTNER



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Cleveland, Ohio 44114

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e rtprase@hahnlaw.com

hahnlaw.com

Richard T. (“Ted”) Prasse represents private and public sector employers in NLRB and SERB matters, labor negotiations, arbitrations, wage and hour issues (including employment class actions), equal employment litigation, employer counseling, OSHA, and Ohio Workers’ Compensation. Ted also represents schools in constitutional and statutory issues in public, student and employee matters.

Representative Experience

- Long-standing and national representation of largest privately held multi-industry corporation in employment, union relations and litigation matters.
- Nationwide representation of multi-facility meat producer and processor in employment matters.
- Nationwide representation of international apparel manufacturer in labor and employment matters in numerous states, including Kansas, Missouri, Nebraska, New York, Ohio, Pennsylvania and Washington. Cases have included a wide range of issues, including race, national origin, sexual orientation, sex, and disability discrimination, sexual harassment, racial harassment, and workers' compensation retaliation.
- Representation of a national manufacturer in collective bargaining, culminating in strike and plant closing.
- Representation of a national pharmaceutical firm in collective bargaining with improved quality and productivity during multi-year plant closing.
- Representation of manufacturers in collective bargaining to end participation in multi-employer pension and welfare plans.

Professional History

- Partner, Hahn Loeser & Parks LLP, 1990-present.
- Associate, Squire, Sanders & Dempsey, 1981-90.

Admissions

- State of Ohio, 1981.

Education

- Case Western Reserve University, School of Law, J.D., 1981.
- Duke University, B.A., History, 1975.

Awards & Distinctions

- *The Best Lawyers in America*®, Labor Law-Management, Employment Law-Management, 2011-19.
- AV Preeminent®, Martindale-Hubbell.

Community Involvement

- National History Day, Executive Committee, Board of Trustees; Former President, 1997-2000, 2006-09; NHD is 2012 Recipient of National Humanities Medal from President Obama.
- National Aviation Heritage Alliance, Trustee and Secretary.
- Ohio Historical Society, Board of Trustees, Former President and Chair, 2008-12.



RICHARD T. PRASSE

PARTNER

- Case Western Reserve University History Associates, Director and President.
- Cuyahoga County Soldiers' and Sailors' Monument Commission, President.
- Rutherford B. Hayes Presidential Center, Trustee and Treasurer.
- The Dawes Arboretum, Trustee and Secretary.
- United Cerebral Palsy of Greater Cleveland, Board of Directors, Former President.
- Ohio Supreme Court Task Force on the History of Ohio Courts, Appointed by Chief Justice O'Connor.
- Legislative Commission on Education and Preservation of State History, Appointed by Governor Strickland.
- Association of Ohio Commodores, Appointed by Governor Kasich.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0210

Sponsored by: Councilmember Houser	A Resolution authorizing a Community Development Fund grant in the amount of \$150,000.00 to Cleveland Cultural Gardens Federation for the benefit of the Centennial Peace Plaza Project, located in Rockefeller Park in the City of Cleveland; authorizing County Council Staff to prepare all documents to effectuate said grant; and authorizing the County Executive to execute all documents consistent with said grant and this Resolution.
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WHEREAS, the County Council desires to provide a Community Development Fund grant, which is funded from Casino Revenue, in the amount of \$150,000.00 to Cleveland Cultural Gardens Federation for the benefit of the Centennial Peace Plaza Project, located in Rockefeller Park in the City of Cleveland; and

WHEREAS, the Cuyahoga County Code Section 709.02(A) states that funds in the Community Development Fund may be used to “promote economic and community development in any area of Cuyahoga County;” and

WHEREAS, the Cleveland Cultural Gardens Federation has created a plan for construction of the Centennial Peace Plaza with a total estimated project cost of \$971,225.00; and

WHEREAS, the primary goal of this project is to contribute to the enhancement of a municipally-owned community amenity in collaboration with a private, non-profit partner; and

WHEREAS, the project will be funded from the Community Development Fund, which is funded from Casino Revenue, and is located in County Council District 7; and

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

SECTION 1. That the Cuyahoga County Council hereby authorizes a Community Development Fund grant in the amount of \$150,000.00 to Cleveland Cultural Gardens Federation for the benefit of the Centennial Peace Plaza Project, located in Rockefeller Park in the City of Cleveland.

SECTION 2. That the release of funds from the Community Development Fund grant authorized by this Resolution shall be contingent on the Cleveland Cultural Gardens Federation securing all other funding necessary to complete the Centennial Peace Plaza Project.

SECTION 3. That County Council staff is authorized to prepare all documents to effectuate said grant.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said 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 Clerk of Council shall be notified in writing. The Clerk of Council shall record the sunseting of this Resolution in the Council's journal.

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:
Committee(s) Assigned:

Journal _____
_____, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0211

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

WHEREAS, the Personnel Review Commission submitted several proposed changes to the Cuyahoga County Non-bargaining Classification Plan; and

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

WHEREAS, on October 3, 2018, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through H) and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

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

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

Proposed New Classifications:

Exhibit A: Class Title: *Forensic Scientist 1- Trace Evidence*
Number: 1071261
Pay Grade: 10A/Exempt

Exhibit B: Class Title: *Human Resources Associate*
Number: 1053691
Pay Grade: 5A/Non-Exempt

Exhibit C: Class Title: *Senior Human Resources Associate*
Number: 1053692
Pay Grade: 6A/Non-Exempt

Proposed Revised Classifications:

Exhibit D: Class Title: *Forensic Scientist 2- Trace Evidence*
Class Number: 1071262
Pay Grade: 11A/Exempt (No Change)
*Classification was revised to be consistent with the rest of the series. Essential Job Functions, Distinguishing Characteristics, and Minimum Training and Experience were updated.

Exhibit E: Class Title: *Human Resource Generalist*
Class Number: 1053711
Pay Grade: 9A/Exempt (No Change)
* Revisions requested by HR Department. The classification name changed from HR Analyst to HR Generalist. The distinguishing characteristics and essential job functions have been updated to better reflect current and future duties.

Exhibit F: Class Title: *Purchasing Agent*
Class Number: 1053611
Pay Grade: 8A/Exempt
* PRC routine maintenance. Classification last revised in 1997. 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. The pay grade has increased from PG 7 to PG 8 and the FLSA status changed from Non-Exempt to Exempt. The Class Number was also updated to be consistent with changes to the series.

Exhibit G: Class Title: *Purchasing Analyst*
Class Number: 1053612
Pay Grade: 10A/Exempt (No Change)
* PRC routine maintenance. Classification last revised in 1997.
The essential job functions and education requirements 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. The departments changed from Office of Procurement and Diversity to Medical Examiner's Office, IT, and Public Works. The Class Number was also updated to be consistent with changes to the series.

Exhibit H: Class Title: *Purchasing Manager*
Class Number: 1053613
Pay Grade: 15A/Exempt (No Change)
* PRC routine maintenance. Classification Number was updated to be consistent with changes to the series.

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 _____
_____, 2018

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Exhibit A

Class Title:	Forensic Scientist 1 – Trace Evidence	Class Number:	1071261
FLSA:	Exempt	Pay Grade:	10A
Dept:	Medical Examiner's Office		

Classification Function

The purpose of this classification is to assist with the recognition, collection, and laboratory analysis of trace evidence.

Distinguishing Characteristics

This is an entry-level classification responsible for assisting with recognition, collection, and analysis of trace evidence. Positions in this class are expected to successfully complete a training program and then independently perform duties using standard methods and techniques. Employees receive close instruction and assistance but are expected to become fully aware of established departmental policies and procedures, federal/state guidelines, and accreditation standards.

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%
- Recognizes, collects, and processes evidence from vehicles, victims of violent death, items collected at autopsy, and items submitted by outside law enforcement agencies; conducts evidence screening; logs in evidence; documents collection, screening, and testing activities in accordance with laboratory policies and procedures; attends crime scenes with a senior Trace Evidence Forensic Scientist to assist with evidence collection and scene documentation; photographs or directs photographs to be taken of evidence items; transfers and maintains evidence in storage.
- 15% +/- 10%
- Prepares and analyzes trace evidence samples; applies instrumental, physical, and chemical techniques in the examination of selected trace evidence sub-disciplines; utilizes scientific instrumentation including stereomicroscopes, light microscopes, polarized light microscopes, and fluorescence microscopes; performs serological analysis and microscopic examinations; ensures application of and adherence to appropriate techniques in the preparation and examination of selected trace evidence.
- 15% +/- 10%
- Performs regular maintenance of Trace Evidence laboratory spaces and equipment; stocks laboratory supplies; cleans and maintains worksite and laboratory equipment; checks performance of equipment after repairs, maintenance, or malfunction; performs safety checks in accordance with unit laboratory safety program procedures.
- 10% +/- 5%
- Performs related administrative responsibilities; prepares and maintains various records and other documents; responds to emails and phone calls; attends and participates in professional group meetings, conferences, seminars, and trainings; keeps current on new trends, information, and technology in the field; participates in assigned method improvement, validation, and/or research projects; assists with providing training to new employees, interns, and visitors as directed.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's Degree in a chemical, physical, forensic, or biological science; or related field.

Additional Requirements

- Completion of FEMA ICS 100, 200, and 700 courses is required within probationary period (180 days).

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment including a variety of microscopes, infrared spectrometer, infrared viewer, microspectrophotometer, scanning electron microscope, scalpel, pipettes, and camera.
- Ability to stand for a prolonged period of time, crouch, crawl, bend, twist, and lift, push, and pull over 100lbs (with assistance).

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including qualitative data, spectra, statistical reports, chain of custody record, case history form, trace evidence reports, autopsy reports, case history information, and police reports and photos.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, code of ethics, and hazardous materials records.
- Ability to prepare training set records, competency test records, forms, and charts, statistical reports, chain of custody, instrument performance check records, trace evidence case files, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret legal and medical terminology and language.
- Ability to communicate with coworkers, supervisor, law enforcement personnel, attorneys, and other County employees.

Environmental Adaptability

- Work is typically performed in an office/laboratory environment with occasional visits to crime scenes.
- Work may involve exposure to temperature and weather extremes, strong odors, toxic or poisonous agents, smoke, dust, pollen, wetness or humidity, disease, bodily fluids, violence, and bright or dim lights.

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

Exhibit B

Class Title:	Human Resources Associate	Class Number:	1053691
FLSA:	Non-Exempt	Pay Grade:	5A
Dept:	Human Resources		

Classification Function

The purpose of this classification is to provide administrative support for day-to-day operations of the County's Human Resources Department.

Distinguishing Characteristics

This is an entry level classification with responsibility for providing administrative support for day-to-day operations of the County's Human Resources Department including talent acquisition, training and development, compensation, labor relations, employee services, payroll, and data entry and maintenance. This classification works under close supervision and within a framework of policies, procedures, and 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.

- 25% +/- 10%
- Completes simple tasks to assist with coordinating the administration of various HR processes including but not limited to: talent acquisition, benefits administration, training activities, payroll processing, employee relations cases, and tracking participation in HR events.

- 15% +/- 5%
- Provides basic support with HRIS functions; enters and maintains data entered into HRIS including personnel files, organizational charts, job descriptions, benefits changes and updates, basic payroll updates, and other HR & personnel information; analyzes and troubleshoots basic data related issues in the HRIS; tests system changes and upgrades by inputting new data and reviewing outputs against test scripts; assists with developing test scripts; generates data reports using HRIS.

- 15% +/- 5%
- Gathers, tracks, and inputs information related to various HR actions; assists with gathering information from claimants; files and processes completed forms; monitors actions, HR filings, and audits through completion; responds to basic HR requests, questions, and data issues; responds to records requests; provides basic interpretation of HR policies, procedures, programs, and regulations.

- 15% +/- 5%
- Assists with various HR investigations and interactions regarding County employee procedures including but not limited to grievances, arbitration, and position audits; reviews relevant written documentation; makes requests for clarification and additional information; provides support to senior HR employees with evaluation of evidence and information and drafting written responses.

- 15% +/- 5%
- Generates HR data reports to assists with the evaluation of various HR programs and achievement of HR strategic goals.

Proposed DATE

15% +/- 5%

- Performs related administrative responsibilities; assists with producing basic reports, records, memos, routine forms, and data reports; represents the department at various administrative staff meetings; provides support with planning and coordinating various HR events and presentations; assists with development of presentation materials for events and presentations; provides front desk support as necessary.

Minimum Training and Experience Required to Perform Essential Job Functions

- Associates degree in business administration, human resources, or related field with one (1) year of administrative or general business 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

- No supervisory responsibilities.

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 worker's compensation claims, payroll reports, applications, ADA requests, grievance forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, and Employment Laws.
- Ability to prepare basic HRIS reports, worker's compensation claims reports, attendance sheets, memos, PowerPoint Presentations, personnel reports, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resources terminology and language.

- Ability to communicate effectively with HR employees, department management, external candidates, union representatives, 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

Exhibit C

Class Title:	Senior Human Resources Associate	Class Number:	1053692
FLSA:	Non-Exempt	Pay Grade:	6A
Dept:	Human Resources		

Classification Function

The purpose of this classification is to provide administrative support for day-to-day operations of the County's Human Resources Department and perform more complex HR related tasks such as the initial review and research of information, producing basic reports and memos, and reviewing the work of lower level HR Associates.

Distinguishing Characteristics

This is a journey level classification with responsibility for providing administrative support for day-to-day operations of the County's Human Resources Department including talent acquisition, training and development, compensation, labor relations, employee services, and data entry and maintenance. This classification works under supervision and within a framework of policies, procedures, and regulations. The Senior HR Associate is distinguished from the HR Associate in that it works with a greater degree of independence on simple to moderately complex HR tasks and is expected to use a greater level of 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.

- 20% +/- 10%
- Completes simple to more complex tasks to assist with coordinating the administration of various HR processes including but not limited to: talent acquisition, benefits administration, training activities, payroll processing, employee relations cases, and tracking participation in HR events.
- 20% +/- 10%
- Gathers, tracks, and performs initial evaluation of information related to various HR actions; gathers information from claimants; researches information required to complete forms, paperwork, and filings; files and processes completed forms; monitors claims, HR filings, and audits through completion; responds to basic through moderately complex HR requests, questions, and data issues; responds to records requests; provides interpretation of HR policies, procedures, programs, and regulations.
- 15% +/- 5%
- Assists with various HR investigations and interactions regarding County employee procedures including but not limited to grievances, arbitration, and position audits; analyzes relevant written documentation; makes requests for clarification and additional information; occasionally participates as a hearing officer in simple investigative cases; write summary recommendations based on evaluation of evidence; provides support to senior HR employees with evaluation of evidence and information and drafting written responses.
- 15% +/- 5%
- Generates HR data reports to assist with the evaluation of various HR programs and achievement of HR strategic goals; develops, updates, and provides basic interpretation of various spreadsheets to support the day-to-day work of more senior HR professionals; analyzes and identifies potential barriers or trends that are inhibiting various HR processes; brings issues and potential solutions to the attention of senior staff.

Proposed DATE

10% +/- 5%

- Provides basic support with HRIS functions; enters and maintains data entered into HRIS including personnel files, organizational charts, job descriptions, benefits changes and updates, basic payroll updates, and other HR & personnel information; analyzes and troubleshoots basic data related issues in the HRIS; tests system changes and upgrades by inputting new data and reviewing outputs against test scripts; assists with developing test scripts; generates data reports using HRIS.

10% +/- 5%

- Provides informal review of work and basic training to HR Associates; initially reviews work; identifies and recommends improvements; provides training on various County policies and regulations and HR processes; reviews adherence to department's procedures.

10% +/- 5%

- Performs related administrative responsibilities; assists with producing basic reports, records, memos, routine forms, and data reports; represents the department at various administrative staff meetings; provides support with planning and coordinating various HR events and presentations; assists with development of presentation materials for events and presentations; creates and facilitates simple presentations and meetings; provides front desk support as necessary.

Minimum Training and Experience Required to Perform Essential Job Functions

- Associates degree in business administration, human resources, or related field with three (3) years of administrative or general business experience including two (2) years in Human Resources; 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

- No supervisory responsibilities.

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 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 worker's compensation claims, payroll reports, applications, ADA requests, grievance forms, and other reports and records.

- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, and Employment Laws.
- Ability to prepare basic HRIS reports, worker's compensation claims reports, attendance sheets, memos, PowerPoint Presentations, personnel reports, correspondence, 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 human resources terminology and language.
- Ability to communicate effectively with HR employees, department management, external candidates, union representatives, 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

Exhibit D

Class Title:	Forensic Scientist 2 – Trace Evidence	Class Number:	1071262
FLSA:	TBD	Pay Grade:	TBD
Dept:	Medical Examiner's Office		

Classification Function

The purpose of this classification is to recognize, collect, and analyze trace evidence collected in house, submitted by outside agencies, or collected from crime scenes; to produce trace evidence reports for analyses performed, and to testify in courts of law as to the results of trace evidence examinations.

Distinguishing Characteristics

This is a journey-level classification responsible for the collection, identification, and analysis of trace evidence collected in house, collected from crime scenes, and submitted by outside agencies. Incumbents establish and maintain quality control, and ensure proper preservation and documentation of evidence. Employees receive instruction or assistance as new or unusual situations arise, and perform work in accordance with established departmental policies and procedures, federal/state guidelines, and accreditation standards.

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%

• Examines trace evidence collected at crime scenes, from autopsies, as well as items submitted from outside agencies; applies instrumental, physical, and chemical techniques in the examination of trace evidence sub-disciplines including gunshot residue, weapons, fibers, paint, tape, hair, bloodstain patterns, impressions, muzzle to target distance determinations, physical matching, serological evidence, and general chemical unknowns; conducts physical match examinations, tape examinations, serological analysis, and microscopic examinations.
- 15% +/- 10%

• Recognizes, collects, and processes evidence from vehicles, victims of violent death, items collected at autopsy, and items submitted by outside law enforcement agencies; conducts evidence screening; logs in evidence; documents collection, screening, and testing activities in accordance with laboratory policies and procedures; performs crime scene visits to assist with evidence collection and scene documentation; photographs or directs photographs to be taken of evidence items; transfers and maintains evidence in storage.
- 15% +/- 10%

• Documents and records observations and results of trace evidence examinations; analyzes and compiles data; compiles case files and generates trace evidence final reports; provides opinion and interpretation of results; performs administrative and technical review of data, trace evidence case files, and reports generated by other trace evidence scientists.
- 15% +/- 10%

• Performs regular maintenance of Trace Evidence laboratory spaces and equipment; stocks laboratory supplies; cleans and maintains worksite and laboratory equipment; checks performance of equipment after repairs, maintenance, or malfunction; performs safety checks in accordance with unit laboratory safety program procedures.

10% +/- 5%

- Prepares and analyzes trace evidence samples on scientific instrumentation including stereomicroscopes, light microscopes, polarized light microscopes, fluorescence microscopes, scanning electron microscope with energy dispersive X-ray detection, Fourier Transform infrared spectrometer, and microspectrophotometer; ensures application of and adherence to appropriate techniques in the preparation and examination of selected trace evidence.

15% +/- 10%

- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends and participates in professional group meetings, conferences, seminars, and trainings; keeps current on new trends, information, and technology in the field; assists with providing selected training and education to new employees, interns, or visiting guests as needed; participates in method improvements, validations, and/or research projects as directed; testifies in court of law as an expert witness.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's Degree in a chemical, physical, forensic, or biological science, or related field and two (2) years of laboratory experience performing forensic evidence analysis; or any equivalent combination of education, training, and experience.

Additional Requirements

- Completion of FEMA ICS 100, 200, and 700 courses is required within probationary period (180 days).

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment including a variety of microscopes, infrared spectrometer, infrared viewer, microspectrophotometer, scanning electron microscope, scalpel, pipettes, and camera.
- Ability to stand for a prolonged period of time, crouch, crawl, bend, twist, and lift, push, and pull over 100lbs (with assistance).

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including qualitative data, spectra, statistical reports, chain of custody record, case history form, trace evidence reports, autopsy reports, case history information, and police reports and photos.

Last Modified:

Forensic Scientist 2 – Trace Evidence

- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, code of ethics, and hazardous materials records.
- Ability to prepare proficiency test records, forms, and charts, statistical reports, chain of custody, instrument performance check records, trace evidence case files, trace evidence laboratory examination reports, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to review, evaluate, and revise work product submitted by lower level team members.
- Ability to use and interpret legal and medical terminology and language.
- Ability to communicate with coworkers, supervisor, law enforcement personnel, attorneys, juries, and other County employees.

Environmental Adaptability

- Work is typically performed in an office/laboratory environment with occasional visits to crime scenes.
- Work may involve exposure to temperature and weather extremes, strong odors, toxic or poisonous agents, smoke, dust, pollen, wetness or humidity, disease, bodily fluids, violence, and bright or dim lights.

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

Exhibit E

Class Title:	Human Resources Generalist	Class Number:	1053711
FLSA:	Exempt	Pay Grade:	9
Dept:	Human Resources		

Classification Function

The purpose of this classification is to provide comprehensive personnel services for County departments in various areas in Human Resources.

Distinguishing Characteristics

This is a journey level classification with responsibility for providing Human Resource (HR) services to employees and HR department and completing research and analysis regarding work issues, development plans, operational strategies, compensation issues, and HR policies and procedures. This class works under regular guidance within a framework of established regulations, policies, and procedures. The employee is expected to independently exercise judgment in performing work and ensure that assigned activities are planned and completed in a timely and efficient manner.

Essential Job Functions

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

- 30% +/- 10%
- Performs human resource services for assigned County agency/agencies and serves as a liaison to managers and employees; provides strategic analysis, advice, and counsel to managers and employees regarding work issues, development plans, operational strategies, human resource policies and procedures, rights, benefits, and opportunities for career advancement; responds to HR concerns, requests, and complaints; addresses and makes determinations on Family Medical Leave Act (FMLA) requests and other employee actions; determines how issues should be filed, addressed, and if and when issue elevation is necessary; follows up on HR inquiries to ensure they have been fully addressed.
- 10% +/- 5%
- Gathers and analyzes HR related data and information to prepare reports analyzing HR trends; utilizes data to develop potential solutions to increase the effectiveness and efficiency of HR service processing; provides reports and recommendations to department management.
- 10% +/- 5%
- Strategizes with various HR teams to plan processes and solutions to various personnel matters; assists with identification and analysis of human resource needs; participates in planning methods, systems, and processes to best meet human resource needs; acts as liaison between centralized HR and assigned departments.
- 10% +/- 5%
- Develops job descriptions for unclassified positions; meets with Subject Matter Experts (SMEs) to collect job analysis information; makes edits to exiting job descriptions to reflect changes to job duties as needed; compiles salary survey data for County positions; compiles data for various compensation needs; collaborates with other HR staff regarding compensation related issues.
- 10% +/- 5%
- Participates in planning and implementation of HR programs and projects; assists with reviews of programs and procedures to evaluate and improve the effectiveness, efficiency, and utility of operations; assists with rollout and implementation of HR programs.

Proposed DATE

10% +/- 5%

- Works collaboratively Employee Relations to confer and strategize outcomes related to the employee discipline process; gathers statements; investigates complaints; conducts pre-disciplinary hearings as assigned; suggests corrective actions to solve problem areas.

10% +/- 5%

- Coordinates and reviews the work of lower level human resource associates; acts as a resource for work, data issues, and other HR actions; provides guidance and development.

5% +/- 2%

- Utilizes Enterprise Resource Planning (ERP) system to update employee pay rates and compensation structure information including, but not limited to, salary ranges, job and position information, and manager structure; produces ongoing reporting from ERP system of various compensation trend analysis and provides to management; produces various standard and ad hoc reports.

5% +/- 2%

- Performs related administrative responsibilities; prepares and maintains various related reports, records, and other documents; responds to emails and phone calls; attends various trainings, conferences, and meetings; represents the HR department and assigned agencies at various related activities and meetings; represents the HR department and assigned agencies at various related activities and meetings; initiates FMLA requests; updates organizational charts; develops standard and ad hoc reports, templates, dashboards, scorecards, and metrics.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor’s degree in Human Resources, Business Administration, or related field and three (3) years of human resources experience.
- Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to 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 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 organizational charts, project management plans, personnel action forms, classification specifications, position descriptions, grievances, disciplinary reports, personnel files, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, Benefits Manual, Collective Bargaining Agreements, and State and Federal Human Resource Laws and Regulations.
- Ability to prepare personnel action reports, organizational charts, various human resource reports, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resources and relevant legal terminology and language.
- Ability to communicate effectively with County employees, outside agencies, 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.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Exhibit F

Class Title:	Purchasing Agent	Class Number:	1053611
FLSA:	Exempt	Pay Grade:	8
Dept:	Office of Procurement and Diversity		

Classification Function

The purpose of this classification is to procure equipment, supplies, materials, and services for the County, to prepare and review procurement documentation for specifications, and ensure consistency and compliance with applicable laws and standards in purchasing procedures.

Distinguishing Characteristics

This is an entry-level classification that works under the general supervision of the Purchasing Manager and is responsible for performing a range of purchasing activities to procure equipment, supplies, materials, and services for County departments. The employee works within a 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.

60% +/- 10%

- Procures routine equipment, products, and services for County departments; processes state contract purchases, sole source purchases, field buyer requisitions, and legal advertisements; reviews assigned departments' requisition submissions and ensures correct documentation; determines procurement type and process; determines funding source and availability; confirms, approves, and processes purchase orders, contracts, amendments, and change orders; reviews justification requests; prepares, reviews, and edits product and service specifications for various purchases and contracts; reviews and updates Requests for Proposals, Invitations to Bid, and Requests for Qualifications; submits items for approval in purchasing software systems; coordinates and participates in pre-bid conferences; presides at bid openings; monitors open bids; evaluates vendor bid and proposal submissions, bid bonds, and pricing sheets; prepares award recommendations and submits for approval; prepares, reviews, and processes contract documents; monitors and tracks procurement activities; utilizes various purchasing software to perform required duties.

10% +/- 5%

- Maintains vendor documentation and acts as vendor point of contact; solicits quotes from vendors; maintains vendor listings; identifies new vendors; interviews and meets with vendors; monitors vendor status and qualifications; keeps vendor information current including contracts, insurance certificates, and proof of licensing; maintains and monitors contract agreements with vendors; prepares vendor performance evaluations; solicits quotes from vendors; confers with vendors regarding bid specifications, requirements, and procedures; confers with vendors, manufacturers, and distributors regarding timelines, delivery, prices, and quantity of purchases; resolves issues/problems between County agency and vendors.

10% +/- 5%

Proposed DATE

- Coordinates with assigned departments regarding procurement needs; provides training to department contacts on purchasing policies, procedures, and software; assists buyers, staff, and County departments with procedural issues, software issues, system inquiries, vendor complaints, and general information; writes routine directives, instructions or correspondence concerning purchasing activities.

10% +/- 5%

- May perform duties to manage programs including p-card program and surplus property program; monitors and tracks transactions and account activities; approves and authorizes payments; processes procurement cards; monitors and maintains inventory accounts; ensures databases are up to date; prepares related reports and documentation.

10% +/- 5%

- Performs related administrative responsibilities; prepares various records, reports, and documents related to procurement activities; inputs and maintains data in procurement software; responds to emails and phone calls; attends OPD buyer meetings; assists with the update and maintenance of purchasing policies and procedures; monitors funds availability; requests legal opinions for bid and contract submissions as necessary.

Minimum Training and Experience Required to Perform Essential Job Functions

Associates degree in business administration or related field with one (1) year of purchasing experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Mathematical Ability

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

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, statues 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 purchase requisitions, product and bid specifications, Requests for Proposals, Requests for Bids, Request for Qualifications invitations to bid, bid tabulation forms, invoices, vendor performance evaluations, vendor listings,

correspondence, bid submissions, requests for contract approval, County Council approvals, Board of Control approvals, justification requests and other reports and records.

- Ability to comprehend a variety of reference books and manuals including Cuyahoga County Code, Cuyahoga County Ethics Requirements, OPD Policies and Procedures Manual, TAC Rules, Personnel Policies and Procedures Manual, and the Ohio Revised Code.
- Ability to prepare legal notices, procurement reports, Requests for Bids, Requests for Proposals, Requests for Qualifications, Invitations to Bid, vendor performance evaluations, vendor listings, bid specifications, contracts, purchasing requisitions, purchase orders, intent to award and award letters, required document checklists, bid tabulation sheets, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting and legal terminology and language.
- Ability to use procurement and agenda software.
- Ability to communicate with supervisors, co-workers, directors, other County employees, elected officials, bidders, contractors, and vendors.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Exhibit G

Class Title:	Purchasing Analyst	Class Number:	1053612
FLSA:	Non-Exempt	Pay Grade:	10
Dept:	Medical Examiner's Office, Information Technology, Public Works		

Classification Function

The purpose of this classification is to plan and coordinate procurement and contracting activities for a County Department and ensure consistency and compliance with applicable laws and standards in purchasing procedures.

Distinguishing Characteristics

This is a journey-level classification that is responsible for coordinating, planning, and evaluating procurement and contracting activities for an assigned County Department. The employee works within a 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 lower level by an increased level of financial accountability and planning responsibility as well as procurement of more specialized or highly technical products.

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%

- Coordinates, plans, and evaluates procurement and contracting activities for assigned County Department (Department of Public Works, Medical Examiner's Office, or Department of Information Technology); procures technical and non-technical equipment, supplies, materials, and services for assigned department; creates and/or reviews assigned department's requisition submissions and ensures correct documentation; determines procurement type and process; determines funding source and availability; confirms, approves, and processes purchase orders, contracts, amendments, and change orders; reviews justification requests; prepares, reviews, and edits product and service specifications for various purchases and contracts; prepares, reviews, and/or updates Requests for Proposals, Invitations to Bid, and Requests for Qualifications; submits items for approval in purchasing software systems; coordinates and participates in pre-bid conferences; presides at bid openings; monitors open bids; evaluates vendor bid and proposal submissions, bid bonds, and pricing sheets; prepares award recommendations and submits for approval; prepares, reviews, and processes contract documents; monitors and track procurement activities; utilizes various purchasing software to perform required duties.

15% +/- 5%

- Coordinates vendor selection and activities for assigned department; maintains vendor documentation and acts as vendor point of contact; solicits quotes from vendors; maintains vendor listings; identifies new vendors; interviews and meets with vendors; monitors vendor status and qualifications; keeps vendor information current including contracts, insurance certificates, and proof of licensing; maintains and monitors contract agreements with vendors; prepares vendor performance evaluations; solicits quotes from vendors; confers with vendors regarding bid specifications, requirements, and procedures; negotiates terms and conditions with vendors;

Proposed DATE

confers with vendors, manufacturers, and distributors regarding timelines, delivery, prices, and quantity of purchases; coordinates delivery of goods and services with vendors and department staff; resolves issues/problems between County agency and vendors.

15% +/- 10%

- Coordinates with assigned department regarding procurement needs; provides updates on status of current projects; provides training to department on purchasing policies, procedures, and software; assists buyers, staff, and County department with procedural issues, software issues, system inquiries, vendor complaints, and general information; provides briefing materials and reports detailing procurement options; writes routine directives, instructions, or correspondence concerning purchasing activities; coordinates with other County departments related to contracting and purchasing; assists other County departments with contracting and purchasing goods and services funded through various projects administered through assigned department.

5% +/- 2%

- Performs basic accounting functions related to procurement; verifies receipt of goods and services and processes invoices and vouchers for payment; confirms payments and records and files payment documentation; reconciles cash, checks, money orders, and credit card transactions; generates revenue report summaries; prepares deposits and revenue receipts; submits required paperwork to Auditor's Office.

5% +/- 2%

- Performs related administrative responsibilities; prepares various records, reports, and documents related to procurement activities; inputs and maintains data in procurement software; responds to emails and phone calls; conducts research on purchasing and inventory inquiries for department; coordinates and assists with the update and maintenance of purchasing and contracting policies and procedures; coordinates with Law Department and OPD to write contracts, agreements, amendments, and justifications; analyzes purchasing history and plots trends; monitors agency's general supply room inventory.

Minimum Training and Experience Required to Perform Essential Job Functions

Associates degree in business administration or related field with three (3) years of purchasing experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals, ratios, 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 purchase requisitions, product and bid specifications, Requests for Proposals, Requests for Bids, Request for Qualifications invitations to bid, bid tabulation forms, invoices, vendor performance evaluations, vendor listings, correspondence, bid submissions, requests for contract approval, County Council approvals, Board of Control approvals, justification requests and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Cuyahoga County Code, Cuyahoga County Ethics Requirements, OPD Policies and Procedures Manual, TAC Rules, Personnel Policies and Procedures Manual, and the Ohio Revised Code.
- Ability to prepare legal notices, procurement reports, Requests for Bids, Requests for Proposals, Requests for Qualifications, Invitations to Bid, vendor performance evaluations, vendor listings, bid specifications, contracts, purchasing requisitions, purchase orders, intent to award and award letters, required document checklists, bid tabulation sheets, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting, legal, and basic information technology/medical/engineering (depending on department) terminology and language.
- Ability to use procurement and agenda software.
- Ability to communicate with supervisors, co-workers, directors, other County employees, elected officials, bidders, contractors, and vendors.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Exhibit H

Class Title:	Purchasing Manager	Class Number:	1053613
FLSA:	Exempt	Pay Grade:	15
Dept:	Office of Procurement and Diversity		

Classification Function

The purpose of this classification is to manage and supervise the operations, process and personnel of the County purchasing department within the Office of Procurement and Diversity (OPD) in accordance with County Code requirements.

Distinguishing Characteristics

This is a management classification with responsibility for planning, directing and controlling the County purchasing department within the Office of Procurement and Diversity under general direction. This class requires the solution of operational, technical, administrative and management problems related to purchasing. The employee is expected meet, consult and collaborate with the Director of Procurement and Diversity and other department directors/management to discuss plans, projects, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 30% +/- 10%
- Manages the operations of County's purchasing division (e.g.- reviews all purchase awards for compliance with statutory policy, and procedures requirements prior to the award process; approves purchase orders; authorizes payment vouchers; approves purchases in NOVUS, OnBase, and BuySpeed; creates purchase reports; reviews all requisitions prior to being assigned to buyers; solves purchasing related problems, questions, and concerns with departments, vendors, manufacturers, etc.; keeps appraised of the purchasing marketplace and any applicable laws that affect government purchasing).
- 25% +/- 10%
- Supervises the assigned division; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; implements and encourages cross training and staff development; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale.
- 25% +/- 10%
- Administrates and maintains BuySpeed Procurement Database (e.g. – approves paths and document uploads; authorizes new staff level of authority within BuySpeed; establishes approval paths for purchases up to \$1,000,000.00; researches and resolves technical issues; processes contract with software vendor).
- 10% +/- 5%
- Attends and serves as alternate voting member of County Board of Control and County Contracts and purchasing Board.

10% +/- 5%

- Reviews and responds to citizen requests and complaints; plans, coordinates and attends meetings with public officials, contractors, vendors, staff, department heads, and unions.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Business Administration, Public Administration or a related field with ten (10) years of related experience including three (3) years of supervisory experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers 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 and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion, or salary increase of other employees.

Mathematical Ability

- Ability to add, subtracts, multiply, divide and calculate decimals and percentages, and moderate math.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis of patterns and trends in purchasing.
- Ability to comprehend a variety of informational documents including departmental budget reports, Purchase Order Approval reports, time-sheets, and Ohio DAS reports.
- Ability to comprehend a variety of reference books and manuals including departmental and County Personnel Policies and Procedures Manual, Office of Procurement and diversity policy

and procedures, Ohio Revised Code, County Code, BuySpeed Database Manuals, and procurement training guides.

- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and understand purchasing, engineering/construction, legal, medical, accounting, human resource terminology and language.
- Ability to communicate with staff, directors of other sections, homeowners, contractors, vendors, public officials, consultants, departmental employees, and administrators.

Environmental Adaptability

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

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




F. Allen Boseman, Commissioner
Thomas L. Colaluca, Commissioner
Deborah Southerington, Commissioner

CUYAHOGA COUNTY
PERSONNEL REVIEW COMMISSION
MEMORANDUM

DATE: October 4, 2018

TO: Cuyahoga County Council President Dan Brady
Shontel Brown, Chairwoman, Human Resources, Appointments & Equity
Committee
Council Members, Human Resources, Appointments & Equity
Committee

FROM: Chairman Deborah Southerington, 
Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on October 3, 2018, the Personnel Review Commission considered and approved recommending modifications to the County's classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC's website before any formal action was taken on them. Details of the recommended changes are below:

PROPOSED NEW CLASSIFICATIONS

Classification Title	Classification Number	Pay Grade & FLSA	Department
Forensic Scientist 1 – Trace Evidence	1071261	10A/Exempt	Medical Examiner
Human Resources Associate	1053691	5A/Non-Exempt	Human Resources
Senior Human Resources Associate	1053692	6A/Non-Exempt	Human Resources

PROPOSED REVISED CLASSIFICATIONS

Classification Title & Classification Number	CURRENT PAY GRADE & FLSA	NEW PAY GRADE & FLSA	Department
Forensic Scientist 2 – Trace Evidence 1071262	11A/Exempt	11A/Exempt	Medical Examiner
Human Resources Generalist 1053711	9A/Exempt	9A/Exempt	Human Resources
Purchasing Agent 1053611	7A/Non-Exempt	8A/Exempt	Fiscal (OPD)
Purchasing Analyst 1053612	10A/Exempt	10A/Exempt	MEO, IT and Public Works
Purchasing Manager 1053613	15A/Exempt	15A/Exempt	Fiscal (OPD)

cc: F. Allen Boseman, Commissioner
 Thomas Colaluca, Commissioner
 Rebecca Kopcienski, PRC Director
 Armond Budish, County Executive
 Douglas Dykes, Chief Talent Officer
 Holly Woods, Dir. of HR Benefits and Compensation
 Rhonda Caldwell, Compensation Manager

Joseph Nanni, Council Chief of Staff
 Kelli Neale, Program Officer 4
 Jeanne Schmotzer, Clerk of Council
 Robert Triozzi, Law Director
 Maggie Keenan, Director of OBM

PROPOSED NEW CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1071261	Forensic Scientist 1 – Trace Evidence	Medical Examiner's Office	Exempt	10A

Requested By:	Personnel Review Commission
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Rationale:	This is a new classification requested by the Medical Examiner's Office based on department need. The classification reflects the essential functions and minimum qualifications of the position.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Medical Examiner's Office
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Fiscal Impact:	PG 10A \$50,481.60 - \$70,657.60 Step Placement TBD by Human Resources
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Staffing Implications:	Position to be filled once classification is active.
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Rhonda Caldwell, Compensation Manager	3/27/2018	Email	Copied on Communications
Kelli Neale, HR	3/27/2018	Email	Copied on Communications
	7/31/2018	Email	Copied on Communications

Curtiss Jones, Trace Evidence Supervisor	3/27/2018	Email	Review of Draft
	4/4/2018	Email	Reminder for Additional Information
	7/31/2018	Email	Review of 2 nd Draft
Hugh Shannon, Administrator	9/4/2018	Email	Confirmation of Drafts
	3/27/2018	Email	Review of Draft
Harmeet Kaur, ID/QA/QC Manager	7/31/2018	Email	Review of 2 nd Draft
	3/27/2018	Email	Review of 2 nd Draft
Thomas Gilson, Medical Examiner	7/31/2018	Email	Review of 2 nd Draft
	9/12/2018	Email	Pay Grade Evaluation
Jim Battigaglia, Archer Consultant			

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Forensic Scientist 1 – Trace Evidence	Class Number:	1071261
FLSA:	Exempt	Pay Grade:	10A
Dept:	Medical Examiner's Office		

Classification Function

The purpose of this classification is to assist with the recognition, collection, and laboratory analysis of trace evidence.

Distinguishing Characteristics

This is an entry-level classification responsible for assisting with recognition, collection, and analysis of trace evidence. Positions in this class are expected to successfully complete a training program and then independently perform duties using standard methods and techniques. Employees receive close instruction and assistance but are expected to become fully aware of established departmental policies and procedures, federal/state guidelines, and accreditation standards.

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%
- Recognizes, collects, and processes evidence from vehicles, victims of violent death, items collected at autopsy, and items submitted by outside law enforcement agencies; conducts evidence screening; logs in evidence; documents collection, screening, and testing activities in accordance with laboratory policies and procedures; attends crime scenes with a senior Trace Evidence Forensic Scientist to assist with evidence collection and scene documentation; photographs or directs photographs to be taken of evidence items; transfers and maintains evidence in storage.
- 15% +/- 10%
- Prepares and analyzes trace evidence samples; applies instrumental, physical, and chemical techniques in the examination of selected trace evidence sub-disciplines; utilizes scientific instrumentation including stereomicroscopes, light microscopes, polarized light microscopes, and fluorescence microscopes; performs serological analysis and microscopic examinations; ensures application of and adherence to appropriate techniques in the preparation and examination of selected trace evidence.
- 15% +/- 10%
- Performs regular maintenance of Trace Evidence laboratory spaces and equipment; stocks laboratory supplies; cleans and maintains worksite and laboratory equipment; checks performance of equipment after repairs, maintenance, or malfunction; performs safety checks in accordance with unit laboratory safety program procedures.
- 10% +/- 5%
- Performs related administrative responsibilities; prepares and maintains various records and other documents; responds to emails and phone calls; attends and participates in professional group meetings, conferences, seminars, and trainings; keeps current on new trends, information, and technology in the field; participates in assigned method improvement, validation, and/or research projects; assists with providing training to new employees, interns, and visitors as directed.

Forensic Scientist 1 – Trace Evidence

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's Degree in a chemical, physical, forensic, or biological science; or related field.

Additional Requirements

- Completion of FEMA ICS 100, 200, and 700 courses is required within probationary period (180 days).

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment including a variety of microscopes, infrared spectrometer, infrared viewer, microspectrophotometer, scanning electron microscope, scalpel, pipettes, and camera.
- Ability to stand for a prolonged period of time, crouch, crawl, bend, twist, and lift, push, and pull over 100lbs (with assistance).

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including qualitative data, spectra, statistical reports, chain of custody record, case history form, trace evidence reports, autopsy reports, case history information, and police reports and photos.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, code of ethics, and hazardous materials records.
- Ability to prepare training set records, competency test records, forms, and charts, statistical reports, chain of custody, instrument performance check records, trace evidence case files, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret legal and medical terminology and language.
- Ability to communicate with coworkers, supervisor, law enforcement personnel, attorneys, and other County employees.

Environmental Adaptability

- Work is typically performed in an office/laboratory environment with occasional visits to crime scenes.
- Work may involve exposure to temperature and weather extremes, strong odors, toxic or poisonous agents, smoke, dust, pollen, wetness or humidity, disease, bodily fluids, violence, and bright or dim lights.

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 NEW CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053691	Human Resources Associate	Human Resources	Non-Exempt	5A

Requested By:	Personnel Review Commission
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Rationale:	This is a new classification requested by the department of Human Resources based on department need. The classification reflects the essential functions and minimum qualifications of the position.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Department of Human Resources
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Fiscal Impact:	PG 5 \$35,692.80 - \$49,920.00 Step Placement TBD by Human Resources
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Staffing Implications:	Position to be filled once classification is active.
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Rhonda Caldwell, Compensation Manager	7/23/2018	Email	Review of Draft
Kelli Neale, HR	7/23/2018	Email	Copied on Communications
Douglas Dykes, Chief Talent Officer	7/23/2018	Email	Copied on Communications

Jim Battigaglia, Archer Consultant	9/12/2018	Email	Pay Grade Evaluation
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Human Resources Associate	Class Number:	1053691
FLSA:	Non-Exempt	Pay Grade:	5A
Dept:	Human Resources		

Classification Function

The purpose of this classification is to provide administrative support for day-to-day operations of the County’s Human Resources Department.

Distinguishing Characteristics

This is an entry level classification with responsibility for providing administrative support for day-to-day operations of the County’s Human Resources Department including talent acquisition, training and development, compensation, labor relations, employee services, payroll, and data entry and maintenance. This classification works under close supervision and within a framework of policies, procedures, and 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.

- 25% +/- 10%
- Completes simple tasks to assist with coordinating the administration of various HR processes including but not limited to: talent acquisition, benefits administration, training activities, payroll processing, employee relations cases, and tracking participation in HR events.
- 15% +/- 5%
- Provides basic support with HRIS functions; enters and maintains data entered into HRIS including personnel files, organizational charts, job descriptions, benefits changes and updates, basic payroll updates, and other HR & personnel information; analyzes and troubleshoots basic data related issues in the HRIS; tests system changes and upgrades by inputting new data and reviewing outputs against test scripts; assists with developing test scripts; generates data reports using HRIS.
- 15% +/- 5%
- Gathers, tracks, and inputs information related to various HR actions; assists with gathering information from claimants; files and processes completed forms; monitors actions, HR filings, and audits through completion; responds to basic HR requests, questions, and data issues; responds to records requests; provides basic interpretation of HR policies, procedures, programs, and regulations.
- 15% +/- 5%
- Assists with various HR investigations and interactions regarding County employee procedures including but not limited to grievances, arbitration, and position audits; reviews relevant written documentation; makes requests for clarification and additional information; provides support to senior HR employees with evaluation of evidence and information and drafting written responses.
- 15% +/- 5%
- Generates HR data reports to assists with the evaluation of various HR programs and achievement of HR strategic goals.

15% +/- 5%

- Performs related administrative responsibilities; assists with producing basic reports, records, memos, routine forms, and data reports; represents the department at various administrative staff meetings; provides support with planning and coordinating various HR events and presentations; assists with development of presentation materials for events and presentations; provides front desk support as necessary.

Minimum Training and Experience Required to Perform Essential Job Functions

- Associates degree in business administration, human resources, or related field with one (1) year of administrative or general business 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

- No supervisory responsibilities.

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 worker's compensation claims, payroll reports, applications, ADA requests, grievance forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, and Employment Laws.
- Ability to prepare basic HRIS reports, worker's compensation claims reports, attendance sheets, memos, PowerPoint Presentations, personnel reports, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resources terminology and language.

Human Resources Associate

- Ability to communicate effectively with HR employees, department management, external candidates, union representatives, 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 NEW CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053692	Senior Human Resources Associate	Human Resources	Non-Exempt	6A

Requested By:	Personnel Review Commission
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Rationale:	This is a new classification requested by the department of Human Resources based on department need. The classification reflects the essential functions and minimum qualifications of the position.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Department of Human Resources
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Fiscal Impact:	PG 6A \$38,625.60 - \$54,100.80 Step Placement TBD by Human Resources
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Staffing Implications:	Position to be filled once classification is active.
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Rhonda Caldwell, Compensation Manager	8/1/2018	Email	Review of Draft
Kelli Neale, HR	8/1/2018	Email	Copied on Communications
Douglas Dykes, Chief Talent Officer	8/1/2018	Email	Copied on Communications

Jim Battigaglia, Archer Consultant	9/12/2018	Email	Pay Grade Evaluation
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Human Resources Associate	Class Number:	1053692
FLSA:	Non-Exempt	Pay Grade:	6A
Dept:	Human Resources		

Classification Function

The purpose of this classification is to provide administrative support for day-to-day operations of the County’s Human Resources Department and perform more complex HR related tasks such as the initial review and research of information, producing basic reports and memos, and reviewing the work of lower level HR Associates.

Distinguishing Characteristics

This is a journey level classification with responsibility for providing administrative support for day-to-day operations of the County’s Human Resources Department including talent acquisition, training and development, compensation, labor relations, employee services, and data entry and maintenance. This classification works under supervision and within a framework of policies, procedures, and regulations. The Senior HR Associate is distinguished from the HR Associate in that it works with a greater degree of independence on simple to moderately complex HR tasks and is expected to use a greater level of 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.

- 20% +/- 10%
- Completes simple to more complex tasks to assist with coordinating the administration of various HR processes including but not limited to: talent acquisition, benefits administration, training activities, payroll processing, employee relations cases, and tracking participation in HR events.
- 20% +/- 10%
- Gathers, tracks, and performs initial evaluation of information related to various HR actions; gathers information from claimants; researches information required to complete forms, paperwork, and filings; files and processes completed forms; monitors claims, HR filings, and audits through completion; responds to basic through moderately complex HR requests, questions, and data issues; responds to records requests; provides interpretation of HR policies, procedures, programs, and regulations.
- 15% +/- 5%
- Assists with various HR investigations and interactions regarding County employee procedures including but not limited to grievances, arbitration, and position audits; analyzes relevant written documentation; makes requests for clarification and additional information; occasionally participates as a hearing officer in simple investigative cases; write summary recommendations based on evaluation of evidence; provides support to senior HR employees with evaluation of evidence and information and drafting written responses.
- 15% +/- 5%
- Generates HR data reports to assist with the evaluation of various HR programs and achievement of HR strategic goals; develops, updates, and provides basic interpretation of various spreadsheets to support the day-to-day work of more senior HR professionals; analyzes and identifies potential barriers or trends that are inhibiting various HR processes; brings issues and potential solutions to the attention of senior staff.

10% +/- 5%

- Provides basic support with HRIS functions; enters and maintains data entered into HRIS including personnel files, organizational charts, job descriptions, benefits changes and updates, basic payroll updates, and other HR & personnel information; analyzes and troubleshoots basic data related issues in the HRIS; tests system changes and upgrades by inputting new data and reviewing outputs against test scripts; assists with developing test scripts; generates data reports using HRIS.

10% +/- 5%

- Provides informal review of work and basic training to HR Associates; initially reviews work; identifies and recommends improvements; provides training on various County policies and regulations and HR processes; reviews adherence to department's procedures.

10% +/- 5%

- Performs related administrative responsibilities; assists with producing basic reports, records, memos, routine forms, and data reports; represents the department at various administrative staff meetings; provides support with planning and coordinating various HR events and presentations; assists with development of presentation materials for events and presentations; creates and facilitates simple presentations and meetings; provides front desk support as necessary.

Minimum Training and Experience Required to Perform Essential Job Functions

- Associates degree in business administration, human resources, or related field with three (3) years of administrative or general business experience including two (2) years in Human Resources; 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

- No supervisory responsibilities.

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 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 worker's compensation claims, payroll reports, applications, ADA requests, grievance forms, and other reports and records.

Senior Human Resources Associate

- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, and Employment Laws.
- Ability to prepare basic HRIS reports, worker's compensation claims reports, attendance sheets, memos, PowerPoint Presentations, personnel reports, correspondence, 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 human resources terminology and language.
- Ability to communicate effectively with HR employees, department management, external candidates, union representatives, 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.

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1071262	Forensic Scientist 2 – Trace Evidence	Medical Examiner's Office	Exempt	11A

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1071262	Forensic Scientist 2 – Trace Evidence	Medical Examiner's Office	Exempt	11A

Requested By:	Personnel Review Commission
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Rationale:	Classification was revised to be consistent with the rest of the series. Essential Job Functions, Distinguishing Characteristics, and Minimum Training and Experience were updated.
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No. of Employees Affected:	2
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Dept.(s) Affected:	Medical Examiner's Office
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Fiscal Impact:	PG 11: \$53,372.80 – \$74,796.80 None. No change
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Staffing Implications:	None
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Rhonda Caldwell, Compensation Manager	3/27/2018	Email	Copied on Communications
Kelli Neale, HR	3/27/2018	Email	Copied on Communications
	7/31/2018	Email	Copied on Communications
Curtiss Jones, Trace Evidence Supervisor	3/27/2018	Email	Review of Draft
	4/4/2018	Email	Reminder for Additional Information
	7/31/2018	Email	Review of 2 nd Draft
	9/4/2018	Email	Confirmation of Drafts
Hugh Shannon, Administrator	3/27/2018	Email	Review of Draft
	7/31/2018	Email	Review of 2 nd Draft
Harmeet Kaur, ID/QA/QC Manager	7/31/2018	Email	Review of 2 nd Draft
Thomas Gilson, Medical Examiner	3/27/2018	Email	Review of Draft
	7/31/2018	Email	Review of 2 nd Draft
Jim Battigaglia, Archer Consultant	9/12/2018	Email	Pay Grade Evaluation

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Forensic Scientist 2 – Trace Evidence	Class Number:	1071262
FLSA:	TBD	Pay Grade:	TBD
Dept:	Medical Examiner’s Office		

Classification Function

The purpose of this classification is to recognize, collect, and analyze trace evidence collected in house, submitted by outside agencies, or collected from crime scenes; to produce trace evidence reports for analyses performed, and to testify in courts of law as to the results of trace evidence examinations.

Distinguishing Characteristics

This is a journey-level classification responsible for the collection, identification, and analysis of trace evidence collected in house, collected from crime scenes, and submitted by outside agencies. Incumbents establish and maintain quality control, and ensure proper preservation and documentation of evidence. Employees receive instruction or assistance as new or unusual situations arise, and perform work in accordance with established departmental policies and procedures, federal/state guidelines, and accreditation standards.

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%
- Examines trace evidence collected at crime scenes, from autopsies, as well as items submitted from outside agencies; applies instrumental, physical, and chemical techniques in the examination of trace evidence sub-disciplines including gunshot residue, weapons, fibers, paint, tape, hair, bloodstain patterns, impressions, muzzle to target distance determinations, physical matching, serological evidence, and general chemical unknowns; conducts physical match examinations, tape examinations, serological analysis, and microscopic examinations.
- 15% +/- 10%
- Recognizes, collects, and processes evidence from vehicles, victims of violent death, items collected at autopsy, and items submitted by outside law enforcement agencies; conducts evidence screening; logs in evidence; documents collection, screening, and testing activities in accordance with laboratory policies and procedures; performs crime scene visits to assist with evidence collection and scene documentation; photographs or directs photographs to be taken of evidence items; transfers and maintains evidence in storage.
- 15% +/- 10%
- Documents and records observations and results of trace evidence examinations; analyzes and compiles data; compiles case files and generates trace evidence final reports; provides opinion and interpretation of results; performs administrative and technical review of data, trace evidence case files, and reports generated by other trace evidence scientists.
- 15% +/- 10%
- Performs regular maintenance of Trace Evidence laboratory spaces and equipment; stocks laboratory supplies; cleans and maintains worksite and laboratory equipment; checks performance of equipment after repairs, maintenance, or malfunction; performs safety checks in accordance with unit laboratory safety program procedures.

Forensic Scientist 2 – Trace Evidence

10% +/- 5%

- Prepares and analyzes trace evidence samples on scientific instrumentation including stereomicroscopes, light microscopes, polarized light microscopes, fluorescence microscopes, scanning electron microscope with energy dispersive X-ray detection, Fourier Transform infrared spectrometer, and microspectrophotometer; ensures application of and adherence to appropriate techniques in the preparation and examination of selected trace evidence.

15% +/- 10%

- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends and participates in professional group meetings, conferences, seminars, and trainings; keeps current on new trends, information, and technology in the field; assists with providing selected training and education to new employees, interns, or visiting guests as needed; participates in method improvements, validations, and/or research projects as directed; testifies in court of law as an expert witness.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's Degree in a chemical, physical, forensic, or biological science, or related field and two (2) years of laboratory experience performing forensic evidence analysis; or any equivalent combination of education, training, and experience.

Additional Requirements

- Completion of FEMA ICS 100, 200, and 700 courses is required within probationary period (180 days).

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment including a variety of microscopes, infrared spectrometer, infrared viewer, microspectrophotometer, scanning electron microscope, scalpel, pipettes, and camera.
- Ability to stand for a prolonged period of time, crouch, crawl, bend, twist, and lift, push, and pull over 100lbs (with assistance).

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including qualitative data, spectra, statistical reports, chain of custody record, case history form, trace evidence reports, autopsy reports, case history information, and police reports and photos.

Forensic Scientist 2 – Trace Evidence

- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, code of ethics, and hazardous materials records.
- Ability to prepare proficiency test records, forms, and charts, statistical reports, chain of custody, instrument performance check records, trace evidence case files, trace evidence laboratory examination reports, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to review, evaluate, and revise work product submitted by lower level team members.
- Ability to use and interpret legal and medical terminology and language.
- Ability to communicate with coworkers, supervisor, law enforcement personnel, attorneys, juries, and other County employees.

Environmental Adaptability

- Work is typically performed in an office/laboratory environment with occasional visits to crime scenes.
- Work may involve exposure to temperature and weather extremes, strong odors, toxic or poisonous agents, smoke, dust, pollen, wetness or humidity, disease, bodily fluids, violence, and bright or dim lights.

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.

CURRENT CLASSIFICATION				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053711	Human Resource Analyst	Human Resources	Exempt	9A
PROPOSED REVISED CLASSIFICATION				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053711	Human Resources Generalist	Human Resources	Exempt	9A

Requested By:	Personnel Review Commission
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Rationale:	Revisions requested by HR Department. The classification name changed from HR Analyst to HR Generalist. The distinguishing characteristics and essential job functions have been updated to better reflect current and future duties.
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No. of Employees Affected:	9
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Dept.(s) Affected:	Medical Examiner's Office, Information Technology, and Public Works
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Fiscal Impact:	PG 9: \$47,507.20 – \$66,476.80
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Staffing Implications:	None
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Dan Krantz, HR Intern	8/3/2018	Email	Classification Revision Request

Michael Brown, HR Manager	8/9/2018	Email	Final Draft Review
Hadiya Butler, HR Manager	8/9/2018	Email	Final Draft Review
Michael Brown, HR Manager	8/9/2018	Email	Final Draft Review
Kelli Neale, HR	8/9/2018	Email	Copied on Communications
Rhonda Caldwell, Compensation Manager	8/9/2018	Email	Copied on Communications
Douglas Dykes, Chief Talent Officer	8/9/2018	Email	Copied on Communications
Jim Battigaglia	8/20/2018	Email	Pay Grade Evaluation Request

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Human Resources Generalist	Class Number:	1053711
FLSA:	Exempt	Pay Grade:	9
Dept:	Human Resources		

Classification Function

The purpose of this classification is to provide comprehensive personnel services for County departments in various areas in Human Resources.

Distinguishing Characteristics

This is a journey level classification with responsibility for providing Human Resource (HR) services to employees and HR department and completing research and analysis regarding work issues, development plans, operational strategies, compensation issues, and HR policies and procedures. This class works under regular guidance within a framework of established regulations, policies, and procedures. The employee is expected to independently exercise judgment in performing work and ensure that assigned activities are planned and completed in a timely and efficient manner.

Essential Job Functions

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

- 30% +/- 10%
- Performs human resource services for assigned County agency/agencies and serves as a liaison to managers and employees; provides strategic analysis, advice, and counsel to managers and employees regarding work issues, development plans, operational strategies, human resource policies and procedures, rights, benefits, and opportunities for career advancement; responds to HR concerns, requests, and complaints; addresses and makes determinations on Family Medical Leave Act (FMLA) requests and other employee actions; determines how issues should be filed, addressed, and if and when issue elevation is necessary; follows up on HR inquiries to ensure they have been fully addressed.
- 10% +/- 5%
- Gathers and analyzes HR related data and information to prepare reports analyzing HR trends; utilizes data to develop potential solutions to increase the effectiveness and efficiency of HR service processing; provides reports and recommendations to department management.
- 10% +/- 5%
- Strategizes with various HR teams to plan processes and solutions to various personnel matters; assists with identification and analysis of human resource needs; participates in planning methods, systems, and processes to best meet human resource needs; acts as liaison between centralized HR and assigned departments.
- 10% +/- 5%
- Develops job descriptions for unclassified positions; meets with Subject Matter Experts (SMEs) to collect job analysis information; makes edits to existing job descriptions to reflect changes to job duties as needed; compiles salary survey data for County positions; compiles data for various compensation needs; collaborates with other HR staff regarding compensation related issues.
- 10% +/- 5%
- Participates in planning and implementation of HR programs and projects; assists with reviews of programs and procedures to evaluate and improve the effectiveness, efficiency, and utility of operations; assists with rollout and implementation of HR programs.

Human Resources Generalist

10% +/- 5%

- Works collaboratively Employee Relations to confer and strategize outcomes related to the employee discipline process; gathers statements; investigates complaints; conducts pre-disciplinary hearings as assigned; suggests corrective actions to solve problem areas.

10% +/- 5%

- Coordinates and reviews the work of lower level human resource associates; acts as a resource for work, data issues, and other HR actions; provides guidance and development.

5% +/- 2%

- Utilizes Enterprise Resource Planning (ERP) system to update employee pay rates and compensation structure information including, but not limited to, salary ranges, job and position information, and manager structure; produces ongoing reporting from ERP system of various compensation trend analysis and provides to management; produces various standard and ad hoc reports.

5% +/- 2%

- Performs related administrative responsibilities; prepares and maintains various related reports, records, and other documents; responds to emails and phone calls; attends various trainings, conferences, and meetings; represents the HR department and assigned agencies at various related activities and meetings; represents the HR department and assigned agencies at various related activities and meetings; initiates FMLA requests; updates organizational charts; develops standard and ad hoc reports, templates, dashboards, scorecards, and metrics.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in Human Resources, Business Administration, or related field and three (3) years of human resources experience.
- Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to 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 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.

Human Resources Generalist

- Ability to comprehend a variety of informational documents including organizational charts, project management plans, personnel action forms, classification specifications, position descriptions, grievances, disciplinary reports, personnel files, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, Benefits Manual, Collective Bargaining Agreements, and State and Federal Human Resource Laws and Regulations.
- Ability to prepare personnel action reports, organizational charts, various human resource reports, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resources and relevant legal terminology and language.
- Ability to communicate effectively with County employees, outside agencies, 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.

CURRENT CLASSIFICATION				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053511	Purchasing Agent	All Departments	Non-Exempt	7
PROPOSED REVISED CLASSIFICATION				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053611	Purchasing Agent	OPD	Exempt	8

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 1997. 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. The pay grade has increased from PG 7 to PG 8 and the FLSA status changed from Non-Exempt to Exempt. The Class Number was also updated to be consistent with changes to the series.
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No. of Employees Affected:	7
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Dept.(s) Affected:	Office of Procurement and Diversity
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Fiscal Impact:	PG 7: \$41,583.36 – \$58,237.92 PG 8: \$44,532.38 – \$62,332.61 Step Placement TBD by Human Resources
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Staffing Implications:	None
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Richard Opre, Senior Purchasing Admin	3/22/2018	Email	Questions Regarding Qualifications
	4/2/2018	Email	Reminder
	6/7/2018	Email	Discussion Regarding Senior Purchasing Agent
	6/25/2018	Email	Review of Draft
	7/10/2018	Email	Clarification
	7/23/2018	Email	Reply to Questions
Lenora Lockett,	6/7/2018	Email	Discussion Regarding Senior Purchasing Agent
	6/25/2018	Email	Review of Draft
	7/10/2018	Email	Clarification
	7/23/2018	Email	Reply to Questions
Kelli Neale, HR	6/7/2018	Email	Discussion Regarding Senior Purchasing Agent
	6/25/2018	Email	Copied on Communications
	6/25/2018	Email	Discussion Regarding Min Quas
Jim Battigaglia, Archer Consultant	8/16/2018	Email	Pay Grade Evaluation
	8/29/2018	Phone Call	Discussion Regarding Pay Grades

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Purchasing Agent	Class Number:	1053611
FLSA:	Exempt	Pay Grade:	8
Dept:	Office of Procurement and Diversity		

Classification Function

The purpose of this classification is to procure equipment, supplies, materials, and services for the County, to prepare and review procurement documentation for specifications, and ensure consistency and compliance with applicable laws and standards in purchasing procedures.

Distinguishing Characteristics

This is an entry-level classification that works under the general supervision of the Purchasing Manager and is responsible for performing a range of purchasing activities to procure equipment, supplies, materials, and services for County departments. The employee works within a 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.

60% +/- 10%

- Procures routine equipment, products, and services for County departments; processes state contract purchases, sole source purchases, field buyer requisitions, and legal advertisements; reviews assigned departments' requisition submissions and ensures correct documentation; determines procurement type and process; determines funding source and availability; confirms, approves, and processes purchase orders, contracts, amendments, and change orders; reviews justification requests; prepares, reviews, and edits product and service specifications for various purchases and contracts; reviews and updates Requests for Proposals, Invitations to Bid, and Requests for Qualifications; submits items for approval in purchasing software systems; coordinates and participates in pre-bid conferences; presides at bid openings; monitors open bids; evaluates vendor bid and proposal submissions, bid bonds, and pricing sheets; prepares award recommendations and submits for approval; prepares, reviews, and processes contract documents; monitors and tracks procurement activities; utilizes various purchasing software to perform required duties.

10% +/- 5%

- Maintains vendor documentation and acts as vendor point of contact; solicits quotes from vendors; maintains vendor listings; identifies new vendors; interviews and meets with vendors; monitors vendor status and qualifications; keeps vendor information current including contracts, insurance certificates, and proof of licensing; maintains and monitors contract agreements with vendors; prepares vendor performance evaluations; solicits quotes from vendors; confers with vendors regarding bid specifications, requirements, and procedures; confers with vendors, manufacturers, and distributors regarding timelines, delivery, prices, and quantity of purchases; resolves issues/problems between County agency and vendors.

10% +/- 5%

Purchasing Agent

- Coordinates with assigned departments regarding procurement needs; provides training to department contacts on purchasing policies, procedures, and software; assists buyers, staff, and County departments with procedural issues, software issues, system inquiries, vendor complaints, and general information; writes routine directives, instructions or correspondence concerning purchasing activities.

10% +/- 5%

- May perform duties to manage programs including p-card program and surplus property program; monitors and tracks transactions and account activities; approves and authorizes payments; processes procurement cards; monitors and maintains inventory accounts; ensures databases are up to date; prepares related reports and documentation.

10% +/- 5%

- Performs related administrative responsibilities; prepares various records, reports, and documents related to procurement activities; inputs and maintains data in procurement software; responds to emails and phone calls; attends OPD buyer meetings; assists with the update and maintenance of purchasing policies and procedures; monitors funds availability; requests legal opinions for bid and contract submissions as necessary.

Minimum Training and Experience Required to Perform Essential Job Functions

Associates degree in business administration or related field with one (1) year of purchasing experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Mathematical Ability

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

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, statues 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 purchase requisitions, product and bid specifications, Requests for Proposals, Requests for Bids, Request for Qualifications invitations to bid, bid tabulation forms, invoices, vendor performance evaluations, vendor listings,

Purchasing Agent

correspondence, bid submissions, requests for contract approval, County Council approvals, Board of Control approvals, justification requests and other reports and records.

- Ability to comprehend a variety of reference books and manuals including Cuyahoga County Code, Cuyahoga County Ethics Requirements, OPD Policies and Procedures Manual, TAC Rules, Personnel Policies and Procedures Manual, and the Ohio Revised Code.
- Ability to prepare legal notices, procurement reports, Requests for Bids, Requests for Proposals, Requests for Qualifications, Invitations to Bid, vendor performance evaluations, vendor listings, bid specifications, contracts, purchasing requisitions, purchase orders, intent to award and award letters, required document checklists, bid tabulation sheets, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting and legal terminology and language.
- Ability to use procurement and agenda software.
- Ability to communicate with supervisors, co-workers, directors, other County employees, elected officials, bidders, contractors, and vendors.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CURRENT CLASSIFICATION				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053511	Purchasing Analyst	OPD	Exempt	10A

PROPOSED REVISED CLASSIFICATION				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053612	Purchasing Analyst	MEO, IT and Public Works	Exempt	10A

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 1997. The essential job functions and education requirements 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. The departments changed from Office of Procurement and Diversity to Medical Examiner’s Office, IT, and Public Works. The Class Number was also updated to be consistent with changes to the series.
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No. of Employees Affected:	3
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Dept.(s) Affected:	Medical Examiner’s Office, Information Technology, and Public Works
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Fiscal Impact:	PG 10: \$50,481.60 – \$70,657.60
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Staffing Implications:	None
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Michael Chambers, Fiscal Officer	3/22/2018	Email	Questions Regarding Minimum Qualifications
Jeanelle Greene, Business Services Manager	3/22/2018	Email	Questions Regarding Minimum Qualifications
	4/2/2018 4/2/2018	Email Email	Reminder Clarification
Emily McNeeley, IT General Counsel	12/6/2017	Email	Reminder for CPQ
	3/22/2018	Email	Questions Regarding Minimum Qualifications
Thomas Pavich, Fiscal Officer	12/6/2017	Email	Reminder for CPQ
Hugh Shannon, MEO Administrator	3/22/2018	Email	Questions Regarding Minimum Qualifications
	4/2/2018	Email	Reminder
Kelli Neale, HR	3/22/2018	Email	Questions Regarding Minimum Qualifications
	6/25/2018	Email	Discussion Regarding Min Quals
Jim Battigaglia, Archer Consultant	8/16/2018	Email	Pay Grade Evaluation
	8/29/2018	Phone Call	Discussion Regarding Pay Grades

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Purchasing Analyst	Class Number:	1053612
FLSA:	Non-Exempt	Pay Grade:	10
Dept:	Medical Examiner's Office, Information Technology, Public Works		

Classification Function

The purpose of this classification is to plan and coordinate procurement and contracting activities for a County Department and ensure consistency and compliance with applicable laws and standards in purchasing procedures.

Distinguishing Characteristics

This is a journey-level classification that is responsible for coordinating, planning, and evaluating procurement and contracting activities for an assigned County Department. The employee works within a 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 lower level by an increased level of financial accountability and planning responsibility as well as procurement of more specialized or highly technical products.

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%
- Coordinates, plans, and evaluates procurement and contracting activities for assigned County Department (Department of Public Works, Medical Examiner's Office, or Department of Information Technology); procures technical and non-technical equipment, supplies, materials, and services for assigned department; creates and/or reviews assigned department's requisition submissions and ensures correct documentation; determines procurement type and process; determines funding source and availability; confirms, approves, and processes purchase orders, contracts, amendments, and change orders; reviews justification requests; prepares, reviews, and edits product and service specifications for various purchases and contracts; prepares, reviews, and/or updates Requests for Proposals, Invitations to Bid, and Requests for Qualifications; submits items for approval in purchasing software systems; coordinates and participates in pre-bid conferences; presides at bid openings; monitors open bids; evaluates vendor bid and proposal submissions, bid bonds, and pricing sheets; prepares award recommendations and submits for approval; prepares, reviews, and processes contract documents; monitors and track procurement activities; utilizes various purchasing software to perform required duties.

- 15% +/- 5%
- Coordinates vendor selection and activities for assigned department; maintains vendor documentation and acts as vendor point of contact; solicits quotes from vendors; maintains vendor listings; identifies new vendors; interviews and meets with vendors; monitors vendor status and qualifications; keeps vendor information current including contracts, insurance certificates, and proof of licensing; maintains and monitors contract agreements with vendors; prepares vendor performance evaluations; solicits quotes from vendors; confers with vendors regarding bid specifications, requirements, and procedures; negotiates terms and conditions with vendors;

Purchasing Agent

confers with vendors, manufacturers, and distributors regarding timelines, delivery, prices, and quantity of purchases; coordinates delivery of goods and services with vendors and department staff; resolves issues/problems between County agency and vendors.

15% +/- 10%

- Coordinates with assigned department regarding procurement needs; provides updates on status of current projects; provides training to department on purchasing policies, procedures, and software; assists buyers, staff, and County department with procedural issues, software issues, system inquiries, vendor complaints, and general information; provides briefing materials and reports detailing procurement options; writes routine directives, instructions, or correspondence concerning purchasing activities; coordinates with other County departments related to contracting and purchasing; assists other County departments with contracting and purchasing goods and services funded through various projects administered through assigned department.

5% +/- 2%

- Performs basic accounting functions related to procurement; verifies receipt of goods and services and processes invoices and vouchers for payment; confirms payments and records and files payment documentation; reconciles cash, checks, money orders, and credit card transactions; generates revenue report summaries; prepares deposits and revenue receipts; submits required paperwork to Auditor's Office.

5% +/- 2%

- Performs related administrative responsibilities; prepares various records, reports, and documents related to procurement activities; inputs and maintains data in procurement software; responds to emails and phone calls; conducts research on purchasing and inventory inquiries for department; coordinates and assists with the update and maintenance of purchasing and contracting policies and procedures; coordinates with Law Department and OPD to write contracts, agreements, amendments, and justifications; analyzes purchasing history and plots trends; monitors agency's general supply room inventory.

Minimum Training and Experience Required to Perform Essential Job Functions

Associates degree in business administration or related field with three (3) years of purchasing experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Mathematical Ability

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

Purchasing Agent

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 purchase requisitions, product and bid specifications, Requests for Proposals, Requests for Bids, Request for Qualifications invitations to bid, bid tabulation forms, invoices, vendor performance evaluations, vendor listings, correspondence, bid submissions, requests for contract approval, County Council approvals, Board of Control approvals, justification requests and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Cuyahoga County Code, Cuyahoga County Ethics Requirements, OPD Policies and Procedures Manual, TAC Rules, Personnel Policies and Procedures Manual, and the Ohio Revised Code.
- Ability to prepare legal notices, procurement reports, Requests for Bids, Requests for Proposals, Requests for Qualifications, Invitations to Bid, vendor performance evaluations, vendor listings, bid specifications, contracts, purchasing requisitions, purchase orders, intent to award and award letters, required document checklists, bid tabulation sheets, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting, legal, and basic information technology/medical/engineering (depending on department) terminology and language.
- Ability to use procurement and agenda software.
- Ability to communicate with supervisors, co-workers, directors, other County employees, elected officials, bidders, contractors, and vendors.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053515	Purchasing Manager	OPD	Exempt	15A

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053613	Purchasing Manager	OPD	Exempt	15A

Requested By: Personnel Review Commission

Rationale: PRC routine maintenance. The Classification Number was updated to be consistent with changes to the series.

No. of Employees Affected: 1

Dept.(s) Affected: Office of Procurement and Diversity

Fiscal Impact: None

Staffing Implications: None

PRC Contact(s): Verona Blonde, Classification and Compensation Specialist
Albert Bouchahine, Manager of Classification and Compensation

Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
No Contacts Made	NA	NA	NA

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Purchasing Manager	Class Number:	1053613
FLSA:	Exempt	Pay Grade:	15
Dept:	Office of Procurement and Diversity		

Classification Function

The purpose of this classification is to manage and supervise the operations, process and personnel of the County purchasing department within the Office of Procurement and Diversity (OPD) in accordance with County Code requirements.

Distinguishing Characteristics

This is a management classification with responsibility for planning, directing and controlling the County purchasing department within the Office of Procurement and Diversity under general direction. This class requires the solution of operational, technical, administrative and management problems related to purchasing. The employee is expected meet, consult and collaborate with the Director of Procurement and Diversity and other department directors/management to discuss plans, projects, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 30% +/- 10%
- Manages the operations of County’s purchasing division (e.g.- reviews all purchase awards for compliance with statutory policy, and procedures requirements prior to the award process; approves purchase orders; authorizes payment vouchers; approves purchases in NOVUS, OnBase, and BuySpeed; creates purchase reports; reviews all requisitions prior to being assigned to buyers; solves purchasing related problems, questions, and concerns with departments, vendors, manufacturers, etc.; keeps apprised of the purchasing marketplace and any applicable laws that affect government purchasing).
- 25% +/- 10%
- Supervises the assigned division; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; implements and encourages cross training and staff development; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale.
- 25% +/- 10%
- Administrates and maintains BuySpeed Procurement Database (e.g. – approves paths and document uploads; authorizes new staff level of authority within BuySpeed; establishes approval paths for purchases up to \$1,000,000.00; researches and resolves technical issues; processes contract with software vendor).
- 10% +/- 5%
- Attends and serves as alternate voting member of County Board of Control and County Contracts and purchasing Board.

10% +/- 5%

- Reviews and responds to citizen requests and complaints; plans, coordinates and attends meetings with public officials, contractors, vendors, staff, department heads, and unions.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Business Administration, Public Administration or a related field with ten (10) years of related experience including three (3) years of supervisory experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers 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 and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion, or salary increase of other employees.

Mathematical Ability

- Ability to add, subtracts, multiply, divide and calculate decimals and percentages, and moderate math.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis of patterns and trends in purchasing.
- Ability to comprehend a variety of informational documents including departmental budget reports, Purchase Order Approval reports, time-sheets, and Ohio DAS reports.
- Ability to comprehend a variety of reference books and manuals including departmental and County Personnel Policies and Procedures Manual, Office of Procurement and diversity policy

and procedures, Ohio Revised Code, County Code, BuySpeed Database Manuals, and procurement training guides.

- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and understand purchasing, engineering/construction, legal, medical, accounting, human resource terminology and language.
- Ability to communicate with staff, directors of other sections, homeowners, contractors, vendors, public officials, consultants, departmental employees, and administrators.

Environmental Adaptability

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

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

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade & FLSA</u>	<u>RECOMMENDED PAY GRADE & FLSA</u>	<u>Department</u>	<u>Rationale</u>
<u>NEW</u>					
Forensic Scientist 1 – Trace Evidence	1071261	N/A	10A/Exempt	Medical Examiner	This is a new classification requested by the Medical Examiner’s Office based on department need. The classification reflects the essential functions and minimum qualifications of the position.
Human Resources Associate	1053691	N/A	5A/Non-Exempt	Human Resources	This is a new classification requested by the department of Human Resources based on department need. The classification reflects the essential functions and minimum qualifications of the position.
Senior Human Resources Associate	1053692	N/A	6A/Non-Exempt	Human Resources	This is a new classification requested by the Sheriff’s Office based on department need. The classification reflects the essential functions and minimum qualifications of the position.
<u>REVISED</u>					
Forensic Scientist 2 – Trace Evidence	1071262	11A/Exempt	11A/Exempt	Medical Examiner	Classification was revised to be consistent with the rest of the series. Essential Job Functions, Distinguishing Characteristics, and Minimum Training and Experience were updated.
Human Resources Generalist	1053711	9A/Exempt	9A/Exempt	Human Resources	Revisions requested by HR Department. The classification name changed from HR Analyst to HR Generalist. The distinguishing characteristics and essential job functions have been updated to better reflect current and future duties.
Purchasing Agent	1053611	7A/Non-Exempt	8A/Exempt	Fiscal (OPD)	PRC routine maintenance. Classification last revised in 1997. 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. The pay grade has increased from PG 7 to PG 8 and the FLSA status changed from Non-Exempt to Exempt. The Class Number was also updated to be consistent with changes to the series.
Purchasing Analyst	1053612	10A/Exempt	10A/Exempt	MEO, IT and Public Works	PRC routine maintenance. Classification last revised in 1997. The essential job functions and education requirements 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. The departments changed from Office of Procurement and Diversity to Medical Examiner’s Office, IT, and Public Works. The Class Number was also updated to be consistent with changes to the series.
Purchasing Manager	1053613	15A/Exempt	15A/Exempt	Fiscal (OPD)	PRC routine maintenance. The Classification Number was updated to be consistent with changes to the series.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0197

<p>Sponsored by: Councilmembers Brady, Houser, Conwell and Baker</p> <p>Co-sponsored by: Councilmembers Miller, Simon, Schron and Tuma</p>	<p>A Resolution determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2018; authorizing payments to various providers, in the total amount of \$367,128.00, for said services and programs for the period ending 12/31/2018; 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, \$367,128.00 remains available in the Veterans Services Fund for award in 2018; 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 2018 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 2018 Veterans Services Funds, in the total amount of \$267,128.00, for the following services and programs through the 2019 calendar year:

- 1) Cuyahoga Community College, Veterans Services and Program Office for scholarships for veterans residing in Cuyahoga County in the amount of **\$43,425.00.**
- 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) 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 **\$18,703.00.**
- 4) Cuyahoga County Court of Common Pleas, Veterans Treatment Docket in the amount of **\$75,000.00**
- 5) Legal Aid Society of Cleveland for the Legal Services for U.S. Veterans Program in the amount of **\$75,000.00.**
- 6) United Way 2-1-1 for the Help2Veterans Program in the amount of **\$70,000.00.**
- 7) 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.**

- 8) Cuyahoga County Land Reutilization Corporation to rehabilitate houses and provide financial counseling for veterans in the amount of **\$15,000.00**.

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, 2019 and November 30, 2019, 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: October 10, 2018
Committee(s) Assigned: Economic Development & Planning

Additional Sponsorship Requested on the Floor: October 10, 2018

Additional Sponsorship Requested: October 15, 2018

Journal CC032
October 23, 2018

County Council of Cuyahoga County, Ohio

Ordinance No. O2018-0012

Sponsored by: Council President Brady	An Ordinance amending Section 704.01 of the Cuyahoga County Code to reauthorize the designation of the Additional DTAC Fee through 12/31/2019, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, pursuant to paragraph (B) of Section 321.261 of the Ohio Revised Code, County Council may designate an additional five percent (5%) deduction from all collections of delinquent real property, personal property and manufactured and mobile home taxes and assessments (the "Additional DTAC Fee") to be deposited in the delinquent tax and assessment collection fund (the "DTAC Fund") and appropriated for the use of a county land reutilization corporation, including the Cuyahoga County Land Reutilization Corporation (the "Corporation"); and

WHEREAS, Council designated the Additional DTAC Fee commencing January 1, 2014 and continuing through December 31, 2018, subject to the limitations provided for in Ordinance No. O2013-0019 as codified in Chapter 704 of the Cuyahoga County Code; and

WHEREAS, pursuant to paragraph (B) of Section 321.261 of the Ohio Revised Code, the Corporation has requested that County Council consider extending the designation of the Additional DTAC Fee through December 31, 2019, subject to the same limitations provided for in Chapter 704 of the Cuyahoga County Code; and

WHEREAS, this Council finds that extending the designation of the Additional DTAC Fee through December 31, 2019, subject to the limitation provided for in Chapter 704 of the Cuyahoga County Code, to provide a portion of the Corporation's Annual Base Funding, is in the best interests of the County and is necessary for the Corporation to continue to achieve its mission and public purposes of, among others, alleviating the slum and blight of vacant, abandoned and foreclosed properties within the County; and

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

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

SECTION 1. Section 704.01 of the Cuyahoga County Code is hereby amended to read as follows (additions are underlined, deletions are stricken):

Section 704.01 Additional DTAC Fee

Pursuant to and in accordance with Section 321.261(B) of the Ohio Revised Code and subject to the other provisions of this Chapter, this Council hereby designates the Additional DTAC Fee in the annual amount of five percent (5%) to be applied on all collections of delinquent real property, personal property and manufactured and mobile home taxes and assessments solely for the use of the Corporation as part of its annual base funding, commencing on January 1, 2014 and continuing through December 31, 2019~~2018~~.

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

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

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council

Date

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

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0212

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2018/2019 Biennial Operating Budget for 2018 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, to meet the budgetary needs of various County departments, offices and agencies; amending Resolution Nos. R2018-0003 dated 1/9/2018 and R2018-0198 dated 10/10/2018 to reconcile appropriations for 2018; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 12, 2017, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2018/2019 (Resolution No. R2017-0182) establishing the 2018/2019 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2018 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, 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 2018/2019 Biennial Operating Budget for 2018 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts

Journal Nos.

A. 20A120 – Community Based Corrections Facility **BA1800039**
CB452557 – Community Based Corrections Facility
Other Expenses \$ 20,020.00

Request additional appropriation for the SFY 2018 Community Based Correctional Facility grant which was awarded March 26, 2018 and additional revenues were included in the fourth quarter 2018 grant funding (RR18049882-01 on 4/11/2018). The grant is provided by the Ohio Dept. of Rehabilitation and Correction, Division of Parole and Community Services, Bureau of Community Sanctions pursuant to authority in O.R.C. 5120.112 et seq. The grant period is 7/1/2017 through 6/30/2018. No cash match is required.

B. 01A001 – General Fund **BA1800040**
MT805432 – Municipal Judicial Costs
Other Expenses \$ 145,000.00

Requesting additional appropriations in the Municipal Judicial account due to increase in assigned counsel cost in excess of the original budget. Assign Counsel costs have increased 16.1% over last year. A portion of these costs are reimbursable from the Ohio Public Defenders Office at the current rate of 42% thus the net General Fund impact is \$79,750. Funding is provided by the General Fund and the increase does impact reserves.

C. 61A608 – Central Security Serv - Sheriff **BA1801553**
SH352005 – Bldg Security Svcs-OPBA- Officers
Personal Services \$ 254,700.00

61A608 – Central Security Serv - Sheriff
SH352021 – Bldg Security Svcs-Non-Bargaining Persnl
Personal Services \$ 25,500.00

61A608 – Central Security Serv - Sheriff
SH352039 – Bldg Security Svcs-Crt Security Monitors
Personal Services \$ 93,800.00

61A608 – Central Security Serv - Sheriff
SH352013 – Bldg Security Svcs-OPBA-Sergeants
Personal Services \$ 6,000.00

Additional appropriation is being requested to cover projected salary and fringe benefit deficits through year-end. Funding comes from charges to user agencies for protective services at county owned and operated facilities covering the period January 1, 2018 through December 31, 2018.

D. 24A301 – Children & Family Services **BA1801555**
CF135509 – Direct Services
Personal Services \$ 3,650,000.00

24A301 – Children & Family Services
CF135541 – Multi-Systemic Therapy (MST) Unit
Personal Services \$ 310,000.00

24A301 – Children & Family Services
 CF135616 – CFS Foster Homes/Resource Mgt
 Personal Services \$ 252,000.00

24A301 – Children & Family Services
 CF135582 – Permanent Custody Adoptions
 Personal Services \$ 155,000.00

An appropriation increase is being requested to cover projected year-end deficits in payroll. Funding comes from the Health and Human Services Levy Fund.

E. 01A001 – General Fund **BA1801557**
 SU515346 – General Fund Operating Subsidies
 Other Expenses \$ 2,319,678.00

An appropriation increase is being requested to allow for a corresponding cash transfer (JT1801506) to subsidize the regional benefits fund. Source of funding comes from the General Fund.

F. 40A526 – ODOT - LPA **BA1803105**
 CE785006 – ODOT - LPA
 Other Expenses \$ 38,989.82

The appropriation increase would allow a cash transfer of the remaining funds in each closed project. Funding comes from reimbursements from the Ohio Department of Transportation. The cash transfer is requested on document JT1803107 on this same fiscal agenda. This ODOT-LPA fund has a negative cash balance of \$1,179,051 as of October 10 due to the delay between expenditures and ODOT reimbursements, however this balance will increase by \$3 million pending approval of a cash transfer from local Road & Bridge funds on this same fiscal agenda, document JT1803109.

G. 40A526 – ODOT – LPA **BA1803106**
 CE785006 – ODOT - LPA
 Personal Services \$ (4,624.38)
 Capital Outlays \$ (3,103,971.87)

40A524 – OH Dpt of Pub Wrks Integrating Committee
 CE785311 – Columbus Road Bridge 109
 Capital Outlays \$ (0.33)

40A524 – OH Dpt of Pub Wrks Integrating Committee
 CE785337 – Noble Road Resurfacing
 Personal Services \$ (176,321.39)
 Other Expenses \$ (19,190.00)
 Capital Outlays \$ (250,108.65)

40A524 – OH Dpt of Pub Wrks Integrating Committee
 CE785394 – Hathaway Road Resurfacing
 Personal Services \$ (25,966.09)
 Other Expenses \$ (5,500.00)
 Capital Outlays \$ (114,007.67)

The appropriation reduction would remove appropriation from capital projects that have been completed. Those projects that have positive or negative cash balances have cash transfer requests to eliminate those cash balances on this fiscal agenda - document JT1803107. Funding comes from reimbursements from Ohio Department of Transportation and Ohio Public Works Commission.

H.	40A068 – Cap Prj Future Yr Debt Issue		BA1803112
	CC762708 – Fairgrounds Improvements		
	Personal Services	\$	(8,248.76)
	Other Expenses	\$	(7,545.29)
	Capital Outlays	\$	(180,553.00)

A request to remove appropriation from a capital project was set up in January 2001 and has been inactive since August 2010. Project expenditures total \$1,238,840, and there is no cash remaining in this subfund.

I.	40A063 – G/O Bonds-Yr___Future		BA1803113
	CC761924 – H.B. 300 Energy Program		
	Capital Outlays	\$	(684,923.48)

A request to remove appropriation from a capital project was set up in 1998 and has been inactive since August 2009. Project expenditures total \$22,309,166, and there is no cash remaining in this subfund.

J.	01A001 – General Fund		BA1803114
	PC400051 – Probate Court		
	Personal Services	\$	85,000.00

The increase in appropriation would cover a projected deficit in benefits. Funding comes from the General Fund.

K.	40A526 – ODOT - LPA		BA1803115
	CE785006 – ODOT - LPA		
	Capital Outlays	\$	31,196,000.00

The Appropriation is requested for five Ohio Dept. of Transportation LPA projects to be funded through reimbursements and cash transfers from the local \$5 fund (26A/650) which had a cash balance of \$8.7 million as of September 30, 2018:

- 1) Cedar Road \$4,510,000 - 80% federally funded and 20% funded by OPWC. The project is located in Beachwood, Lyndhurst, South Euclid & University Heights and is scheduled to be sold in December 2018.
- 2) West 130th Street \$7,931,000 - 80% federally funded and 20% funded by OPWC. The project is located in Beachwood, Lyndhurst, South Euclid & University Heights and is scheduled to be sold in December 2018.
- 3) Towpath Trail Stage IV \$11,000,000 - 100% federally funded. The project is located in the City of Cleveland and is scheduled to be sold in December 2019.

4) Warrensville Center Road \$3,410,000 - 72% federally funded, 16% funded by OPWC, 6% funded by Cuyahoga County via the \$5.00 Fund and 6% funded by the City of Bedford and Maple Heights. The project is located in Bedford and Maple Heights and is scheduled to be sold during fiscal year 2019.

5) North Main Street Bridge - \$4,345,000 - 76% federally funded and 24% funded by Cuyahoga County via the \$5.00 fund. The project is located in the Village of Chagrin Falls and is scheduled to be sold during fiscal year 2019.

L.	21A242 – Juvenile Drug Court	BA1810783
	JC759951 – OJJDP Drug Court	
	Other Expenses	\$ 400,000.00

An appropriation increase for the Office of Juvenile Justice and Delinquency prevention Drug Court Grant, covering the period October 1, 2018 - September 30, 2021. The grant award amount is \$400,000.00 from the U.S. Department of Justice - Office of Assistant Attorney General Office. There is no cash match. The court will serve and provide evidence-based treatment to 60 youth per year, increased the continuum of evidence-based, family-centered treatment options, increase participant involvement in prosocial activities, and engage community partners in the youth's recovery process. The goal of the grant project is to decrease the number of youth with substance use disorders.

M.	20A819 – Geographic Information System	BA1810785
	IT470591 – Geographic Information System	
	Personal Services	\$ (189,136.22)

An appropriation reduction for the closure of this DoIT GIS Index code. A new index code was created and appropriated on the September 23rd Fiscal Agenda. All expenses have been adjusted. There is an appropriation transfer (BA1810784) and cash transfer (JT1810786) Also on this Fiscal Agenda for approval. Once all cash has been transferred and appropriation reduced, the index will be closed.

N.	20D449 – Property Demolition Fund	BA1812140
	DV520809 – Property Demolition Fund	
	Other Expenses	\$ 1,529,000.00

Department of Development is requesting an appropriation increase of \$1,529,000.00 in the Property Demolition Fund. This is for the purpose of providing the necessary appropriation for the remaining Demolition agreements within the year 2018. This includes agreements with the City of Parma, Lakewood, Cleveland Heights, Bedford, Olmsted Township, Newburgh Heights, Cuyahoga Heights, and East Cleveland. Funding is provided through the Property Demolition Fund, which has a cash balance (as of 11-Oct-18) of \$17.7 million.

O.	21A057 – ADAMHS	BA1812148
	CO759977 – ADAMHS ATP Grant CY2018	
	Other Expenses	\$ 44,000.00

Common Pleas Court is requesting an appropriation increase of \$44,000.00. This increase is necessary to set up the appropriations for the Cuyahoga County Common Pleas Court ADAMHS ATP 2018 Index Code. Funding is provided by the Cuyahoga County Alcohol, Drug Addition, and Mental Health Services Board for the grant period of 1/1/18 - 12/31/18.

P. 21A174 – NORD Foundation **BA1812160**
 CO759969 – Pro Bono Lgl Assit-Crim Just Inv Clients
 Personal Services \$ 81,510.60

Common Pleas Court is requesting an appropriation increase of \$81,510.60. This increase is necessary to set up the appropriations for the Cuyahoga County Common Pleas Court "Pro Bono Legal Assistance for Criminal Justice Involved Clients grant. Funding is provided by the NORD Family Foundation for the grant period of 4/2/18 - 4/1/19.

Q. 21A057 – ADAMHS **BA1812163**
 CO759985 – ADAMHS Cures Grant CY2018
 Personal Services \$ 72,000.00

Common Pleas Court is requesting an appropriation increase of \$81,510.60. This increase is necessary to set up the appropriations for the Cuyahoga County Common Pleas Court "Pro Bono Legal Assistance for Criminal Justice Involved Clients grant.

R. 01A001 – General Fund **BA1812168**
 HC019018 – Personnel Review Commission
 Capital Outlays \$ 8,004.00

Personnel Review Commission is requesting an appropriation increase of \$8,004.00. PRC has requested 60 computers for a testing lab. They have experienced scheduling conflicts with the existing computer labs they utilize. \$60k is being transferred from their surplus (Item BA1812169) and need additional appropriation of \$8,004.00. Funding is provided by the General Fund.

S. 20A312 – Coroner’s Lab **BA1812172**
 CR180034 – Medical Examiner
 Capital Outlays \$ (54,663.97)

Office of Budget Management is requesting an appropriation decrease for \$54,663.97 in the Medical Examiner's-Lab Fund. This is to account for capital purchases that will not be taking place in the 2018 year. Funding is provided by the Coroner's Lab Fund comprised of payments for Out of County Autopsies.

T. 01A001 – General Fund **BA1812175**
 CO380121 – Common Pleas – Judicial/General
 Personal Services \$ 47,000.00

 01A001 – General Fund
 CO380410 – Common Pleas - Probation
 Personal Services \$ 412,000.00

Office of Budget Management is requesting an appropriation increase of \$459,000.00. This increase in appropriation is for the purpose of correcting for fringe deficits within Common Pleas Court General Fund Indexes. Funding is provided by the General Fund.

U. 01A001 – General Fund **BA1812176**
 CR180026 – Medical Examiner - Operations
 Personal Services \$ 115,000.00

Office of Budget Management (on behalf of the Medical Examiner's Office) is requesting an appropriation increase for \$115,000.00 in personnel. This is to support appropriation for projected year-end benefits deficits. Funding is provided by the General Fund.

V. 20A076 – Cuy Co Reg Forensic Science Lab SR **BA1812177**
 CR180265 – Cuy Co Reg Forensic Science Lab SR
 Personal Services \$ 45,000.00

Office of Budget Management (on behalf of the Medical Examiner's Office) is requesting an appropriation increase for \$45,000.00 in personnel. This is to support appropriation for projected year-end salary deficits due to equity adjustments within the Medical Examiner's Office. Funding is provided by the General Fund via General Fund Subsidies to the Regional Forensic Science Lab.

W. 20D447 – Economic Development Fund **BA1812178**
 DV520676 – Cuyahoga County Western Reserve Fund
 Other Expenses \$ 2,500,000.00

Department of Development is requesting an appropriation increase of \$2,500,000.00 in the Western Reserve Fund (aka Job Creation/Economic Development Fund). This is for the purpose of providing appropriation for projects with Covia Holdings (Fairmount Santrol) for \$500,000.00 as approved by Council (R2018-0150) and Church and State for \$2,000,000.00 as approved by Council (R2018-0048). Funding is provided through the Economic Development Fund, which has a cash balance (as of 16-Oct-18) of \$19.1 million.

X. 21A359 – Internet Crimes Against Children **BA1813602**
 PR765271 – FY17 Ohio ICAC Task Force
 Personal Services \$ 418,914.00
 Other Expenses \$ 42,794.00
 Capital Outlays \$ 6,410.00

Requesting Year 2 (October 1, 2018 - September 30, 2019) appropriations for the FY17 Ohio Internet Crimes Against Children (ICAC) Grant. This grant is funded by the Department of Justice, Office of Program Services, Office of Juvenile Justice and Delinquency Prevention for the period July 1, 2017 to September 30, 2019 (\$945,212). Year 2 funding was awarded on September 26, 2018 in the amount of \$468,118. Year 1 funding is \$477,094, whereas 76.8% has been expended. There is no cash match.

Y. 21A453 – Felony Coordinator Proj **BA1813606**
 JA769620 – Felony Coordinator 2019
 Personal Services \$ 221,818.00

Requesting appropriations for the FY 2019 Victim of Crimes Act-Felony Coordinator Project, funded by the Ohio Attorney General. This award in the amount of \$177,454.40 and required cash match of \$44,363.60 (included in the Witness Victim Service Center (JA107425) 2018 HHS approved budget) totals \$221,818.00. The grant period is from October 1, 2018 to September 30, 2018. The approval to apply for and accept this grant award took place on July

30, 2018, BC2018-498. This is a continuous grant. The previous grant, JA759639 Felony Coordinator 2018, was expended 100% and there is a cash balance of (\$10,993.17) to be reimbursed.

Z. 01A001 – General Fund **BA1813609**
 DR391052 – Domestic Relations
 Personal Services \$ 260,382.00

Requesting an appropriation increase to cover the deficit in flex benefits. This expense is covered by the General Fund.

AA. 01A001 – General Fund **BA1813612**
 PR191056 – Prosecutor–General Office
 Personal Services \$ 149,577.00

01A001 – General Fund
 PR200071 – Prosecutor–Child Support
 Personal Services \$ 54,397.00

01A001 – General Fund
 PR194720 – Prosecutor–Children & Family Serv
 Personal Services \$ 41,085.00

Requesting an appropriation increase to cover the deficit in flex benefits for 2018. The funding source for this expense is the General Fund.

AB. 20A824 – Family Justice Ctr **BA1813613**
 JA107441 – Family Justice Center
 Personal Services \$ 18,000.00

Requesting an appropriation increase to cover the deficit in flex benefits and equity adjustments that took place this year. The funding source for this expense is the Health and Human Services Levy.

AC. 20A600 – Cuyahoga Support Enforcement Agency **BA1813618**
 SE496000 – Child Support Enforc Agency
 Personal Services \$ 1,250,000.00

Due to the Child Support Enforcement Agency exceeding their budget due to new hires, equity adjustments received this year and a deficit in FLEX benefits, an appropriation increase is being requested to cover the deficit in salary and fringes for 2018. The expense is funded by the Health and Human Services Levy.

AD. 40A069 – Capital Projects **BA1815147**
 CC769604 – Virgil E. Brown Air Intake Damper Repair
 Capital Outlays \$ 67,200.00

To setup a project for the Virgil E Brown Air Intake Dampers Repair and Replacement project. This project will remove, replace or repair the air intake dampers and actuators at the Virgil E. Brown Building. Although the total project cost is estimated to be \$214,500.00, only \$67,200.00

is needed at this time. This project is funded by the General Fund Capital Improvement Subsidy and is on the 2018 CIP using the Special Project/Emergency Line item.

AE. 01A001 – General Fund	BA1815154
SU514141 – Capital Improv. G/F Subsidy	
Other Expenses	\$ 17,515,000.00

To increase appropriations in the Capital Improvement General Fund Subsidy to cover the remaining years expenses for the following projects that are being paid from the 2018 Reserves: Police Headquarters Buildout (\$1,665,000.00), Harvard Garage Purchase (\$3,850,000.00), Harvard Garage Buildout (\$4,500,000.00), Justice Center 4th Floor Regionalization (\$2,000,000.00) and the ERP (\$5,500,000.00). The original 2018 Capital Improvement General Fund Subsidy is \$7,200,000.00 and currently has a remaining balance of \$422,870.00, therefore an increase is necessary to meet our 2018 obligations.

SECTION 2. That the 2018/2019 Biennial Operating Budget for 2018 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 68A100 – Hospitalization-Self Insurance Fund	BA1801550
HR499053 – Benefits Administration	
Other Expenses	\$ 48,000.00
TO: 68A100 – Hospitalization-Self Insurance Fund	
HR499053 – Benefits Administration	
Personal Services	\$ 48,000.00

Requesting the transfer of appropriation from other expenses to payroll to cover projected deficits. The source of funding comes from charges to employees and user agencies for healthcare premiums.

B. FROM: 68A100 – Hospitalization-Self Insurance Fund	BA1801551
HR499038 – Wellness	
Other Expenses	\$ 5,500.00
TO: 68A100 – Hospitalization-Self Insurance Fund	
HR499038 – Wellness	
Personal Services	\$ 5,500.00

Requesting the transfer of appropriation from other expenses to payroll to cover projected deficits. The source of funding comes from charges to employees and user agencies for healthcare premiums.

C. FROM: 01A001 – General Fund	BA1801552
SH350868 – Bedford Jail	
Personal Services	\$ 1,380,000.00

TO:	01A001 – General Fund		
	SH350850 – Euclid Jail – G.F.		
	Personal Services	\$	30,000.00
	01A001 – General Fund		
	SH350272 – Law Enforcement - Sheriff		
	Personal Services	\$	1,350,000.00

Requesting the transfer of appropriation between Sheriff indexes to cover projected payroll deficits. The source of funding comes from the General Fund.

D.	FROM:	24A301 – Children & Family Services		BA1801554
		CF135608 – Contracted Placements		
		Personal Services	\$	149,000.00
		24A301 – Children & Family Services		
		CF135525 – Supportive Services		
		Personal Services	\$	149,000.00
	TO:	24A301 – Children & Family Services		
		CF135491 – Information Services		
		Personal Services	\$	63,000.00
		24A301 – Children & Family Services		
		CF135483 – Training		
		Personal Services	\$	65,000.00
		24A301 – Children & Family Services		
		CF135442 – Caregiver Patient Recruitment		
		Personal Services	\$	35,000.00
		24A301 – Children & Family Services		
		CF135467 – Administrative Services - CFS		
		Personal Services	\$	135,000.00

An appropriation transfer is being requested to cover projected year-end deficits in payroll. Funding comes from the Health and Human Services Levy Fund.

E.	FROM:	01A001 – General Fund		BA1801556
		CN017004 – County Council		
		Personal Services	\$	15,000.00
		Other Expenses	\$	30,000.00
	TO:	01A001 – General Fund		
		CN017004 – County Council		
		Personal Services	\$	45,000.00

Requesting the transfer of appropriation from other expenses to payroll to cover the projected deficit in flex benefits. The source of funding comes from the General Fund.

F.	FROM: 01A001 – General Fund CL200055 – Clerk of Courts Other Expenses	\$ 100,000.00	BA1809143
	TO: 01A001 – General Fund CL200055 – Clerk of Courts Personal Services	\$ 100,000.00	

Office of Budget and Management requests appropriation transfer from other operating to flex benefits to cover projected deficit. Funding source is General Fund.

G.	FROM: 20A264 – County Law Library Resource Board (CLLRB) LL440008 – County Law Library Resource Board (CLLRB) Other Expenses	\$ 10,000.00	BA1809144
	TO: 20A264 – County Law Library Resource Board (CLLRB) LL440008 – County Law Library Resource Board (CLLRB) Personal Services	\$ 10,000.00	

Office of Budget and Management requests appropriation from salaries and other operating to flex benefits to cover projected deficit. Source of funding is the County Law Library Resource Board Fund.

H.	FROM: 24A640 – FCFC Public Assistance FC451492 – Family and Children First Council PA Other Expenses	\$ 46,000.00	BA1809146
	TO: 24A640 – FCFC Public Assistance FC451492 – Family and Children First Council PA Personal Services	\$ 46,000.00	

Office of Budget and Management requests appropriation transfer from contractual services to salaries and flex benefits to cover projected deficits. Funding source is Health and Human Services Levy.

I.	FROM: 01A001 – General Fund IT601021 – Information Technology Administration Personal Services	\$ 172,000.00	BA1810776
	01A001 – General Fund IT601104 – Mainframe Operation Services Personal Services	\$ 62,000.00	
	TO: 01A001 – General Fund IT601039 – Project Management Personal Services	\$ 9,000.00	
	01A001 – General Fund IT601088 – Security and Disaster Recovery Personal Services	\$ 27,500.00	

01A001 – General Fund
 IT601096 – Engineering Services
 Personal Services \$ 180,000.00

01A001 – General Fund
 IT601138 – WAN Services
 Personal Services \$ 17,500.00

Appropriation transfers to cover for expected deficits in multiple general fund Department of Information Technology (DoIT) departments. This transfer will reallocate funds between the departments to cover deficits, current appropriation levels are sufficient to cover all general fund expenditures.

J. FROM: 24A430 – Executive Office of HHS **BA1810777**
 HS157396 – Human Services Applications
 Other Expenses \$ 210,000.00

TO: 24A430 – Executive Office of HHS
 HS157396 – Human Services Applications
 Personal Services \$ 210,000.00

Appropriation transfers to cover for expected deficits in the HHS IT for the Department of Information Technology (DoIT) departments. This transfer will reallocate funds from Contracts to Personnel in order to cover deficits, current appropriation levels are sufficient to cover all of these HHS Levy expenditures.

K. FROM: 20A811 – JC Detention and Probation Services **BA1810778**
 JC107516 – JC Probation Services
 Other Expenses \$ 145,000.00

TO: 20A811 – JC Detention and Probation Services
 JC107532 – JC Legal Services
 Personal Services \$ 115,000.00

20A811 – JC Detention and Probation Services
 JC107516 – JC Probation Services
 Personal Services \$ 30,000.00

An appropriation transfer from Other Operating within Probation Services, to Salary and Benefits for Legal Services and Benefits for Probation Services. This adjustment will prevent projected deficits for Salary and Benefits during the final months of the year. Current appropriations are sufficient to cover these expected expenses.

L. FROM: 20A819 – Geographic Information System **BA1810784**
 IT470591 – Geographic Information System
 Personal Services \$ 369,764.78

TO: 20A819 – Geographic Information System
 IT470591 – Geographic Information System
 Other Expenses \$ 369,764.78

Appropriation transfer from personnel salary to other expenses, allowing for the cash transfer to the Real Estate Assessment Fund. This is a part of our process to change the DoIT GIS Index code, bringing it under the REA Subfund, and will allow us to close this index code. A cash transfer is also on this fiscal agenda, item JT1810786, as well as appropriation reductions for this index code, item BA1810785.

M. FROM: 01A001 – General Fund **BA1812169**
 HC019018 – Personnel Review Commission
 Personal Services \$ 60,000.00

TO: 01A001 – General Fund
 HC019018 – Personnel Review Commission
 Capital Outlays \$ 60,000.00

Personnel Review Commission is requesting an appropriation transfer for \$60,000.00 from Personnel to Capital. PRC has requested 60 computers for a testing lab. They have experienced scheduling conflicts with the existing computer labs they utilize. \$60k is being transferred from their surplus in salaries to capital, transfer will coincide with an additional appropriation request of \$8,004.00 (BA1812168).

N. FROM: 01A001 – General Fund **BA1812170**
 CO380220 – Common Pleas – Central Sched.
 Personal Services \$ 988,000.00

TO: 01A001 – General Fund
 CO380121 – Common Pleas – Judicial/General
 Personal Services \$ 161,000.00
 Other Expenses \$ 483,000.00

01A001 – General Fund
 CO380196 – Common Pleas - Arbitration
 Personal Services \$ 199,000.00

01A001 – General Fund
 CO380220 – Common Pleas – Central Sched.
 Other Expenses \$ 45,000.00

01A001 – General Fund
 CO380410 – Common Pleas - Probation
 Personal Services \$ 100,000.00

Common Pleas Court is requesting an appropriation transfer of \$988,000.00. This transfer is necessary to support future expenditures for year-end anticipated expenses. Funding is provided by the General Fund.

O. FROM: 01A001 – General Fund **BA1812171**
 CO380410 – Common Pleas - Probation
 Personal Services \$ 550,000.00

TO: 01A001 – General Fund
 CO380121 – Common Pleas – Judicial/General
 Other Expenses \$ 550,000.00

Common Pleas Court is requesting an appropriation transfer of \$550,000.00. This transfer is necessary to support future expenditures for year-end anticipated expenses. Funding is provided by the General Fund.

P. FROM: 01A001 – General Fund **BA1812173**
 VS490052 – Veterans Service Commission
 Other Expenses \$ 45,000.00

TO: 01A001 – General Fund
 VS490052 – Veterans Service Commission
 Personal Services \$ 45,000.00

Office of Budget Management is requesting an appropriation transfer for Veterans Services Commission for \$45,000.00 from Contracts and Professional Services to Personnel Benefits. This is to support projected deficits in the Flex Benefits area for the department. Funding is provided by the General Fund.

Q. FROM: 01A001 – General Fund **BA1812174**
 DV014100 – Economic Development
 Other Expenses \$ 28,000.00

TO: 01A001 – General Fund
 DV014100 – Economic Development
 Personal Services \$ 28,000.00

Office of Budget Management is requesting an appropriation transfer for the Department of Development for \$28,000.00 from Contracts and Professional Services to Personnel Benefits. This is to support projected deficits in the flex benefits are for the department. Funding is provided by the General Fund.

R. FROM: 01A001 – General Fund **BA1813600**
 PR151977 – ICAC GF Task Force
 Personal Services \$ 7,000.00

TO: 01A001 – General Fund
 PR151977 – ICAC GF Task Force
 Capital Outlays \$ 7,000.00

Due to a surplus in fringes based on attrition, an appropriation transfer is being requested to move additional appropriations to capital outlays for the purchase of a 2019 Ford Fusion S for the Internet Crimes Against Children (ICAC) General Fund Task Force. ICAC currently has two vehicles that are used in state-wide operations that is in constant need of costly repairs and maintenance. Once this new vehicle is purchased, the two current vehicles will be sold in an auction. The purchase of this new vehicle is funded by the General Fund.

S. FROM: 20A814 – Wireless 9-1-1 Government Assistance **BA1813614**
 JA106773 – Wireless 9-1-1 Government Assistance
 Other Expenses \$ 16,000.00

TO: 20A814 – Wireless 9-1-1 Government Assistance
 JA106773 – Wireless 9-1-1 Government Assistance
 Personal Services \$ 16,000.00

Requesting an appropriation transfer to cover fringe benefits through 2018. The expense is funded by the Government Assistance Fund, 93.9% and Communications Services Revenue through Olmsted Falls, 6.1%.

T. FROM: 01A001 – General Fund **BA1813617**
 JA050088 – Justice Affairs Admin
 Personal Services \$ 18,400.00

TO: 01A001 – General Fund
 JA302224 – Public Safety Grants Administration (RPL)
 Personal Services \$ 18,400.00

Requesting an appropriation transfer to cover the deficit in salary and fringes for 2018. The expense is funded by the General Fund.

U. FROM: 01A001 – General Fund **BA1815148**
 FS109975 – Microfilm Center
 Other Expenses \$ 20,000.00

TO: 01A001 – General Fund
 FS109991 – Recording/Conveyance
 Other Expenses \$ 20,000.00

To transfer appropriations from our Microfilm Department to our Recording and Conveyance Department to cover the Rental Registry expenses that were recently mailed out. Both departments are in the General Fund.

V. FROM: 20A658 – Fiscal Certificate of Title Admin **BA1815149**
 FS109694 – Fiscal Oper-Title Bureau
 Other Expenses \$ 30,000.00

TO: 20A658 – Fiscal Certificate of Title Admin
 FS109694 – Fiscal Oper-Title Bureau
 Personal Services \$ 30,000.00

To transfer appropriations in the Title Bureau Fund to cover the estimated flex benefits expenses for the remaining year. Funding comes from the revenue of auto and boat titles and has a current cash balance of \$7,903,953.00.

SECTION 3. That the 2018/2019 Biennial Operating Budget for 2018 be amended to provide for the following cash transfers between County funds:

Fund Nos./Budget Accounts

Journal Nos.

A.	FROM: 01A001 – General Fund			JT1801506
	SU515346 – General Fund Operating Subsidies			
	Transfer Out	\$	2,319,678.00	
	TO: 20A195 – Self-Insurance Regionalization			
	HR499087 – Self-Insurance Regionalization			
	Revenue Transfer	\$	2,319,678.00	

A cash transfer is being requested to subsidize the County's regional benefits program to clear the current negative cash balance and projected negative cash balance. Funding comes from the General Fund.

B.	FROM: 26A651 – \$7.50 R & B Registration Tax			JT1803107
	CE417477 – \$7.50 Lic Tx Fnd Cap Imp			
	Transfer Out	\$	142,774.19	
	26A650 – \$5.00 Road Capital Improvements			
	CE418053 – Cty Eng - \$5 Lic Tax Fund			
	Transfer Out	\$	385,893.15	
	40A526 – ODOT - LPA			
	CE785006 – ODOT - LPA			
	Transfer Out	\$	38,989.82	
	TO: 40A524 – OH Dpt of Pub Wrks Integrating Committee			
	CE785394 – Hathaway Road Resurfacing			
	Revenue Transfer	\$	507.24	
	40A524 – OH Dpt of Pub Wrks Integrating Committee			
	CE785337 – Noble Road Resurfacing			
	Revenue Transfer	\$	348,882.96	
	40A524 – OH Dpt of Pub Wrks Integrating Committee			
	CE785311 – Columbus Road Bridge 109			
	Revenue Transfer	\$	133,429.67	
	40A526 – ODOT - LPA			
	CE785006 – ODOT - LPA			
	Revenue Transfer	\$	45,847.47	
	26A651 – \$7.50 R & B Registration Tax			
	CE417477 – \$7.50 Lic Tx Fnd Cap Imp			
	Revenue Transfer	\$	241.89	
	26A650 – \$5.00 Road Capital Improvements			
	CE418053 – Cty Eng - \$5 Lic Tax Fund			
	Revenue Transfer	\$	38,747.93	

The requested cash transfers are between local Road & Bridge funds and projected funded through Ohio Dept. of Transportation and Ohio Department of Public Works to bring the cash balances in each project to zero since the projects are completed. Funding for the Road & Bridge funds come from Ohio gas and license tax.

B. FROM: 26A601 – General Gas & License Fees **JT1803109**
 CE835025 – Cty Engr Admin
 Transfer Out \$ 3,000,000.00

TO: 40A526 – ODOT - LPA
 CE785006 – ODOT - LPA
 Revenue Transfer \$ 3,000,000.00

The cash transfer would provide sufficient funds to avoid a negative cash balance during the time between expenditures occur and reimbursements are received from the State of Ohio. Funding comes from license fees, gas taxes, and miscellaneous fines. The cash balance in this sub-fund was \$24,914,636 as of Sept. 30, 2018.

C. FROM: 29A392 – Health & Human Services Levy 3.9 **JT1803111**
 SU515338 – Health & Human Serv. Levy 3.9 Subsidies
 Transfer Out \$ 100,000.00

TO: 20A267 – Public Defender HHS
 PD141333 – Public Defender HHS
 Revenue Transfer \$ 100,000.00

The transfer provides the second half of the 2018 budget subsidy to the Public Defender's Office from the HHS Levy for work with child support issues at Juvenile Court.

D. FROM: 20A819 – Geographic Information System **JT1810786**
 IT470591 – Geographic Information System
 Transfer Out \$ 731,508.02

TO: 20A301 – Real Estate Assessment Fund
 FS109702 – Fiscal Oper – Tax Assessments
 Revenue Transfer \$ 731,508.02

A cash transfer moving funds from the DoIT GIS index back into the R Real Estate Assessment Fund.

E. FROM: 20A809 – Witness Victim HHS **JT1813608**
 JA107425 – Witness Victim HHS
 Transfer Out \$ 44,363.61

TO: 21A453 – Felony Coordinator Proj
 JA769620 – Felony Coordinator 2019
 Revenue Transfer \$ 44,363.61

Requesting a cash transfer to provide the cash match for the FY 2019 Victims of Crime Act - Felony Coordinator Project grant. This grant is funded by the Ohio Attorney General's Office for the period October 1, 2018 to September 30, 2019. The approval to apply for and accept this grant took place on July 30, 2018, BC2018-498. This is a continuous grant. The previous grant was the FY 2018 VOCA - Felony Coordinator Project, whereas 100% was expended and the current cash balance is (\$10,933.17) to be reimbursed.

SECTION 4. That items approved in Resolution Nos. R2018-0003 dated 1/9/2018 and R2018-0198 dated 10/10/2018 be corrected as follows to reconcile appropriations for 2018 in the County's financial system:

Resolution No. R2018-0003 dated 1/9/2018:

Original Item to be Corrected – Section 3

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
AG. FROM: 01A004 – .25% Sales Tax Fund	JT1815012
MI512699 – .25% Sales Tax	
Transfer Out	\$ 9,500,000.00
TO: 01A001 – General Fund	
ND508515 – Non-Departmental Revenue GF	
Revenue Transfer	\$ 9,500,000.00

Cash transfer of funds from the .25% Fund per the approved 2018 County Council Budget R2017-0182. Funding comes from .25% sales tax.

Corrected Item – Section 3

<u>Corrected Item – Section 3</u>	<u>Journal Nos.</u>
AG. FROM: 01A004 – .25% Sales Tax Fund	JT1815012
MI512699 – .25% Sales Tax	
Transfer Out	\$ 6,500,000.00
TO: 01A001 – General Fund	
ND508515 – Non-Departmental Revenue GF	
Revenue Transfer	\$ 6,500,000.00

Cash transfer of funds from the .25% Fund per the approved 2018 County Council Budget R2017-0182. Funding comes from .25% sales tax.

Resolution No. R2018-0198 dated 10/10/2018:

Original Item to be Corrected – Section 2

Fund Nos./Budget Accounts

Journal Nos.

D.	FROM: 21A091 – Sexual Assault Kit Initiative (SAKI) PR956445 – FY15 CCSAKI (2015-2018) Other Expenses	\$ 4,000.00	BA1813595
	TO: 21A091 – Sexual Assault Kit Initiative (SAKI) PR756445 – FY15 CCSAKI (2015-2018) Personal Services	\$ 4,000.00	

Requesting an appropriation transfer to cover salaries for the FY15 Sexual Assault Kit Initiative (SAKI) grant through Pay Period 23. This grant is funded by the U.S. Department of Justice, Office of Justice Services for the period October 1, 2018 to September 30, 2019 (grant extended for an additional year).

Corrected Item – Section 2

Journal Nos.

D.	FROM: 21A091 – Sexual Assault Kit Initiative (SAKI) PR756445 – FY15 CCSAKI (2015-2018) Other Expenses	\$ 4,000.00	BA1813595
	TO: 21A091 – Sexual Assault Kit Initiative (SAKI) PR756445 – FY15 CCSAKI (2015-2018) Personal Services	\$ 4,000.00	

Requesting an appropriation transfer to cover salaries for the FY15 Sexual Assault Kit Initiative (SAKI) grant through Pay Period 23. This grant is funded by the U.S. Department of Justice, Office of Justice Services for the period October 1, 2018 to September 30, 2019 (grant extended for an additional year).

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

Journal CC032
October 23, 2018



TO: Jeanne Schmotzer, Clerk of County Council
FROM: Maggie Keenan, Office of Budget and Management
CC: Dennis Kennedy, Fiscal Office; Mary Louise Madigan, Communications
DATE: October 16, 2018
RE: Fiscal Agenda – 10-23-2018

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **October 23, 2018**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, are necessary to cover expenses. Items of note on this agenda include:

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, I am always happy to discuss in more detail. Thank you!

- Request to increase appropriation to various agencies and departments to cover projected shortfalls in the budgets for employee healthcare. As previously reported by OBM (please see January Monthly Update), the 2018 Budget was based off assumptions provided by the County's Benefits Consultant relative to employee participation and plan selection. Plan selection differed from what was assumed, which was that employees formerly in the United Health Care plan would elect the MetroHealth Select plan; many of these employees selected Medical Mutual, which is costlier to the County. As a result, the per pay charges to recover the County's contribution exceeds what was expected in the budget. These appropriation adjustments are needed to post charges through the rest of the year. **Please note that this appropriation increase does not impact spending projections, which since the beginning of the year, have reflected the increased cost.** These requests seek to reconcile the budget to the projections.
- Request to increase appropriation in the General Fund to cover expenses in the Regional Benefits Program. This program was canceled effective December 31, 2018, but per the terms of the agreements with the various participants, except for the Board of Developmental Disabilities, the County is responsible for claims in excess of the revenue generated by the rates established by the County's Benefits Consultant. Based on projections using data available through mid-October, OBM projects that an additional \$2.3 million in revenue is needed to cover expenses that will post this year, as well as the Incurred but Not Reported (IBNR) claims. This request does impact General Fund reserves.
- Request to increase appropriation to the Demolition Program in the amount of \$1.5 million. Please note that current estimates do reflect a draw-down on the \$8 million Reserve for this program established in the General Fund as part of the 2018-2019 Biennial Budget.
- Request to increase appropriation to the Department of Health and Human Services/Office of Child Support Services to cover a projected shortfall in personnel. Based on current estimates, personnel costs will exceed budget by nearly \$2 million in 2018, \$240,000 of which is in salaries.

Child Support Services' expenses are reimbursed at the rate of 66% through Federal Title IV-D funds and additionally covered by the HHS Levies.

- Request to increase appropriation totaling \$17.5 million to cover the General Fund's contribution to capital expenditures in 2018. A General Fund subsidy totaling \$7.2 million was approved in the Adopted Biennial Budget, but since that time the County has approved the purchase and build-out of the Cleveland Police Headquarters building, and the purchase and build-out of the Harvard Road Garage. Additionally, due to the expiration of the proceeds of the 2014 Sales Tax Revenue Bonds issued, the \$22 million remaining on the ERP project needs to be covered by the General Fund. This request does impact reserves, although please note that these costs have been projected as Reserves on Balance since 2017 and were reflected in the 2018 projections at 2nd Quarter. **This appropriation request does not impact spending projections.**
- Request to transfer appropriation within the Sheriff's Office to cover a projected shortfall in personnel in the Law Enforcement division. In addition to not receiving a renewal of a grant, overtime expenditures have increased this year, and even more since the start of the Regional Prisoner project.
- The first item in Section 4 relates to the change in accounting of the Sales Tax bonds issued by the County (2014, 2015, 2016, 2017). This does not impact cash balances and is necessary to properly reconcile revenue and expenditures related to those bonds. The second item corrects an incorrect index code.

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
Common Pleas Court	\$197,510.60	Grant – No General/HHS Levy Fund Impact
Common Pleas Court	\$459,000.00	General Fund
Community-Based Correctional Facility	\$20,020.00	Grant – No General/HHS Levy Fund Impact
Development	\$4,029,000.00	Special Revenue – General Fund Impact
Domestic Relations Court	\$260,382.00	General Fund
Fiscal/Subsidies	\$2,319,678.00	General Fund
HHS/Children & Family Services	\$4,367,000.00	Special Revenue – HHS Levy Fund Impact
HHS/Child Support Services	\$1,250,000.00	Special Revenue – HHS Levy Fund Impact
Information Technology	(\$189,136.22)	Special Revenue – No General/HHS Levy Fund Impact
Juvenile Court	\$400,000.00	Grant – No General/HHS Levy Fund Impact
Medical Examiner	(\$54,663.97)	Special Revenue – No General/HHS Levy Fund Impact
Medical Examiner	\$115,000.00	General Fund
Medical Examiner	\$45,000.00	Special Revenue – General Fund Impact
Municipal Courts	\$145,000.00	General Fund
Personnel Review Commission	\$8,004.00	General Fund
Probate Court	\$85,000.00	
Prosecutor	\$468,118.00	Grant – No General/HHS Levy Fund Impact
Prosecutor	\$196,099.00	General Fund
Public Safety	\$221,818.00	Grant – HHS Levy Fund Impact

Public Safety	\$18,000.00	Special Revenue – HHS Levy Fund Impact
Public Works/Capital Projects	\$16,700,929.47	Special Revenue – No General/HHS Levy Fund Impact
Public Works/Road & Bridge	\$27,535,299.44	Special Revenue – No General/HHS Levy Fund Impact
Sheriff's Office	\$380,000.00	Special Revenue – General and HHS Levy Fund Impact

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
Clerk of Courts	\$100,000.00	General Fund
Common Pleas Court	\$1,538,000.00	General Fund
Council	\$45,000.00	General Fund
Development	\$28,000.00	General Fund
Fiscal	\$20,000.00	General Fund
Fiscal	\$30,000.00	Special Revenue – No General/HHS Levy Fund Impact
HHS/Children & Family Services	\$298,000.00	Special Revenue – HHS Levy Fund Impact
HHS/Family & Children First	\$46,000.00	Special Revenue – HHS Levy Fund Impact
Human Resources/Benefits	\$53,500.00	Special Revenue – General & HHS Levy Fund Impact
Information Technology	\$234,000.00	General Fund
Information Technology	\$210,000.00	Special Revenue – HHS Levy Fund Impact
Information Technology	\$369,764.78	Special Revenue – No General/HHS Levy Fund Impact
Juvenile Court	\$145,000.00	Special Revenue – HHS Levy Fund Impact
Law Library Resource Board	\$10,000.00	Special Revenue – No General/HHS Levy Fund Impact
Personnel Review Commission	\$60,000.00	General Fund
Prosecutor	\$7,000.00	General Fund
Public Safety	\$32,500.00	Special Revenue – General Fund Impact
Sheriff	\$1,380,000.00	General Fund
Veterans Services Commission	\$45,000.00	General Fund

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
Human Resources	\$2,319,678.00	General Fund
Information Technology	\$731,508.02	Special Revenue – General Fund Impact
Public Defender	\$100,000.00	HHS Levy Fund
Public Safety	\$44,363.61	Special Revenue – HHS Levy Fund Impact
Public Works/Road & Bridge	\$3,567,657.16	Special Revenue – No General/HHS Levy Fund Impact

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0213

<p>Sponsored by: County Executive Budish/Departments of Law and Public Works</p>	<p>A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters, representing approximately 6 employees in the classifications of Airport Technician II and III at the Department of Public Works/Cuyahoga County Airport for the period 12/1/2016 - 11/30/2019 to establish the terms of the wage re-opener and to modify Article 32; directing that funds necessary to implement the amendment be budgeted and appropriated; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Cuyahoga County and Teamsters Local 436, affiliated with the International Brotherhood of Teamsters (“the Union”), have agreed to amend the Collective Bargaining Agreement (CBA) representing approximately 6 employees in the classifications of Airport Technician II and III at the Cuyahoga County Airport operating under the direction of the Department of Public Works to establish a 2019 COLA pursuant to a previously negotiated wage re-opener for the period 12/1/2016 - 11/30/2019 and to modify Article 32 of the CBA; and

WHEREAS, the parties desire to amend the CBA under the terms of the attached tentative agreement which has been ratified and approved by the Union members; and

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within fourteen (14) days of the date on which the parties finalize the agreement, unless otherwise specified, but if the appropriate legislative body is not in session at the time, then within fourteen (14) 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 (30) days after the public employer submits the agreement; and

WHEREAS, it is necessary that this Resolution become effective immediately to ensure the efficient operation of the Department of Public Works.

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

SECTION 1. The Cuyahoga County Council hereby approves an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters (“the Union”), representing approximately 6 employees in the classifications of Airport Technician II and III at the Cuyahoga County Airport operating under the direction of the Department of Public Works to establish a 2019 COLA pursuant to a previously negotiated wage re-opener for the period 12/1/2016 - 11/30/2019 and to modify language in Article 32 of that CBA.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County, and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight (8) members of the Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight (8) 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 CC032
October 23, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0214

Sponsored by: County Executive Budish on behalf of Cuyahoga County Office of the Prosecuting Attorney	A Resolution approving a proposed settlement in the matter of Dashone Dunlap, et. al. vs. Administrative Judge of Cuyahoga County Court of Common Pleas, Juvenile Division Kristen W. Sweeney, et. al., United States District Court Case No. 1:17-CV-1926; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Dashone Dunlap, Sayequee Hale, Marcus Jackson, and Marquez Daniel filed a civil action docketed as Dashone Dunlap, et. al. vs. Administrative Judge of Cuyahoga County Court of Common Pleas Kristen W. Sweeney, et. al., United States District Court Case No. 1:17-CV-1926; and

WHEREAS, Dashone Dunlap, Sayequee Hale, Marcus Jackson, and Marquez Daniel, and the County of Cuyahoga, for and on behalf of Kristin W. Sweeney, Administrative Judge of Cuyahoga County Court of Common Pleas, Juvenile Division, and Joshua Zimmerman wish to fully and completely resolve with finality any and all alleged claims of whatever kind or nature that Dashone Dunlap, Sayequee Hale, Marcus Jackson, and Marquez Daniel have, had, or may have against the County of Cuyahoga and/or Kristen W. Sweeney, Administrative Judge of Cuyahoga County Court of Common Pleas, Juvenile Division; and any of their current and /or former officials, officers, servants, agents, and employees, including Joshua Zimmerman and Freddie Hodges; and

WHEREAS, the parties hereto have reached a Settlement Agreement that, if performed, will fully settle and resolve the Matter; and

WHEREAS, Council, having been briefed about the facts and the history of the case, approves of the proposed settlement.

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

SECTION 1. The County Council hereby approves the Settlement Agreement with the Plaintiffs in the amount of One Hundred Seventy-Nine Thousand and Five Hundred Dollars (\$179,500.00), inclusive of all costs and attorneys' fees to be paid by means of four separate warrants, each in the amount of Forty-Four Thousand Eight Hundred and Seventy-Five Dollars (\$44,875.00) and made payable to Malik Law, LLC for Dashone Dunlap, Sayequee Hale, Marcus Jackson, and Marquez Daniel.

As part of this Settlement Agreement, County Council approves payment of one-half of mediation fees submitted, the County's portion of said fees totaling Seven Hundred Forty-Two Dollars and Eight Cents (\$742.08) payable to Black, McCusky, Souers, & Arbaugh LPA.

SECTION 2. The County Executive (or his authorized designee) is hereby authorized to execute a settlement agreement and any other documents to effectuate the settlement in accordance with this Resolution.

SECTION 3. If any specific appropriation is necessary to effectuate this settlement, such appropriation is approved, and the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

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

Journal CC032
October 23, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0215

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 outlines 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 Budish has nominated various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for various terms as follows:

- a) Appointments for the term 7/1/2018 - 6/30/2021:
 - 1. William Moore
 - 2. Dan O’Malley
 - 3. Shana Marbury
 - 4. Deborah Vesey

- b) Reappointments for an unexpired term ending 6/30/2020:

1. Camille Ali
2. William H. Gary, Sr.
3. David J. Wondolowski

c) Reappointments for an unexpired term ending 6/30/2021:

1. Susan M. Sheehan
2. Jason Shank
3. David Merriman
4. Michael Jeans
5. LaToya M. Smith

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 various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for various terms as follows:

a) Appointments for the term 7/1/2018 - 6/30/2021:

1. William Moore
2. Dan O'Malley
3. Shana Marbury
4. Deborah Vesey

b) Reappointments for an unexpired term ending 6/30/2020:

4. Camille Ali
5. William H. Gary, Sr.
6. David J. Wondolowski

c) Reappointments for an unexpired term ending 6/30/2021:

1. Susan M. Sheehan
2. Jason Shank
3. David Merriman
4. Michael Jeans
5. LaToya M. Smith

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:

_____ Date
County Council President

_____ Date
Clerk of Council

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 20__



October 15, 2018

Dan Brady, President
Cuyahoga County Council
Cuyahoga County Administration Building
2079 E. 9th, 8th Floor
Cleveland, OH 44115

Re: Cleveland/Cuyahoga County Workforce Development Board

Dear President Brady:

As you know, the Cleveland/Cuyahoga County Workforce Development Board was established to fulfill the functions outlined in the Federal Workforce Investment Act of 1998. This joint operation between the City of Cleveland and Cuyahoga County provides public policy guidance and exercises oversight of local programs of workforce activities. For this Board, I am pleased to offer the reappointments of the following individuals:

1. Camille Ali 3-year term ending: June 30, 2020
2. William Gary 3-year term ending: June 30, 2020
3. Dave Wondolowski 3-year term ending: June 30, 2020
4. Susan Sheehan 3-year term ending June 30, 2021
5. Jason Shank 3-year term ending June 30, 2021
6. David Merriman 3-year team ending June 30, 2021
7. Michael Jeans 3-year-term ending: June 30, 2021
8. LaToya Smith 3-year-term ending: June 30, 2021

And the following new appointments:

1. William Moore for a 3-year term ending: June 30, 2021
2. Dan O'Malley for a 3-year term ending: June 30, 2021
3. Shana Marbury for a 3-year term ending: June 30, 2021
4. Deborah Vesey for a 3-year term ending: June 30, 2021

Supporting documentation, including biographical information about each nominee and appropriate nomination materials are attached for your review.

I ask that this appointment be set for confirmation as soon as possible. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz at 216-258-8921. I thank you for your assistance.

Sincerely,


Armond Budish

Ohio | **Opportunities for Ohioans with Disabilities**

Camille Ali
Vocational Rehabilitation Supervisor
Opportunities for Ohioans with Disabilities (OOD)

Camille Ali is a Vocational Rehabilitation Supervisor who works for Opportunities for Ohioans with Disabilities (OOD). She obtained a Bachelor of Arts Degree in Psychology from Ursuline College and a Master of Arts Degree in Psychology and Diversity Management from Cleveland State University. Camille previously worked in accounting for fifteen years until 2007 when she accepted a position with OOD as a Vocational Rehabilitation Counselor. In this role she advanced her skills to become an Eligibility Counselor determining eligibility and order of selection for all applicants in Cuyahoga and Lake Counties.

In 2012, Camille accepted her current position as a Vocational Rehabilitation Supervisor supervising staff under the Bureau of Vocational Rehabilitation (BVR) and the Bureau of Services for the Visually Impaired (BSVI). She supervises Vocational Rehabilitation Counselors, Accountant Examiners, and Caseload Assistants who provide vocational rehabilitation services to individuals with disabilities from ages 14 to 99. Her office is in Lakewood, Ohio; however her team serves individuals from Lorain to Ashtabula counties.

Camille is a strong advocate for individuals with disabilities and she strives to assist them in working towards their goals. She is also active in her local community and church and has served in various teaching and leadership roles. Camille has been a member of Workforce Development Boards in various counties including the Cleveland/Cuyahoga County Workforce Development Board.

WILLIAM H. GARY, SR.
EXECUTIVE VICE PRESIDENT, WORKFORCE COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION
CUYAHOGA COMMUNITY COLLEGE

William H. Gary, Sr. has over 30 years experience in private and public sector management. His private sector experience includes operations management, human resources management, business development, government relations and legislative affairs in industry sectors such as steel manufacturing, health care, information systems, telecommunications, aviation and manufacturing.

On July 1, 2014, William joined Cuyahoga Community College (Tri-C) as Executive Vice President, Workforce and Economic Development, reporting to Dr. Alex Johnson, Tri-C's President. His responsibilities include managing and coordinating all college policy and programming pertaining to Workforce Training, Education, Community and Economic Development, community based partnerships and activities, and assisting Tri-C's President with community and business outreach initiatives.

Since joining Tri-C, William has completely restructured Tri-C's Workforce Division and changed the paradigm of program development and delivery to ensure alignment with the business needs of employers and individuals seeking jobs at sustainable livable wages. The restructuring has resulted in the establishment of four Centers of Excellence, designed to offer high-quality, industry-relevant courses and training that use state-of-the-art facilities to provide the comprehensive, hands-on training students need to gain a competitive edge in today's market. These Centers of Excellence are the Public Safety Training Institute, the Hospitality Management Center, the Center for Information Technology, and the Manufacturing Technology Center.

Prior to joining Tri-C, he served, for 14 years, as Vice President, Workforce Development for Northern Virginia Community College (NOVA), the nation's second largest community college, and Virginia's largest institution of higher education. Reporting to the President, he was responsible for overseeing and coordinating NOVA's Workforce and Economic Development organization, including providing support to regional workforce investment board and economic development initiatives, and strategic, college-wide leadership for the development and delivery of workforce training and development programs to government, business and industry clients. He was a Founding Member of the Northern Virginia Workforce Investment Board, and served as Chairman of the Dulles Regional Chamber of Commerce, the largest Chamber of Commerce in Northern Virginia. He also served as a member of the Board of Trustees of Novant Prince William Health System, one of the largest health system organizations in Northern Virginia.

Before joining NOVA, William served as Vice President/Chief Operating Officer for NavCom Systems, Inc., an aviation, telecommunications and manufacturing company; Computer Sciences Corporation as Director of Human Resources and Director of Government Relations/Legislative Affairs; and held senior management positions with Johnson and Johnson, as Director of Personnel, and Lukens Steel Company as Technical Recruiter and Labor Relations Representative.

His board memberships include the Ohio Means Jobs Workforce Development Board, Fund for Our Economic Future, Global Cleveland, and numerous Community-Based Organization initiatives to assure the economic and social vitality of Northeast Ohio.

Mr. Gary earned his B.A. Degree from Morehouse College, Atlanta, Georgia, and his M.A. Degree in Industrial Relations from Rutgers University, New Brunswick, New Jersey.

David J. Wondolowski
Bio

David J. Wondolowski is the Executive Secretary and Business Manager of the Cleveland Building and Construction Trades Council which represents 14,000 Building Trades members in Cuyahoga, Lake, Geauga and Ashtabula counties. David formerly served on Broadview Heights City Council, and is a former member of the Ohio Public Works Commission. Currently, he serves on the Cuyahoga County/City of Cleveland Work Force Investment Board, he is a member of the governing board of the Ohio Consumer's Council, an Executive Board member for the North Shore AFL-CIO, a member of the NOACA's Business Advisory Committee, and he served on the transition team for Cuyahoga County Executive Armond Budish. In 2016 David was elected to serve on the Cuyahoga County Board of Elections. David is also a member of the Greater Cleveland Partnership (GCP), a board member of the GCP's Commission on Economic Inclusion, and an Executive Board member of the GCP's Construction, Diversity, and Inclusion Committee.

Susan M. Sheehan



216-310-3484
sshiehan@cuyahogalibrary.org

Susan M. Sheehan is the Adult Education Services Assistant Director with the Cuyahoga County Public Library. She is the primary contact for the Aspire Greater Cleveland Program, including the Aspire Grant, the Integrated English Language Civics Education (IELCE-IET) Grant, the Workplace Education Program and the HSE Testing Program.

Ms. Sheehan is passionate about assisting adults in reaching their potential so that they can find fulfillment and success. She believes that this affects not only the individual but the family and friends of the individual, and ultimately, the entire community. Ms. Sheehan strategically partners with multiple community members and organizations to make this happen.

Prior to serving as Adult Education Services Assistant Director in Cuyahoga County Public Library, Ms. Sheehan worked as Supervisor of the Adult Education Services Department of the Parma City School District. In addition, she has collaborated with employers in coordinating and providing Skills Enrichment programs at workplace sites. She also taught high school and middle school level English classes. In addition, she served as an elementary school Reading Specialist and designed and facilitated Family Literacy programs.

Ms. Sheehan graduated from John Carroll University with a B.A. in Education and certification in English and Reading. She earned her M.Ed. in Curriculum and Instruction at Cleveland State University. Ms. Sheehan is an avid reader, a true believer in life-long learning, and has earned an additional 85+ graduate hours in Educational Administration through Ashland University and Kent State University.

Ms. Sheehan serves as a Board member for the Workforce Development Board Area 3, is an active member of Ohio Association of Adult and Continuing Education (OAACE), Commission on Adult Basic Education (COABE), Refugee Services Collaborative, ProLiteracy, and The Literacy Cooperative. Ms. Sheehan is a 2008 graduate of Leadership Parma.

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JASON SHANK

BIO

Jason Shank is the Training Director for Plumbers Local 55/Cleveland Plumbing Contractors Association Joint Apprenticeship and Training Committee (JATC) in Cleveland for the past six years. As training director, Shank is responsible for training plumbing apprentices, residential trainees and plumbing service trainees.

Shank has been the president of the Northern Ohio Chapter of ASSE International for the past six years, Regional Director for 2 years and is currently a member of the Professional Qualifications Standards Committee, Code Committee, Hospital Plumbing Research Committee and Service Committee. He is also a Trustee for the northeast area of the Ohio Association of Plumbing Inspectors for two years, secretary of the State of Ohio Joint Apprenticeship Committee for Plumbers, Pipefitters and HVACR, Chairman for the past year of the Northeast Ohio Apprenticeship Council Committee and a Board member of the Apprentice Skills Achievement Program for the City of Cleveland.

**David Merriman
Assistant Director
Cuyahoga County Dept. of Health & Human Services**

BIO

David Merriman is the assistant director of Cuyahoga County's Department of Health and Human Services. He is managing the department's strategic initiatives and leading efforts to integrate human service and workforce efforts.

David previously oversaw the County's Medicaid, TANF, child care, food assistance, and child support programs as the Administrator of Cuyahoga Job and Family Services. He has also worked as the county's Deputy Chief of Staff of Health and Human Services where he led the County development of Pay for Success programing and supported the budget and policy development for human services.

David's professional career began as an Americorp volunteer, and he has worked in child welfare as a case worker as well as in public health on infant mortality prevention programing and HIV/STI prevention and housing services.

**Michael Jeans, President & CEO
Growth Opportunity Partners, Inc.
a JumpStart Company &**

Senior Partner, JumpStart Inc.

Michael is responsible for creating and leading Growth Opportunity Partners (Growth Opps), a lending company launched by JumpStart, which will become a Community Development Financial Institution (CDFI). Growth Opps lends to small businesses and provides intelligent business coaching to support the growth of small to mid-size companies in Ohio with a particular focus on impact in low to moderate income urban and rural areas.

Michael has spent his career enhancing organizational structure, increasing organizational visibility and improving performance. He brings a wealth of knowledge to Growth Opps and JumpStart to include healthcare consulting, tax, wealth, small business/commercial, financial and credit analysis, municipal and non-profit finance, and strategic planning. Prior to joining JumpStart, Michael worked for established and respected leaders in the financial services industry including KPMG, Morgan Stanley, National City Bank and KeyBank.

Commitment to community and supporting charitable organizations are important to Michael. He is a past Chairman of the Board of Directors for Our Lady of the Wayside, Immediate past Chairman of the Board for The Greater Cleveland Film Commission, and current Board Member for Cleveland Rape Crisis Center and Growth Opportunity Partners. Michael is also on the Financial Advisory Committee for Congresswoman Marcia Fudge and was recently a member of the President's Advisory Council for Julie Billiart School and the American Red Cross. Michael is also a member of the Advisory Board for The Center for Population Dynamics.

Michael earned his Bachelor's Degree from Ashland University in Business Administration with a focus in Finance and a minor in Spanish.



LaToya M. Smith, PHR, SHRM-CP
Assistant Vice President
Talent Acquisition Consultant Team Lead
Fifth Third Bank, Northeastern Ohio

Career

LaToya has been a valuable team member of Fifth Third Bank since August 1999. She has the responsibility for attracting, acquiring, and advancing top diverse talent into the bank. Additionally, she leads a team of Talent Acquisition Consultants for Greater Cincinnati.

Education

LaToya is a graduate of Cleveland State University and holds an M.B.A. from The University of Phoenix.

Professional and Civic

Currently, LaToya is a mentor in the Friend-to-Friend Mentoring Program, where she mentors women who are incarcerated at the Northeast Pre-Release Center. Additionally, she has mentored students in the LINK Program at Cleveland State University, Cleveland Transfer Connection, The Cleveland Scholarship Program, Big Brothers and Big Sisters, and Black Professional Association Charitable Foundation.

LaToya is actively involved in the community with organizations including EL Barrio Job Readiness Program, Dress for Success and Youth Opportunities Unlimited. She has received professional development accolades from Kaleidoscope Magazine's Forty/Forty Club, Who's Who in Black Cleveland, Verizon Everyday Heroes Award, Horizon Outstanding Team Lead at Fifth Third Bank, Outstanding LINK Mentor Award and Crain's HR Leader Finalist.

LaToya is the past Board Chair of Sankofa Fine Art Plus. She was responsible for driving the mission of the organization, serving in the senior board leadership role, managing community projects over \$200,000 and executing the key strategic goals of the organization. Her most significant accomplishment with Sankofa was installing a large scale mural of Ruby Dee located at the Karamu House. Additionally, she serves on many boards including The United Black Fund of Greater Cleveland and Tri-C Co-op Advisory. She most recently joined Cuyahoga Community College as a part-time Adjunct Professor.



Department of
Job and Family Services

John R. Kasich, Governor
Cynthia C. Dungey, Director

January 29, 2018

Grace Kilbane, Executive Director
Cleveland/Cuyahoga County Workforce Development Board
1910 Carnegie Avenue
Cleveland, Ohio 44115

Dear Ms. Kilbane,

The Ohio Department of Job and Family Services (ODJFS), Office of Workforce Development (OWD), administers the Wagner-Peyser employment services program. In that role, OWD may identify staff who are in the role of optimum policymaking and recommend their representation on the local workforce development board. Recently, there have been changes in the workforce services regional alignment which has impacted the staffing structure for the delivery of the Wagner-Peyser program. OWD is requesting a change in your local workforce development board regarding the representative of the Wagner-Peyser Act.

OWD has identified William Moore as the representative of Wagner-Peyser program, and it is recommended that he be appointed to Area 3's Workforce Development Board.

As each local workforce development board may have a different process for appointing board members, if there is any additional information or process we need to follow, please let us know. OWD will assist, as necessary, in the potential transition of board members representing the Wagner-Peyser program.

If you have any questions, please let contact Julie Wirt, Chief, Bureau of Employment and Training Program Management, at Julie.Wirt@jfs.ohio.gov.

Thank you,

John B. Weber, Deputy Director
Office of Workforce Development
Ohio Department of Job and Family Services

Cc: Ryan Thompson, Office of Workforce Development
Julie Wirt, Office of Workforce Development
John McClure, Office of Workforce Development
Mickie Tubbs, Chair, Cleveland/Cuyahoga County Workforce Development Board

30 East Broad Street
Columbus, Ohio 43215
jfs.ohio.gov

An Equal Opportunity Employer and Service Provider

Dan O'Malley

BIO

Dan O'Malley, North Shore Federation of Labor

Dan is a native of Cleveland and has spent his career working in the labor movement. Before joining the North Shore Federation of Labor, Dan spent eight years with the AFL-CIO's community affiliate, Working America, the last two years as the organization's state director in Ohio. He is a graduate of John Carroll University. In his capacity with the North Shore AFL-CIO, Dan's work includes community outreach, workplace organizing, and advocating for public policy that will benefit working families.

Dan is a member of OPEIU Local 1794 and AFM Local 4. He lives in the Gold Coast neighborhood of Lakewood where he also serves on the City Council.

Dan O'Malley
Campaigns Manager
North Shore AFL-CIO
12900 Lake Ave., #1408
Lakewood, OH 44107
(440) 552-7234 – c
(216) 881-7200 – o
NorthShoreAFLCIO.org
OPEIU Local 1794, AFL-CIO

Shana Marbury
General Counsel and Senior Vice President, Education & Workforce
Greater Cleveland Partnership

Shana Marbury, Esq. is general counsel and senior vice president, education & workforce for the Greater Cleveland Partnership (GCP). Shana oversees legal affairs for the GCP and several of its affiliated entities. She also is responsible for GCP's efforts and initiatives related to its organizational strategic priority of education and workforce.

Prior to her employment at the GCP, Shana worked as a consultant in the areas of diversity and inclusion. She assisted in developing diversity training materials focused on interpersonal relationships among people of a variety of backgrounds, worldviews, customs and values in the 21st century workplace. Shana co-facilitated training where participants were introduced to core diversity concepts and developed competency in their application.

Before consulting, Shana worked as a labor, employment and school law attorney in the Cleveland office of Squire, Sanders & Dempsey, LLP (now Squire Patton Boggs). She counseled private- and public-sector employers, including public school districts and private schools, on staff, administrative and faculty labor and employment issues, concerns regarding state and federal civil rights laws and educational statutes, investigations, student discipline and other student-related issues.

Shana is currently the Chair of the Fenn Educational Fund Advisory Committee and Secretary of the Friends of Max S Hayes High School. She is also a board member of the City Club of Cleveland, the Centers for Families and Children, the Cleveland Transformation Alliance, and the Community Growth Educational Foundation. Shana serves as a member of the Cleveland Municipal School District Nominating Panel. She is an Education and Attainment Division Fellow for the American Chamber of Commerce Executives (ACCE) and has also completed a fellowship on regional and sustainable development through ACCE and the Ford Foundation.

She also is a member of Kaleidoscope magazine's "40/40 Club" Class of 2008, honoring distinguished African-American professionals age 40 or younger in the Cleveland area.

Shana received her Juris Doctor from Tulane University Law School and completed her undergraduate work at Tufts University, where she double-majored in sociology and political science.

DEBORAH VESY

Deborah Vesly is President & Chief Executive Officer of Deaconess Foundation, a private foundation that helps people in need build careers that sustain them and their families. Deborah has been with the Foundation since its inception in February 1997. She assumed the role of President & CEO in July 2002, and previously held the positions of Associate Director and Chief Financial Officer. Deborah served as a consultant during the sale and winding down of the Foundation's predecessor, Deaconess Health Systems, and served as President of three HUD housing facilities for the low-income elderly – Deaconess-Krafft Center, Deaconess-Zane Center and Deaconess-Perry Center – that the Foundation owned and operated until December 2015. Deborah started her career as a CPA in a major public accounting firm and then served as Vice President General Manager of a \$10 million for-profit business.

Deborah is a member of the Board and Executive Committee of the Fund For Our Economic Future, an unprecedented collaboration among the philanthropic sector to promote regional economic development. She is on the Board of Trustees of Cleveland State University and College Now Greater Cleveland. Deborah serves on the Advisory Board of the Foundation Center – Cleveland. Deborah served on the Board and Executive Committee of BVU: The Center for Nonprofit Excellence for thirteen years. She was a member of the El Barrio Board of Trustees for seven years and held the position of Board Chair from 1998 to 2003. Deborah is a graduate of the Leadership Cleveland Class of 2006.

Deborah is the Chair of the Cuyahoga County Workforce Funders Group, a partnership of public and private leaders including the City of Cleveland, Cleveland Foundation, Cuyahoga County, Deaconess Foundation, Fund for our Economic Future, Greater Cleveland Partnership, The George Gund Foundation, Cleveland/Cuyahoga County Workforce Development Board, TeamNEO and United Way of Greater Cleveland. partnership has committed up to \$2.5 million to fund Workforce Connect for three years. Workforce Connect is an important building block in Cuyahoga County's overall workforce development ecosystem that will help support employers in finding the right skilled talent outcome should be more businesses at the table saying what their needs are and will help more residents overcome barriers to get on career pathways with family-sustaining wages by creating business-led sector intermediaries in manufacturing, healthcare and IT.

In 2009/2010, Deborah Co-Chaired the Human Services Restructuring Pilot Project, a collaborative effort of 18 local grantmakers to encourage, promote and foster significant strategic restructuring efforts among nonprofit human service organizations in Cuyahoga County. From 2005 to 2007, Deborah served as Co-Chair of Voices & Choices, a large scale public engagement initiative developed by the Fund for Our Economic Future. From 2009 to 2012 she Co-Chaired the Fund's Engage & Empower Committee and currently Chairs the Fund's Job Preparation Committee.

Deborah was recognized as a "Woman of Note" by Crain's Cleveland Business in September 2001, was the recipient of the Community Service Award from North Coast Community Homes in December 2005 and the Distinguished Woman in Healthcare for Civic Engagement and Philanthropy Award from The Visiting Nurse Association in June 2007. In 2014, Deborah received the Community Vision Award from Open Doors Academy.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0216

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing an amendment to an agreement with Five Star Aviation, LLC for lease of land and a corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 - 8/12/2018 to exercise an option to extend the time period to 8/12/2033, to change the terms, effective 8/13/2018, and for additional revenue in the amount not-to-exceed \$1,034,531.25; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works has recommended an amendment to an agreement with Five Star Aviation, LLC for lease of land and a corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 - 8/12/2018 to exercise an option to extend the time period to 8/12/2033, to change the terms, effective 8/13/2018, and for additional revenue in the amount not-to-exceed \$1,034,531.25; and

WHEREAS, the goal of this amendment is to increase ground rent, fuel flow and added snow removal in addition to eliminating the apron fee that was paid in full at end of the original term; and

WHEREAS, this project is revenue generating; 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 an agreement with Five Star Aviation, LLC for lease of land and a

corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 - 8/12/2018 to exercise an option to extend the time period to 8/12/2033, to change the terms, effective 8/13/2018, and for additional revenue in the amount not-to-exceed \$1,034,531.25.

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__

R2018-0216

Item No. 1

Public Works

Submitting an amendment to a revenue generating lease agreement with Five Star Aviation, LLC for lease of land and hangar facility located at 26500 Curtiss Wright Parkway, Highland Heights, for the period August 13, 1993 – August 12, 2018 to exercise an option to extend the time period for fifteen (15) years, to change the terms, effective August 13, 2018, and for an additional amount not-to-exceed \$1,034,531.25.

CONTRACT HISTORY/EVALUATION FORM

CONTRACT HISTORY/EVALUATION FORM					
Contractor	Five Star Aviation LLC				
Contract/Agreement No.	Revenue Generating				
RQ#	N/A				
Time Period of Original Contract	August 13, 1993 - August 12, 2018 extend to August 12, 2033 in the amount not-to-exceed \$1,034,531.25				
Background Statement	R2018- tbd				
Service Description	<p>A Resolution authorizing an amendment to a revenue generating lease agreement with Five Star Aviation, LLC for lease of land and hangar facility located at 26500 Curtiss Wright Parkway, Highland Heights, for the period August 13, 1993 – August 12, 2018 to exercise an option to extend the time period for fifteen (15) years, to change the terms, effective August 13, 2018, and for an additional amount not-to-exceed \$1,034,531.25; 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> <p>Note: The current lease provides the lessee with the option to sublet or assign the leased premises subject to the consent of the County under the provisions of Article V Section 1 and Section 2. Bracebridge Corporation proposes to assign the leased premises to Five Star Aviation LLC. The Airport Division staff had researched all aspects of the proposed lease assignment and recommends that Five Star Aviation, LLC be approved as the assignee for the balance of the existing lease.</p> <p>Resolution#933430 dtd August 13, 1993 LEASE FOR CONSTRUCTION OPERATION CORP HANGAR ORIGINAL Primary period for twenty-five (25) years 8/13/1993 – 8/12 2018 Ground Rent: \$784,120.00 Apron Fee: \$400,000.00 Fuel Flow: \$250,000.00 Total: \$1,434,120.00 / 25 years Renewal period for fifteen (15) years 8/13/2018 – 8/12/2033 Ground Rent: \$583,060.00 Apron Fee: \$ 0.00 Fuel Flow: \$180,000.00 Total: *** \$763,060.00 / 15 years (according to the original lease) ***JMYERS RE-NEGIOATED 15 year RENEWAL FEES AND NEW TOTAL IS \$1,034,531.20</p>				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$1,434,120.00			8/13/1993	Resol#933430 \$1,434,120.00 is for "original 25 year term" only 8/13/1993 - 8/12/2018 (does not include the renewal term 8/13/2018-8/12/2033 fees of \$763,060.00 bc Jmyers renegotiated according to market value - new renewal
Prior Amendment Amounts (List separately)		\$1,034,531.25	8/12/2033		R2018- tbd
Pending Amendment					
Total Amendment(s)					
Total Contract Amount	\$2,468,651.25				
Performance Indicators	N/A				
Actual performance versus performance indicators (include statistics):	N/A				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	N/A				
Dept. Contact	Department of Public Works on behalf of the Airport				
User Dept.	Cuyahoga County Airport				
Date	4/3/2017				

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0217

<p>Sponsored by: County Executive Budish/Department of Development</p>	<p>A Resolution authorizing the issuance of not-to-exceed \$36,000,000.00 Multifamily Housing Mortgage Revenue Bonds, Series 2018 (Hamlet Hills LLC) by the County of Cuyahoga, Ohio, the proceeds of which shall be loaned to Hamlet Hills LLC to (i) refund and retire certain indebtedness incurred to finance the acquisition, renovation, and equipping of a multifamily residential rental housing facility, (ii) finance certain additional capital improvements and (iii) fund certain working capital needs for the hereinafter defined Borrower; authorizing the issuance of additional Bonds; providing for the pledge of revenues for the payment of such Bonds; authorizing a Loan Agreement and Trust Indenture appropriate for the protection and disposition of such revenues and to further secure such Bonds; authorizing a Bond Purchase Agreement and Preliminary and Final Official Statement; authorizing a Tax Regulatory Agreement and a Land Use Restriction Agreement; authorizing other actions in connection with the issuance of such Bonds; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County of Cuyahoga, Ohio (the “Issuer”), by virtue of the laws of the State of Ohio, including Article VIII, Section 16 of the Constitution of Ohio, and Section 133.51 of the Ohio Revised Code, is authorized and empowered among other things (a) to make a loan to assist in the financing and refinancing of the acquisition, construction, renovation and equipping of housing facilities within the boundaries of the Issuer, (b) to issue and sell its revenue bonds to provide moneys for such loans and (c) to enact this resolution (this “Bond Legislation”) and execute and deliver the agreements and instruments hereinafter identified; and

WHEREAS, this Council (the “Issuing Authority”) has been presented with a proposal by Hamlet Hills LLC, an Ohio limited liability company (the “Borrower”), with

respect to the refinancing of a certain 138-unit multifamily residential rental housing facility located in Chagrin Falls, Ohio (the “Project”); and

WHEREAS, the sole member of the Borrower is Hamlet Operator Holding LLC, an Ohio nonprofit limited liability company, the sole member of Hamlet Operator Holding LLC is AE Hamlet Holding LLC, an Ohio nonprofit limited liability company, and the sole member of AE Hamlet Holding LLC is American Eagle LifeCare Corporation, a Tennessee nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended; and

WHEREAS, the Issuing Authority has determined, based solely upon representations of the Borrower, and does hereby confirm that the refunding and retirement of certain indebtedness previously incurred to finance the acquisition, renovation and equipping of the Project (the “Prior Indebtedness”) and the funding of certain capital improvements to the Project and certain working capital needs of the Borrower, will promote the welfare of the people of the Issuer and the State of Ohio, provide residential rental housing to the benefit of the people of the Issuer, and that the Issuer, by assisting with the financing of the Project through the issuance of revenue bonds in the aggregate principal amount not to exceed \$36,000,000 to be designated Multifamily Housing Mortgage Revenue Bonds, Series 2018 (Hamlet Hills LLC), or such other designation as provided in the hereinafter defined Indenture, consisting of Multifamily Housing Mortgage Revenue Bonds, Tax-Exempt Series 2018A, Multifamily Housing Mortgage Revenue Bonds, Taxable Series 2018B and additional series of bonds, which may not be on a parity with the aforementioned Series 2018A Bonds and Series 2018B Bonds, if such additional series of bonds are deemed necessary in connection with the financing of the Project (collectively, the “Bonds”), will be acting in the manner consistent with and in furtherance of the provisions of Article VIII, Section 16 of the Constitution of the State of Ohio, and the laws of the State of Ohio, particularly Section 133.51 of the Ohio Revised Code (the “Act”); and

WHEREAS, proposed forms of the following documents have been presented to the Issuer for approval in connection with the issuance, sale, and delivery of the Bonds:

1. Trust Indenture (the “Indenture”) between the Issuer and UMB Bank, National Association and its successors in trust, as trustee (the “Trustee”), with respect to the proposed Bonds, including the proposed form of the Bonds;
2. Loan Agreement (the “Loan Agreement”) between the Issuer and the Borrower, with respect to the Bonds;
3. Bond Purchase Agreement (the “Bond Purchase Agreement”) with respect to the Bonds among the Issuer, the Borrower and Piper Jaffray & Co. (the “Underwriter”);
4. Tax Regulatory Agreement and No-Arbitrage Certificate (the “Tax Regulatory Agreement”) among the Issuer, the Borrower, American Eagle

LifeCare Corporation, Hamlet Operator Holding LLC, AE Hamlet Holding LLC and the Trustee;

5. Land Use Restriction Agreement (the “Land Use Restriction Agreement”) among the Issuer, the Borrower, American Eagle LifeCare Corporation and the Trustee; and
6. Preliminary Official Statement (the “Preliminary Official Statement”) with respect to the Bonds; and

WHEREAS, in accordance with the applicable provisions of the Act, the Issuer proposes to enter into the Indenture, the Loan Agreement, the Tax Regulatory Agreement, the Land Use Restriction Agreement and the Bond Purchase Agreement (collectively, the “Issuer Documents”) and approve the use and distribution of the Preliminary Official Statement and an Official Statement;

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

SECTION 1. Definitions. All defined terms used herein and not otherwise defined herein shall have the respective meanings given to them in the Indenture.

Any reference herein to the Issuer or the Issuing Authority, or to any officers or members thereof, shall include those which succeed to their functions, duties or responsibilities pursuant to or by operation of law or who are lawfully performing their functions.

Unless the context shall otherwise indicate, words importing the singular number shall include the plural number, and vice versa, and the terms “hereof,” “hereby,” “hereto,” “hereunder,” and similar terms, mean this Bond Legislation.

SECTION 2. Determination of Issuer. Pursuant to Section 133.51 of the Act, this Issuing Authority hereby finds and determines, based solely upon representations of the Borrower and the advice of Bond Counsel, that the Project to be refinanced with the proceeds of the Bonds through the refunding and retirement of the Prior Indebtedness, the financing of certain capital improvements to the Project and the funding of certain working capital needs of the Borrower is consistent with the provisions of Section 16 of Article VIII, Ohio Constitution.

SECTION 3. Authorization of Bonds. It is hereby determined to be necessary to, and the Issuer shall, issue, sell and deliver, as provided herein and pursuant to the authority of the Act, the Bonds for the purpose of (i) refunding and retiring the Prior Indebtedness which financed the acquisition, renovation and equipping of the Project, (ii) financing the acquisition, construction, renovation and equipping of certain capital improvements to the Project and (iii) funding certain working capital needs of the Borrower, including costs incidental thereto and of the financing thereof, all in

accordance with the provisions of the Loan Agreement. The maximum amount of all Bonds to be outstanding at any one time is not to exceed \$36,000,000.

SECTION 4. Terms and Execution of the Bonds. The Bonds shall be designated, shall be issued in the forms and denominations, shall be numbered, dated and payable as provided in the Indenture. The Bonds shall mature as provided in the Indenture, and have such terms, bear such interest, and be subject to mandatory and optional redemption as provided in the Indenture. The Bonds shall bear interest at a weighted average interest rate not to exceed 7.00% per annum and shall mature over a period not to exceed 38 years. The Bonds shall be executed on behalf of the Issuer by the manual or facsimile signature of the County Executive and, if determined by the Issuer to be appropriate, the Fiscal Officer of the Issuer. In case any officer whose signature or a facsimile thereof shall appear on the Bonds shall cease to be such officer before the issuance or delivery of the Bonds, such signature or facsimile thereof shall nevertheless be valid and sufficient for all purposes, the same as if he had remained in office until after that time.

The form of the Bonds submitted to the Issuer, subject to appropriate insertions and revisions in order to comply with the provisions of the Indenture, is hereby approved, and when the same shall be executed on behalf of the Issuer by the appropriate officers thereof in the manner contemplated hereby and by the Indenture, in aggregate principal amounts not to exceed \$36,000,000, shall represent the approved form of Bonds of the Issuer.

The Bonds initially shall be issued only in fully registered form as described in the Indenture.

SECTION 5. Sale of the Bonds. In accordance with a request of the Borrower that the sale of the Bonds be made privately upon a negotiated basis, the Bonds are hereby awarded to the Underwriter at the purchase price set forth, and on the terms and conditions described in, the Bond Purchase Agreement. The County Executive, the Fiscal Officer, the Director of Law or the Clerk of the Issuing Authority each are hereby separately authorized and directed to make on behalf of the Issuer the necessary arrangements to establish the dates, location, procedures and conditions for the delivery of the Bonds to or at the order of the Underwriter and to take all steps necessary to effect due execution and delivery to or at the order of the Underwriter (or temporary bonds delivered in lieu of definitive Bonds until their preparation and delivery can be effectuated) under the terms of this Bond Legislation, the Bond Purchase Agreement, the Loan Agreement and the Indenture. It is hereby determined that the prices for and the terms of the Bonds, and the sale thereof, all as provided in the aforesaid documents, are in compliance with all legal requirements.

SECTION 6. Arbitrage Provisions. The Issuer covenants in the Loan Agreement that it will require the Borrower to restrict the use of the proceeds of the Bonds in such manner and to such extent, if any, as may be necessary, after taking into account reasonable expectations at the times the Bonds are delivered to the Underwriter so that they will not constitute arbitrage bonds under Section 148 of the Internal Revenue Code

of 1986, as amended (the “Code”). The Fiscal Officer or any other officer having responsibility with respect to the issuance of the Bonds, is authorized and directed, alone or in conjunction with any other officer, employee, consultant or agent of the Issuer, to deliver certificates prepared by Bond Counsel and approved by the Issuer’s counsel, based upon representations of the Borrower, as provided in such certificates, for inclusion in the transcripts of proceedings for the Bonds, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to said Section 148 and regulations thereunder, all as of the date of delivery of and payment for the Bonds.

SECTION 7. Authorization of Issuer Documents, Official Statement and All Other Documents to be Executed by the Issuer. In order to better secure the payment of the principal of, premium, if any, and interest on the Bonds as the same shall become due and payable, the County Executive is authorized and directed to execute, acknowledge and deliver in the name and on behalf of the Issuer, the Issuer Documents in substantially the forms submitted to the Issuer, which are hereby approved, with such changes therein not inconsistent with this Bond Legislation and not substantially adverse to the Issuer as may be permitted by the Act and approved by the officer executing the same on behalf of the Issuer. The approval of such changes by said officer, and that such are not substantially adverse to the Issuer, shall be conclusively evidenced by the execution of such Issuer Documents by such officer.

The use and distribution of the Preliminary Official Statement prepared by the Underwriter in connection with the sale of the Bonds, including such use and distribution prior to the date of this Bond Legislation, is approved and ratified. The use and distribution of a final Official Statement in substantially the form of the Preliminary Official Statement with changes therein to reflect the terms of the Bonds, established by this Bond Legislation and the Indenture, and any amendments thereof or supplements thereto, is hereby authorized.

The Issuer has not confirmed, and assumes no responsibility for the accuracy, sufficiency or fairness of any statements in the Preliminary Official Statement or the final Official Statement or any amendments thereof or supplements thereto (except for certain limited information provided or approved by the Issuer for inclusion in the Preliminary Official Statement and the Official Statement as set forth in the Bond Purchase Agreement), or in any reports, financial information, offering or disclosure documents or other information relating to the Bonds, the Underwriter, the Project or the Borrower, or any other documents, or the history, businesses, properties, organization, management, financial condition, market area or any other matter relating to the Borrower or contained otherwise in such Official Statement.

The County Executive, the Fiscal Officer, the Director of Law and the Clerk of the Issuing Authority are each hereby separately authorized to take any and all actions and to execute such financing statements, assignments, certificates and other instruments that may be necessary or appropriate in the opinion of Dinsmore & Shohl LLP, as Bond Counsel, in order to effect the issuance of the Bonds and the intent of this Bond Legislation. The Clerk of the Issuing Authority, or other appropriate officer of the Issuer, shall certify a true transcript of all proceedings had with respect to the issuance of the

Bonds along with such information from the records of the Issuer as is necessary to determine the regularity and validity of the issuance of the Bonds. The Fiscal Officer or other appropriate officer of the Issuer is authorized to collect and receive, on behalf of the Issuer, application, administrative and related fees in connection with the issuance of the Bonds.

SECTION 8. Covenants of Issuer. In addition to other covenants of the Issuer in this Bond Legislation, the Issuer further covenants and agrees as follows:

(a) Payment of Principal, Premium and Interest. The Issuer will, solely from the sources herein or in the Indenture provided, pay or cause to be paid the principal of, premium, if any, and interest on each and all Bonds on the dates, at the places and in the manner provided herein, in the Indenture and in the Bonds.

(b) Performance of Covenants, Authority and Actions. The Issuer will at all times faithfully observe and perform all agreements, covenants, undertakings, stipulations and provisions contained in the Bonds and the Issuer Documents, and in all proceedings of the Issuer pertaining to the Bonds. The Issuer warrants and covenants that it is, and upon delivery of the Bonds will be, duly authorized by the laws of the State of Ohio, including particularly and without limitation the Act, to issue the Bonds and to execute the related Issuer Documents and all other documents to be executed by it, to provide for the security for payment of the principal of, premium, if any, and interest on the Bonds in the manner and to the extent herein and in the Indenture set forth; that all actions on its part for the issuance of the Bonds and execution and delivery of the Issuer Documents and all other documents to be executed by it in connection with the issuance of the Bonds, have been or will be duly and effectively taken; and that the Bonds will be valid and enforceable special obligations of the Issuer according to the terms thereof. Each provision of the Bond Legislation, the Issuer Documents and each Bond, and all other documents to be executed by the Issuer in connection with the issuance of the Bonds, is binding upon each officer of the Issuer as may from time to time have the authority under law to take such actions as may be necessary to perform all or any part of the duty required by such provision; and each duty of the Issuer and of its officers and employees undertaken pursuant to such proceedings for the Bonds is established as a duty of the Issuer and of each such officer and employee having authority to perform such duty, specifically enjoined by law and resulting from an office, trust or station within the meaning of Section 2731.01 of the Ohio Revised Code, providing for enforcement by writ of mandamus.

SECTION 9. No Personal Liability. No recourse under or upon any obligation, covenant, acceptance or agreement contained in this Bond Legislation, or in any Bond, or in the Issuer Documents, or under any judgment obtained against the Issuer or by the enforcement of any assessment or by any legal or equitable proceeding by virtue of any constitution or statute or otherwise, or under any circumstances, shall be had against any officer as such, past, present, or future, of the Issuer, either directly or through the Issuer, or otherwise, for the payment for or to the Issuer or any receiver thereof, or for or to any holder of any Bond, or otherwise, of any sum that may be due and unpaid by the Issuer upon any of the Bonds. Any and all personal liability of every nature, whether at common

law or in equity, or by statute or by constitution or otherwise, of any such officer, as such, to respond by reason of any act or omission on his or her part, or otherwise, for, directly or indirectly, the payment for or to the Issuer or any receiver thereof, or for or to the owner or any holder of any Bond, or otherwise, of any sum that may remain due and unpaid upon any Bond, shall be deemed to be expressly waived and released as a condition of and consideration for the execution and delivery of the Issuer Documents and the issuance of the Bonds.

SECTION 10. No Debt or Tax Pledge. Neither the Bonds nor any of the Issuer Documents constitute an indebtedness or pledge of the faith and credit or taxing powers of the Issuer within the meaning of the Constitution of the State of Ohio. The Bonds shall be payable solely from the revenues and security interests pledged for their payment as provided in the Indenture, and neither moneys raised by taxation nor any other general or special revenues of the Issuer shall be obligated or pledged for the payment of principal of, premium (if any) or interest on the Bonds, and each Bond shall contain on the face thereof a statement to that effect and to the effect that the Bonds shall be paid solely from the revenues received by the Issuer pursuant to the Loan Agreement and in accordance with the Indenture.

SECTION 11. Severability. If any section, paragraph or provision of this Bond Legislation shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Bond Legislation.

SECTION 12. Sunshine Law. This Issuing Authority hereby finds and determines that all formal actions relative to the adoption of this Bond Legislation were taken in open meetings of this Issuing Authority, and that all deliberations of this Issuing Authority and of its committees, if any, which resulted in formal action, were in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22, Ohio Revised Code.

SECTION 13. Retention of Counsel. This Issuing Authority hereby retains the legal services of Dinsmore & Shohl LLP as Bond Counsel to the Issuer and Tucker Ellis LLP as special counsel to the Issuer, each in connection with the authorization, sale, issuance and delivery of the Bonds, pursuant to the authority in Ohio Revised Code Section 133.51; provided, that any fees and charges of such firms for the provision of such services shall be payable solely from the proceeds of the Bonds or funds otherwise made available by the Borrower, and the Issuer shall not have any responsibility for the payment of any of those fees and charges. In providing those legal services, as independent contractors and in attorney-client relationships, such counsel shall not exercise any administrative discretion on behalf of the Issuer in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, or of the Issuer, or of any other political subdivision of the State, or the execution of public trusts.

SECTION 14. Effective Date. It is necessary that this Bond Legislation become immediately effective for the usual daily operation of the Issuer; the preservation of

public peace, health, or safety in the Issuer; and any additional reasons set forth in the preamble. Provided that this Bond Legislation 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: (i) its approval by the County Executive through signature, (ii) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Charter, or (iii) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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:

Bond Counsel: Dinsmore & Shohl LLP

Journal CC _____
_____, 2018

Item No. 2

The Department of Development and Dinsmore and Shohl LLP requesting the issuance of one or more tax-exempt series of County of Cuyahoga, Ohio Multifamily Housing Revenue Refunding Bonds, Series 2018 (Hamlet Hills LLC) (the "Series 2018 Bonds"), in the maximum aggregate principal amount of \$[36,000,000], pursuant to Article VIII, Section 16 of the Ohio Constitution and Section 133.51 of the Ohio Revised Code (collectively, the "Act"). The proceeds of the Series 2018 Bonds will be loaned by the Issuer to Hamlet Hills LLC, an Ohio limited liability company and an organization described under Section 501(c)(3) of the Internal Revenue Code (the "Borrower"), in order to (a) refund and retire certain indebtedness incurred by the Borrower to acquire the 136-unit senior independent living complex known as Hamlet Hills located at 200 Hamlet Hills Drive, Chagrin Falls, Ohio 44022, (b) fund a debt service reserve for the payment of principal and interest on the Series 2018 Bonds, and (c) pay certain expenses incurred in connection with the issuance of the Series 2018 Bonds, all as permitted by the Act.

Municipal Bonds may be issued for governmental purposes and certain non-governmental purposes by governments or government authorities. Subject to general requirements, the interest on governmental purpose bonds is tax-exempt pursuant to Section 103(a) of the Internal Revenue Code (the Code). The interest on certain non-governmental bonds, also sometimes called "conduit bonds" or "private activity bonds," can also be tax-exempt if certain federal tax requirements and state law requirements are satisfied.

The interest on private activity bonds is only tax-exempt under federal tax law if the bond is a "qualified private activity bond" as described in Code Section 103(b). In order to be a "qualified private activity bond," the bonds must be issued for one of a list of enumerated purposes set forth in the Code (for example, bonds for the benefit of nonprofit 501(c)(3) organizations, bonds to provide rental housing for low and moderate income tenants, bonds for qualified small manufacturing facilities, bonds for certain pollution control facilities, etc.). In addition to being issued for a specified permitted purpose, tax-exempt private activity bonds are subject to several procedural requirements and limitations that do not apply to governmental purpose bonds.

No Issuer Liability- The issuing government's credit and debt limitation are not affected by the issuance of private activity bonds, as the bonds issued are in the name of the County but **are not backed or secured** by its taxing authority or any other public revenue source.

The proceeds of private activity bonds are provided by the underwriter or purchaser and are loaned by the conduit issuer through the bond trustee to the borrower and used by the borrower for nongovernmental purposes. Bonds are issued to qualified private or non-profit organizations with a stated public benefit. Bonds are either sold publicly or privately placed.

The proceeds of the Series 2018 Bonds will be loaned by the Issuer to Hamlet Hills LLC, an Ohio limited liability company and an organization described under Section 501(c)(3) of the Internal Revenue Code (the "Borrower"), in order to (a) refund and retire certain indebtedness incurred by the Borrower to acquire the **136-unit senior independent living complex known as Hamlet Hills located at 200 Hamlet Hills Drive, Chagrin Falls, Ohio 44022**, (b) fund a debt service reserve for the payment of principal and interest on the Series 2018 Bonds, and (c) pay certain expenses incurred in connection with the issuance of the Series 2018 Bonds, all as permitted by the Act.

The county requires a \$1,000 non-refundable application fee and an issuance fee provided at closing of: One-fourth of one percent (**1/4th of 1%**) of the **issuance amount** is due and payable to Cuyahoga County for amounts up to fifteen million dollars (\$15,000,000) and Issuance amounts over fifteen million dollars are payable at a rate of one-tenth of one percent (**1/10th of 1%**) of the **remaining balance**.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0218

Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board	A Resolution authorizing amendments to an agreement and contracts with various providers for various programs and services for youth in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 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.
---	--

WHEREAS, the County Executive/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board, has recommended amendments to an agreement and contracts with various providers for various programs and services for youth in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds as follows:

- i) Agreement:
 - a. No. AG1600217-01 with Cuyahoga Community College District for In-School and Out-of-School Youth Programs in the amount not-to-exceed \$488,708.00.

- ii) Contracts:
 - a. No. CE1600287-01 with Linking Employment Abilities and Potential for the In-School Youth Program in the amount not-to-exceed \$75,000.00.
 - b. No. CE1600290-01 with Youth Opportunities Unlimited for the Youth Resource Center in the amount not-to-exceed \$340,000.00.
 - c. No. CE1600289-01 with Towards Employment, Inc. for the Out-of-School Youth Program, Youth Resource Center and Social Program Administrator support in the amount not-to-exceed \$876,241.00.

WHEREAS, the primary goal of this project addresses the issue of job preparation, training, education and employment for youth and young adults; and

WHEREAS, the project is 100% funded by Federal Workforce Innovation and Opportunity Act funds (Youth Allocation); 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 an agreement and contracts with various providers for various programs and services for youth in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds as follows:

i) Agreement:

- a. No. AG1600217-01 with Cuyahoga Community College District for In-School and Out-of-School Youth Programs in the amount not-to-exceed \$488,708.00.

ii) Contracts:

- a. No. CE1600287-01 with Linking Employment Abilities and Potential for the In-School Youth Program in the amount not-to-exceed \$75,000.00.
- b. No. CE1600290-01 with Youth Opportunities Unlimited for the Youth Resource Center in the amount not-to-exceed \$340,000.00.
- c. No. CE1600289-01 with Towards Employment, Inc. for the Out-of-School Youth Program, Youth Resource Center and Social Program Administrator support in the amount not-to-exceed \$876,241.00.

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

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

3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

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

Journal _____
_____, 20__

Item No. 3

Department of Workforce Development

These amended contracts targets funds received from the Federal Dept. of Labor to enable this provider of youth services to carry out WIOA directed programs. This program addresses the issue of job preparation, training, education and employment for youth and young adults of Cuyahoga County. There are 14 WIOA mandated services that provide youth and young adults with opportunities for job preparation, training, education and employment. Workforce Development is requesting amendment on five contacts to continue services available for in-school and out-of-school youth that will serve over 1,500 youth. Employers in Cuyahoga County have the need for a well-trained and prepared workforce. The providers receiving these funds have a proven record of providing programs and services that result in skills gains and job placement, Other providers were considered through the RFP process and through a scoring and review process agencies were chosen to provide WIOA defined services. These programs available throughout Cuyahoga County

CONTRACT HISTORY/EVALUATION FORM

Contractor						Cuyahoga Community College District									
Contract/Agreement No.						1600217									
RQ#						36156									
Time Period of Original Contract						07/01/2016-06/30/2017									
Background Statement						The Workforce Innovation and Opportunity Act (WIOA) authorizes the Workforce Investment System (dba OhioMeansJobs\Cleveland-Cuyahoga County) to deliver a broad array of integrated services to individuals seeking jobs and skills training, as well as employers seeking skilled workers by improving the workforce system, more closely aligning it with regional economies.									
Service Description						Provide WIOA eligible youth and young adults with assesment, training and employment assistance.									
						Original Amount		Amendment Amount		Amended End Date		Approval Date		Approval #	
Original Contract/Agreement Amount						\$894,957.00						9/27/2016		R2016-0165	
Prior Amendment Amounts (List separately)								\$581,722.00		6/30/2018		11/14/2017		R2017-0216	
								\$436,292.00		6/30/2019		6/26/2018		R2018-0131	
Pending Amendment								\$488,708.00		6/30/2019					
Total Amendment(s)															
Total Contract Amount															
Performance Indicators						Prepare 105 Out-of-School for technical careers in in-demand jobs. For 25 In-School youth provide technology pathway from high school to post-secondary education									
Actual performance versus performance indicators (include statistics):						89% of students attained credentials and 53% were employed									
Rating of Overall Performance of Contractor						Superior		Above Average		Average		Below Average		Poor	
Select One (X)								X							
Justification of Rating						Contractor performs well and with high placment and graduation rates.									
Dept. Contact						Steve Greenwell									
User Dept.						Workforce Development									
Date						8/13/2018									

CONTRACT HISTORY/EVALUATION FORM

Contractor	Linking Employment, Abilities & Potential (LEAP)				
Contract/Agreement No.	1600287				
RQ#	36156				
Time Period of Original Contract	07/01/2016 -06/30/2017				
Background Statement	The Workforce Innovation and Opportunity Act (WIOA) authorizes the Workforce Investment System (dba OhioMeansJobs/Cleveland-Cuyahoga County) to deliver a broad array of integrated services to individuals seeking jobs and skills training, as well as employers seeking skilled workers by improving the workforce system, more closely aligning it with regional economies.				
Service Description	Provide WIOA eligible youth and young adults with assesment, training and employment assistance -- focusing on high school youth with disabilities.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$65,000.00			9/27/2016	R2016-0165
Prior Amendment Amounts (List separately)		\$50,000.00	6/30/2018	11/14/2017	R2017-0216
		\$37,500.00	6/30/2019	6/26/2018	R2018-0131
Pending Amendment		\$75,000.00	6/30/2019		
Total Amendment(s)					
Total Contract Amount					
Performance Indicators	Provide 25 youth with disabilities support and training to obtain graduation and employment				
Actual performance versus performance indicators (include statistics):	24 new participants added and 19 carried over from previous year. 100% of those eligible to complete school graduated. 70% of those eligible for employment were hired in jobs.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Number served was just under the projected number and the outcomes were above expectations				
Dept. Contact	Steve Greenwell				
User Dept.	Workforce Development				
Date	8/15/2018				

CONTRACT HISTORY/EVALUATION FORM

Contractor	Youth Opportunities Unlimited (YOU)				
Contract/Agreement No.	CE1600290				
RQ#	36156				
Time Period of Original Contract	07/01/2016-06/30/2017				
Background Statement	The Workforce Innovation and Opportunity Act (WIOA) authorizes the Workforce Investment System (dba OhioMeansJobs/Cleveland-Cuyahoga County) to deliver a broad array of integrated services to individuals seeking jobs and skills training, as well as employers seeking skilled workers by improving the workforce system, more closely aligning it with regional economies.				
Service Description	Provide WIOA eligible youth and young adults with assesment, training and employment assistance.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$1,012,436.00			9/27/2016	R2016-0165
Prior Amendment Amounts (List separately)		\$349,333.00	6/30/2018	11/14/2017	R2017-0217
		\$262,000.00	6/30/2019	6/26/2018	R2018-0131
Pending Amendment		\$340,00.00	6/30/2019		
Total Amendment(s)					
Total Contract Amount					
Performance Indicators	Out-of-School Youth: Outreach and career pathway credentialing for 55 youth. Provide drop-in services and orientation to 750 youth				
Actual performance versus performance indicators (include statistics):	47 Young adults received outreach and career pathway credentialing. Over 900 youth received drop-in and orientation services				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Contractor exceeded one goal a second and was within 10% of second goal. Contractor has performed well in this and past contracts.				
Dept. Contact	Steve Greenwell				
User Dept.	Workforce Development				
Date	8/13/2018				

CONTRACT HISTORY/EVALUATION FORM

Contractor						Towards Employment, Inc.									
Contract/Agreement No.						CE1600289									
RQ#						36156									
Time Period of Original Contract						07/2016-06/30/2017									
Background Statement						The Workforce Innovation and Opportunity Act (WIOA) authorizes the Workforce Investment System (dba OhioMeansJobs/Cleveland-Cuyahoga County) to deliver a broad array of integrated services to individuals seeking jobs and skills training, as well as employers seeking skilled workers by improving the workforce system, more closely aligning it with regional economies.									
Service Description						Provide WIOA eligible youth and young adults with assesment, training and employment assistance. Provide the position of Data Anaylist to compile reports as requested.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$1,004,311.00			9/27/2016	R2016-0165					
Prior Amendment Amounts (List separately)							\$947,187.00	6/30/2018	11/14/2017	R2017-0217					
							\$383,092.00	6/30/2019	6/26/2018	R2018-0131					
Pending Amendment							\$876,241.00	6/30/2019							
Total Amendment(s)															
Total Contract Amount															
Performance Indicators						Youth Resource Center to provide job readiness services for 750 youth. 99 Out-of-school youth receive career pathway and credentialing training. 75 In-School youth receive on-site orientation to YRC services. Youth Data Analyst to provide reports as requested by Youth Program Manager									
Actual performance versus performance indicators (include statistics):						Youth Resource Center provided job readiness for over 900 youth. 126 were enrolled in career pathway training with 54 obtaining employment. 199 In-School youth received on-site orientation									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)							X								
Justification of Rating						The Above Average rating was given based on exceeding number to be served in the contract.									
Dept. Contact						Steve Greenwell									
User Dept.						Workforce Development									
Date						8/13/2018									

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0219

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</p>	<p>A Resolution authorizing an amendment to Contract No. CE1600077-01 with Youth Opportunities Unlimited for the Temporary Assistance to Needy Families Summer Youth Employment Program for the period 5/1/2016 - 12/31/2018 to extend the time period to 3/31/2019, to change the scope of services, effective 1/1/2019, and for additional funds in the amount not-to-exceed \$1,293,827.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/ Cuyahoga Job and Family Services has recommended an amendment to Contract No. CE1600077-01 with Youth Opportunities Unlimited for the Temporary Assistance to Needy Families Summer Youth Employment Program for the period 5/1/2016 - 12/31/2018 to extend the time period to 3/31/2019, to change the scope of services, effective 1/1/2019, and for additional funds in the amount not-to-exceed \$1,293,827.00; and

WHEREAS, the nature of the change in scope of services is that the Provider shall lead a consortium of youth workforce providers that will serve as an infrastructure for the TANF eligible youth component of Cuyahoga County's overall workforce system; and

WHEREAS, the goals of this project are to: (a) continue to provide workforce services to youth and young adults ages 16-24 and (b) provide work experiences enriched with training opportunities that will serve as a significant pipeline to career pathway credential training programs offered throughout the community; and

WHEREAS, this project is funded 100% from TANF 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 Contract No. CE1600077-01 with Youth Opportunities Unlimited for the Temporary Assistance to Needy Families Summer Youth Employment Program for the period 5/1/2016 - 12/31/2018 to extend the time period to 3/31/2019, to change the scope of services, effective 1/1/2019, and for additional funds in the amount not-to-exceed \$1,293,827.00.

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__

SUMMARY OF REQUESTED ACTION

2019 (CJFS) AMENDMENT #4 WITH (Youth Opportunities Unlimited) FOR (Youth and Young Adult Internship Program) RQ# WT-16-35911 \$1,293,827.00.

A. Scope of Work Summary

1. CJFS is requesting approval of a contract amendment with Youth Opportunities Unlimited for a Youth and Young Adult Internship Program in the amount of \$8,673,699.00. The term of the contract amendment is January 1, 2019 to March 31, 2019.

2. The primary goal of the project is:

The goal is to provide work experiences enriched with training opportunities that will serve as a significant pipeline to career pathway credential training programs offered throughout the community.

3. Describe the services that will be provided:

Y.O.U. will facilitate a consortium of youth workforce providers that will serve as an infrastructure for the youth component of Cuyahoga County’s overall workforce system. Program components include: (1) Career Exploration via Work Experience, (2) Job Readiness and Career Sessions, (3) Career Coaching and On-going Case Management, (4) Credential Training, (5) Employer Engagement and Permanent Placement, and (6) Referral of Young Adults to Other Projects and Initiatives.

B. Procurement

1. The RFP RQ# 35911 was closed on January 15, 2016 at 11:00am.

2. There were three (3) proposals submitted for review, one (1) proposal was recommended for approval.

3. The procurement method for this project was through a formal RFP process. The total value of the contract is \$25,525,958.00.

Contract	Amount	Contract Start	Contract End	Funding Type
Original	\$ 5,659,912.00	5/1/16	8/31/16	TANF&LEVY
Amendment #1	\$ 748,520.00	9/1/16	6/30/17	GRF
Amendment #2	\$ 9,150,000.00	4/1/17	12/31/17	TANF/CCMEP&LEVY
Amendment #3	\$ 8,673,699.00	1/1/18	12/31/18	TANF/CCMEP&LEVY
Proposed Amendment #4	\$ 1,293,827.00	1/1/19	3/29/19	TANF
Total	\$ 25,525,958.00			

C. Contractor Information

Youth Opportunities Unlimited
1361 Euclid Avenue
Cleveland, OH 44115
Council District (07)

D. Project Status

1. The project's term is January 1, 2019 to March 31, 2019.

E. Funding

The funding source is:

1. 100% Temporary Assistance for Needy Families (TANF) funded.
2. The schedule of payments is by monthly invoice.
3. The project is a contract amendment.

F. Briefly describe the proposed procurement method.

The provider was initially secured through RFP# 35911 issued on December 14, 2015 for the contract year beginning May 2016.

An RFP (#42974) was issued August 22, 2018, closing on October 19, 2018 for services to begin April 1, 2019.

G. Why is this method preferred over the standard, competitive procedure?

No other providers were evaluated for this amendment. The provider was initially secured through RFP# 35911 issued on December 14, 2015 for the contract year beginning May 2016.

H. Were other vendors evaluated? If not, explain.

No other providers were evaluated for this amendment. The provider was initially secured through RFP# 35911 issued on December 14, 2015 for the contract year beginning May 2016.

I. For items or services being procured through State or GSA contract or through a joint purchasing program, provide the contract number and expiration date.

N/A

CONTRACT HISTORY/EVALUATION FORM

Contractor						Youth Opportunities Unlimited					
Contract/Agreement No.						CE1600077					
RQ#						WT-16-35911					
Time Period of Original Contract						May 1, 2016 to August 31, 2016					
Background Statement						The Ohio Department of Job and Family Services (ODJFS) has made available Temporary Assistance to Needy Families (TANF) funding to support a summer youth employment program. Its purpose is to provide youth with educational and employment opportunities and access to leadership development and community service activities. The program targets the most vulnerable youth, including school dropouts, youth in foster care, minorities, homeless youth, and youth offenders.					
Service Description						Youth Employment Program: The program provides a quality, paid work experience to eligible youth in order to provide participants with an employment history, practical work experience, job skills and knowledge of the workplace. Credentialed Training Program: The program serves participants, many transitioning from the Summer Youth Employment Program that are high school graduates ranging in age from 17-20 years old to participate in a paid internship that comprises a pathway leading to high growth industry jobs.					
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #						
Original Contract/Agreement Amount	\$5,659,912.00			4/26/2016	R2016-0081						
Prior Amendment Amounts (List separately)		\$748,520.00	6/30/2017	9/13/2016	R2016-0150						
		\$9,150,000.00	12/31/2017	4/12/2017	R2017-0064						
		\$8,673,699.00	12/31/2018	1/23/2018	R2017-0243						
corrected by OPD											
Pending Amendment		\$1,293,827.00	3/31/2019	TBD	TBD						
Total Amendment(s)											
Total Contract Amount	\$25,525,958.00										
Performance Indicators	See Sheet2										
Actual performance versus performance indicators (include statistics):	See Sheet2										
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor						
Select One (X)		X									
Justification of Rating	Youth Opportunities Unlimited is currently meeting program expectations. Case file reviews observed the program to be consistent with the expected program design. CJFS will continue to provide technical assistance and support to ensure contracted services are of the highest quality for our clients.										
Dept. Contact	Michelle Churchill										
User Dept.	Division of Contract Administration and Performance (DCAP)										
Date	9/27/2018										

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0220

Sponsored by: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services	A Resolution authorizing an amendment to Contract No. CE1600093-01 with Catholic Charities Corporation for pre-employment screening services for Ohio Works First applicants for the period 7/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$522,274.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services has recommended an amendment to Contract No. CE1600093-01 with Catholic Charities Corporation for pre-employment screening services for Ohio Works First applicants for the period 7/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$522,274.00; and

WHEREAS, the primary goal of this project is to evaluate applicants' job readiness and identify potential barriers to employment prior to being assigned to work and training activities that will assist them in becoming self-sufficient; and

WHEREAS, the project is funded 100% by Federal Temporary Assistance to Needy Families ("TANF") 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 Contract No. CE1600093-01 with Catholic Charities Corporation for pre-employment screening services for Ohio Works First applicants for the period 7/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$522,274.00.

Journal _____
_____, 20__

Item No. 7

CJFS is requesting approval of a contract amendment with Catholic Charities Corporation for Pre-Employment Screening Services in the amount of \$522,274.00. The anticipated start-completion dates are 01/01/2019 to 12/31/2019.

The primary goal of the project is:

To continue to provide a high quality, comprehensive pre-employment screening service for Ohio Works First (OWF) applicants in Cuyahoga County. The pre-employment screen is an effective tool to evaluate applicants' job readiness and identify potential barriers to employment prior to being assigned to work and training activities that will assist them in becoming self-sufficient.

Describe the services that will be provided:

Catholic Charities Corporation (CCC) will provide comprehensive on-site pre-employment screening (PES) at the Cuyahoga Job and Family Services (CJFS) Virgil E. Brown (VEB) Building at 1641 Payne Avenue, Cleveland, Ohio 44114, to all referred OWF applicants being approved for OWF cash assistance, and for those OWF recipients whose 36 months of benefits have expired or who have been sanctioned.

Procurement

This contract will provide Pre-Employment Screening Services to eligible CJFS clients.

Contractor Information

The address of the vendor:
Catholic Charities Corporation
7911 Detroit Avenue
Cleveland, OH 44102

Project Status

The project's term is 01/01/2019 to 12/31/2019 and it reoccurs annually.

Funding

The project is funded by 100% by Federal TANF dollars.
The schedule of payments is by monthly invoice.
The project is a contract amendment.

Briefly describe the proposed procurement method.

The procurement method for this project was through a formal RFP. The RFP (RQ# WT-16-35956) was closed on February 12, 2016 at 11:00 a.m. There were two proposals received and one was recommended.

CONTRACT HISTORY/EVALUATION FORM

Contractor						Catholic Charities Corporation									
Contract/Agreement No.						CE1600093									
RQ#						WT-16-35956									
Time Period of Original Contract						7/1/16 to 6/30/17									
Background Statement						Since the implementation of welfare reform, Cuyahoga County has embraced the philosophy that most clients, given the opportunity and appropriate supports, are employable and would choose employment over reliance on government assistance. CJFS has contracted with community providers since 2000 to screen new OWF applicants for a broad range of issues which may inhibit clients' ability to work. The goal has been to identify these issues upfront so that clients could access services needed to remove the "barriers" preventing them from participating in required work-related activities.									
Service Description						To perform certain professional services related to the design, implementation and management of a high quality, comprehensive screening of participants' employability so that participants may be matched with the most appropriate programs and services, thereby improving their self-sufficiency outcomes									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$491,799.00			6/1/2016	BC2016-367					
Prior Amendment Amounts (List separately)							\$245,500.00	12/31/2017	4/4/2017	BC2017-258					
							\$491,799.00	12/31/2018	10/23/2017	BC2017-765					
Pending Amendment							\$522,274.00	12/31/2019	TBD	TBD					
Total Amendment(s)															
Total Contract Amount						\$1,751,372.00									
Performance Indicators						See Sheet 2									
Actual performance versus performance indicators (include statistics):						See Sheet 2									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)							X								
Justification of Rating						Based on actual performance and outcomes of contracted services, CJFS is requesting to amend contract CE1600093 with Catholic Charities. CJFS will continue to work with Catholic Charities in an effort to improve overall value of services offered.									
Dept. Contact						Michelle Churcihl									
User Dept.						Division of Contract Administration and Performance									
Date						9/18/2018									

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0221

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Senior and Adult Services</p>	<p>A Resolution authorizing an amendment to a Master Contract, which includes Nos. CE1700245-01 - CE1700265-01, with various providers for various services for the Cuyahoga OPTIONS for Independent Living Services Program for the period 1/1/2018 - 12/31/2018 to exercise an option to extend the time period to 12/31/2019 and for additional funds in the total amount not-to-exceed \$2,860,766.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/ Division of Senior and Adult Services has recommended an amendment to a Master Contract, which includes Nos. CE1700245-01 - CE1700265-01, with various providers for various services for the Cuyahoga OPTIONS for Independent Living Services Program for the period 1/1/2018 - 12/31/2018 to exercise an option to extend the time period to 12/31/2019 and for additional funds in the total amount not-to-exceed \$2,860,766.00 as follows:

1. A-1 Health Care, Inc.
2. ABC International Services, Inc.
3. Buckeye Homecare Services, Inc.
4. Casleo Corporation
5. Critical Signal Technologies, Inc.
6. Family & Community Services, Inc.
7. First Choice Medical Staffing, Inc.
8. Geocare Inc.
9. Home Care Relief Inc.
10. Priority Home Health Care, Inc.
11. Renaissance Home Health Care
12. Rose Centers for Aging Well, LLC
13. RX Home Healthcare Inc.
14. Senior Transportation Connection
15. Solutions Premier Training Services
16. The Benjamin Rose Institute

17. TOBI Transportation LLC
18. Transport Assistance, Inc.
19. U First Homecare Services, Inc.
20. Visiting Nurse Association Healthcare Partners of Ohio
21. Xcel Healthcare Providers Inc.; and

WHEREAS, the primary goal of the OPTIONS for Independent Living Services Program is to provide a flexible, affordable in-home care program to Cuyahoga County residents aged 60 and above who, because of income and/or assets, are not eligible for Medicaid waiver or other programs; and

WHEREAS, the various services provided by the program that are essential to Cuyahoga County senior include: 1) assistance with larger household chores; 2) medical emergency response services; 3) grab bar installation; 4) homemaking assistance; 5) home delivered meals; 6) assistance with personal care and/or transportation for medical-related appointments; and

WHEREAS, this program is funded 100% by Health and Human Services Levy 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 a Master Contract, which includes Nos. CE1700245-01 - CE1700265-01, with various providers for various services for the Cuyahoga OPTIONS for Independent Living Services Program for the period 1/1/2018 - 12/31/2018 to exercise an option to extend the time period to 12/31/2019 and for additional funds in the total amount not-to-exceed \$2,860,766.00 as follows:

1. A-1 Health Care, Inc.
2. ABC International Services, Inc.
3. Buckeye Homecare Services, Inc.
4. Casleo Corporation
5. Critical Signal Technologies, Inc.
6. Family & Community Services, Inc.
7. First Choice Medical Staffing, Inc.
8. Geocare Inc.
9. Home Care Relief Inc.
10. Priority Home Health Care, Inc.
11. Renaissance Home Health Care
12. Rose Centers for Aging Well, LLC

13. RX Home Healthcare Inc.
14. Senior Transportation Connection
15. Solutions Premier Training Services
16. The Benjamin Rose Institute
17. TOBI Transportation LLC
18. Transport Assistance, Inc.
19. U First Homecare Services, Inc.
20. Visiting Nurse Association Healthcare Partners of Ohio
21. Xcel Healthcare Providers Inc.

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:

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_____, 20__

OnBase Item Detail Briefing Memo - Form

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

Division of Senior And Adult Services - RQ#39732 - 2018-2019 – Multiple Vendors – Amendment to Master Agreement – Options for Independent Living

A. Scope of Work Summary

1. Division of Senior and Adult Services requesting approval of an amendment with A-1 Health Care, Inc., ABC International Services, Inc., Buckeye Homecare Services, Inc., Casleo Corporation, Critical Signal Technologies, Inc., Family & Community Services, Inc., First Choice Medical Staffing, Inc., Geocare Inc., Home Care Relief Inc., Priority Home Health Care, Inc., Renaissance Home Health Care, Rose Centers for Aging Well, LLC, RX Home Healthcare Inc., Senior Transportation Connection, Solutions Premier Training Services, The Benjamin Rose Institute, TOBI Transportation LLC, Transport Assistance, Inc., U First Homecare Services, Inc., Visiting Nurse Association Healthcare Partners of Ohio, Xcel Healthcare Providers Inc. for the anticipated cost not-to-exceed \$2,860,766.00.

R2017-0235

The Options program provides in-home services to seniors and adults with disabilities living in Cuyahoga County who need: assistance with larger household chores; medical emergency response services; grab bar installation; homemaking assistance; home delivered meals; assistance with personal care; and/or transportation for medical-related appointments.

The anticipated start-completion dates are 09/15/2018-12/31/2019.

2. The primary goals of the project are (list 2 to 3 goals).

- To promote self-determination by providing subsidized services to clients so they can remain safe and comfortable in the community.
- Direct services are delivered to clients age 60 and older who met a Protective Level of Care and have incomes up to 300% of the federal poverty level while also not qualifying for a funding source like Passport.
- The overall goal of the Options program is to extend the amount of time a client is able to reside at home before requiring more intensive services.

3. [When applicable] The project is mandated by (provide the ORC statute with section numbers, Cuyahoga County Charter, etc).

N/A

4. (When applicable) Technology Items - If the request is for the purchase of software or technical equipment: **N/A**

a) Please state the date of TAC Approval

b) Are the purchases compatible with the new ERP system?

c) Is the item ERP approved

d) Are the services covered by the original ERP budget

B. Procurement

1. The procurement method for this project is an RFP Exemption. There was an RFP for these services in 2017, and the original Master Agreement included the option to extend the contract for 2 years in one-year terms depending on agency needs and provider performance. The total value of the RFP was \$2,137,840.00. The total value of the RFP exemption is \$2,860,766.00

2. The RFP exemption is being requested at the same time the amendment is being processed.

6. [Option 4] If an RFP Exemption is being requested please list the reason a competitive process was not utilized. – **As noted above, the master agreement includes the option to extend the contract twice in one-year increments based on provider performance and agency needs.**

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

1. A-1 Healthcare, Inc.
2060 S. Taylor Road
Cleveland Heights, OH 44118
Council District 10
2. ABC International Services, Inc.
31525 Aurora Road, Suite 2
Solon, OH 44139
Council District 6
3. Buckeye Homecare Services, Inc.
14077 Cedar Road, Suite 103
South Euclid, OH 44118
Council District 11
4. Casleo Corporation

- 2741 E 4th Avenue
Columbus, OH 43219
Council District N/A
5. Critical Signal Technologies, Inc.
27475 Meadowbrook Road
Novi, MI 48377
Council District N/A
 6. Family and Community Services, Inc.
1357 Home Avenue
Akron, OH 44310
Council District N/A
 7. FirstChoice Medical Staffing, Inc.
1457 West 117th Street
Cleveland, Ohio 44107
Council District 3
 8. Geocare Inc.
26777 Lorain Road, Suite 406
North Olmsted, OH 44070
Council District 1
 9. Home Care Relief Inc.
753 East 200th Street
Euclid, Ohio 44119
Council District 11
 10. Priority Home Health Care, Inc.
18100 Jefferson Park
Middleburg Heights, OH 44130
Council District 4
 11. Renaissance Home Health Care
5311 Northfield Road, Suite 212
Bedford Heights, OH 44146
Council District 9
 12. Rose Centers for Aging Well, LLC
11890 Fairhill Road
Cleveland, OH 44120
Council District 7
 13. Rx Home Healthcare Inc.
2020 Carnegie Avenue
Cleveland, OH 44115
Council District 8
 14. Senior Transportation Connection
4735 West 150th Street
Cleveland, OH 44135
Council District 2
 15. Solutions Premier Training Services

- 14077 Cedar Road, #LL3
South Euclid, Ohio 44118
Council District 11
16. The Benjamin Rose Institute
11890 Fairhill Road
Cleveland, Ohio 44120
Council District 7
17. Tobi Transportation LLC
14100 Bardwell Avenue
East Cleveland, OH 44112
Council District 10
18. Transport Assistance, Inc.
5481 State Road
Parma, OH 44134
Council District 4
19. U-First Homecare Services, Inc.
4403 St. Clair Avenue
Cleveland, Ohio 44103
Council District 7
20. Visiting Nurse Association Healthcare Partners of Ohio
2500 East 22nd Street
Cleveland, Ohio 44115
Council District 8
21. Xcel Healthcare Providers, Inc.
1991 Lee Road
Cleveland Heights, OH 44118
Council District 10

2. The owners, executive director, or primary contact for the contractors/vendors are as follows:

1. A-1 Healthcare, Inc.
Vijay Patel, Treasurer
2. ABC International Services, Inc.
Bella Rokhman, President and Owner
3. Buckeye Homecare Services, Inc.
Nitesh Patel, Administrator
4. Casleo Corporation
Nataliya Krylova, CEO
5. Critical Signal Technologies, Inc.
Jeffery S. Prough, CEO/President
6. Family and Community Services, Inc.
Mark Frisone, Executive Director
7. FirstChoice Medical Staffing, Inc.
Charles D. Slone, President/CEO

8. Geocare Inc.
Geoffrey Moore, President
9. Home Care Relief Inc.
Darlene Myrick, CEO/President
10. Priority Home Health Care, Inc.
Diane Kumarich, Vice President, National Contracts
11. Renaissance Home Health Care
Patricia Eady, President/Owner
12. Rose Centers for Aging Well, LLC
Dabney Conwell, Executive Director
13. Rx Home Healthcare Inc.
Lemma Getachew, Owner/CEO
14. Senior Transportation Connection
Janice Dzigiel, Executive Director
15. Solutions Premier Training Services
Brenda F. Richardson, Owner
16. The Benjamin Rose Institute
Richard Browdie, President & CEO
17. Tobi Transportation LLC
Beatrice Jackson, President/CEO
18. Transport Assistance, Inc.
R. Brett Johnston, CEO
19. U-First Homecare Services, Inc.
Veora Thompkins, Owner/DON
20. Visiting Nurse Association Healthcare Partners of Ohio
Lisa Kristosik, COO
21. Xcel Healthcare Providers, Inc.
Bobbie Stanich, Administrator

3.a *[When applicable]* The address or location of the project is: (provide the full address or list the municipality(ies) impacted by the project in the following format):

N/A - Countywide

3.b. *[When applicable]* The project is located in Council District (xx)

N/A - Countywide

D. Project Status and Planning

1. The project reoccurs annually.

3. The project is on a critical action path because increased demand has lead to an increase in service delivery by the providers, requiring additional funds for 2018 as well as an extension for 2019.

4. The project's term has already begun. The item was submitted as soon as possible to meet the 9/15/18 amendment start date, but there were lengthy delays related specifically to cyber insurance coverage that held up the processing of the item.

E. Funding

1. The project is funded 100% by the Cuyahoga County Health and Human Services Levy.

2. The schedule of payments is monthly.

3. The project is an amendment to a master agreement. This amendment changes the value of the contract, increasing it by \$2,860,766.00 and extending the term of the agreement to 12/31/2019, and this is the FIRST amendment of the contract.

F. Items/Services Received and Invoiced but not Paid:

N/A

Please reference the alternate procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

CONTRACT HISTORY/EVALUATION FORM

Contractor	A-1 Health Care Services, Inc.				
Contract/Agreement No.	CE1700245				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Chore and Grab Bar services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.				
Actual performance versus performance indicators (include statistics):	The provider exceeded both performance indicators, with a 100% utilization rate and a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.				
Dept. Contact	Paul Porter				
User Dept.	Division of Senior and Adult Services				
Date	8/31/2018				

CONTRACT HISTORY/EVALUATION FORM

Contractor	ABC International Employment Services, Inc.				
Contract/Agreement No.	CE1700246				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Chore and Grab Bar services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will receive chore services on or before the requested "service by" date contained on the client care plan. 2. 50% of the clients will have chore services completed within fourteen (14) calendar days of the referral.				
Actual performance versus performance indicators (include statistics):	The provider exceeded the indicators with 96% of clients receiving services on or before the requested date, and 50% of clients having services completed within 14 calendar days of the referral, and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The provider serviced 96% of the clients by the requested "service by" date contained in the client care plan (superior) and 50% of their clients were serviced within 14 calendar days of the referral (average) so their overall rating is above average.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	8/31/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	Buckeye Homecare Services, Inc.				
Contract/Agreement No.	CE1700247				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Homemaker and Personal Care services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.				
Actual performance versus performance indicators (include statistics):	The provider exceeded both performance indicators, with a 90% utilization rate and a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	8/31/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						Casleo Corporation									
Contract/Agreement No.						CE1700248									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Home Delivered Meal services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						1. 90% of clients will begin to receive meal delivery within ten (10) calendar days of the referral. 2. 25% of clients will begin to receive meal delivery within five calendar days of the referral.									
Actual performance versus performance indicators (include statistics):						The provider exceeded both indicators. 100% of clients began to receive meal delivery within 10 calendar days of the referral, and 50% of clients began to receive meal delivery within 5 days of the referral.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)						X									
Justification of Rating						The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	8/31/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						Critical Signal Technologies									
Contract/Agreement No.						CE1700249									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Emergency Response services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						1. 50% of client calls for assistance will be responded to within thirty (30) seconds. 2. 50% of all new installations will be completed within seven calendar days of the referral.									
Actual performance versus performance indicators (include statistics):						The provider exceeded both indicators, as 99% of client calls for assistance were responded to within 30 seconds, and 80% of all new installations were completed within seven calendar days of the referral.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)						X									
Justification of Rating						The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	8/31/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	Family & Community Services, Inc.				
Contract/Agreement No.	CE1700250				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Home Delivered Meal services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will begin to receive meal delivery within ten (10) calendar days of the referral. 2. 25% of clients will begin to receive meal delivery within five calendar days of the referral.				
Actual performance versus performance indicators (include statistics):	The provider exceeded both indicators. 90% of clients began to receive meal delivery within 10 calendar days of the referral, and 45% of clients began to receive meal delivery within 5 days of the referral.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						First Choice Medical Staffing of Ohio, Inc.									
Contract/Agreement No.						CE1700251									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Homemaker and Personal Care services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.									
Actual performance versus performance indicators (include statistics):						The provider exceeded the utilization rate indicator with 80% utilization (Above Average) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)							X								
Justification of Rating						The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	8/31/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	Geocare, Inc.				
Contract/Agreement No.	CE1700252				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Homemaker services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.				
Actual performance versus performance indicators (include statistics):	The provider exceeded the utilization rate indicator with 100% utilization (Superior) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	8/31/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	Home Care Relief, Inc.				
Contract/Agreement No.	CE1700253				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Homemaker services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.				
Actual performance versus performance indicators (include statistics):	The provider exceeded the utilization rate indicator with 85% utilization (Above Average) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	8/31/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	Priority Home Health Care				
Contract/Agreement No.	CE1700254				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Homemaker and Personal Care services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.				
Actual performance versus performance indicators (include statistics):	The provider exceeded the utilization rate indicator with 100% utilization (Superior) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The provider had superior client satisfaction and a superior utilization rate, so their overall rating is superior.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	8/31/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						Renaissance Home Health Care									
Contract/Agreement No.						CE1700255									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Homemaker and Personal Care services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.									
Actual performance versus performance indicators (include statistics):						The provider exceeded the utilization rate indicator with 80% utilization (Above Average) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)							X								
Justification of Rating						The provider had superior client satisfaction and a above average utilization rate, so their overall rating is above average.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	Rose Centers for Aging Well, LLC				
Contract/Agreement No.	CE1700256				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Home Delivered Meal services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will begin to receive meal delivery within ten (10) calendar days of the referral. 2. 25% of clients will begin to receive meal delivery within five calendar days of the referral.				
Actual performance versus performance indicators (include statistics):	The provider exceeded both indicators. 95% of clients began to receive meal delivery within 10 calendar days of the referral, and 45% of clients began to receive meal delivery within 5 days of the referral.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						Rx Home Healthcare									
Contract/Agreement No.						CE1700257									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Homemaker services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.									
Actual performance versus performance indicators (include statistics):						The provider exceeded the utilization rate indicator with 91.5% utilization (Above Average) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)							X								
Justification of Rating						The provider had superior client satisfaction and an Above Average utilization rate, so their overall rating is Above Average.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						Senior Transportation Connection									
Contract/Agreement No.						CE1700258									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Transportation services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						Objective 1: 50% of client trips will be completed in thirty (30) minutes from the point of the client pick-up to the client drop-off. Objective 2: 50% of clients will be picked-up within thirty (30) minutes of their call requesting a return trip home.									
Actual performance versus performance indicators (include statistics):						The provider exceeded both indicators. 98% of trips were completed within 30 minutes from the point of client pick-up to the point of client drop-off, and 85% of clients were picked up within 30 minutes of their call requesting a return trip home.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)						X									
Justification of Rating						The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						Solutions Premier Training Services									
Contract/Agreement No.						CE1700259									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Homemaker and Personal Care services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.									
Actual performance versus performance indicators (include statistics):						The provider was at 85% utilization (Above Average) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)							X								
Justification of Rating						The provider had superior client satisfaction and an Above Average utilization rate, so their overall rating is Above Average.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	The Benjamin Rose Institute				
Contract/Agreement No.	CE1700260				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Homemaker services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.				
Actual performance versus performance indicators (include statistics):	The provider achieved 90% utilization (above average), and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The provider had superior client satisfaction and an Above Average utilization rate, so their overall rating is Above Average.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	Tobi Transportation LLC				
Contract/Agreement No.	CE1700261				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	The provider exceeded both indicators. 95% of trips were completed within 30 minutes from the point of client pick-up to the point of client drop-off, and 82% of clients were picked up within 30 minutes of their call requesting a return trip home.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	Objective 1: 50% of client trips will be completed in thirty (30) minutes from the point of the client pick-up to the client drop-off. Objective 2: 50% of clients will be picked-up within thirty (30) minutes of their call requesting a return trip home.				
Actual performance versus performance indicators (include statistics):	The provider exceeded both indicators. 95% of trips were completed within 30 minutes from the point of client pick-up to the point of client drop-off, and 82% of clients were picked up within 30 minutes of their call requesting a return trip home.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	Transport Assistance, Inc.				
Contract/Agreement No.	CE1700262				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	The provider exceeded both indicators. 95% of trips were completed within 30 minutes from the point of client pick-up to the point of client drop-off, and 82% of clients were picked up within 30 minutes of their call requesting a return trip home.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	Objective 1: 50% of client trips will be completed in thirty (30) minutes from the point of the client pick-up to the client drop-off. Objective 2: 50% of clients will be picked-up within thirty (30) minutes of their call requesting a return trip home.				
Actual performance versus performance indicators (include statistics):	The provider exceeded both indicators. 92% of trips were completed within 30 minutes from the point of client pick-up to the point of client drop-off, and 80% of clients were picked up within 30 minutes of their call requesting a return trip home.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	The provider exceeded both indicators, and clients were highly satisfied with the services they received, with a Superior rating received for client satisfaction.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor	U-First Homecare Services, Inc.				
Contract/Agreement No.	CE1700263				
RQ#	39732				
Time Period of Original Contract	1/1/2018-12/31/2018				
Background Statement	The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.				
Service Description	This contract is for the provision of Homemaker services.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,120,700.00			12/12/2017	R2017-0235
Prior Amendment Amounts (List separately)					
Pending Amendment		\$2,860,766.00	12/31/2019		
Total Amendment(s)					
Total Contract Amount	\$4,981,466.00				
Performance Indicators	1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.				
Actual performance versus performance indicators (include statistics):	The provider achieved 98% utilization (superior), and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	The provider had superior client satisfaction and a superior utilization rate, so their overall rating is superior.				
Dept. Contact	Paul Porter				

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						Visiting Nurse Association Healthcare Partners of Ohio									
Contract/Agreement No.						CE1700264									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Personal Care services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.									
Actual performance versus performance indicators (include statistics):						The provider exceeded the utilization rate indicator with 82% utilization (Above Average) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)							X								
Justification of Rating						The provider had superior client satisfaction and an above average utilization rate, so their overall rating is above average.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

CONTRACT HISTORY/EVALUATION FORM

Contractor						Xcel Healthcare Providers, Inc.									
Contract/Agreement No.						CE1700265									
RQ#						39732									
Time Period of Original Contract						1/1/2018-12/31/2018									
Background Statement						The Cuyahoga County Department of Health and Human Services, Division of Senior and Adult Services, solicited proposals from agencies and organizations interested in providing Options for Independent Living Services (chore, emergency response, grab bar, home delivered meals, personal care and/or homemaker) to Cuyahoga County.									
Service Description						This contract is for the provision of Homemaker and Personal Care services.									
						Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #					
Original Contract/Agreement Amount						\$2,120,700.00			12/12/2017	R2017-0235					
Prior Amendment Amounts (List separately)															
Pending Amendment							\$2,860,766.00	12/31/2019							
Total Amendment(s)															
Total Contract Amount						\$4,981,466.00									
Performance Indicators						1. 90% of clients will report receiving satisfactory service from the provider. 2. 75% of clients will receive at least 70% of the hours of service authorized in their care plan.									
Actual performance versus performance indicators (include statistics):						The provider exceeded the utilization rate indicator with 88.2% utilization (Above Average) and they received a "Superior" rating for client satisfaction, meaning fewer than 2% of provider interactions resulted in a dissatisfied client.									
Rating of Overall Performance of Contractor						Superior	Above Average	Average	Below Average	Poor					
Select One (X)							X								
Justification of Rating						The provider had superior client satisfaction and an above average utilization rate, so their overall rating is above average.									
Dept. Contact						Paul Porter									

User Dept.	Division of Senior and Adult Services
Date	9/4/2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0222

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution authorizing an amendment to Contract No. CE1700229-01 with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service for coordinated intake and assessment services for homeless individuals and families for the period 1/1/2018 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$600,000.00; 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, County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended an amendment to Contract No. CE1700229-01 with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service for coordinated intake and assessment services for homeless individuals and families for the period 1/1/2018 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$600,000.00; and

WHEREAS, the primary goal for this project is to provide homeless individuals with coordinated case management and care; and

WHEREAS, this project is funded by the State Housing Trust 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. CE1700229-01 with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service for coordinated intake and assessment services for homeless individuals and families for the period 1/1/2018 - 12/31/2018 to

Journal _____
_____, 20__

Item No. 6

OHS is requesting approval of an amendment with Frontline Service for Coordinated Intake in the amount of \$600,000.00 The term of the contract is 01/01/2018to 12/31/2019

The primary goal of the project is:

Providing assessment and diversion, when possible, to newly homeless individuals and families; coordinating priority lists for PSH resources for all populations.

All individuals and families needing shelter and supportive services come through the Coordinated Intake (CI) program. The CI Program is a 24/7 coordinated response to identify viable alternatives to entering shelter, help homeless individuals and families access shelter, provide assessment and appropriate linkages to case management and mainstream benefits and to utilize rapid re-housing strategies to reduce the length of time in shelter care.

Is the contract included in the current budget? Yes

Procurement

This program was competitively procured in 2017. There were two respondents. FrontLine was awarded the contract based on evaluation summary scores. Another vendor was evaluated that scored lower than FrontLine.

Reason for late submittal – A portion of the funding was not available until August 2018.

Contractor Information

Mental Health Services for Homeless Persons, Inc. DBA FrontLine Service
1744 Payne Avenue
Cleveland, OH 44114
IG Registration # 12-1897

Project Status

The project's term is 01/01/2018 to 12/31/2019

Does the project reoccur annually? Yes

Funding

State Trust Fund

CONTRACT HISTORY/EVALUATION FORM

Contractor						Mental Health Services for Homeless Persons, Inc. dba FrontLine Service									
Contract/Agreement No.						CE1700229									
RQ#						40091									
Time Period of Original Contract						1/01/2018 -12/31/2018									
Background Statement						Mental Health Services for Homeless Persons, Inc. dba FrontLine Service was awarded this contract through an									
Service Description						MHS manages the Coordinated Entry System (CES) for the Cuyahoga County Continuum of Care (CoC). CoC's are required by the Department of Housing & Urban Development (HUD) to establish and support a CES in order to assure access to all homeless persons to HUD funded housing and services, to verify that persons entering shelter are literally homeless, and to prioritize resources to those with the greatest barriers to stable housing.									
		Original Amount		Amendment Amount		Amended End Date		Approval Date		Approval #					
Original Contract/Agreement Amount		\$500,000.00						10/23/2017		BC2017-764					
Prior Amendment Amounts (List separately)				\$46,637.00				?		?					
Pending Amendment				\$600,000.00											
Total Amendment(s)				\$646,637.00											
Total Contract Amount				\$1,146,637.00											
Performance Indicators						Number of persons assessed; percentage of persons diverted from entering shelter.									
Actual performance versus performance indicators (include statistics):						Since 1/01/18 over 1,500 persons have been accessed through CE. Approximately 25% of those seeking shelter are able to be diverted and to avoid entering shelter.									
Rating of Overall Performance of Contractor						Superior		Above Average		Average		Below Average		Poor	
Select One (X)								X							
Justification of Rating						Coordinated Entry operates on call or in person 24/7. It is a very challenging service to deliver and requires a great deal of compassion, respect, and client focus on the part of the CES staff.									
Dept. Contact						Ruth Gillett									
User Dept.						Office of Homeless Services									
Date						8/24/2018									

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0223

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution authorizing an amendment to Contract No. CE1700230-01 with Emerald Development and Economic Network, Inc. for the Rapid Re-housing Program for homeless individuals and families for the period 1/1/2018 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$1,677,615.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/ Division of Community Initiatives/Office of Homeless Services has recommended an amendment to Contract No. CE1700230-01 with Emerald Development and Economic Network, Inc. for the Rapid Re-housing Program for homeless individuals and families for the period 1/1/2018 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$1,677,615.00; and

WHEREAS, the primary goals of this project are to a) provide short term rental assistance; and b) move people from homelessness into housing quickly while providing supportive services; and

WHEREAS, this project is funded by (a) 43% (\$726,315.00) from the Department of Housing and Urban Development; and (b) 57% (\$951,300.00) from the State Housing Trust 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. CE1700230-01 with Emerald Development and Economic Network, Inc. for the Rapid Re-housing Program for homeless individuals

Journal _____
_____, 20__

Item No. 5

OHS is requesting approval of an amendment with EDEN for Rapid ReHousing in the amount of \$1,677,615.00. The term of the contract is 01/01/2018 to 12/31/2019

The primary goal of the project is:

Move people from homelessness into housing quickly while providing supportive services

Describe the services that will be provided:

The Rapid Re-Housing (RRH) Program is a short-term rental assistance program that gives us the ability to move people from homelessness into housing quickly while providing supportive services to them. The core components of RRH are as follows: Housing Identification, Rent and Move in Assistance, and RRH Case Management and Services. This includes recruiting landlords, matching clients with available units, inspections, rent reasonable tests, subsidy payments to landlords and ongoing support services to participants while on the program.

Is the contract included in the current budget? Yes
Procurement

Contractor Information

Emerald Development and Economic Network, Inc.
7812 Madison Avenue
Cleveland, OH 44102
IG Registration # 12-1209

Project Status

The project's term is 01/01/2018 to 12/31/2019
Does the project reoccur annually? Yes

Funding

HHS LEVY

Will the vendor be paid by invoice? Yes

Briefly describe the proposed procurement method.

This program was competitively procured in 2017. There was only one respondent – EDEN, who was also the existing provider. No other vendors submitted proposals.

CONTRACT HISTORY/EVALUATION FORM

Contractor	Emerald Development and Economic Network, In. (EDEN)				
Contract/Agreement No.	CE1700230				
RQ#	40092				
Time Period of Original Contract	1/01/2018 - 12/31/2018				
Background Statement	The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act passed in 2009, established rapid exit from shelter as a priority activity for federal funding. The activity titled "Rapid Re-housing", encompasses the following activities: short term financial assistance, housing location and stabilization services, and activities directly connected to providing these services. The Office of Homeless Services has supported the prioritization of RRH since 2009.				
Service Description	The Rapid Re-Housing (RRH) Program is a short term rental assistance program that gives us the ability to move people from homelessness into housing quickly while providing supportive services to them. The core components of RRH are as follows: Housing Identification, Rent and Move In Assistance, and RRH Case Management and Services. This includes recruiting landlords, matching clients with available units, inspections, rent reasonable tests, subsidy payments to landlords and ongoing support services to participants while on the program.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$716,955.00			11/28/2017	R2017-0218
Prior Amendment Amounts (List separately)		\$479,536.00	12/31/2018	?	?
Pending Amendment		\$1,667,615.00	12/31/2019		
Total Amendment(s)		\$2,157,151.00			
Total Contract Amount		\$2,874,106.00			
Performance Indicators	# of households assisted, reduction in shelter length of stay.				

Actual performance versus performance indicators (include statistics):	Between 1/01/18 - 6/30/18, EDEN has received over 348 referrals for RRH for Single Adults, Youth and Families, with about 288 referrals resulting in housing placements. The Average Length of Shelter stay for each sub population is being analyzed.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	EDEN staff work very hard to quickly assign a Housing Location staff person to each new RRH referral. EDEN has increased the number of Hosuign Inspectors assigned to the RRH program to further assist in quickly exiting households from shelter.				
Dept. Contact	Ruth Gillett				
User Dept.	Office of Homeless Services				
Date	8/24/2018				

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0185

Sponsored by: County Executive Budish/Department of Development	A Resolution authorizing a Development Loan in the amount not-to-exceed \$10,000,000.00 to Playhouse Square Foundation for the benefit of The Lumen at Playhouse Square Project to be located at 1600 Euclid Avenue in the City of 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.
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WHEREAS, the County Executive/Department of Development has recommended a Development Loan in the amount not-to-exceed \$10,000,000.00 to Playhouse Square Foundation for the benefit of The Lumen at Playhouse Square Project to be located at 1600 Euclid Avenue in the City of Cleveland; and

WHEREAS, the primary goal of this loan is to assist with the development of a new 34-story residential tower, consisting of 318 residential apartments and a 530-car parking garage with retail, in the Playhouse Square neighborhood at 1600 Euclid Avenue, Cleveland, in Council District 7; and

WHEREAS, the project is anticipated to create approximately 2,000 construction-related jobs during the building period and 10 permanent jobs after completion; and

WHEREAS, the total cost of the project is approximately \$138,000,000.00 of which the County will loan \$10,000,000.00 with a term of 48-months at an interest rate of 3.5% per annum, provided that the term may be extended for an additional 12 months upon mutual agreement of both the County and the Playhouse Square Foundation; and

WHEREAS, on August 8, 2018, 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 General 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; and submission of annual job creation/retention reporting; 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 authorizes a Development Loan in the amount not-to-exceed \$10,000,000.00 to Playhouse Square Foundation for the benefit of The Lumen at Playhouse Square Project to be located at 1600 Euclid Avenue in the City of 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, 2018
Committee(s) Assigned: Economic Development & Planning

Committee Report/Second Reading: October 23, 2018

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0203

<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 an amendment to Contract No. CE1600242-01 with United Labor Agency, Inc. for operation of the Workforce Service Center, job seekers and employer services, and management of the On-the-Job Training Program in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,586,219.00; 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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board has recommended an amendment to Contract No. CE1600242-01 with United Labor Agency, Inc. for operation of the Workforce Service Center, job seekers and employer services, and management of the On-the-Job Training Program in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,586,219.00; and,

WHEREAS, the primary goal of this project is to continue to create and maintain solid partnerships with employers, the public sector and local educational institutions to supply the workforce with the essential skills that employers seek, in which all benefit with each successful entry into the workforce; and,

WHEREAS, the project is 100% funded 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 an amendment to Contract No. CE1600242-01 with United Labor Agency, Inc. for operation of the Workforce Service Center, job seekers and employer services, and management of the On-the-Job Training Program in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,586,219.00.

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

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: October 10, 2018

Committee(s) Assigned: Education, Environment & Sustainability

Committee Report/Second Reading: October 23, 2018

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0204

<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 an amendment to Contract No. CE1600288-01 with OhioGuidestone for In-School and Out-of-School Youth Programs in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,157,343.00; 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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board has recommended an amendment to Contract No. CE1600288-01 with OhioGuidestone for In-School and Out-of-School Youth Programs in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,157,343.00; and,

WHEREAS, the primary goal of this project is to address job preparation, training, education and employment for youth and young adults; and,

WHEREAS, the project is 100% funded by Workforce Innovation and Opportunity Act (WIOA – Youth Allocation) 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 Contract No. CE1600288-01 with OhioGuidestone for In-School and Out-of-School Youth Programs in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2016 - 6/30/2019 for additional funds in the amount not-to-exceed \$1,157,343.00.

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0205

<p>Sponsored by: County Executive Budish/Department of Public Safety and Justice Services/Division of Witness/Victim</p> <p>Co-sponsored by: Councilmember Conwell</p>	<p>A Resolution making an award on RQ42537 to Mental Health Services for Homeless Persons, Inc. dba FrontLine Service in the amount not-to-exceed \$898,300.00 for operation of the Children Who Witness Violence Program for the period 1/1/2019 - 12/31/2021; 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.</p>
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WHEREAS, the County Executive/Department of Public Safety and Justice Services/Division of Witness/Victim has recommended an award on RQ42537 to Mental Health Services for Homeless Persons, Inc. dba FrontLine Service in the amount not-to-exceed \$898,300.00 for operation of the Children Who Witness Violence Program for the period 1/1/2019 - 12/31/2021; and

WHEREAS, the primary goal of this project is to utilize a qualified behavioral health agency capable of providing services to children and their families who witness violence, as identified and referred by law enforcement agencies; and

WHEREAS, this project is funded 100% Health and Human Services Levy 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 makes an award on RQ42537 to Mental Health Services for Homeless Persons, Inc. dba FrontLine Service in the amount not-to-exceed \$898,300.00 for operation of the Children Who Witness Violence Program for the period 1/1/2019 - 12/31/2021.

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 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: October 10, 2018
 Committee(s) Assigned: Public Safety & Justice Affairs

Additional Sponsorship Requested: October 16, 2018

Committee Report/Second Reading: October 23, 2018

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0186

<p>Sponsored by: County Executive Budish/Department of Information Technology</p>	<p>A Resolution authorizing amendments to Contract Nos. CE1600274-02 (Statement of Work) and CE1601169-02 (Master Services Agreement) with Infor (US), Inc. for information technology services and solutions for the Enterprise Resource Planning System to clarify the time period of the Original Contracts as 10/27/2016 - 10/26/2021, to change the scope of services and the terms, effective 10/23/2018, and to increase the total amount not-to-exceed from \$9,036,696.00 to \$12,281,905.00; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, by Resolution No. R2016-0141 dated 10/11/2016, the Cuyahoga County Council made an award on RQ29315 to Ciber, Inc. (“Ciber”) in the amount not-to-exceed \$9,036,696.00 for information technology services and solutions for the Enterprise Resource Planning (ERP) System via a Statement of Work and a Master Services Agreement (“Original Contracts”) for the period 10/1/2016 - 9/30/2021; and

WHEREAS, the County consented to Ciber’s assignment of the Original Contracts to Infor (US), Inc. (“Infor”) on September 6, 2017 and

WHEREAS, the County Executive/Department of Information Technology now recommends amendments to Contract Nos. CE1600274-02 (Statement of Work) and CE1601169-02 (Master Services Agreement) with Infor (US), Inc. to clarify the time period of the Original Contracts as 10/27/2016 - 10/26/2021, to change the scope of services and the terms, effective 10/23/2018, and to increase the total amount not-to-exceed from \$9,036,696.00 to \$12,281,905.00; and

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

WHEREAS, this amendment is funded by the General Fund; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes amendments to Contract Nos. CE1600274-02 (Statement of Work) and CE1601169-02 (Master Services Agreement) with Infor (US), Inc. for information technology services and solutions for the Enterprise Resource Planning System to clarify the time period of the Original Contracts as 10/27/2016 - 10/26/2021, to change the scope of services and the terms, effective 10/23/2018, and to increase the total amount not-to-exceed from \$9,036,696.00 to \$12,281,905.00.

SECTION 2. That the County Executive is authorized to execute the amendments 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, 2018

Committee(s) Assigned: Finance & Budgeting

Legislation Substituted in Committee: October 15, 2018

Journal CC032
October 23, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0201

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution making awards on RQ42565 to various providers, each in the amount not-to-exceed \$400,000.00, for general architectural and engineering services for the period 10/23/2018 - 10/22/2021; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended awards on RQ42565 to various providers, each in the amount not-to-exceed \$400,000.00, for general architectural and engineering services for the period 10/23/2018 - 10/22/2021 as follows:

- a) MS Consultants, Inc.; and
- b) Makovich & Pusti Architects, Inc.; and,

WHEREAS, the goal is to allow the Department of Public Works to continue to maximize resources to address infrastructure needs; and,

WHEREAS, the anticipated start-completion dates are 10/23/2018 - 10/22/2021; and,

WHEREAS, the project is funded 100% by the General Fund (\$800,000.00); and,

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

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ42565 to various providers, each in the amount not-to-exceed \$400,000.00, for general architectural and engineering services for the period 10/23/2018 - 10/22/2021 as follows:

- a) MS Consultants, Inc.
- b) Makovich & Pusti Architects, Inc.

SECTION 2. That the County Executive is authorized to execute the 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 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: October 10, 2018
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC032
October 23, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0202

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution making awards on RQ42571 to various providers, each in the amount not-to-exceed \$350,000.00, for general mechanical, electrical and plumbing architectural and engineering services for the period 10/23/2018 - 10/22/2021; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended awards on RQ42571 to various providers, each in the amount not-to-exceed \$350,000.00, for general mechanical, electrical and plumbing architectural and engineering services for the period 10/23/2018 - 10/22/2021 as follows:

- a) R Engineering Team, LLC; and
- b) The Osborn Engineering Company; and,

WHEREAS, the goal is to allow the Department of Public Works to continue to maximize resources to address infrastructure needs; and,

WHEREAS, the anticipated start-completion dates are 10/23/2018 – 10/22/2021; and,

WHEREAS, the project is funded 100% by the General Fund (\$700,000.00); and,

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

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ42571 to various providers, each in the amount not-to-exceed \$350,000.00, for

First Reading/Referred to Committee: October 10, 2018
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC032
October 23, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0206

<p>Sponsored by: County Executive Budish on behalf of Cuyahoga County Board of Developmental Disabilities</p> <p>Co-sponsored by: Councilmember Conwell</p>	<p>A Resolution authorizing amendments to various agreements with Educational Service Center of Cuyahoga County for lease of space at various Cuyahoga County Board of Developmental Disabilities Centers for operation of Bright Beginnings Programs fka Help Me Grow Programs for the period 9/15/2013 - 9/14/2018 to extend the time period to 9/14/2023 and for additional revenue, each in the amount not-to-exceed \$5.00; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive on behalf of Cuyahoga County Board of Developmental Disabilities (“CCBDD”) has recommended amendments to various agreements with Educational Service Center of Cuyahoga County for lease of space at various Cuyahoga County Board of Developmental Disabilities Centers for operation of Bright Beginnings Programs fka Help Me Grow Programs for the period 9/15/2013 - 9/14/2018 to extend the time period to 9/14/2023 and for additional revenue, each in the amount not-to-exceed \$5.00, as follows:

1. Green Road Services Center, located at 4329 Green Road, Highland Hills; and,
2. William Patrick Day Services Center, located at 2421 Community College Avenue, Cleveland; and

WHEREAS, the primary goals of the leases are for the CCBDD to assist Bright Beginnings in providing service coordination of services to over 1,000 families/children who reside in Cuyahoga County and receive Evidence Based Early Intervention services from the CCBDD; and

WHEREAS, thirty-two (32) Bright Beginnings Service Coordinators will be housed between the two (2) Centers; and

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

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

SECTION 1. That the Cuyahoga County Council authorizes amendments to various agreements with Educational Service Center of Cuyahoga County for lease of space at various Cuyahoga County Board of Developmental Disabilities Centers for operation of Bright Beginnings Programs fka Help Me Grow Programs for the period 9/15/2013 - 9/14/2018 to extend the time period to 9/14/2023 and for additional revenue, each in the amount not-to-exceed \$5.00, as follows:

1. Green Road Services Center, located at 4329 Green Road, Highland Hills; and
2. William Patrick Day Services Center, located at 2421 Community College Avenue, Cleveland.

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

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

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: October 10, 2018
Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested: October 17, 2018

Journal CC032
October 23, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0207

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</p>	<p>A Resolution authorizing an amendment to Contract No. CE1700168-01 with Child Care Resource Center of Cuyahoga County dba Starting Point for management, administration and implementation of various supportive services for the Universal Pre-Kindergarten 2.0 Program for the period 8/1/2017 - 7/31/2018 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$819,706.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood has recommended an amendment to Contract No. CE1700168-01 with Child Care Resource Center of Cuyahoga County dba Starting Point for management, administration and implementation of various supportive services for the Universal Pre-Kindergarten 2.0 Program for the period 8/1/2017 - 7/31/2018 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$819,706.00; and

WHEREAS, the primary goals of this project are to provide various supportive services for the Universal Pre-Kindergarten Program and Universal Pre-Kindergarten sites; and

WHEREAS, this project is funded by the High Quality Pre-Kindergarten Education Fund at the Cleveland Foundation (\$207,055.00) and by Health and Human Services Levy funds (\$612,651.00); 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:

Clerk of Council

Date

First Reading/Referred to Committee: October 10, 2018

Committee(s) Assigned: Education, Environment & Sustainability

[Clerk's Note: Technical correction to 3rd WHEREAS clause to change funding source made by Clerk at the request of the Department: October 17, 2018]

Journal CC032

October 23, 2018