



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JUNE 25, 2019
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) June 11, 2019 Committee of the Whole Meeting (See Page 10)
 - b) June 11, 2019 Regular Meeting (See Page 13)
- 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) R2019-0142: A Resolution providing for the appointment of James P. Boyle as Research and Policy Analyst to serve the Council of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective. (See Page 25)

Sponsor: Council President Brady/Chief of Staff

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

- 1) R2019-0143: 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 27)

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

- 2) R2019-0144: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to repeal Section 5.08 and enact Article XVI of the County Charter to provide for additional requirements of the Sheriff, including the powers, duties, qualifications, term, and removal process of the office; and declaring the necessity that this Resolution become immediately effective. (See Page 72)

Sponsors: Councilmembers Tuma, Simon and Jones

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2019-0145: A Resolution amending the 2018/2019 Biennial Operating Budget for 2019 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; and declaring the necessity that this Resolution become immediately effective. (See Page 76)

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

- 2) R2019-0146: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, representing approximately 15 employees in the

classifications of Cook, Custodial and Laundry Worker at the Sheriff's Department for the period 7/1/2018 - 6/30/2021; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 88)

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

- 3) R2019-0147: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Ohio Patrolmen's Benevolent Association representing approximately 620 employees in the classification of Correction Officer at the Sheriff's Department for the period 1/1/2020 - 12/31/2022; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 91)

Sponsor: County Executive Budish/County Sheriff and Department of Human Resources

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

- 1) R2019-0148: A Resolution confirming the County Executive's appointment of Susan Infeld to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for an unexpired term ending 1/1/2021, and declaring the necessity that this Resolution become immediately effective. (See Page 94)

Sponsor: County Executive Budish

- 2) R2019-0149: A Resolution authorizing an amendment to Contract No. CE1700002-01 with Mott MacDonald, LLC for design engineering services for repair and resurfacing of Sprague Road from Webster Road to York Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville, to change the scope of services, effective 6/25/2019, and for additional funds in the amount not-to-exceed \$726,761.00;

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 100)

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

- 3) R2019-0150: A Resolution authorizing an amendment to Contract No. CE1400135-2 with Alto 55 Erievew, LLC, as successor in interest to BZT Acquisition, LLC, for lease of space located at 75 Erievew Plaza, Cleveland, for operation of the Family Justice Center for the period 6/1/2014 - 10/31/2019 to extend the time period to 10/31/2023, and for additional funds in the amount not-to-exceed \$780,360.00; 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 105)

Sponsor: County Executive Budish/Departments of Public Works and Public Safety and Justice Services/Division of Witness Victim Services

- 4) R2019-0151: A Resolution designating Dollar Bank, Federal Savings Bank an eligible institution as a public depository of active and interim funds of Cuyahoga County; authorizing a bank depository agreement for deposits of said public funds in the deposit limit amount not-to-exceed \$200,000,000.00 for the period 7/1/2019 - 8/23/2021, in accordance with the Uniform Depository Act of Ohio; authorizing the County Executive and/or County Treasurer to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 110)

Sponsor: County Executive Budish/Fiscal Officer/County Treasurer

- 5) R2019-0152: A Resolution authorizing a contract with Middough, Inc. in the amount not-to-exceed \$235,000.00 for consultant services for development of a Request for Proposals for operation of a local microgrid for the period 5/3/2019 - 12/31/2020; authorizing the County Executive to execute the contract and all other documents consistent with

this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 114)

Sponsor: County Executive Budish/Department of Sustainability

- 6) R2019-0153: A Resolution authorizing a Memorandum of Understanding and Agreement among Cuyahoga County, Say Yes to Education Inc. and Cleveland Municipal School District to establish funding responsibilities for year one of the Say Yes Cleveland Strategy Program for the period 7/24/2019 - 7/23/2020; authorizing a Governance Agreement with various Say Yes to Education partners; accepting a payment in the amount not-to-exceed \$493,000.00 from Cleveland Municipal School District for said Program; authorizing a payment in the amount not-to-exceed \$1,415,000.00 to College Now Greater Cleveland, Inc. as fiscal agent of Say Yes to Education Inc.; authorizing the County Executive to execute the Memorandum of Understanding and Agreement and Governance Agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 118)

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

- 7) R2019-0154: 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 - 12/31/2019 for additional funds in the amount not-to-exceed \$630,826.00; 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 124)

Sponsor: 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 ADOPTION UNDER SUSPENSION OF RULES

- 1) R2019-0136: 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 132)

i) Appointment for an unexpired term ending 6/30/2020:

a) Harriet Applegate

ii) Reappointments for the term 7/1/2019 - 6/30/2022:

a) Theodore N. Carter

b) Ethan S. Karp

Sponsor: County Executive Budish

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

- 2) R2019-0137: A Resolution making an award on RQ45246 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$7,347,866.50 for reconstruction and widening of Sprague Road from Webster Road to West 130th Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$2,152,924.88 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective. (See Page 135)

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

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

- 3) R2019-0140: A Resolution making awards on RQ44122 to various providers for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 -

6/30/2021; authorizing the County Executive to execute the agreement and contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 138)

- i) Cuyahoga Community College District in the amount not-to-exceed \$1,466,993.00 for the In-School/Out-of-School Youth Program.
- ii) Linking Employment, Abilities and Potential in the amount not-to-exceed \$112,000.00 for the In-School Youth Program for students with disabilities.
- iii) OhioGuidestone in the amount not-to-exceed \$1,770,000.00 for the Out-of-School Youth Program.
- iv) The Centers for Families and Children in the amount not-to-exceed \$1,100,000.00 for the Out-of-School Youth Program.
- v) Towards Employment, Inc. in the amount not-to-exceed \$874,821.00 for the Out-of-School Youth Program.
- vi) Youth Opportunities Unlimited in the amount not-to-exceed \$4,950,000.00 for the Out-of-School Youth Program and operation of the Young Adult Resource Center.

Sponsors: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

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

- 4) R2019-0141: A Resolution making awards on RQ44417 to various providers for various services in connection with the Workforce Innovation and Opportunity Act for various time periods beginning 7/1/2019; 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 141)

- i) Towards Employment, Inc. in the amount not-to-exceed \$549,826.00 for job seeker services for applicants with felony backgrounds ending 6/30/2021.
- ii) United Labor Agency Incorporated in the amount not-to-exceed \$4,570,727.00 for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program ending 6/30/2020.
- iii) Vantage Aging, Inc. in the amount not-to-exceed \$185,000.00 for mature job seeker services and implementation of the ENCORE Program ending 6/30/2021.

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

d) CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION

- 1) R2019-0127: A Resolution making awards on RQ42974 to various providers for the Propel Cuyahoga - Workforce Services Program for the period 7/1/2019 - 6/30/2020; 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 144)
 - i) Maximus Human Services Inc. in the amount not-to-exceed \$2,606,136.96.
 - ii) The Centers for Families and Children in the amount not-to-exceed \$4,440,833.54.

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

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

- 1) O2019-0009: An Ordinance enacting Chapter 724 of the Cuyahoga County Code to authorize an increase by one percent of the bed tax for the purpose of paying the direct and indirect costs of constructing, improving, expanding, equipping, financing, or operating a convention center; and declaring the necessity that this Ordinance become immediately effective. (See Page 147)

Sponsors: County Executive Budish and Councilmembers Brady and Miller

11. MISCELLANEOUS COMMITTEE REPORTS

12. MISCELLANEOUS BUSINESS

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

- a) O2019-0007: An Ordinance amending Section 402.01(L) of the Cuyahoga County Code to modify the definition of “relative” as it is used in the County’s code of ethics, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish

14. ADJOURNMENT

NEXT MEETINGS

COMMITTEE OF THE WHOLE MEETING:

THURSDAY, JULY 11, 2019
TBD / COUNCIL CHAMBERS

REGULAR MEETING:

THURSDAY, JULY 11, 2019
5:00 PM / COUNCIL CHAMBERS

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

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



MINUTES

CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING
TUESDAY, JUNE 11, 2019
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
2:30 PM

1. CALL TO ORDER

Councilmember Miller, Chair of the Finance & Budgeting Committee, called the meeting to order at 2:33 p.m.

2. ROLL CALL

Chair Miller asked Clerk Schmotzer to call the roll. Councilmembers Jones, Baker, Miller, Tuma, Gallagher and Brady were in attendance and a quorum was determined. Councilmembers Brown and Stephens were in attendance shortly after the roll-call was taken. Councilmembers Schron and Conwell were absent from the meeting.

[Clerk's note: Councilmember Simon entered the meeting after the roll-call was taken to move to Executive Session.]

3. PUBLIC COMMENT

Mr. William Tarter addressed Council regarding Resolution Nos. R2019-0125 and R2019-0126.

4. ITEMS REFERRED TO COMMITTEE:

- a) R2019-0125: A Resolution providing for the issuance and sale of Taxable General Obligation Bonds in a maximum aggregate principal amount of \$40,000,000.00 to advance refund all of the County's outstanding Excise Tax Revenue Bonds, Series 2015, originally issued for the purpose of paying the costs of constructing, renovating, improving or repairing sports facilities, including specifically major capital repairs to such sports facilities, and reimbursing the County for costs incurred by the County in connection with such construction, renovation, improvement or repairs, to pay capitalized

interest on the bonds, and to fund a reserve fund, and to pay the costs of issuance in connection therewith; authorizing the preparation and use of a preliminary official statement; authorizing the preparation, execution and use of an official statement; approving and authorizing the execution of a continuing disclosure agreement, a purchase agreement and an escrow agreement; authorizing other actions related to the issuance of the bonds; and declaring the necessity that this resolution become immediately effective.

- b) R2019-0126: A Resolution providing for the issuance and sale of General Obligation Bonds in a maximum aggregate principal amount of \$40,500,000.00 to provide funds for the purpose of paying the costs of constructing, renovating, improving or repairing sports facilities, including specifically major capital repairs to such sports facilities, and reimbursing the County for costs incurred by the County in connection with such construction, renovation, improvement or repairs of sports facilities together with all necessary appurtenances and work incidental thereto, to pay capital interest on the bonds, and to pay the costs of issuance in connection therewith; authorizing the preparation and use of a preliminary official statement; authorizing the preparation, execution and use of an official statement; approving and authorizing the execution of a purchase agreement and a continuing disclosure agreement; authorizing other actions related to the issuance of the bonds; and declaring the necessity that this Resolution become immediately effective.

[Clerk's Note: Resolutions Nos. R2019-0125 and R2019-0126 were read into the record and considered concurrently.]

Mr. Robert Franz, Director of Public Finance for Stifel Financial Corp., and Mr. Len Komoroski, Chief Executive Officer for the Cleveland Cavaliers, addressed Council regarding Resolution Nos. R2019-0125 and R2019-0126. Discussion ensued.

Councilmembers asked questions of Mr. Franz and Mr. Komoroski pertaining to the items, which they answered accordingly.

On a motion by Mr. Brady with a second by Ms. Stephens, Resolution Nos. R2019-0125 and R2019-0126 were considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

Chair Miller then handed the gavel over to Council President Brady, who chaired the remainder of the meeting.

5. DISCUSSION / EXECUTIVE SESSION:

- a) Pending or imminent litigation

A motion was made by Mr. Tuma, seconded by Mr. Miller and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing pending or imminent litigation and for no other purpose whatsoever. Executive Session was then called to order by Council President Brady at 2:55 p.m. The following Councilmembers were present: Jones, Brown, Stephens, Baker, Miller, Tuma, Gallagher and Brady. Councilmember Simon was present after Executive Session convened. The following additional attendees were present: Director of Law Gregory Huth, Deputy Chief Law Director Nora Hurley, Chief Corporate Counsel Joseph Boatwright, Assistant Law Director Amy Marquit Renwald, Chief Prosecuting Attorney Michael O'Malley, Civil Division Chief David Lambert, Litigation Manager Charles Hannan, Assistant Prosecutor Brendan Healy, Assistant Prosecutor Robert Cathcart and Council Legislative Budget Advisor Trevor McAleer.

At 4:38 p.m., Executive Session was adjourned without objection and Council President Brady then reconvened the meeting.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Council President Brady adjourned the meeting at 4:39 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JUNE 11, 2019
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM**

1. CALL TO ORDER

Council President Brady called the meeting to order at 5:00 p.m.

2. ROLL CALL

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

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

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

There was no moment of silent meditation.

5. PUBLIC COMMENT

The following individuals addressed Council regarding Resolution No. R2019-0134, a Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to repeal Section 5.08 and enact Article XVI of the County Charter providing for the election of the Sheriff:

- a) Ms. Marcia Goldberg
- b) Mr. Michael Seals

Ms. Loh addressed Council regarding the Office of Homeless Services and concerns regarding homelessness.

Mr. William Tarter addressed Council regarding the following Resolutions:

- a) No. R2019-0125, a Resolution providing for the issuance and sale of Taxable General Obligation Bonds in a maximum aggregate principal amount of \$40,000,000.00 to advance refund all of the County's outstanding Excise Tax Revenue Bonds, Series 2015, originally issued for the purpose of paying the costs of constructing, renovating, improving or repairing sports facilities.
- b) No. R2019-0126, a Resolution providing for the issuance and sale of General Obligation Bonds in a maximum aggregate principal amount of \$40,500,000.00 to provide funds for the purpose of paying the costs of constructing, renovating, improving or repairing sports facilities.

6. APPROVAL OF MINUTES

- a) May 28, 2019 Committee of the Whole Meeting
- b) May 28, 2019 Regular Meeting

A motion was made by Mr. Tuma, seconded by Ms. Brown and approved by unanimous vote to approve the minutes from the May 28, 2019 Committee of the Whole and Regular meetings.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

There were no announcements from Council President Brady.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Budish reported that the State Senate introduced its version of the State budget and then gave an overview of several high points of the budget. He said that the final State budget will clearly have a major impact on the County's budget and that the administration is following it very closely.

9. LEGISLATION INTRODUCED BY COUNCIL

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

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2019-0133.

- 1) R2019-0133: A Resolution providing for the appointment of Brendan R. Doyle as Special Counsel to serve the Council of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Brady/Chief of Staff

On a motion by Mr. Miller with a second by Mr. Brady, Resolution No. R2019-0133 was considered and adopted by unanimous vote.

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

- 1) R2019-0134: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to repeal Section 5.08 and enact Article XVI of the County Charter providing for the election of the Sheriff, including the powers, duties, qualifications, and compensation of the office; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Brady and Gallagher

Council President Brady referred Resolution No. R2019-0134 to the Committee of the Whole.

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2019-0135: A Resolution confirming the County Executive's appointment of Anthony G. Tavrell to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for an unexpired term ending 1/1/2022, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2019-0135 to the Human Resources, Appointments & Equity Committee.

- 2) R2019-0136: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for various terms, and declaring the necessity that this Resolution become immediately effective:
 - i) Appointment for an unexpired term ending 6/30/2020:
 - a) Harriet Applegate
 - ii) Reappointments for the term 7/1/2019 - 6/30/2022:
 - a) Theodore N. Carter
 - b) Ethan S. Karp

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2019-0136 to the Human Resources, Appointments & Equity Committee.

- 3) R2019-0137: A Resolution making an award on RQ45246 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$7,347,866.50 for reconstruction and widening of Sprague Road from Webster Road to West 130th Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$2,152,924.88 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.

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

Council President Brady referred Resolution No. R2019-0137 to the Public Works, Procurement & Contracting Committee.

- 4) R2019-0138: A Resolution adopting the Annual Alternative Tax Budget for the year 2020, and declaring the necessity that this Resolution become immediately effective.

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

Council President Brady referred Resolution No. R2019-0138 to the Finance & Budgeting Committee.

- 5) R2019-0139: A Resolution adopting the 2019 Economic Development Plan in accordance with Section 7.05 of the Cuyahoga County Charter and Section 801.01 of the Cuyahoga County Code, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

Council President Brady referred Resolution No. R2019-0139 to the Economic Development & Planning Committee.

- 6) R2019-0140: A Resolution making awards on RQ44122 to various providers for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 - 6/30/2021; authorizing the County Executive to execute the agreement and contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Cuyahoga Community College District in the amount not-to-exceed \$1,466,993.00 for the In-School/Out-of-School Youth Program.
- ii) Linking Employment, Abilities and Potential in the amount not-to-exceed \$112,000.00 for the In-School Youth Program for students with disabilities.
- iii) OhioGuidestone in the amount not-to-exceed \$1,770,000.00 for the Out-of-School Youth Program.

- iv) The Centers for Families and Children in the amount not-to-exceed \$1,100,000.00 for the Out-of-School Youth Program.
- v) Towards Employment, Inc. in the amount not-to-exceed \$874,821.00 for the Out-of-School Youth Program.
- vi) Youth Opportunities Unlimited in the amount not-to-exceed \$4,950,000.00 for the Out-of-School Youth Program and operation of the Young Adult Resource Center.

Sponsors: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Council President Brady referred Resolution No. R2019-0140 to the Education, Environment & Sustainability Committee.

- 7) R2019-0141: A Resolution making awards on RQ44417 to various providers for various services in connection with the Workforce Innovation and Opportunity Act for various time periods beginning 7/1/2019; 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) Towards Employment, Inc. in the amount not-to-exceed \$549,826.00 for job seeker services for applicants with felony backgrounds ending 6/30/2021.
 - ii) United Labor Agency Incorporated in the amount not-to-exceed \$4,570,727.00 for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program ending 6/30/2020.
 - iii) Vantage Aging, Inc. in the amount not-to-exceed \$185,000.00 for mature job seeker services and implementation of the ENCORE Program ending 6/30/2021.

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

Council President Brady referred Resolution No. R2019-0141 to the Education, Environment & Sustainability Committee.

- b) 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. R2019-0115, R2019-0116, R2019-0117, R2019-0125, R2019-0126, R2019-0131 and R2019-0132.

- 1) R2019-0115: A Resolution confirming the County Executive's appointment of Allyn Davies to serve on the Cuyahoga County Public Library Board of Trustees for an unexpired term ending 3/31/2022, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

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

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2019-0115 was considered and adopted by unanimous vote.

- 2) R2019-0116: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 1/2/2019 - 1/1/2022, and declaring the necessity that this Resolution become immediately effective:

- i) Brian E. Hall
- ii) N. Michael Obi

Sponsor: County Executive Budish

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

On a motion by Ms. Brown with a second by Mr. Brady, Resolution No. R2019-0116 was considered and adopted by unanimous vote.

- 3) R2019-0117: A Resolution confirming the County Executive's reappointment of A. Steven Dever to serve, in his official capacity as representative of Cuyahoga County, on the Lake Erie Energy Development Corporation Board of Directors for the term 5/1/2019 - 4/30/2021; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish and Councilmembers Brown, Jones and Miller

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

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2019-0117 was considered and adopted by unanimous vote.

- 4) R2019-0125: A Resolution providing for the issuance and sale of Taxable General Obligation Bonds in a maximum aggregate principal amount of \$40,000,000.00 to advance refund all of the County's outstanding Excise Tax Revenue Bonds, Series 2015, originally issued for the purpose of paying the costs of constructing, renovating, improving or repairing sports facilities, including specifically major capital repairs to such sports facilities, and reimbursing the County for costs incurred by the County in connection with such construction, renovation, improvement or repairs, to pay capitalized interest on the bonds, and to fund a reserve fund, and to pay the costs of issuance in connection therewith; authorizing the preparation and use of a preliminary official statement; authorizing the preparation, execution and use of an official statement; approving and authorizing the execution of a continuing disclosure agreement, a purchase agreement and an escrow agreement; authorizing other actions related to the issuance of the bonds; and declaring the necessity that this resolution become immediately effective. [Pending Committee Recommendation]

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

Bond Counsel: Tucker Ellis LLP

Committee Assignment and Chair: Committee of the Whole –
Brady

On a motion by Mr. Miller with a second by Mr. Brady, Resolution No. R2019-0125 was considered and adopted by unanimous vote.

- 5) R2019-0126: A Resolution providing for the issuance and sale of General Obligation Bonds in a maximum aggregate principal amount of \$40,500,000.00 to provide funds for the purpose of paying the costs of constructing, renovating, improving or repairing sports facilities, including specifically major capital repairs to such sports facilities, and reimbursing the County for costs incurred by the County in connection with such construction, renovation, improvement or repairs of sports facilities together with all necessary appurtenances and work incidental thereto, to pay capital interest on the bonds, and to pay the costs of issuance in connection therewith; authorizing the preparation and use of a preliminary official statement; authorizing the preparation, execution and use of an official statement; approving and authorizing the execution of a purchase agreement and a continuing disclosure agreement; authorizing other actions related to the issuance of the bonds; and declaring the necessity that this Resolution become immediately effective. [Pending Committee Recommendation]

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

Bond Counsel: Tucker Ellis LLP

Committee Assignment and Chair: Committee of the Whole –
Brady

On a motion by Mr. Miller with a second by Ms. Brown, Resolution No. R2019-0126 was considered and adopted by unanimous vote.

- 6) R2019-0131: A Resolution making an award on RQ45102 to Kokosing Construction Company, Inc. in the amount not-to-exceed \$1,127,097.49 for resurfacing Mastick Road from the Fairview Park West Corporation Line to Eaton Road in the City of Fairview Park in connection with the 2019 Operations Resurfacing Program; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County

Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$450,839.00 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.

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

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

On a motion by Mr. Tuma with a second by Mr. Miller, Resolution No. R2019-0131 was considered and adopted by unanimous vote.

7) R2019-0132: A Resolution making awards on RQ43377 to AT&T Corporation, in the total amount not-to-exceed \$2,157,000.00, for various services for the period 1/1/2019 - 12/31/2023; authorizing the County Executive to execute the various contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Long distance services in the amount not-to-exceed \$150,000.00.
- ii) Measured business line services in the amount not-to-exceed \$1,080,000.00.
- iii) Primary Rate Interface services for the Voice over Internet Protocol System in the amount not-to-exceed \$147,000.00.
- iv) Wide Area Network links in the amount not-to-exceed \$780,000.00.

Sponsor: County Executive Budish/Department of Information Technology

Committee Assignment and Chair: Finance & Budgeting – Miller

On a motion by Mr. Miller with a second by Mr. Brady, Resolution No. R2019-0132 was considered and adopted by unanimous vote.

c) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2019-0120: A Resolution making awards on RQ42131 to various providers, each in the amount not-to-exceed \$400,000.00, for general engineering services for the period 6/12/2019 - 6/11/2022; 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) Suhail & Suhail, Inc.
- ii) TRC Engineers, Inc.

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

On a motion by Mr. Tuma with a second by Mr. Brady, Resolution No. R2019-0120 was considered and adopted by unanimous vote.

- 2) R2019-0121: A Resolution making awards on RQ43995 to various providers, each in the amount not-to-exceed \$300,000.00, for construction management support services for the period 6/12/2019 - 6/11/2022; 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) Hill International, Inc.
- ii) Quality Control Services, LLC

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

On a motion by Mr. Tuma with a second by Mr. Miller, Resolution No. R2019-0121 was considered and adopted by unanimous vote.

11. MISCELLANEOUS COMMITTEE REPORTS

Mr. Jones reported that the Community Development Committee will meet on Monday, June 17, 2019 at 10:00 a.m.

Ms. Brown reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, June 18, 2019 at 10:00 a.m.

Mr. Gallagher reported that he may be scheduling a Public Safety & Justice Affairs Committee meeting. [Clerk's note: Mr. Gallagher subsequently scheduled the meeting for Tuesday, June 18, 2019 at 1:00 p.m.]

Ms. Baker reported that the Council Operations, Intergovernmental Relations & Public Transportation Committee will not be meeting in the near future as Ordinance No. O2019-0007, which was pending in the Committee, had been officially withdrawn by the administration.

Mr. Tuma reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, June 19, 2019 at 10:00 a.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee will meet on Wednesday, June 19, 2019 at 3:00 p.m.

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, July 1, 2019 at 1:00 p.m.

12. MISCELLANEOUS BUSINESS

Mr. Miller reported that since the first week of April, the number of inmates located at the downtown County Jail has increased. He voiced his concerns and offered several suggestions for managing the jail population.

13. ADJOURNMENT

With no further business to discuss, Council President Brady adjourned the meeting at 5:30 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0142

Sponsored by: Council President Brady/Chief of Staff	A Resolution providing for the appointment of James P. Boyle as Research and Policy Analyst to serve the Council of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Article III, Section 3.09(1) of the Charter of Cuyahoga County, the Council is granted the power to appoint and provide for the compensation and duties of the Clerk of Council and of such other assistants for the Council as a whole as the Council determines to be necessary for the efficient performance of its duties; and,

WHEREAS, the Council of Cuyahoga County has determined that it is necessary to hire a qualified candidate into the position of Research and Policy Analyst; and,

WHEREAS, James P. Boyle has been identified as a qualified candidate for the position based on his education, employment history and other qualifications; 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 that the functions of Council can continue, and to provide for the usual, daily operation of Council.

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

SECTION 1. That James P. Boyle is hereby appointed Research and Policy Analyst and shall be compensated at the annual salary of \$89,000.00, effective July 15, 2019. The Research and Policy Analyst shall be eligible to receive the same medical, leave and other benefits that are provided to full-time non-bargaining employees of the County Executive.

SECTION 2. It is necessary that this Resolution become immediately effective in order that Charter requirements can be complied with and that the functions of Council can continue, and to provide for the usual, daily operation of Council. Provided that this Resolution receives the affirmative vote of at least eight (8) members of Council, this Resolution shall take effect and be in force immediately upon its adoption by the Council.

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

Clerk of Council

Date

Journal CC034
June 25, 2019

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0143

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, 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 June 7, 2019, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through E) 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: *Corrections Officer Lieutenant*
Number: 1025321
Pay Grade: 11A/Exempt

Proposed Revised Classifications:

Exhibit B: Class Title: *Budget and Management Analyst (Budget and Planning Administrator)*
Class Number: 1052211
Pay Grade: 14A/Exempt
* Classification was revised at the request of the Office of Budget and Management. Essential functions were revised to include changes due to ERP implementation and department restructuring. Minimum experience was updated from three (3) to five (5) years, supervisory duties were eliminated; pay grade increased from PG13 to PG14. Title changed from Budget and Management Analyst to Budget and Planning Administrator.

Exhibit C: Class Title: *HRIS Administrator*
Class Number: 1053631
Pay Grade: 14B/Exempt
* Department requested revision. Essential job functions, supervisory responsibilities, and minimum training and experience were updated. Pay grade increased from an 11B to a 14B.

Exhibit D: Class Title: *Volunteer Coordinator*
Class Number: 1022421
Pay Grade: 7A/Non-Exempt (No change)
* Classification revised at request of HR. The position was revised to make language more general and open the position up to all departments.

Proposed Deleted Classifications:

Exhibit E: Class Title: *Assistant Director*
Class Number: 1051311
Pay Grade: 17A/Exempt
*There have not been any Incumbents in the classification for some the duties performed by this specification have been redistributed to other classifications in the department. Also, the County administration has been utilizing Unclassified Deputy Directors in lieu of this classification.

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 _____
_____, 2019

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Corrections Officer Lieutenant	Class Number:	1025321
FLSA:	Exempt	Pay Grade:	11A
Dept:	Sheriff's Office	<i>Exhibit A</i>	

Classification Function

The purpose of this classification is to plan, coordinate, and administer and activities associated with the corrections operation of the Cuyahoga County Corrections Center(s). The incumbent supervises subordinate section personnel, coordinates correction's activities with other units, sections and divisions.

Distinguishing Characteristics

This is a supervisory level class responsible for planning, coordinating, and supervising correction Sergeants, Corporals and Officers for the Cuyahoga County Corrections Center. This class works under general direction of Associate Wardens, Wardens, and the Administrator of Corrections. 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. This class is distinguished from corrections officers with a lower rank in that it requires considerable knowledge of custody, safety & security measures for detention of adult felons.

Essential Job Functions

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

- 55% +/- 10%
- Supervises subordinate staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and schedules work; observes and evaluates the adherence of subordinate personnel to department rules and regulations; assists in assessment and development of personnel needs and requirements; assists in establishing training goals and objectives for corrections personnel; evaluates employee performance; responds to employee questions, concerns, and problems; establishes and promotes employee morale; arbitrates differences between subordinate personnel; conducts investigations into employee misconduct; recommends hiring, promotions, discharges, and disciplinary actions.
- 20% +/- 10%
- Maintains records; prepares reports, orders, memorandums, and other correspondence related to areas of responsibility; reviews reports prepared by subordinate personnel; makes recommendations regarding departmental budget requests; monitors and oversees expenditures; notifies Associate Wardens when certain budget thresholds are reached.
- 25% +/- 10%
- Serves on boards and committees related to corrections activities; interacts with citizens and news media sources to disseminate information concerning police activities; oversee and conducts inspections and studies of corrections operations as directed.

Minimum Training and Experience Required to Perform Essential Job Functions

- High school diploma or equivalent with two years of experience as a Correction Sergeant; or any equivalent combination of training and experience.

Additional Requirements

- Completion of supervisory training as mandated by O.A.C. 5120:1-8-18-(C2) is required within twelve (12) months of hire.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.
- Ability to use a variety of safety/security and law enforcement tools and equipment such as a jail management system and computer database.
- Ability to stand and walk for a prolonged period, balance, climb, bend, twist, and lift, push, and pull up to 25 lbs.

Supervisory Responsibilities

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including disciplinary reports, performance evaluations, CS-35, commendations, and media requests.

Corrections Lieutenant

- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual, department manuals, Ohio Dept. of Corrections guidelines, Prison Rape Elimination Act, union contracts, and the Ohio Revised Code (ORC).
- Ability to prepare memos, logs, reports, performance appraisals, disciplinary reports, schedules, time slips, orders, audits, investigations, budgets and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to communicate with management, subordinates, inmates, Metrohealth staff, consultants, vendors, and with a variety of individuals within and outside the department.

Environmental Adaptability

- Work is typically performed in jail facilities.
- Work may involve exposure to strong odors, noise extremes, disease and bodily fluids, temperature extremes, smoke, dust, and violence.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Budget and Planning Administrator	Class Number:	1052211
FLSA:	Exempt	Pay Grade:	14A
Dept:	Office of Budget and Management	<i>Exhibit B</i>	

Classification Function

The purpose of this classification is to synthesize quantitative financial data with qualitative policy and program data in order to assist agencies with budget development, identify budget and program solutions, and assure effective fiscal planning and administration.

Distinguishing Characteristics

This is an advanced journey level classification with responsibility for performing technical activities including budget planning, forecasting, financial analysis, performance management and benchmarking, policy analysis, and legislative analysis in the Budget and Management Division of the Fiscal Office. This class works under general direction from the OBM Manager and requires the analysis and monitoring of financial, operational, administrative and management problems related to operations and activities within their assigned departments and agencies. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

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

- 25% +/- 10%
- Develops, prepares, and monitors budget of assigned departments and agencies; communicates with departments and agencies regarding budgets and changes in revenues and expenditures; facilitates and coordinates interactions between agencies, elected officials and the administration on accounting, procurement, hiring, information technology, and facility maintenance issues; coordinates with agencies to develop program ideas into budget requests and analyzes implications on program goals and County resources; monitors and approves expenditures to ensure compliance with budget; prepares budget revisions; addresses budget variances; communicates budget decisions made by the Executive and Council to assigned departments and agencies; works with agencies to find solutions for conflicts with budget decisions.

- 25% +/- 10%
- Oversees budget reviews utilizing specialized performance management data, including County investments, economic development and lending, debt management, legislative analysis and interpretation, capital projects management and long-term planning, information technology project financial plans and activity, employee health insurance and benefits data; monitors debt service funds and external bank accounts and conducts analysis and projection; prepares, processes, and evaluates County revenues; plans, prepares, and processes County debt portfolio and obligations; provides cost benefit analyses to evaluate options and measure investment results; conducts legal research to maximize resources and identify financing options; provides legislative updates on state and local law changes with policy and fiscal analysis; reviews and interprets actuarial analyses of health insurance and workers' compensation data.

Revised 12/10/2015
Last Modified:

Budget and Planning Administrator

20% +/- 10%

- Evaluates department and agency fiscal activities; conducts expenditure and revenue forecasts by fund and department; makes recommendations to County fiscal policy and procedures based on information from forecasts; provides information to elected officials and management on availability of resources and financial sustainability.

10% +/- 5%

- Approves and/or processes various fiscal actions for assigned departments; prepares and processes original appropriations for categorical grants, all funds, and any other special program or project; processes sub-fund or various index code financial requests; processes appropriation transfers and adjustments with Council approval; processes operating and residual fund transfers with Council approval; updates various department/agency payroll projections; identifies and processes fund deposits; coordinates consolidation activities with other offices and documents the transition; processes adjustments in budgeting software.

10% +/- 5%

- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; serves as liaison for the Fiscal Office; serves as an OBM representative on committees; collaborates with Financial Reporting to manage operating budgets, capital budgets, grants, revenue, expenditure, and cash transfers.

10% +/- 5%

- Provides financial/operational impact analyses on funding requests from the agencies/departments, elected officials, or outside agencies; makes recommendations on whether to provide funding; identifies opportunities to reduce spending; identifies and implements opportunities for process improvement.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in political science, economics, public administration, law, business, accounting or a related field and five (5) years of budget management, financial analysis, or related experience; or any equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Supervisory Responsibilities

- No supervisory responsibilities.

Mathematical Ability

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

Revised 12/10/2015
Last Modified:

Language Ability & Interpersonal Communication

- Ability to perform mid-high level data analysis including the ability to audit, evaluate, deduce, assess, conclude and appraise. Ability to use business analytics software to create reports. 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 FAMIS reports and general ledgers, payroll registers, agency caseload reports, newsletters, agendas, State budget reports, and relevant legislation.
- Ability to comprehend a variety of reference books and manuals including the OBM policy manual, Personnel Policies and Procedures Manual, Ohio Revised Code (ORC), Ohio Administrative Code (OAC), County Code, and general accounting standards and procedures.
- Ability to prepare quarterly expenditure and revenue projections, biweekly payroll projections, expense and budget adjustments, budget reports, memos, 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, record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting and relevant legal terminology and language.
- Ability to communicate with management, supervisor, coworkers, State and Federal budget staff, external consultants, and other County employees.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Volunteer Coordinator	Class Number:	1022421
FLSA:	Non-Exempt	Pay Grade:	7A
Dept:	All Departments	<i>Exhibit C</i>	

Classification Function

The purpose of this classification is to develop and implement all aspects of a volunteer service program, oversee and coordinate volunteers, promote public awareness of assigned County department, and seek donations and sponsorships.

Distinguishing Characteristics

This is an entry-level classification responsible for overseeing and coordinating the volunteer service program for an assigned department. This class works under general supervision and is responsible for supervision of volunteers. Employees ensure adherence to protocol, procedures, laws, and regulations in the performance of duties.

Essential Job Functions

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

- 30% +/- 10%
- Develops and implements all aspects of a volunteer program for a County department; assesses volunteer needs; develops and implements volunteer recruitment plan; develops promotional campaigns to increase the number of volunteers; collects and analyzes statistics on volunteers to improve volunteer program; prepares reports on the nature, extent, and value of volunteer services; serves as a liaison between administration, staff, and volunteers.

- 30% +/- 10%
- Plans and coordinates events to increase public awareness, generate funds, and increase public support for programs; networks with businesses, celebrities, and the general public to generate funds and sponsorships; assists in maintaining program website and volunteer social media pages; assists in development and implementation of public service announcements, advertising, outreach tables, and displays; assists in design and distribution of literature; makes public and media appearances for communicating the department's policies, mission, needs, and volunteer opportunities; seeks to increase financial support through multiple avenues including donations, sponsorships, grants, etc.; develops and maintains relationships with partnering organizations.

- 30% +/- 10%
- Oversees and coordinates the work of volunteers; conducts orientation and training for new volunteers; assigns work and reviews completed work assignments; provides support and direction to volunteers.

- 10% +/- 5%
- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; prepares and maintains volunteer training manuals; assists with organizing, creating, and updating records and resource inventory; may assist with overseeing expenditure of donations; may assist with forecasting needed funds for volunteer program.

Established: 1993
Revised: March 1, 2017

Minimum Training and Experience Required to Perform Essential Job Functions

- Associates Degree in business, marketing, public relations, or related degree and two (2) years of event coordinator, volunteer recruitment, or related experience; or any equivalent combination of training and experience.
- Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.
- Ability to stand and walk for prolonged periods of time, bend, twist, and push, pull and lift up 50 pounds with or without assistance.

Supervisory Responsibilities

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

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals, calculate 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 weekly, monthly, and annual reports, volunteer applications, statistical reports, waivers, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Employee Handbook, department specific manuals and guidelines, timesheets, Ohio Revised Code, and training manuals.
- Ability to prepare correspondence, event sheets, sponsorship lists, volunteer hours, volunteer reports, weekly newsletter, work schedules, pamphlets, flyers, brochures, public service announcements, trip documentation, department activity reports, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

Volunteer Coordinator

- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret marketing terminology and language.
- Ability to communicate effectively with media personnel, supervisor, co-workers, volunteers, external vendors, other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and in environments specific to assignment (e.g. animal shelter, etc.).
- Work may involve exposure to environmental variables specific to work assignment (e.g. animals, strong odors, noise extremes, wetness, humidity, weather extremes, temperature extremes, diseases, and bodily fluids).

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	HRIS Administrator	Class Number:	1053631
FLSA:	Exempt	Pay Grade:	14B
Dept:	Human Resources	<i>Exhibit D</i>	

Classification Function

The purpose of this classification is to provide both strategic and tactical leadership on Human Resources technology ensuring enablement and alignment with the broader business, Human Resource, and Information Technology initiatives.

Distinguishing Characteristics

This is a journey-level classification that is responsible for leading Human Resource Information System projects as well as developing the system to meet the functional needs of the County. This class works under direction of the Chief Talent Officer and collaborates closely with the County Information Technology department. Incumbents possess a solid understanding of application configuration, query, and report creation. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise and work independently, exercising judgment and initiative. This class requires extensive knowledge and/or experience of Enterprise Resource Planning systems, Human Resources, and business processes.

Essential Job Functions

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

- 20% +/- 10%
- Leads in the overall creation of strategy, design, implementation, communication, delivery, and administration of Human Resource (HR)-related systems, solutions, and business analytics; provides strategic, functional, and technical leadership to drive the planning, development, implementation, and adoption of HR processes and tools; partners with HR staff and management and collaborates with Information Technology (IT) to ensure all processes support and are aligned with the County's overall organizational strategy; oversees the functional aspect of the system including ensuring delivery of new functionality and system enhancements, providing on-going escalated support of HR tools, ensuring functional governance of HR systems technology, and driving analytics/data reporting.
- 15% +/- 5%
- Collaborates with and acts as liaison to the County IT Department's Enterprise Resource Planning (ERP) team for changes and improvements to the architecture, infrastructure, and interface development of the Human Resource Information System (HRIS); ensures delivery, documentation, and escalated support of organizational process configuration and integration/interfaces for both new functionality and enhancements; coordinates system testing with IT for ongoing system updates and patches; analyzes HR needs throughout the County for potential configuration changes; investigates innovative ways to improve the process of delivering solutions to HRIS users; delivers appropriate quality control over HR system including maintenance of test scenarios and appropriate execution of testing for various changes.

Established: 5.21.2010
Last Modified: 3.29.2019

HRIS Administrator

15% +/- 5%

- Determines how to innovate through automation, process improvement and systems enhancements, while focusing on improved efficiencies and continuous improvement; collaborates with HR management to generate work plans and make recommendations for addressing business concerns within various HR functional areas.

10% +/- 5%

- Provides various HRIS support services; leads the design efforts for report and query needs within HR; integrates, tests, and designs queries and reports for implementation; responds to HR related system questions, errors, and malfunctions; troubleshoots system issues; provides maintenance and as-needed configuration changes and testing to system.

10% +/- 5%

- Performs analyses and tests HRIS computer system modules in functional areas including compensation, payroll, benefits, and training; performs troubleshooting, critical analysis and issue escalation to meet business needs and timelines; designs mechanism to perform audits to confirm accuracy and integrity of data; leads system data cleanup efforts.

10% +/- 5%

- Oversees user experience for the HRIS; monitors system adoption; collects and analyzes system user feedback; determines interfaces to maximize usability; facilitates and ensures the development of processes, tools, support materials, and trainings to maximize user system adoption; engages HR team members to ensure the appropriate change management plans are in place to support new, enhanced technology or functionality; provides necessary training to end-users to increase their effectiveness and ability to use HR systems and tools.

10% +/- 5%

- May serve as lead worker over other HR staff; may review work of other HR staff.

10% +/- 5%

- Performs related administrative responsibilities; prepares various related reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; serves as functional lead on special projects including upgrade of systems and applications; leads and participates in meetings and trainings regarding HRIS and Human Resource initiatives.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in computer information systems, software development, business administration or human resources with four (4) years of application support, report creation, workflow, and/or troubleshooting experience, including (2) years related to an ERP core human resources, employee benefits, time collection, performance and/or talent management (Human Resource Information Systems (HRIS)) Modules; or any equivalent combination of training and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Established: 5.21.2010
Last Modified: 3.29.2019

HRIS Administrator

Supervisory Responsibilities

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires the management of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information.
- Ability to comprehend a variety of informational documents including process flow charts, personnel records, payroll records, time sheets, benefits records, talent acquisition reports, HR reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including HRIS Manuals, computer software manuals, hardware manuals, Benefits Manual, collective bargaining agreements, Human Resource laws and regulations, Ohio Revised Code and County personnel policies and procedures manuals.
- Ability to prepare ERP and HRIS Queries, HRIS reports, process flow charts, program data forms, procedure manuals, department reports, training documentation, functional specifications, 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.
- Ability to advise and train others on application standards and other system and HRIS business related changes.
- Ability to use and interpret human resources and software development terminology and language.
- Ability to communicate effectively with senior HR management, management from external departments, IT department personnel, other County employees, and consultants.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Assistant Director	Class Number:	1051311
FLSA:	Exempt	Pay Grade:	17
Dept:	All departments	Exhibit E	

Classification Function

The purpose of this classification is to assist a department director with managing the department including developing objectives and policies, assisting with administrative and budgetary matters; and supervising staff.

Distinguishing Characteristics

This is a senior management classification with responsibility for assisting the department director with administrative and budgetary matters. This class works under administrative direction from the Department Director, and requires the analysis and solution of operational, technical, administrative and management problems related to the designated department. The incumbent exercises discretion in applying policies and procedures to resolve issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 40% +/- 10%
- Assists department director in defining goals and objectives; advises and assists the director on matters of administration, budgetary problems, or other specialized phases concerning policy; designs and schedules programs; develops department policies and procedures; advises in carrying out policies and procedures.

- 30% +/- 10%
- Supervises department personnel; plans, coordinates, assigns and reviews work; evaluates performance; responds to employee problems; maintains work standards; provides instruction and training; recommends selection, transfer, promotion, or discipline of employees; evaluates performance; reviews and approves requests for leave.

- 15% +/- 10%
- May manage special projects and keep director apprised of project progress and conclusion.

- 15% +/- 10%
- Represents director in meetings with other departments or with public; speaks and attends meetings; prepares reports and financial statements.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in business administration, public administration, or other related field with nine (9) years of related experience including five (5) years in a supervisory experience; or any equivalent combination of training and experience.

Additional Requirements

No special license or certification is required.

Effective: July 29, 2007
Revised: June 28, 2018

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

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

Supervisory Responsibilities

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including contracts, union contracts, budget forecasts, budget reports, legal documents, production reports, department specific reports, and performance evaluations.
- Ability to comprehend a variety of reference books and manuals including the Personnel Policies and Procedures Manual, Ohio Revised Code, department specific operating manuals, state and federal guidelines, and job classification listing.
- Ability to prepare departmental monthly reports, statistical reports, progress reports, correspondence, performance appraisals, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret legal, public administration, and finance terminology and language.
- Ability to communicate with directors, managers, supervisors, vendors, other County employees, and the 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.



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

**CUYAHOGA COUNTY
 PERSONNEL REVIEW COMMISSION
 MEMORANDUM**

DATE: June 7, 2019

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

FROM: F. Allen Boseman, Chairman
 Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on June 5, 2019, 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
Corrections Lieutenant	1025321	11A/Exempt	Sheriff’s Department

PROPOSED REVISED CLASSIFICATIONS

Classification Title, (Revised Title) & Classification Number	CURRENT PAY GRADE & FLSA	NEW PAY GRADE & FLSA	Department
Budget and Management Analyst 1052211 (<i>Budget and Planning Administrator</i>)	13A/Exempt	14A/Exempt	Fiscal (Office of Budget and Management)
Volunteer Coordinator 1022421	7A/Exempt	7A/Exempt (No Change)	Public Works
HRIS Administrator 1053631	11B/Exempt	14B/Exempt	Human Resources

PROPOSED DELETED CLASSIFICATIONS

Classification Title	Classification Number	Pay Grade	Department
Assistant Director	1051311	17A/Exempt	All Departments

cc: Deborah Southerington, 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
 Maggie Keenan, Director of OBM

PROPOSED NEW CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1025321	Corrections Officer Lieutenant	Sheriff's Office	Exempt	11A

Requested By:	Personnel Review Commission
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Rationale:	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.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Sherriff's Office
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Fiscal Impact:	PG 11A \$53,372.80 - \$74,796.80 Step Placement TBD by Human Resources
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Staffing Implications:	Position to be filled once classification is active.
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>
Kelli Neale, HR	3/27/2019	E-mail	Discussion
Hadiya Butler, HR	3/29/2019	E-mail	Received 1 st CPQ
	4/2/2019	E-mail	Sent Draft Spec.
	4/16/2019	E-mail	Follow-up
	5/14/2019	E-mail	Sent Final Draft
Associate Warden Philip Christopher	4/16/2019	Phone	Follow-up
	5/1/2019	E-mail	Received updated CPQ
	5/2/2019	E-mail	Sent revised Draft
	5/2/2019	E-mail	Follow-up questions
	5/7-9/2019	E-mail	Responded

	5/14/2019	E-mail	Sent Final Draft
Jim Battigaglia, Archer Consultant	5/21/2019	Email	Pay Grade Evaluation

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Corrections Officer Lieutenant	Class Number:	1025321
FLSA:	Exempt	Pay Grade:	11A
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to plan, coordinate, and administer and activities associated with the corrections operation of the Cuyahoga County Corrections Center(s). The incumbent supervises subordinate section personnel, coordinates correction's activities with other units, sections and divisions.

Distinguishing Characteristics

This is a supervisory level class responsible for planning, coordinating, and supervising correction Sergeants, Corporals and Officers for the Cuyahoga County Corrections Center. This class works under general direction of Associate Wardens, Wardens, and the Administrator of Corrections. 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. This class is distinguished from corrections officers with a lower rank in that it requires considerable knowledge of custody, safety & security measures for detention of adult felons.

Essential Job Functions

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

- 55% +/- 10%
 - Supervises subordinate staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and schedules work; observes and evaluates the adherence of subordinate personnel to department rules and regulations; assists in assessment and development of personnel needs and requirements; assists in establishing training goals and objectives for corrections personnel; evaluates employee performance; responds to employee questions, concerns, and problems; establishes and promotes employee morale; arbitrates differences between subordinate personnel; conducts investigations into employee misconduct; recommends hiring, promotions, discharges, and disciplinary actions.
- 20% +/- 10%
 - Maintains records; prepares reports, orders, memorandums, and other correspondence related to areas of responsibility; reviews reports prepared by subordinate personnel; makes recommendations regarding departmental budget requests; monitors and oversees expenditures; notifies Associate Wardens when certain budget thresholds are reached.
- 25% +/- 10%
 - Serves on boards and committees related to corrections activities; interacts with citizens and news media sources to disseminate information concerning police activities; oversee and conducts inspections and studies of corrections operations as directed.

Minimum Training and Experience Required to Perform Essential Job Functions

- High school diploma or equivalent with two years of experience as a Correction Sergeant; or any equivalent combination of training and experience.

Additional Requirements

- Completion of supervisory training as mandated by O.A.C. 5120:1-8-18-(C2) is required within twelve (12) months of hire.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.
- Ability to use a variety of safety/security and law enforcement tools and equipment such as a jail management system and computer database.
- Ability to stand and walk for a prolonged period, balance, climb, bend, twist, and lift, push, and pull up to 25 lbs.

Supervisory Responsibilities

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including disciplinary reports, performance evaluations, CS-35, commendations, and media requests.

Corrections Lieutenant

- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual, department manuals, Ohio Dept. of Corrections guidelines, Prison Rape Elimination Act, union contracts, and the Ohio Revised Code (ORC).
- Ability to prepare memos, logs, reports, performance appraisals, disciplinary reports, schedules, time slips, orders, audits, investigations, budgets and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to communicate with management, subordinates, inmates, Metrohealth staff, consultants, vendors, and with a variety of individuals within and outside the department.

Environmental Adaptability

- Work is typically performed in jail facilities.
- Work may involve exposure to strong odors, noise extremes, disease and bodily fluids, temperature extremes, smoke, dust, and violence.

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

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1052211	Budget and Management Analyst	Fiscal-OBM	Exempt	13A

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1052211	Budget and Planning Administrator	Fiscal-OBM	Exempt	14A

Requested By:	Personnel Review Commission
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Rationale:	Classification was revised at the request of the Office of Budget and Management. Essential functions were revised to include changes due to ERP implementation and department restructuring. Minimum experience was updated from three (3) to five (5) years, supervisory duties were eliminated; pay grade increased from PG13 to PG14. Title changed from Budget and Management Analyst to Budget and Planning Administrator.
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No. of Employees Affected:	Seven (7)
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Dept.(s) Affected:	Office of Budget and Management
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Fiscal Impact:	PG 13: \$59,342.40 – \$83,054.40 PG 14: \$62,275.20 – \$87,193.60 All employees' salaries fall within the new paygrade recommendation. Step placement TBD by Human Resources
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Staffing Implications:	None
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PRC Contact(s):	Verona Blondé, 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>
Maggie Keenan, OBM Director	9/17/2018	Email	Questions to SME
	9/28/2018	Email	Questions to SME
	10/2/2018	Email	Draft sent to the SME
	10/11/2018	Email	Questions to SME
	12/14/2019	Phone Conversation	Clarification Regarding Position Duties and PG
	3/27/2019	Email	Follow Up
Jim Battigaglia, Archer Consultant	10/15/2018	Email	Initial Request for Pay Grade Evaluation
	4/8/2019	Email	Request for Pay Grade Evaluation after Revision
	4/22/2019	Email	Reminder for Pay Grade Evaluation

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Budget and Planning Administrator	Class Number:	1052211
FLSA:	Exempt	Pay Grade:	14A
Dept:	Office of Budget and Management		

Classification Function

The purpose of this classification is to synthesize quantitative financial data with qualitative policy and program data in order to assist agencies with budget development, identify budget and program solutions, and assure effective fiscal planning and administration.

Distinguishing Characteristics

This is an advanced journey level classification with responsibility for performing technical activities including budget planning, forecasting, financial analysis, performance management and benchmarking, policy analysis, and legislative analysis in the Budget and Management Division of the Fiscal Office. This class works under general direction from the OBM Manager and requires the analysis and monitoring of financial, operational, administrative and management problems related to operations and activities within their assigned departments and agencies. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

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

25% +/- 10%

- Develops, prepares, and monitors budget of assigned departments and agencies; communicates with departments and agencies regarding budgets and changes in revenues and expenditures; facilitates and coordinates interactions between agencies, elected officials and the administration on accounting, procurement, hiring, information technology, and facility maintenance issues; coordinates with agencies to develop program ideas into budget requests and analyzes implications on program goals and County resources; monitors and approves expenditures to ensure compliance with budget; prepares budget revisions; addresses budget variances; communicates budget decisions made by the Executive and Council to assigned departments and agencies; works with agencies to find solutions for conflicts with budget decisions.

25% +/- 10%

- Oversees budget reviews utilizing specialized performance management data, including County investments, economic development and lending, debt management, legislative analysis and interpretation, capital projects management and long-term planning, information technology project financial plans and activity, employee health insurance and benefits data; monitors debt service funds and external bank accounts and conducts analysis and projection; prepares, processes, and evaluates County revenues; plans, prepares, and processes County debt portfolio and obligations; provides cost benefit analyses to evaluate options and measure investment results; conducts legal research to maximize resources and identify financing options; provides legislative updates on state and local law changes with policy and fiscal analysis; reviews and interprets actuarial analyses of health insurance and workers' compensation data.

Budget and Planning Administrator

20% +/- 10%

- Evaluates department and agency fiscal activities; conducts expenditure and revenue forecasts by fund and department; makes recommendations to County fiscal policy and procedures based on information from forecasts; provides information to elected officials and management on availability of resources and financial sustainability.

10% +/- 5%

- Approves and/or processes various fiscal actions for assigned departments; prepares and processes original appropriations for categorical grants, all funds, and any other special program or project; processes sub-fund or various index code financial requests; processes appropriation transfers and adjustments with Council approval; processes operating and residual fund transfers with Council approval; updates various department/agency payroll projections; identifies and processes fund deposits; coordinates consolidation activities with other offices and documents the transition; processes adjustments in budgeting software.

10% +/- 5%

- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; serves as liaison for the Fiscal Office; serves as an OBM representative on committees; collaborates with Financial Reporting to manage operating budgets, capital budgets, grants, revenue, expenditure, and cash transfers.

10% +/- 5%

- Provides financial/operational impact analyses on funding requests from the agencies/departments, elected officials, or outside agencies; makes recommendations on whether to provide funding; identifies opportunities to reduce spending; identifies and implements opportunities for process improvement.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in political science, economics, public administration, law, business, accounting or a related field and five (5) years of budget management, financial analysis, or related experience; or any equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Supervisory Responsibilities

- No supervisory responsibilities.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Ability to perform mid-high level data analysis including the ability to audit, evaluate, deduce, assess, conclude and appraise. Ability to use business analytics software to create reports. 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 FAMIS reports and general ledgers, payroll registers, agency caseload reports, newsletters, agendas, State budget reports, and relevant legislation.
- Ability to comprehend a variety of reference books and manuals including the OBM policy manual, Personnel Policies and Procedures Manual, Ohio Revised Code (ORC), Ohio Administrative Code (OAC), County Code, and general accounting standards and procedures.
- Ability to prepare quarterly expenditure and revenue projections, biweekly payroll projections, expense and budget adjustments, budget reports, memos, 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, record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting and relevant legal terminology and language.
- Ability to communicate with management, supervisor, coworkers, State and Federal budget staff, external consultants, 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
1022421	Volunteer Coordinator	Public Works	Non-Exempt	7A

PROPOSED REVISED CLASSIFICATION				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1022421	Volunteer Coordinator	All Departments	Non-Exempt	7A

Requested By:	Personnel Review Commission
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Rationale:	Classification revised at request of HR. The position was revised to make language more general and open the position up to all departments.
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No. of Employees Affected:	One
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Dept.(s) Affected:	All Departments
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	Verona Blondé, 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	2/27/2019 3/20/2019	Email Email	Questions Regarding Position Review of Draft
Kelli Neale, HR	2/27/2019 3/20/2019	Email Email	Questions Regarding Position Review of Draft
Jim Battigaglia, Archer Consultant	4/8/2019 4/22/2019	Email Email	Request for Pay Grade Evaluation Reminder for Pay Grade Evaluation

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Volunteer Coordinator	Class Number:	1022421
FLSA:	Non-Exempt	Pay Grade:	7A
Dept:	All Departments		

Classification Function

The purpose of this classification is to develop and implement all aspects of a volunteer service program, oversee and coordinate volunteers, promote public awareness of assigned County department, and seek donations and sponsorships.

Distinguishing Characteristics

This is an entry-level classification responsible for overseeing and coordinating the volunteer service program for an assigned department. This class works under general supervision and is responsible for supervision of volunteers. Employees ensure adherence to protocol, procedures, laws, and regulations in the performance of duties.

Essential Job Functions

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

- 30% +/- 10%
- Develops and implements all aspects of a volunteer program for a County department; assesses volunteer needs; develops and implements volunteer recruitment plan; develops promotional campaigns to increase the number of volunteers; collects and analyzes statistics on volunteers to improve volunteer program; prepares reports on the nature, extent, and value of volunteer services; serves as a liaison between administration, staff, and volunteers.

- 30% +/- 10%
- Plans and coordinates events to increase public awareness, generate funds, and increase public support for programs; networks with businesses, celebrities, and the general public to generate funds and sponsorships; assists in maintaining program website and volunteer social media pages; assists in development and implementation of public service announcements, advertising, outreach tables, and displays; assists in design and distribution of literature; makes public and media appearances for communicating the department's policies, mission, needs, and volunteer opportunities; seeks to increase financial support through multiple avenues including donations, sponsorships, grants, etc.; develops and maintains relationships with partnering organizations.

- 30% +/- 10%
- Oversees and coordinates the work of volunteers; conducts orientation and training for new volunteers; assigns work and reviews completed work assignments; provides support and direction to volunteers.

- 10% +/- 5%
- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; prepares and maintains volunteer training manuals; assists with organizing, creating, and updating records and resource inventory; may assist with overseeing expenditure of donations; may assist with forecasting needed funds for volunteer program.

Volunteer Coordinator

Minimum Training and Experience Required to Perform Essential Job Functions

- Associates Degree in business, marketing, public relations, or related degree and two (2) years of event coordinator, volunteer recruitment, or related experience; or any equivalent combination of training and experience.
- Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.
- Ability to stand and walk for prolonged periods of time, bend, twist, and push, pull and lift up 50 pounds with or without assistance.

Supervisory Responsibilities

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

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals, calculate 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 weekly, monthly, and annual reports, volunteer applications, statistical reports, waivers, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Employee Handbook, department specific manuals and guidelines, timesheets, Ohio Revised Code, and training manuals.
- Ability to prepare correspondence, event sheets, sponsorship lists, volunteer hours, volunteer reports, weekly newsletter, work schedules, pamphlets, flyers, brochures, public service announcements, trip documentation, department activity reports, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

Volunteer Coordinator

- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret marketing terminology and language.
- Ability to communicate effectively with media personnel, supervisor, co-workers, volunteers, external vendors, other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and in environments specific to assignment (e.g. animal shelter, etc.).
- Work may involve exposure to environmental variables specific to work assignment (e.g. animals, strong odors, noise extremes, wetness, humidity, weather extremes, temperature extremes, diseases, and bodily fluids).

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
1053631	HRIS Administrator	Human Resources	Exempt	11B
PROPOSED REVISED CLASSIFICATION				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053631	HRIS Administrator	Human Resources	Exempt	14B

Requested By:	Personnel Review Commission
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Rationale:	Department requested revision. Essential job functions, supervisory responsibilities, and minimum training and experience were updated. Pay grade increased from an 11B to a 14B.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Human Resources
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Fiscal Impact:	PG 11B: \$58,136.00 – \$81,348.80 PG 14B: \$69,201.60 – \$96,907.20 Step Placement TBD by Human Resources
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Staffing Implications:	None
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PRC Contact(s):	Verona Blondé, 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	5/16/2019	Email	Response to Information
Kelli Neale, HR	5/16/2019	Email	Response to Information
Jim Battigaglia, Archer	5/3/2019 5/6/2019 5/27/2019 5/21/2019 5/28/2019	Email E-mail/Phone E-mail Email Email	Request PG Evaluation Discuss PG Eval Follow-up questions Follow-up questions Received updated PG
Douglas Dykes, HR	5/3/2019 5/8/2019 5/10/2019	E-mail E-mail E-mail	Follow-up Follow-up Follow-up
Rebecca Kopcienski, PRC	5/3/2019 5/8/2019 5/10/2019	E-mail E-mail and in-person E-mail	Sent drafts Follow-up Follow-up

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	HRIS Administrator	Class Number:	1053631
FLSA:	Exempt	Pay Grade:	14B
Dept:	Human Resources		

Classification Function

The purpose of this classification is to provide both strategic and tactical leadership on Human Resources technology ensuring enablement and alignment with the broader business, Human Resource, and Information Technology initiatives.

Distinguishing Characteristics

This is a journey-level classification that is responsible for leading Human Resource Information System projects as well as developing the system to meet the functional needs of the County. This class works under direction of the Chief Talent Officer and collaborates closely with the County Information Technology department. Incumbents possess a solid understanding of application configuration, query, and report creation. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise and work independently, exercising judgment and initiative. This class requires extensive knowledge and/or experience of Enterprise Resource Planning systems, Human Resources, and business processes.

Essential Job Functions

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

- 20% +/- 10%

Leads in the overall creation of strategy, design, implementation, communication, delivery, and administration of Human Resource (HR)-related systems, solutions, and business analytics; provides strategic, functional, and technical leadership to drive the planning, development, implementation, and adoption of HR processes and tools; partners with HR staff and management and collaborates with Information Technology (IT) to ensure all processes support and are aligned with the County's overall organizational strategy; oversees the functional aspect of the system including ensuring delivery of new functionality and system enhancements, providing on-going escalated support of HR tools, ensuring functional governance of HR systems technology, and driving analytics/data reporting.
- 15% +/- 5%

Collaborates with and acts as liaison to the County IT Department's Enterprise Resource Planning (ERP) team for changes and improvements to the architecture, infrastructure, and interface development of the Human Resource Information System (HRIS); ensures delivery, documentation, and escalated support of organizational process configuration and integration/interfaces for both new functionality and enhancements; coordinates system testing with IT for ongoing system updates and patches; analyzes HR needs throughout the County for potential configuration changes; investigates innovative ways to improve the process of delivering solutions to HRIS users; delivers appropriate quality control over HR system including maintenance of test scenarios and appropriate execution of testing for various changes.

HRIS Administrator

15% +/- 5%

- Determines how to innovate through automation, process improvement and systems enhancements, while focusing on improved efficiencies and continuous improvement; collaborates with HR management to generate work plans and make recommendations for addressing business concerns within various HR functional areas.

10% +/- 5%

- Provides various HRIS support services; leads the design efforts for report and query needs within HR; integrates, tests, and designs queries and reports for implementation; responds to HR related system questions, errors, and malfunctions; troubleshoots system issues; provides maintenance and as-needed configuration changes and testing to system.

10% +/- 5%

- Performs analyses and tests HRIS computer system modules in functional areas including compensation, payroll, benefits, and training; performs troubleshooting, critical analysis and issue escalation to meet business needs and timelines; designs mechanism to perform audits to confirm accuracy and integrity of data; leads system data cleanup efforts.

10% +/- 5%

- Oversees user experience for the HRIS; monitors system adoption; collects and analyzes system user feedback; determines interfaces to maximize usability; facilitates and ensures the development of processes, tools, support materials, and trainings to maximize user system adoption; engages HR team members to ensure the appropriate change management plans are in place to support new, enhanced technology or functionality; provides necessary training to end-users to increase their effectiveness and ability to use HR systems and tools.

10% +/- 5%

- May serve as lead worker over other HR staff; may review work of other HR staff.

10% +/- 5%

- Performs related administrative responsibilities; prepares various related reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; serves as functional lead on special projects including upgrade of systems and applications; leads and participates in meetings and trainings regarding HRIS and Human Resource initiatives.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in computer information systems, software development, business administration or human resources with four (4) years of application support, report creation, workflow, and/or troubleshooting experience, including (2) years related to an ERP core human resources, employee benefits, time collection, performance and/or talent management (Human Resource Information Systems (HRIS)) Modules; or any equivalent combination of training and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

HRIS Administrator

Supervisory Responsibilities

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires the management of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information.
- Ability to comprehend a variety of informational documents including process flow charts, personnel records, payroll records, time sheets, benefits records, talent acquisition reports, HR reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including HRIS Manuals, computer software manuals, hardware manuals, Benefits Manual, collective bargaining agreements, Human Resource laws and regulations, Ohio Revised Code and County personnel policies and procedures manuals.
- Ability to prepare ERP and HRIS Queries, HRIS reports, process flow charts, program data forms, procedure manuals, department reports, training documentation, functional specifications, 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.
- Ability to advise and train others on application standards and other system and HRIS business related changes.
- Ability to use and interpret human resources and software development terminology and language.
- Ability to communicate effectively with senior HR management, management from external departments, IT department personnel, other County employees, and consultants.

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 DELETED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1051311	Assistant Director	All Departments	Exempt	17

Requested By:	Personnel Review Commission
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Rationale:	There have not been any Incumbents in the classification for some time. The duties performed by this specification have been redistributed to other classifications in the department. Also, the County administration has been utilizing Unclassified Deputy Directors in lieu of this classification.
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No. of Employees Affected:	None
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Dept.(s) Affected:	All Departments
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Fiscal Impact:	None
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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 Contact(s):	Kelli Neale, Program Officer 4 Rhonda Caldwell, Compensation Manager
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Management Contact(s):	Douglas Dykes, Chief Talent Officer
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Assistant Director	Class Number:	1051311
FLSA:	Exempt	Pay Grade:	17
Dept:	All departments		

Classification Function

The purpose of this classification is to assist a department director with managing the department including developing objectives and policies, assisting with administrative and budgetary matters; and supervising staff.

Distinguishing Characteristics

This is a senior management classification with responsibility for assisting the department director with administrative and budgetary matters. This class works under administrative direction from the Department Director, and requires the analysis and solution of operational, technical, administrative and management problems related to the designated department. The incumbent exercises discretion in applying policies and procedures to resolve issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 40% +/- 10%
- Assists department director in defining goals and objectives; advises and assists the director on matters of administration, budgetary problems, or other specialized phases concerning policy; designs and schedules programs; develops department policies and procedures; advises in carrying out policies and procedures.

- 30% +/- 10%
- Supervises department personnel; plans, coordinates, assigns and reviews work; evaluates performance; responds to employee problems; maintains work standards; provides instruction and training; recommends selection, transfer, promotion, or discipline of employees; evaluates performance; reviews and approves requests for leave.

- 15% +/- 10%
- May manage special projects and keep director apprised of project progress and conclusion.

- 15% +/- 10%
- Represents director in meetings with other departments or with public; speaks and attends meetings; prepares reports and financial statements.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor’s degree in business administration, public administration, or other related field with nine (9) years of related experience including five (5) years in a supervisory experience; or any equivalent combination of training and experience.

Additional Requirements

No special license or certification is required.

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

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

Supervisory Responsibilities

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

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including contracts, union contracts, budget forecasts, budget reports, legal documents, production reports, department specific reports, and performance evaluations.
- Ability to comprehend a variety of reference books and manuals including the Personnel Policies and Procedures Manual, Ohio Revised Code, department specific operating manuals, state and federal guidelines, and job classification listing.
- Ability to prepare departmental monthly reports, statistical reports, progress reports, correspondence, performance appraisals, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret legal, public administration, and finance terminology and language.
- Ability to communicate with directors, managers, supervisors, vendors, other County employees, and the 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.

<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>					
Corrections Officer Lieutenant	1025321	N/A	11A/Exempt	Sheriff's Office	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>					
Budget and Management Analyst (<i>Budget and Planning Administrator</i>)	1052211	13A/Exempt	14A/Exempt	Fiscal-OBM	Classification was revised at the request of the Office of Budget and Management. Essential functions were revised to include changes due to ERP implementation and department restructuring. Minimum experience was updated from three (3) to five (5) years, supervisory duties were eliminated; pay grade increased from PG13 to PG14. Title changed from Budget and Management Analyst to Budget and Planning Administrator.
HRIS Administrator	1053631	11B/Exempt	14B/Exempt	Human Resources	Department requested revision. Essential job functions, supervisory responsibilities, and minimum training and experience were updated. Pay grade increased from an 11B to a 14B.
Volunteer Coordinator	1022421	7A/Non-Exempt	7A/Non-Exempt	Public Works	Classification revised at request of HR. The position was revised to make language more general and open the position up to all departments.
<u>DELETED</u>					
Assistant Director	1051311	17A/Exempt	N/A	All Departments	There have not been any Incumbents in the classification for some time. The duties performed by this specification have been redistributed to other classifications in the department. Also, the County administration has been utilizing Unclassified Deputy Directors in lieu of this classification.

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0144

Sponsored by: Councilmembers Tuma, Simon and Jones	A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to repeal Section 5.08 and enact Article XVI of the County Charter to provide for additional requirements of the Sheriff, including the powers, duties, qualifications, term, and removal process of the office; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article XII, Section 12.10 of the Charter of Cuyahoga County provides that “[p]roposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution”; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the “legislative authority” “of any county may by a two-thirds vote of its members” submit by resolution charter amendments to the electors of the county “to be voted upon at the first general election occurring not sooner than sixty days after their submission”; and

WHEREAS, the Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to provide for additional requirements for the Sheriff, and

WHEREAS, the incumbent Sheriff at the time this Charter Amendment becomes effective will serve a term ending in accordance with the term indicated herein, unless disqualified or removed in the manner provided by general law and the Cuyahoga County Charter.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article XII, Section 12.10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 5th day of November, 2019, the question of repealing Section 5.08 and enacting Article XVI of the Charter of Cuyahoga County, as set forth herein:

Article XVI: SHERIFF

SECTION 16.01 SHERIFF

(1) Powers and Duties. All powers and duties now or hereafter vested in or imposed upon county sheriffs by general law shall be carried out by the appointed Sheriff. The Sheriff's powers and duties shall include appointing authority in accordance with Article IX of this Charter. The Sheriff shall also have such powers and duties as shall be established by this Charter or by ordinance that are not inconsistent with those provided by general law.

(2) Qualifications. The Sheriff shall possess and continue to maintain the qualifications provided by general law for the office of county sheriff. No person shall be appointed Sheriff unless such person:

(a) Has had at least five years of experience in law enforcement or in correctional facilities management; and

(b) Has obtained a baccalaureate in any field or an associate degree in law enforcement or criminal justice, from a nationally accredited college or university.

(3) Required Certification. Newly appointed Sheriffs shall obtain one or more of the following certifications within one year following the date of first assuming office:

(a) A jail operations certificate or comparable certification approved by the National Sheriffs Association;

(b) A certified corrections executive certificate or comparable certification approved by the American Correctional Association;

(c) A certified jail officer certificate or comparable certification approved by the American Jail Association; or

(d) A professional certification or degree related to the management and operation of a jail as may be approved by the Council.

(4) Appointment and Term. The Sheriff shall be appointed by the County Executive, subject to confirmation by Council, for a term of four years. The incumbent Sheriff at the time this provision becomes effective shall serve a term ending December 31, 2020. Each subsequent Sheriff shall be appointed or reappointed for a term commencing on January 1, 2021, and every four years thereafter. Reappointments shall be subject to Council confirmation.

(5) Removal. During the Term of appointment, the Sheriff may be removed from office only for cause by resolution receiving the affirmative vote of at least eight members of the Council. The Council shall not vote on the question of the removal of the Sheriff until the Council has provided the Sheriff the opportunity to be heard and to present their case for retention in office. The Council may enter executive session to discuss the question of removal as provided by general law; provided the Council holds at least one public hearing where the Sheriff and the public have an opportunity to be heard.

(6) Vacancy. In the event of a vacancy prior to the expiration of the Sheriff's term, the County Executive shall appoint a successor to complete the unexpired term, subject to confirmation by Council. In the event a vacancy occurs less than two years prior to the expiration of the Sheriff's four-year term, the County Executive may appoint a Sheriff to complete the unexpired term and serve a subsequent four-year term, subject to confirmation by Council.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution and Article XII, Section 12.10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed repeal of Section 5.08 and the proposed enactment of Article XVI shall be submitted to the Board of Elections of Cuyahoga County, and the question to be submitted on the ballot shall read as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall Article XVI of the Charter of the County of Cuyahoga, Ohio be enacted to provide for the appointment process of a Sheriff and to establish the powers, duties, qualifications, term, and removal process of the Sheriff; and shall Section 5.08 of the Charter providing for the appointment of the Sheriff by the County Executive be repealed?

SECTION 3. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty day (120) days and not later than sixty (60) days before the November 5, 2019 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 4. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 5, 2019 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective.

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

Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0145

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2018/2019 Biennial Operating Budget for 2019 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; 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 2019 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 2019 be amended to provide for the following additional appropriation increases and decreases:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. 24A878 – HHS Office of ReEntry HS756908 – ReEntry Initiative & Adult Transit. Model Other Expenses	BA1901562
\$ 91,760.00	

The Office of ReEntry has accepted a grant award in the amount of \$997,080 from the United States Department of Justice, Office of Justice Programs. The grant time period is 10/1/2018 – 09/30/21; this item seeks to increase appropriation to support an amendment to contracts with Towards Employment and CWRU.

B.	01A001 – General Fund		BA1903067
	CA360057 – Court of Appeals		
	Capital Outlays	\$	6,756.16

The Court of Appeals was awarded a technology grant from the Ohio Supreme Court for \$6,756.16. The grant funds will be deposited into the General Fund, and this request would increase the General Fund budget by the same amount. The grant period is April 1, 2019 through April 30, 2020.

C.	21A793 – Renewable Energy Task Force		BA1903073
	DV713305 – Renewable Energy Task Force		
	Personal Services	\$	(6,012.19)
	Other Expenses	\$	(863,794.17)

The request would remove appropriation from an inactive project. The remaining cash was transferred in early 2019 (R2019-0053). There is a current encumbrance of \$50,000 which would be removed from this budget and certified in the Sustainability Projects fund. The encumbrance is for Coalition for Green Capital for green financing consultant services, document CE1900111, approved by Board of Control February 11, 2019 (BC2019-115). The green financing addresses some of the strategies identified in the Cuyahoga County Climate Change Action Plan. An appropriation request for this \$50,000 contract encumbrance in the Sustainability Projects fund is requested on this same fiscal agenda in document BA1903074.

D.	20A187 – Sustainability Projects		BA1903074
	SY303057 – Sustainability Projects		
	Other Expenses	\$	50,000.00

The Renewable Energy Task Force budget has one current contract for a green financing consultant (Board of Control approval BC2019-115, document CE1900111-01). This request would provide the appropriation to allow the contract to be moved from DV713305 to this budget so that DV713305 can be closed. This fiscal agenda includes a request to remove all appropriation from DV713305, Renewable Energy Task Force (document BA1903073). The cash balance in the Sustainability Projects fund was \$811,329 as of April 30, 2019.

E.	54A100 – Sanitary Engineer		BA1903078
	ST540252 – Sanitary Engineer Administration		
	Capital Outlays	\$	3,000,000.00

The appropriation increase request would provide funding for various municipal reimbursements and local share matches for various capital infrastructure projects. Revenue comes from fees paid by local governments for sanitary engineering services and held in various sewer districts subfunds within the 54A fund. Expenses are paid from the 54A/100 subfund, and then those expenses are recovered through cash transfers from the various subfunds that collect the fee revenue from sewer districts. As of May 31, 2019, the cash balance in the 54A Sanitary Engineer fund was \$42,096,171.

F.	24A635 – EC-Invest in Children-PA		BA1909061
	EC451435 – Early Start		
	Other Expenses	\$	340,176.00

The Office of Budget and Management requests additional appropriation for the Office of Early Childhood. This appropriation is to replace appropriation from the 2019 Adopted Budget that was used for partial repayment of HHS Levy funds that were advanced in December 2018 and repaid in April 2019. Should advances in the future be necessary a procedure will be discussed and developed with OBM and the department to identify and prepare the appropriation source for repayment.

G.	20A264 – County Law Library Resource Board (CLLRB)		BA1909063
	LL440008 – County Law Library Resource Board (CLLRB)		
	Other Expenses	\$	50,597.19

The Office of Budget and Management requests additional appropriation for the Cuyahoga County Law Library Resource Board for online legal databases, materials, and public records. These materials are made available to patrons and staff. Funding source is fines and fees credited to the County Law Library Resource Board Fund. Fund balance as of 6/1/2019 was \$628,544.

H.	21A583 – Sectoral Employment Demo Grant		BA1909064
	WI539601 – Sectoral Employment Demo Grant		
	Other Expenses	\$	1,300,000.00

The Cleveland-Cuyahoga County Workforce Development Board requests to fully appropriate a WIOA National Dislocated Worker grant awarded via PARTNER4WORK. This grant will be used to serve 200 dislocated workers, including outreach, recruitment, enrollment, training, job placement, and other supportive services through September 2020. Grant funds are disbursed on a reimbursement basis. Grant award was approved by the Cuyahoga County Board of Control on April 29, 2019.

I.	01A001 – General Fund		BA1910563
	IT601328 – ERP-Operations		
	Personal Services	\$	139,500.00
	Other Expenses	\$	400,000.00

An appropriation increase for the Department of Information Technology (DoIT) ERP-Operations Index. This is a new index code created to capture the on-going operational expenses of the County's ERP project. This appropriation increase will allow for operational expenses, including personnel costs, currently in the capital project to be adjusted to the operational index.

J.	01A001 – General Fund		BA1910567
	SU515346 – General Fund Operating Subsidies		
	Other Expenses	\$	1,000,000.00

Request to increase the General Fund subsidy budget to provide year one support for the Tree Canopy Initiative. This project seeks to invest \$5 million over five years in the reforestation of Cuyahoga County. This request was previously submitted as Item U in Resolution No. R2019-

0128 and discussed in the Education, Environment, and Sustainability Committee Meeting on June 5, 2019. This project is funded by General Fund reserves.

K. 21A063 – Supreme Court Parent Representation	BA1910571
JC760462 – Supreme Crt Resource Ctr Proj. 19/20	
Other Expenses	\$ 24,960.00

An appropriation increase request for the Cuyahoga County Court of Common Pleas, Juvenile Court Division, for a grant award from the Supreme Court of Ohio for \$24,960.00. The grant funds will be utilized for a Resource Center Project, and the grant term is April 1, 2019 through April 30, 2020. There is no cash match required.

L. 20A585 – Legal Computerization	BA1910572
JC514919 – Legal Computerization	
Other Expenses	\$ 167,820.00

This is an appropriation request for the Juvenile Court Legal Computerization special revenue funds. This request will allow for the phase two purchase of computers, monitors and laptops for court staff. As of 05/21/2019 the available cash balance in the fund is \$285,299.42.

M. 22A917 – CDBG	BA1912089
DV715334 – CDBG Admin Operations 2019	
Personal Services	\$ 628,600.00
Other Expenses	\$ 129,700.00

Department of Development is requesting appropriation for the current fiscal award for the Community Development Block Grant (CDBG) in the amount of \$3,974,899 which consists of three categories (Administrative Operating \$758,300, Non-Administrative Operating \$669,606 and the Project Plan \$2,546,993). The previous award was for \$3,945,960 which \$2,317,198 (or 59%) was expended (as of 20-May-19). This is for the purposes of establishing the CDBG Administrative Operating account for 2019 awarded by the United States Department of Housing and Urban Development (HUD) covering the period October 1, 2018 through September 31, 2019 however the grant automatically continues until fully spent. The 2018 award for this category was for \$756,600 and has been 35% expended (as of 20-May-19). The county was notified of the current award by HUD on April 15, 2019.\

N. 22A917 – CDBG	BA1912090
DV715342 – CDBG Non-Admin Operations 2019	
Personal Services	\$ 629,806.00
Other Expenses	\$ 39,800.00

Department of Development is requesting appropriation for the current fiscal award for the Community Development Block Grant (CDBG) in the amount of \$3,974,899 which consists of three categories (Administrative Operating \$758,300, Non-Administrative Operating \$669,606 and the Project Plan \$2,546,993). The previous award was for \$3,945,960 which \$2,317,198 (or 59%) was expended (as of 20-May-19). This is for the purposes of establishing the CDBG Non-Administrative Operating account for 2019 awarded by the United States Department of Housing and Urban Development (HUD) covering the period October 1, 2018 through September 31, 2019 however the grant automatically continues until fully spent. The 2018 award for this category was for \$680,210 and has been 73% expended (as of 20-May-19). The county was notified of the current award by HUD on April 15, 2019.

O.	22A917 – CDBG		BA1912091
	DV715359 – Project Plan 2019		
	Other Expenses	\$	2,546,993.00

Department of Development is requesting appropriation for the current fiscal award for the Community Development Block Grant (CDBG) in the amount of \$3,974,899 which consists of three categories (Administrative Operating \$758,300, Non-Administrative Operating \$669,606 and the Project Plan \$2,546,993). The previous award was for \$3,945,960 which \$2,317,198 (or 59%) was expended (as of 20-May-19). This is for the purposes of establishing the CDBG Project Plan account for 2019 awarded by the United States Department of Housing and Urban Development (HUD) covering the period October 1, 2018 through September 30, 2019 however the grant automatically continues until fully spent. The 2018 award for this category was for \$2,509,750 and has been 62% expended (as of 20-May-19). The county was notified of the current award by HUD on April 15, 2019.

P.	22A919 – Emergency Solutions Grant		BA1912092
	DV715383 – Emergency Solutions Grant		
	Personal Services	\$	16,523.65
	Other Expenses	\$	313,949.35

The Department of Development is requesting appropriation for the current fiscal award for the Emergency Solutions Grant in the amount of \$330,473. The previous award was for \$314,059 of which \$21,230 (or .26%) was expended (as of 20-May-19). The award is from the United States Department of Housing and Urban Development (HUD) covering the period October 1, 2018 through September 30, 2019 however the grant automatically continues until fully spent. The county was notified of the current award by HUD on April 15, 2019.

Q	20D447 – Cuyahoga County Western Reserve Fund		BA1912102
	DV520676 – Economic Development Fund		
	Other Expenses	\$	238.05

Office of Budget Management is requesting an appropriation increase for the Department of Development in the Economic Development/Job Creation/Western Reserve Fund for \$238.05. This is for the purpose of providing appropriation for a refund payment to NCO Boxcast LLC due to a loan overpayment. Funding is provided by the Economic Development/Job Creation/Western Reserve Fund through a series of loan repayments and Casino/Community Development Fund subsidies. The current cash balance (as of 12-Jun-19) is \$14.7 million.

R.	20A600 – Cuyahoga Support Enforcement Agency		BA1913593
	SE496018 – Fatherhood Initiative		
	Other Expenses	\$	53,094.26

Fatherhood Initiative is requesting additional appropriations in the amount of \$53,094.25 to refund a portion of the First Year Cleveland Medicaid Award for the Fatherhood Initiative Reduction of Infant Mortality back to Case Western Reserve University. This grant was funded by the Ohio Department of Medicaid for First Year Cleveland through Case Western Reserve University during the period January 1, 2017 to December 31, 2017.

S.	21A838 – JAG Asst Justice		BA1913594
	PR783381 – SFY18 Dedicated Child Vic Sup/Pro Team		
	Personal Services	\$	27,782.25
	Other Expenses	\$	11,343.00

The Prosecutor’s Office is requesting appropriations in the amount of \$39,125.25 for the SFY18 Dedicated Child Victim Supervisor/Prosecution Team grant which was awarded by the U.S. Department of Justice Bureau of Justice Assistance passing through the Office of Criminal Justice Services. \$29,344 was awarded and \$9,781.25 is a 25% cash match from the General Fund for the period January 1, 2019 to December 31, 2019, CFDA #16.738.

T.	24A510 – Work & Training Admin		BA1913596
	WT137141 – Client Support Services		
	Other Expenses	\$	(656,132.20)

Requesting an appropriation reduction due to an expired contract for Americab, Inc. which has a remaining balance of \$656,132.20 (carryover) Whereas, \$544,639.14 of this balance had been expended, but posted incorrectly to the new contract (\$111,493.06 unexpended). Corrections have been made (JE1901049-01 to JE1901049 -05). In total, \$6,888,506.94 of \$7,000,000 was expended. This expenses was funded by Public Assistance Funds, 92% and Health and Human Service Levy Funds, 8%.

U.	21A020 – TB Control Prog – MetroHealth		BA1913599
	HS157313 – TB Control Prog - MetroHealth		
	Other Expenses	\$	65,536.00

The Department of Health and Human Services is requesting appropriation in the amount of \$65,536.00 in order to provide appropriation for the TB Metro Health agreement. The source of funding is the State Board of Health.

V.	40A069 – Capital Projects		BA1915133
	CC769166 – Admin. Building Projects		
	Capital Outlays	\$	(15,015.44)

Reduce appropriations in the Admin Building Project in preparation for closure. This project was set up in March 2017 where 70% of the project was expended. This project was funded by the General Fund Capital Improvement Subsidy and does not have a cash balance.

W.	40A069 – Capital Projects		BA1915134
	CC769265 – Countywide Fire Dampers Project		
	Other Expenses	\$	260,000.00

To increase appropriations for the Countywide Fire Dampers project. This project was setup in May 2017. There is currently \$1,300,626 budgeted, of that, \$1,212,787 is spent and \$14,9470 is encumbered. This additional appropriation request will allow anticipated contract expense to be encumbered. This is an ongoing project and total cost of this phase is anticipated to be around \$1,665,626 and is funded by the General Fund Capital Improvement Subsidy. This appropriation increase is part of the 2019 Facilities Capital Improvement Plan.

X.	40A069 – Capital Projects		BA1915135
	CC769331 – City Police H.Q. Build-Out		
	Capital Outlays	\$	100,000.00

To increase appropriations for the City Police HQ Project. This project was setup in September 2017. There is currently \$6,100,000 budgeted, of that, \$5,324,692 is spent and \$706,524 is encumbered. This additional appropriation request will allow anticipated contract expense to be encumbered. This project is on the 2017 CIP and is funded by the General Fund Capital Improvement Subsidy.

Y.	40A069 – Capital Projects		BA1915136
	CC769539 – JC Regionalization Conversion		
	Capital Outlays	\$	200,000.00

To increase appropriations for the JC Regionalization Conversion Project. This project was setup in May 2018. There is currently \$1,616,400 budgeted, of that, \$1,043,986 is spent and \$425,302 is encumbered. This additional appropriation request will allow anticipated contract expense to be encumbered. This project is on the 2018 CIP and is funded by the General Fund Capital Improvement Subsidy.

Z.	40A069 – Capital Projects		BA1915143
	CC769695 – Jail II Washers Replacement		
	Other Expenses	\$	16,120.00
	Capital Outlays	\$	88,662.00

To setup appropriations for the Justice Center Jail II Washers Replacement project. This project will allow the County to replace the existing washers in the Justice Center Jail II. This will also include all of the labor involved in the disconnection of the current washers and the installation of the new washers. Although total estimated expenses for this project is \$167,400.00, only \$104,782.00 is needed at this time. Funding source is General Fund Capital Improvement Subsidy. This project is on Public Works approved capital budget for 2019 using the Special Projects/Emergency Line. The balance remaining for unanticipated projects is \$298,860.

AA.	40A069 – Capital Projects		BA1915144
	CC769703 – Jail II Elevator Upgrades for Cabs 4/5		
	Other Expenses	\$	69,250.00
	Capital Outlays	\$	580,750.00

To setup appropriations for the Justice Center Jail II Elevator Upgrades for Cabs 4/5 project. This project will allow the County to upgrade the existing elevators. This will also include all of the labor involved in the upgrade and modernization of the cabs including but not limited to replacement of the geared controller, harmonic door clutch etc... All work will be compliant with local codes. Although total estimated expenses for this project is \$800,000.00, only \$650,000.00 is needed at this time. Funding source is General Fund Capital Improvement Subsidy. This project is on Public Works approved capital budget for 2019.

AB.	01A001 – General Fund		BA1915146
	HQ010009 – County Headquarters		
	Other Expenses	(\$	1,664,784.00)

To decrease appropriations in the County Headquarters Index Code. Appropriations were initially set up to fully encumber contracts and miscellaneous accounts to be paid during the year. Chargebacks were done in once a year and in the 4th quarter. Now they are being processed quarterly instead of a one-time chargeback, which leaves the account over appropriated, therefore the appropriations no longer needs to be set so high.

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

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 40A069 – Capital Projects	BA1910564
IT768333 – Enterprise Resource Planning - ERP	
Other Expenses	\$ 1,300,000.00
TO: 40A069 – Capital Projects	
IT768333 – Enterprise Resource Planning - ERP	
Personal Services	\$ 1,300,000.00

An appropriation transfer from ERP Expenditures to Personnel. This adjustment will allow for the \$1,574,132.15 in personnel costs from different county agencies to be adjusted to the ERP capital project. Due to current vacancies within the project the need to adjust the full amount was not necessary. With this adjustment the personnel appropriations will be sufficient for current staff, adjustments and any new staff for the remainder of 2019.

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

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 01A001 – General Fund	JT1913595
SU515346 – General Fund Operating Subsidies	
Transfer Out	\$ 432,273.33
TO: 20A580 – DTAC HHF Project	
PR495580 – DTAC HHF Project	
Revenue Transfer	\$ 432,273.33

Requesting a cash transfer from the General Fund to the Delinquent Tax Assessments Collections- Hardest Hit Fund Project based on projected expenses for 2019. DTAC HHF has projected expenses of \$1,261,273.61 and projected revenue of \$385,000 plus a beginning cash balance of \$11,726.95 totaling \$396,726.95. Based on the projections, DTAC HHF will require subsidy in the amount of \$864,546.66 for 2019. The 1st half, \$432,273.33, of the subsidy is being requested. The current cash balance is -\$412,909.52. These funds do not include DTAC.

B. FROM: 01A001 – General Fund	JT1913598
PR191056 – General Office	
Transfer Out	\$ 9,781.25

TO: 21A838 – JAG Asst Justice
 PR783381 - SFY18 Dedicated Child Vic Sup/Pro Team
 Revenue Transfer \$ 9,781.25

Requesting a cash transfer to cover the cash match portion (25% of \$39,125.25) of the SFY18 Dedicated Child Victim Supervisor/Prosecution Team grant which was awarded by the U.S. Department of Justice Bureau of Assistance passing through the Office of Criminal Justice Services for the period January 1, 2019 to December 31, 2019.

C. FROM: 01A001 – General Fund **JT1915147**

SU514141 – Capital Improvement Subsidy
 Transfer Out \$ 566,175.05

TO: 40A069 – Capital Projects
 CC768390 – JC Perimeter Sec., Keying & ADA Parking
 Revenue Transfer \$ 11,085.26

40A069 – Capital Projects
 CC768861 – Roof Replacement – Old Courthouse
 Revenue Transfer \$ 46,897.64

40A069 – Capital Projects
 CC769182 – 2017 General A/E Services
 Revenue Transfer \$ 49,478.15

40A069 – Capital Projects
 CC769356 – VEB Roof Replacement and Skylight Repair
 Revenue Transfer \$ 345,543.26

40A069 – Capital Projects
 CC769406 – Halle Bldg Parking Lot Design/Construct.
 Revenue Transfer \$ 86,947.01

40A069 – Capital Projects
 CC769463 – 2018 Gen. Architect.-Enginrg. Services
 Revenue Transfer \$ 13,714.91

40A069 – Capital Projects
 CC769562 – Old Courthouse Courtroom Renovation
 Revenue Transfer \$ 268.23

40A069 – Capital Projects
 CC769612 – JC Backflow and Pumps Repairs
 Revenue Transfer \$ 12,195.65

40A069 – Capital Projects
 CC769653 – JC Bldg Façade Compliance Repair Prog.
 Revenue Transfer \$ 44.94



TO: Jeanne Schmotzer, Clerk of County Council
 FROM: Maggie Keenan, Office of Budget and Management
 CC: Mary Louise Madigan, Communications
 DATE: June 17, 2019
 RE: Fiscal Agenda – 6/25/2019

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 **June 25, 2019**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, are necessary to ensure sufficient appropriation to meet programmatic needs. Items of note on this agenda include:

- Request to increase appropriation to the Department of Health and Human Services/Office of Early Childhood to restore appropriation that was used earlier in the year to repay an advance made at the end of 2018 from the HHS Levy Fund. This request will allow the Department to proceed with planned program expenditures in 2019 and will have *no* impact on the cash balance in the HHS Levy Fund.
- Request to increase appropriation to the Department of Information Technology in anticipation of transferring operating expenditures that were improperly posted to the ERP capital project. Also requested is a transfer of appropriation within the ERP capital project account to allow the posting of personnel costs dating back to 2016. This follows the review completed by the Office of Budget and Management, with guidance from the Department of Internal Audit, to properly allocate operating and capital expenditures incurred since the project’s inception in 2015. This review will be discussed in the Finance & Budget Committee meeting on July 1, 2019.

After analyzing the data collected, including estimated personnel hours from over 50 staff members in nine different county agencies, it was determined that \$445,448.73 of operational expenses

Expenses moving to Capital	\$ 1,574,132.15
Expenses moving to Operations	\$ 445,448.73

Year	Operational Expenses
2014	\$ 36,508.75
2015	\$ 110,720.00
2016	\$ 141,792.50
2017	\$ 10,616.90
2018	\$ -
2019	\$ 77,172.48

and personnel costs would be transferred from the ERP Capital Project to the Department of Information Technology.

Year	Total Personnel Costs	Hours
2017	\$ 454,787.58	8,405.01
2018	\$ 819,915.51	16,039.06
2019	\$ 299,429.05	5,531.04

There will be an adjustment of \$1,574,123.15 to the ERP capital budget from the County’s operating budget (affecting numerous agencies). This adjustment is for personnel costs based upon estimated information provided by staff for their time spent on the implementation of the project.

These adjustments will continue until the project is complete based on regular updates of the actual hours worked on the project for all staff and agencies with modules that have not gone

live. This will include Fiscal, Treasury, Health and Human Services, Procurement, Human Resources and Information Technology. Adjustments will be completed on a monthly basis to ensure actual costs are reflected within the project.

I would like to acknowledge and thank all of the County employees who took the time to report the hours worked on the project, Jeanelle Green in the Department of Information Technology for her assistance reviewing non-personnel costs, and OBM analyst Greg Beyer for completing the analysis and adjustments.

- Requests to adjust appropriation as needed to open and close capital projects that are on the County's approve Capital Improvements Plan for Facilities.
- Request to increase appropriation to the General Fund Subsidies budget in the amount of \$1 million for the Tree Canopy project. The Executive seeks to commit \$5 million over five years to the reforestation of Cuyahoga County. Trees are an invaluable resource that directly affect the health and economic vitality of the County and its residents and planting provides a workforce development opportunity for no- and low-skilled workers, including those on public assistance. The impacts of climate change and the Urban Heat Island effect impact residents in certain urban low-income neighborhoods more, and a tree canopy in these neighborhoods can counteract this inequity. Resulting benefits include:
 - Improved Health Outcomes
 - Temperature Control
 - Decreased Utility Costs
 - Workforce Development
 - Increased Property Values – to maximize this benefit, the Canopy Project should be integrated with the County's forthcoming House Plan

This initiative directly connects to the County's Strategic Plan:

Goal 1.1 – Maximize our regional strengths and assets to help our local economy growth

- Goal 1.3 – Deploy sustainability practices to support our competitive advantage
- Goal 2.1 – Support efforts to increase the number of quality jobs, at all skill levels, created in our community
- Goal 2.4 – Match the skills of our workforce with the current and expected job needs of our businesses
- Goal 3.3 – Leverage strategic partners to implement a countywide housing plan
- Economic Opportunity
 - Goal 5.2 – Partner to promote...vocational education...
 - Goal 5.3 – Expand youth internship opportunities as a first step toward careers
 - Goal 5.4 – Promote...secondary training and education
 - Goal 6.2 – Establish employer incentives to train, hire, upskill, and promote

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.

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0146

<p>Sponsored by: County Executive Budish/Department of Law and County Sheriff</p>	<p>A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, representing approximately 15 employees in the classifications of Cook, Custodial and Laundry Worker at the Sheriff’s Department for the period 7/1/2018 - 6/30/2021; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the Cuyahoga County Department of Law has been engaged in negotiations with the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2- B (“UAW”), in an effort to negotiate a collective bargaining agreement (“CBA”) that includes approximately 15 employees in the classifications of Cook, Custodial and Laundry Worker at the Sheriff’s Department; and

WHEREAS, the parties have met on multiple occasions in a consolidated effort to negotiate new terms and have reached a tentative agreement on a single successor collective bargaining agreement; and

WHEREAS, the members of the bargaining unit met and voted to ratify the proposed collective bargaining agreement in full; and

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

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

WHEREAS, the County Executive, County Sheriff and Department of Law are recommending that Council approve the proposed Collective Bargaining Agreement for the period 7/1/2018 – 6/30/2021; and

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Sheriff's Department.

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

SECTION 1. The Cuyahoga County Council hereby approves the Collective Bargaining Agreement between Cuyahoga County and International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, representing approximately 15 employees in the classifications of Cook, Custodial and Laundry Worker at the Sheriff's Department for the period 7/1/2018 - 6/30/2021, and authorizes the County Executive to execute all documents consistent with this Resolution.

SECTION 2. Funds necessary to implement the CBA between Cuyahoga County and UAW shall be budgeted and appropriated.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

Journal CC034
June 25, 2019

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0147

Sponsored by: County Executive Budish/County Sheriff and Department of Human Resources	A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Ohio Patrolmen’s Benevolent Association representing approximately 620 employees in the classification of Correction Officer at the Sheriff’s Department for the period 1/1/2020 - 12/31/2022; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County has been engaged in negotiations with the Ohio Patrolmen’s Benevolent Association (hereinafter “OPBA”) in an effort to negotiate a successor collective bargaining agreement (“CBA”) that includes approximately 620 Correction Officers at the Cuyahoga County Sheriff’s Department; and,

WHEREAS, the parties have met on multiple occasions in a consolidated effort to negotiate new terms and have reached a tentative agreement on a single successor collective bargaining agreement; and,

WHEREAS, the members of the bargaining unit met and voted to ratify the proposed successor collective bargaining agreement in full; and,

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

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

WHEREAS, the County Executive, Department of Human Resources and the County Sheriff are recommending that Council approve the proposed Collective Bargaining Agreement for the period 1/1/2020 – 12/31/2022; and,

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Cuyahoga County Sheriff's Department.

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

SECTION 1. The Cuyahoga County Council hereby approves a Collective Bargaining Agreement between Cuyahoga County and Ohio Patrolmen's Benevolent Association representing approximately 620 employees in the classification of Correction Officer at the Sheriff's Department for the period 1/1/2020 - 12/31/2022, and authorizes the County Executive to execute all documents consistent with this Resolution.

SECTION 2. Funds necessary to implement the CBA between the County and OPBA (Corrections Officers Bargaining Unit) shall be budgeted and appropriated.

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

Journal CC034
June 25, 2019

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0148

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s appointment of Susan Infeld to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for an unexpired term ending 1/1/2021, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Community Improvement Corporation (“CCCIC”) was incorporated in 1982 under the authority granted in ORC 1724; and

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

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

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

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

WHEREAS, the County Executive has nominated Susan Infeld (replacing Joseph Farris) to serve on the CCCIC’s Board of Trustees for an unexpired term ending 1/1/2021.

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that Charter

requirements can be complied with and critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County Board.

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

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive’s appointment of Susan Infeld to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for an unexpired term ending 1/1/2021.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

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

Journal _____
_____, 20__



June 14, 2019

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

Re: Cuyahoga County Community Improvement Corporation (CCCIC)

Dear President Brady:

Pursuant to Ohio Revised Code Section 1724, I am pleased to nominate the following individual for appointment to serve on the Cuyahoga County Community Improvement Corporation's Board of Trustees:

- **Susan Infeld, unexpired term ending: 01/01/2021 (replacing Joseph Farris)**

The Cuyahoga County Community Improvement Corporation ("CCCIC") was incorporated in 1982, for the sole purpose of advancing, encouraging, and promoting, the industrial, economic, commercial, and civic development of Cuyahoga County. The Corporation serves as Cuyahoga County's review agent for industrial revenue bond financing and economic development lending activity. Members of the Board shall serve for three year terms.

I have attached a copy of the nominee's resume for your review.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are no other candidates on file that applied for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish
Cuyahoga County Executive

Susan Infeld

SUMMARY OF QUALIFICATIONS

Multi-faceted experience in government and private sector; knowledge in all aspects of government operations; analytical; proven fiscal and problem-solving skills; significant project management and writing experience; extensive personnel management.

PROFESSIONAL EXPERIENCE

Manager, Special Initiatives, Cuyahoga County Planning Commission **June 2018- present**

- Develop initiatives to complement municipal master plans, including guidebooks for Community Reinvestment Areas, Special Improvement Districts, municipal ordinance guidebooks, etc.
- Oversee grants management, including the development of a municipal grants guide.
- Coordinate research and publications to complement the efforts of County departments and agencies.
- Perform legal research and analysis.

Mayor, City of University Heights, OH **January 2010 – December 2017**

- Managed all functions of the city government: the delivery of municipal services; enforcement of city ordinances; development of the city budget; all city communications; negotiation of collective bargaining agreements; personnel management; grants management.
- Chaired the Board of Zoning Appeals and the City Planning Commission.
- Produced annual operating surpluses of 17-20%, reduced outstanding city debt by 33%, obtained \$16M in grant awards.
- Established a new community park.
- Established a Senior Office, a Community Development Office, and an internship program with John Carroll University.
- Partnered with county agencies for new city services; including home repair advice and loans, and building department software.
- Collaborated with nearby cities to increase services for residents, including consolidation of 911 dispatch and specialized police services.
- Produced the annual Memorial Day parade, the summer concert series, and special events.

Patient Representative, St. Vincent Charity Medical Center, Cleveland, OH **2006-2010**

- Served as hospital ombudsman.
- Resolved patient/family issues and concerns; and resolved patient grievances.
- Served as the hospital's Client Rights Officer to the ADAHMS Board for the psychiatric patient population and patients receiving treatment for drug and alcohol addiction.
- Updated patient policies for complaints and grievances, and patient property.

- Councilwoman, City of University Heights, OH, 1996-2007**
- Chaired the City Council Finance Committee and the City Council Civic Information Committee.
 - Led public hearings on the city budget and tax issues.
 - Facilitated focus groups of citizens assessing livability issues in University Heights.
 - Established the first city website and three subsequent websites.
 - Served as the city liaison to public school and senior citizen community groups.
 - Wrote legislation to update city policy, create new laws, and for budget compliance.

- Chairman, University Heights Citizen's Committee for a New Purvis Park and Pool 1993-1995**
- Led a committee of 100+ residents in a grassroots campaign to pass a bond issue to pay for construction of a new pool and playground at the city's only park.
 - Led the citizen's committee through the process of designing the pool and park features.
 - Served as the city-appointed liaison to the construction committee overseeing the construction of the new facilities.

- Planning Analyst and Technical Writer, Federal Reserve Bank of Chicago 1984-1986**
- Developed computer acquisition proposals for mainframes and peripheral equipment.
 - Authored the Bank's Long-Range Automation Plan and the Department's Annual Report.
 - Project Leader for the Bank's Disaster Recovery and Contingency Processing Plan for critical application systems.

- Technical Writer, Federal Reserve Bank of Chicago 1983-1984**
- Wrote User, System, and Operations manuals for computer operating systems used in-house, and by member banks.

- Statistical Analyst, Federal Reserve Bank of Chicago 1981-1983**
- Worked with reporting banks, savings & loan associations, and credit unions to collect data for required Federal Reserve System reports.
 - Served as liaison between the Research Department's statistical unit and automation unit to facilitate data collection and report design.
 - Produced raw data statistical reports for public information requests.

CIVIC AND COMMUNITY

NOACA Governing Board, Assistant Treasurer
 Cuyahoga County Planning Commission, Board of Trustees
 Ohio Municipal League, Board of Trustees
 First Suburbs Consortium of Northeast Ohio, Charter Member and Executive Committee
 Leadership Cleveland, Class of 2017
 Applewood Centers, Board of Trustees
 Heights Community Congress, Board of Trustees
 Beaumont School, Board of Trustees
 Meals on Wheels, Beachwood-Shaker Heights-University Heights, Board of Trustees
 American Red Cross, Cleveland, Eastside Advisory Council
 Gesu Catholic Church, Parish Council
 Gesu Catholic Church, Finance Council

AWARDS

University Heights Public Servant of the Year, 2007
University Heights Citizen of the Year, 1994

EDUCATION

B.A. Finance, University of Illinois at Urbana-Champaign, 1980

REFERENCES

Available upon request

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0149

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution authorizing an amendment to Contract No. CE1700002-01 with Mott MacDonald, LLC for design engineering services for repair and resurfacing of Sprague Road from Webster Road to York Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville, to change the scope of services, effective 6/25/2019, and for additional funds in the amount not-to-exceed \$726,761.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an amendment to Contract No. CE1700002-01 with Mott MacDonald, LLC for design engineering services for repair and resurfacing of Sprague Road from Webster Road to York Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville, to change the scope of services, effective 6/25/2019, and for additional funds in the amount not-to-exceed \$726,761.00; and

WHEREAS, the primary goal of this project consists of improvements to Sprague Road in the Cities of Middleburg Heights, North Royalton, Parma ad Strongsville, Council Districts 4 and 5; and

WHEREAS; this project is funded 100% from Road and Bridge 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. CE1700002-01 with Mott MacDonald, LLC for design engineering services for repair and resurfacing of Sprague Road from Webster Road

to York Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville, to change the scope of services, effective 6/25/2019, and for additional funds in the amount not-to-exceed \$726,761.00.

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:
Committee(s) Assigned:

Journal _____
_____, 20__

Public Works, 2019, Mott MacDonald, LLC for First Amendment for Part 2 of Sprague Road (CR-67) Improvement from Webster to York Rd, in Middleburg Heights, North Royalton, Parma and Strongsville, RQ#37349-- \$726,761.00

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary:

1. Department of Public Works is requesting this First Amendment for Part 2 of Final Design Engineering Services for Sprague Road (CR-67) improvements from Webster Rd to York Rd in the cities of Middleburg Heights, North Royalton, Parma and Strongsville. **Since this is a design contract the dates should not be referenced in the contract of approval.** The anticipated cost of this Amendment is not-to-exceed \$726,761.00. Construction is anticipated to begin in 2020.
2. The primary goal consists of the improvement of Sprague Road (CR-67) to include the reconstruction and widening, drainage improvements, water main replacement, installation of new curbs, curb ramps, driveway apron replacement, new sidewalk, new signing, new pavement markings and traffic signal improvements as required.

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ now is \$2,143,423.00.
2. The RFQ was closed on June 30, 2016. There is a 30% SBE goal.
3. There were 16 proposals submitted for review, one approved.

C. Contractor and Project Information

1. The address is:
Mott MacDonald, LLC
18013 Cleveland Parkway Drive, Suite 200
Cleveland, OHIO 44135
Council District 2
2. The Project Manager for this project is Zoltan Szabo.
3. The location of the project is Sprague Road (CR-67) from Webster Road to York Road in the cities of Middleburg Heights, North Royalton, Parma and Strongsville.
4. The project is located in Council Districts 4 and 5.

D. Project Status & Planning

1. N/A
2. N/A

E. Funding

1. The design contract is funded by Road and Bridge CE417477.
2. The schedule of payments is by invoice.

CONTRACT HISTORY/EVALUATION FORM

Contractor	Mott MacDonald, LLC				
Contract/Agreement No.	CE1700002-01				
RQ#	CE-16-37349				
Time Period of Original Contract	N/A				
Background Statement	Amend Mott MacDonald, LLC, Sprague Road contract (CE1700002-01) for engineering design services for Sprague Road, Part 2.				
Service Description	The primary goal of this contract is to allow DPW to maximize our resources (staff & financial) to address infrastructure needs. Potential services include general engineering services to support County personnel. Potential services are authorized on a task order basis.				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$2,143,423.00			2/28/2017	R2017-0027
Prior Amendment Amounts (List separately)		\$0.00			
Pending Amendment					
Total Amendment(s)		\$726,761.00			
Total Contract Amount	\$2,870,184.00				
Performance Indicators	Mott MacDonald, LLC. has provided the County with high quality general engineering services for this contract.				
Actual performance versus performance indicators (include statistics):	Mott MacDonald, LLC has performed above average in meeting performance goals for all task assigned to this contract (CE1700002-01).				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	All of the Mott MacDonald, LLC engineers that worked on assigned tasks for this contract (CE1700002-01) have been proficient in their field.				
Dept. Contact	Ernest Zadell				
User Dept.	DPW- Planning				
Date	5/3/2019				

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0150

<p>Sponsored by: County Executive Budish/Departments of Public Works and Public Safety and Justice Services/Division of Witness Victim Services</p>	<p>A Resolution authorizing an amendment to Contract No. CE1400135-2 with Alto 55 Erieview, LLC, as successor in interest to BZT Acquisition, LLC, for lease of space located at 75 Erieview Plaza, Cleveland, for operation of the Family Justice Center for the period 6/1/2014 - 10/31/2019 to extend the time period to 10/31/2023, and for additional funds in the amount not-to-exceed \$780,360.00; 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/Departments of Public Works and Public Safety and Justice Services/Division of Witness Victim Services has recommended an amendment to Contract No. CE1400135-2 with Alto 55 Erieview, LLC, as successor in interest to BZT Acquisition, LLC, for lease of space located at 75 Erieview Plaza, Cleveland, for operation of the Family Justice Center for the period 6/1/2014 - 10/31/2019 to extend the time period to 10/31/2023, and for additional funds in the amount not-to-exceed \$780,360.00; and

WHEREAS, the primary goal of this project is to provide appropriate space for operations of the Family Justice Center which will also allow a location for services for victims of domestic violence, sexual violence, stalking and related crimes; and

WHEREAS, this project is funded 100% by a revenue generating agreement with the City of Cleveland; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1400135-2 with Alto 55 Erieview, LLC, as successor

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

Journal _____
_____, 20__

The Department of Public Works is requesting submitting an Amendment on RQ#14-30442 which will result in an award recommendation for an Amendment to Contract No. CE1400135 with Alto 55 Erievew, LLC (as successor in interest to BZT Acquisitions, LLC) for the lease of approximately 13,500 square feet of space located on the fifth floor of the office building located at 75 Erievew Plaza, Cleveland, for operation of the Family Justice Center for the period 6/1/2014-10/31/2019 to extend forty-eight (48) months to 10/31/2023 and for additional funds in the amount not-to-exceed \$780,360.00

The procurement method for this project was RQ#14-30442

The address of tenant: 75 Erievew Plaza Ste. 100, Cleveland, Ohio 44114

The address for the vendor/owners is:

Alto 55 Erievew LLC, 75 Erievew Plaza Ste. 100, Cleveland, Ohio 44114

The address of the project:

75 Erievew Plaza Ste. 100, Cleveland, Ohio 44114

The project RQ14-30442

The project is on a critical action path so that the county may continue to lease space.

The project's term for the Amendment for the use of office space for the period 6/1/2014 – 10/31/2019 extended to 10/31/2023

The schedule of payments is monthly invoice to the PW Fiscal Division, 2079 Ninth Street, Cleve. 44115.

The project is an Amendment to the Contract to pay for lease of space and parking spaces.

CONTRACT HISTORY/EVALUATION FORM

CONTRACT HISTORY/EVALUATION FORM					
Contractor	Alto 55 Erievue LLC (fka BZT Acquisitions, LLC)				
Contract/Agreement No.	CE1400135				
RQ#	RQ#14-30442				
Time Period of Original Contract	start date was 6/1/2014-5/31/2019 later revised to start date 11/1/2014 - 10/31/2019 extend to 10/31/2023				
Background Statement	approximately 13,500 sq/ft space				
Service Description	R2019-TBD Submitting an RFP exemption on RQ#14-30442 which will result in an award recommendation for a Amendment to Contract No. CE1400135 with Alto Partners, LLC (as successor of interest of BZT Acquisitions, LLC.) for the lease of space located at 75 Erievue Plaza, Cleveland, for operation of the Family Justice Center for the period 6/1/2014-5/31/2019 later revised start date beginning on 11/01/2014-10/31/2019 to extend for forty-eight months to 10/31/2023 and for additional funds not-to-exceed \$780,360.00				
	Original Amount	Amendment Amount	Amended End Date	Approval Date	Approval #
Original Contract/Agreement Amount	\$798,000.00			5/13/2014	R2014-0120
Prior Amendment Amounts (List separately)			10/31/2019 (start date revised from 6/1/2014 to 11/1/2014 expiration 10/31/2019.	12/15/2014	BC2014-301 contract cover was submitted as \$152,279.00 not \$219,029.00 as in terms of agreement later corrected per Arichardson BC2019-144 on 2/25/19 BOC Agenda
		\$219,029.00	10/31/2019	2/25/2019	BC2019-144
Pending Amendment		\$780,360.00	10/31/2023	TBD	R2019-TBD
Total Amendment(s)					
Total Contract Amount	\$1,797,389.00				
Performance Indicators	Please see below.				
Actual performance versus performance indicators (include statistics):	Please see below.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Vendor has provided all requirements as included in lease agreement. Vendor is responsive to all requests in a timely manner.				
Dept. Contact	Department of Public Works - created by Nancy Farina for John Myers				
User Dept.	Department of Public Safety Justice Services - MaryBeth Vaughn				
Date	5/30/2019				

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0151

Sponsored by: County Executive Budish/Fiscal Officer/County Treasurer	A Resolution designating Dollar Bank, Federal Savings Bank an eligible institution as a public depository of active and interim funds of Cuyahoga County; authorizing a bank depository agreement for deposits of said public funds in the deposit limit amount not-to-exceed \$200,000,000.00 for the period 7/1/2019 - 8/23/2021, in accordance with the Uniform Depository Act of Ohio; authorizing the County Executive and/or County Treasurer to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Fiscal Officer/County Treasurer has recommended designating Dollar Bank, Federal Savings Bank an eligible institution as a public depository of active and interim funds of Cuyahoga County; authorizing a bank depository agreement for deposits of said public funds in the deposit limit amount not-to-exceed \$200,000,000.00 for the period 7/1/2019 - 8/23/2021, in accordance with the Uniform Depository Act of Ohio.

WHEREAS, the primary goal of this project is to designate an eligible institution as a public depository of active and interim funds of Cuyahoga County and to enter into a bank depository agreement for said deposits of public funds, in accordance to the Uniform Depository Act of Ohio; and

WHEREAS, payment of any fees to the institution is not anticipated at this time; however, if during the term of the bank depository agreement the payment of fees becomes necessary, a request will be made to the County Council and will be funded by the General Fund.

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 designates Dollar Bank, Federal Savings Bank an eligible institution as a public depository of active and interim funds of Cuyahoga County; authorizing a bank depository agreement for deposits of said public funds in the deposit limit amount not-to-exceed \$200,000,000.00 for the period 7/1/2019 - 8/23/2021, in accordance with the Uniform Depository Act of Ohio.

SECTION 2. To the extent an exemption for anything herein is needed, it is hereby granted.

SECTION 3. That the County Executive and/or County Treasurer is authorized to execute the agreements and all other documents consistent with this Resolution.

SECTION 4. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and for any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 2019

Depository agreement with Dollar Bank

The Treasury is requesting designation of Dollar Bank, Federal Savings Bank an eligible institution as a public depository of active and interim funds of Cuyahoga County, pursuant to Uniform Depository Act of Ohio and authorization of a bank depository agreement of deposits of public funds in the deposit limit amount not-to-exceed \$200,000,000.00 for the period 7/1/2019 – 8/23/2021.

The primary goals of the project are to increase the banking relationships by adding additional financial institutions as depositories.

No additional dollars are being requested for this service.

Dollar Bank, Federal Savings Bank
1301 E Ninth Street
Cleveland Ohio 44114
Contact: Gail King

The project is located County wide.

The time period for the agreement will be from 7/1/2019 to 8/23/2021.

No services have been utilized.

The agreement has not already begun.

There are no payments being requested for this agreement.

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0152

Sponsored by: County Executive Budish/Department of Sustainability	A Resolution authorizing a contract with Middough, Inc. in the amount not-to-exceed \$235,000.00 for consultant services for development of a Request for Proposals for operation of a local microgrid for the period 5/3/2019 - 12/31/2020; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Sustainability has recommended a contract with Middough, Inc. in the amount not-to-exceed \$235,000.00 for consultant services for development of a Request for Proposals for operation of a local microgrid for the period 5/3/2019 - 12/31/2020; and

WHEREAS, the primary goal of this project is to complete an RFP process which will allow the County to select the most qualified vendor for development of a local microgrid. A microgrid has long-term clean energy, electrical reliability and economic development potential for the region; and

WHEREAS, the funding for this project is 100% from the Sustainability Projects Fund; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes a contract with Middough, Inc. in the amount not-to-exceed \$235,000.00 for consultant services for development of a Request for Proposals for operation of a local microgrid for the period 5/3/2019 - 12/31/2020.

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

Journal _____
_____, 2019

Department of Sustainability

Professional engineering firm to author an RFQ/RFP to select a qualified vendor to operate a local microgrid using Cleveland Public Power distribution lines and Cleveland Thermal generation capabilities.

A complete RFP or RFQ process will allow the County to select the most qualified vendor for development of a local microgrid. A microgrid has long term clean energy, electrical reliability and economic development potential for the region.

A local microgrid district currently anticipated to be located in downtown Cleveland out to East 55th street, can guarantee 99.999% uptime of electricity for participating customers at a price that studies believe is competitive with less reliable power. Through 2 years of study and many discussions with potential developers we believe we have the resources through our local municipal electric company (CPP) and our local district heat and cooling company (Cleveland Thermal) to put together a first of its kind microgrid district which could attract businesses needing high resiliency of power in order to keep their operations running smoothly through potential large scale grid outages.

Preliminary estimates are that the microgrid could bring in \$100 million in capital investments and many millions more in new business attraction. Cleveland State University has performed a complete economic and fiscal impact study which can found here: Q:\Microgrids\Reports\Economic and Fiscal Impact of Microgrid FINAL.docx

Middough Engineering has been selected as the company to use for this RFQ/P process as they are a contracted vendor for engineering services for Cleveland Public Power and have been for over 15 years. They understand the CPP network better than anyone and can use this knowledge to create an RFQ that will be especially detailed and relevant. Importantly, they also have a non-disclosure agreement with CPP which helps with confidence and trust issues that CPP may have with information that may be needed to frame the RFQ/P.

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0153

<p>Sponsored by: County Executive Budish/Department of Health and Human Services</p>	<p>A Resolution authorizing a Memorandum of Understanding and Agreement among Cuyahoga County, Say Yes to Education Inc. and Cleveland Municipal School District to establish funding responsibilities for year one of the Say Yes Cleveland Strategy Program for the period 7/24/2019 - 7/23/2020; authorizing a Governance Agreement with various Say Yes to Education partners; accepting a payment in the amount not-to-exceed \$493,000.00 from Cleveland Municipal School District for said Program; authorizing a payment in the amount not-to-exceed \$1,415,000.00 to College Now Greater Cleveland, Inc. as fiscal agent of Say Yes to Education Inc.; authorizing the County Executive to execute the Memorandum of Understanding and Agreement and Governance Agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services has recommended a Memorandum of Understanding and Agreement among Cuyahoga County, Say Yes to Education Inc. and Cleveland Municipal School District to establish funding responsibilities for year one of the Say Yes Cleveland Strategy Program for the period 7/24/2019 - 7/23/2020; a Governance Agreement with various Say Yes to Education partners; accepting a payment in the amount not-to-exceed \$493,000.00 from Cleveland Municipal School District for said Program; and authorizing a payment in the amount not-to-exceed \$1,415,000.00 to College Now Greater Cleveland, Inc. as fiscal agent of Say Yes to Education Inc.; and

WHEREAS, the primary goals of this project are: (1) to document the commitment to postsecondary access and success for students in Cleveland; and (2) to properly implement a strategy to ensure the healthy development and long-term success of students in the Cleveland Municipal School District; and

WHEREAS, County Council has determined that entering into the proposed Memorandum of Understanding and Agreement and Governance Agreement is in the best interest of the County; and

WHEREAS, this project will be funded as follows: (a) from the payment of \$493,000.00 from the Cleveland Municipal School District; (b) \$242,000.00 from Health and Human Services Levy Funds; and (c) \$680,000.00 from Title IV-E Reimbursement; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services be provided by Say Yes to Education Inc. to students of the Cleveland Municipal School District.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes a Memorandum of Understanding and Agreement among Cuyahoga County, Say Yes to Education Inc. and Cleveland Municipal School District to establish funding responsibilities for year one of the Say Yes Cleveland Strategy Program for the period 7/24/2019 - 7/23/2020; authorizes a Governance Agreement with various Say Yes to Education partners; accepts a payment in the amount not-to-exceed \$493,000.00 from Cleveland Municipal School District for said program; and authorizes a payment in the amount not-to-exceed \$1,415,000.00 to College Now Greater Cleveland, Inc. as fiscal agent of Say Yes to Education Inc.

SECTION 2. That the County Executive is authorized to execute the Memorandum of Understanding and Agreement and Governance Agreement and all other documents consistent with this Resolution.

SECTION 3. To the extent an exemption for anything herein is needed, it is hereby granted.

SECTION 4. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

OnBase Item Detail Briefing Memo - Form

Title:

2019 DCFS Agreement/MOU with Cleveland Metropolitan School District (CSMD) and Say Yes to Education (SYTE) for the Say Yes to Education Program

A. Scope of Work Summary

1. HHS is requesting approval of an MOU/agreement with Cleveland Metropolitan School District (CSMD) and Say Yes to Education (SYTE) for the Say Yes to Education Program for the FUTURE anticipated cost of \$1,415,000.00 (year one) TO BE ENCUMBERED AT A LATER DATE.

To properly implement a strategy to ensure the healthy development and long-term success of students in the Cleveland Municipal School District

The anticipated start-completion dates are 7/24/19-7/23/20

2. The primary goals of the project are (list 2 to 3 goals).

- Increased post-secondary completion rates by addressing barriers to student success while in public or charter schools
- Higher post-secondary rates
- To build local endowments that provide tuition scholarship so public and charter school graduates can afford and complete a postsecondary education
- To build student support resources that help students during each stage of their education in the local district, including through after-school programs, summer programs, tutoring, legal assistance, health services and other services
- To ensure students are on the path to academic successes

B. Procurement

6. If an RFP Exemption is being requested please list the reason a competitive process was not utilized.

This is a collaborative effort with Cuyahoga County, the City of Cleveland, CMSD and SYTE to implement the SYTE Program.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Cleveland Metropolitan School District
1111 Superior Ave
Cleveland, OH 44114

Say Yes to Education, Inc.
One State St 20th Floor
Hartford, CT 06103

2. The (owners, executive director, other[specify]) for the contractor/vendor is ()
Diane Downing- SYTE
Eric Gordon - CMSD

3.b. The project is located in CMSD Schools

D. Project Status and Planning

- 1. The project is new to the County.

- 5. The MOU/agreement needs a signature 7/24/19

E. Funding

- 1. The project is funded:
To be encumbered at a later date

YEAR 1
\$493,000.00 – CMSD
\$242,000.00 – COUNTY HHS LEVY
\$680,000.00 – FEDERAL Title IV-E
\$1,415,000.00 – TOTAL

- 2. The schedule of payments is to be determined at a later date

YEAR 1
\$493,000.00 – CMSD
\$242,000.00 – COUNTY HHS LEVY
\$680,000.00 – FEDERAL Title IV-E
\$1,415,000.00 – TOTAL

YEAR 2
\$1,300,000.00 – CMSD
\$648,000.00 – COUNTY HHS LEVY
\$1,800,000.00 – FEDERAL Title IV-E
\$3,748,000.00 – TOTAL

YEAR 3
\$2,300,000.00 – CMSD
\$1,100,000.00 – COUNTY HHS LEVY
\$3,200,000.00 – FEDERAL Title IV-E
\$6,600,000.00 – TOTAL

YEAR 4

\$3,300,000.00 – CMSD

\$1,600,000.00 – COUNTY HHS LEVY

\$4,500,000.00 – FEDERAL Title IV-E

\$9,400,000.00 – TOTAL

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0154

Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services	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 - 12/31/2019 for additional funds in the amount not-to-exceed \$630,826.00; 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 Service/ 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 - 12/31/2019 for additional funds in the amount not-to-exceed \$630,826.00; 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 the U.S. Department of Housing and Urban Development FY2016 Continuum of Care Homeless Assistance Program and City of Cleveland Emergency Solutions Grant; 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

and families for the period 1/1/2018 - 12/31/2019 for additional funds in the amount not-to-exceed \$630,826.00.

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__

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:

OHS HO-17-40092 2019 Emerald Development and Economic Network, Inc. Contract Amendment 3 for Rapid Rehousing.

A. Scope of Work Summary

1. OHS requesting approval of a contract amendment with EDEN, Inc. for the anticipated cost of \$630,826.00 NTE.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number.

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.

The anticipated start-completion dates are 06/1/19-12/31/19

Original \$716,955.00 – R2017-0218 11/28/17

Amend 1 \$479,536.00- BC2018-645 9/24/18

Amend 2 \$1,667,615.00 – R2018-0223 11/27/18

Amend 3 \$630,826.00 _ Pending

2. The primary goals of the project are (list 2 to 3 goals).

The Rapid Re-Housing (RRH) Program is a short term rental assistance program that moves households quickly from shelter to permanent housing. While in shelter, families are provided Housing Location services to find housing that is safe and meets their needs. Case management services are provided during the rent assistance period. Case management is focused on assuring that the family will be able to sustain their rent

after the subsidy ends. The family is linked with other services in the community to promote housing stability.

The core components of RRH include recruiting landlords, matching clients with available units, housing inspections, rent reasonable tests, subsidy payments to landlords and ongoing support services to participants while on the program.

B. Procurement

1. The procurement method for this project was formal RFP in 2017. The contract began 1/1/2018.

2. The RFP was closed on 7/21/17

3. There was 1 proposal pulled from OPD, 1 proposal submitted for review, 1 proposal approved.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Emerald Development and Economic Network, Inc.
7812 Madison Ave
Cleveland OH 44102

2. The (owners, executive director, other[specify]) for the contractor/vendor is ()
Elaine Gimmell

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):

(Vendor/Contractor Name)
(Street Number and Name)
(City, State, and Zip Code)

3.b. [When applicable] The project is located in Council District (3

D. Project Status and Planning

1. The project is an extension of the existing project

E. Funding

1. The amendment is funded by the City of Cleveland in the amount of \$630,826.00
2. The schedule of payments is monthly by invoice.
3. The project is an amendment to a contract.. This amendment changes the value and is the third amendment.

The history of the amendments is:

1/1/18-12/31/18 Original \$716,955.00 – R2017-0218 11/28/17
1/1/18-12/31/18 Amend 1 \$479,536.00- BC2018-645 9/24/18
1/1/19-12/31/19 Amend 2 \$1,667,615.00 – R2018-0223 11/27/18
6/1/19-12/31/19 Amend 3 \$630,826.00 _ Pending

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 for families as a way to reduce the length of stays in shelter since 2009.				
Service Description	The Rapid Re-Housing (RRH) Program is a short term rental assistance program that moves households quickly from shelter to permanent housing. While in shelter, families are provided Housing Location services to find housing that is safe and meets their needs. Case management services are provided during the rent assistance period. Case management is focused on assuring that the family will be able to sustain their rent after the subsidy ends. The family is linked with other services in the community to promote housing stability. The core components of RRH include recruiting landlords, matching clients with available units, housing 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		9/24/2018	BC2018-645
		\$1,667,615.00	12/31/2019	11/27/2018	R2018-0223
Pending Amendment		\$630,826.00	12/31/19		
Total Amendment(s)		\$2,777,977.00			
Total Contract Amount		\$3,494,932.00			
Performance Indicators	# of households assisted, reduction in shelter length of stay.				

Actual performance versus performance indicators (include statistics):	During the 1st quarter of 2019, EDEN received 298 referrals for RRH for Single Adults, Youth and Families; 164 households were placed in housing during that time frame. The Average Length of Shelter stay for each sub population varies.				
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 Housing Inspectors in order to more quickly exit households from shelter and reduce the length of stay.				
Dept. Contact	Ruth Gillett				
User Dept.	Office of Homeless Services				
Date	5/23/2019				

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0136

Sponsored by: Cuyahoga County 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 Revise Code Chapter 6301; and

WHEREAS, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

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

WHEREAS, County Executive Armond Budish has nominated the following individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for various terms:

Appointment for an unexpired term ending 6/30/2020:

1. Harriet Applegate (replacing David Wondolowski)

Reappointments for the term 7/1/2019 – 6/30/2022:

1. Theodore N. Carter
2. Ethan S. Karp

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:

Appointment for an unexpired term ending 6/30/2020:

1. Harriet Applegate

Reappointments for the term 7/1/2019 – 6/30/2022:

1. Theodore N. Carter
2. Ethan S. Karp

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: June 11, 2019
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal CC034
June 25, 2019

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0137

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ45246 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$7,347,866.50 for reconstruction and widening of Sprague Road from Webster Road to West 130th Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$2,152,924.88 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ45246 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$7,347,866.50 for reconstruction and widening of Sprague Road from Webster Road to West 130th Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$2,152,924.88 to fund a portion of said contract; and

WHEREAS, the anticipated start-completion dates are 7/1/2019 - 5/28/2021; and

WHEREAS, the project is funded as follows: (a) 41.4% (or \$3,042,016.74) from Ohio Public Works Commission (b) 29.3% (or \$2,152,924.88) from \$7.50 Vehicle License Tax Fund and (b) 29.3% (or \$2,152,924.88) from Municipalities; 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 RQ45246 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$7,347,866.50 for reconstruction and widening of Sprague Road from Webster Road to West 130th Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville.

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

SECTION 3. That the County Council hereby authorizes the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$2,152,924.88 to fund a portion of said contract.

SECTION 4. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: June 11, 2019
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC034
June 25, 2019

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0140

<p>Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services</p>	<p>A Resolution making awards on RQ44122 to various providers for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 - 6/30/2021; authorizing the County Executive to execute the agreement and contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services recommends awards on RQ44122 to various providers for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 - 6/30/2021 as follows:

- a) Cuyahoga Community College District in the amount not-to-exceed \$1,466,993.00 for the In-School/Out-of-School Youth Program.
- b) Linking Employment, Abilities and Potential in the amount not-to-exceed \$112,000.00 for the In-School Youth Program for students with disabilities.
- c) OhioGuidestone in the amount not-to-exceed \$1,770,000.00 for the Out-of-School Youth Program.
- d) The Centers for Families and Children in the amount not-to-exceed \$1,100,000.00 for the Out-of-School Youth Program.
- e) Towards Employment, Inc. in the amount not-to-exceed \$874,821.00 for the Out-of-School Youth Program.

- f) Youth Opportunities Unlimited in the amount not-to-exceed \$4,950,000.00 for the Out-of-School Youth Program and operation of the Young Adult Resource Center.

WHEREAS, the primary goals of this project are to provide a comprehensive case management and employment program for youth; and

WHEREAS, this project is funded with Workforce Innovation and Opportunity Act funds (WIOA – 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 operations of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ44122 to various providers for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 - 6/30/2021 as follows:

- a) Cuyahoga Community College District in the amount not-to-exceed \$1,466,993.00 for the In-School/Out-of-School Youth Program.
- b) Linking Employment, Abilities and Potential in the amount not-to-exceed \$112,000.00 for the In-School Youth Program for students with disabilities.
- c) OhioGuidestone in the amount not-to-exceed \$1,770,000.00 for the Out-of-School Youth Program.
- d) The Centers for Families and Children in the amount not-to-exceed \$1,100,000.00 for the Out-of-School Youth Program.
- e) Towards Employment, Inc. in the amount not-to-exceed \$874,821.00 for the Out-of-School Youth Program.
- f) Youth Opportunities Unlimited in the amount not-to-exceed \$4,950,000.00 for the Out-of-School Youth Program and operation of the Young Adult Resource Center.

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

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0141

Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board	A Resolution making awards on RQ44417 to various providers for various services in connection with the Workforce Innovation and Opportunity Act for various time periods beginning 7/1/2019; 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 Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board, recommend awards on RQ44417 to various providers for various services in connection with the Workforce Innovation and Opportunity Act for various time periods beginning 7/1/2019 as follows:

- i) Towards Employment, Inc. in the amount not-to-exceed \$549,826.00 for job seeker services for applicants with felony backgrounds ending 6/30/2021.
- ii) United Labor Agency Incorporated in the amount not-to-exceed \$4,570,727.00 for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program ending 6/30/2020.
- iii) Vantage Aging, Inc. in the amount not-to-exceed \$185,000.00 for mature job seeker services and implementation of the ENCORE Program ending 6/30/2021.

WHEREAS, this project is funded 100% by Workforce Innovation and Opportunity Act (WIOA) funds; and

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

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ44417 to various providers for various services in connection with the Workforce Innovation and Opportunity Act for various time periods beginning 7/1/2019 as follows:

- i) Towards Employment, Inc. in the amount not-to-exceed \$549,826.00 for job seeker services for applicants with felony backgrounds ending 6/30/2021.
- ii) United Labor Agency Incorporated in the amount not-to-exceed \$4,570,727.00 for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program ending 6/30/2020.
- iii) Vantage Aging, Inc. in the amount not-to-exceed \$185,000.00 for mature job seeker services and implementation of the ENCORE Program ending 6/30/2021.

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

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: June 11, 2019

Committee(s) Assigned: Education, Environment & Sustainability

Journal CC034

June 25, 2019

County Council of Cuyahoga County, Ohio

Resolution No. R2019-0127

Sponsored by: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services	A Resolution making awards on RQ42974 to various providers for the Propel Cuyahoga - Workforce Services Program for the period 7/1/2019 - 6/30/2020; 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 Health and Human Services/ Cuyahoga Job and Family Services has recommended awards on RQ42974 to various providers for the Propel Cuyahoga - Workforce Services Program for the period 7/1/2019 - 6/30/2020 as follows:

- a) Maximus Human Services Inc. in the amount not-to-exceed \$2,606,136.96; and
- b) The Centers for Families and Children in the amount not-to-exceed \$4,440,833.54; and

WHEREAS, the primary goals of this project are to increase: (a) employment attainment, (b) maintaining client eligibility, (c) matching to in-demand occupations, (d) retention of paid employment, and (e) wage and career advancement; and

WHEREAS, this project is funded 100% by Federal Temporary Assistance for Needy Families (TANF) funding; 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 RQ42974 to various providers for the Propel Cuyahoga - Workforce Services Program for the period 7/1/2019 - 6/30/2020 as follows:

Clerk of Council

Date

First Reading/Referred to Committee: May 14, 2019
Committee(s) Assigned: Health, Human Services & Aging

Committee Report/Second Reading: May 28, 2019

Journal CC034
June 25, 2019

County Council of Cuyahoga County, Ohio

Ordinance No. O2019-0009

Sponsored by: County Executive Budish and Councilmembers Brady and Miller	An Ordinance enacting Chapter 724 of the Cuyahoga County Code to authorize an increase by one percent of the bed tax for the purpose of paying the direct and indirect costs of constructing, improving, expanding, equipping, financing, or operating a convention center; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, pursuant to Resolution 009330, Journal 185, passed February 4, 1980, Cuyahoga County levied an excise tax at the rate of three percent on transactions by which lodging is or is to be furnished to transient guests by a hotel, pursuant to O.R.C. 5739.09(A)(1) (formerly O.R.C. 5739.024); and

WHEREAS, pursuant to Resolution 105085, Journal 308, and pursuant to O.R.C. 5739.09(I)(3) passed on November 18, 2010, Cuyahoga County increased by one percent to four percent the excise tax on transactions by which lodging is or is to be furnished to transient guests by a hotel, pursuant to O.R.C. 5739.09(A)(1); and

WHEREAS, in 2014, pursuant to O.R.C. 5739.09(H) and as outlined in Cuyahoga County Code Chapter 717, the Capital Improvement Bed Tax was extended at a rate of one and one-half percent on transactions by which lodging by a hotel is or is to be furnished to transient guests for a period of forty years from the date on which Chapter 717 went into effect (“Bed Tax for Capital Improvements”); and

WHEREAS, a one percent increase of the Bed Tax in accordance with O.R.C. 5739.09(H) will generate funds necessary to pay the direct and indirect costs of constructing, improving, expanding, equipping, financing, or operating a convention center; 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. Chapter 724 of the Cuyahoga County Code is hereby enacted to read as follows:

CHAPTER 724: Bed Tax for the Convention Center

Section 724.01: Bed Tax Collection and Use

Pursuant to O.R.C. 5739.09(H) and effective January 1, 2020, the tax levied by Cuyahoga County shall increase one percent to a total of five percent on transactions by which lodging is or is to be furnished to transient guests by a hotel pursuant to O.R.C. 5739.09(A)(1) (“Bed Tax”), provided that all collections resulting from the tax levied hereby in excess of three percent, after deducting for the real and actual costs of administering the tax, shall be deposited in the County’s general fund and be used to pay the direct and indirect costs of constructing, improving, expanding, equipping, financing, or operating a convention center.

Section 724.02: Bed Tax for Capital Improvements Remains

The one and one-half percent Bed Tax for Capital Improvements as extended in Cuyahoga County Code Chapter 717 in 2014 shall be in addition to the five percent Bed Tax collected by Cuyahoga County as identified in the Section 724.01 of the Cuyahoga County Code such that, effective January 1, 2020, the total excise tax levied by the County under Section 5739.09 of the Ohio Revised Code shall be six and one-half percent.

Section 724.03: Implementation

The County Executive or his authorized designee(s) may amend/revise the bed tax regulations and take all actions, deposit and distribute the tax proceeds, and execute all documents, contracts, amendments and agreements on behalf of Cuyahoga County as necessary to consummate the transactions and carry out the terms and conditions set forth in this Chapter.

SECTION 2. To the extent this Ordinance may be required to be a Resolution under the Ohio Revised Code, it shall be deemed as such.

SECTION 3. It is necessary that this Ordinance become immediately effective for the 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 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 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 _____
_____, 2019