



**AGENDA**  
**CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY**  
**COMMITTEE MEETING**  
**TUESDAY, APRIL 19, 2022**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR**  
**10:00 AM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE MARCH 29, 2022 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
  - a) R2022-0090: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga County Diversion Board for the term 3/1/2022 – 2/28/2025, and declaring the necessity that this Resolution become immediately effective:
    - 1) Appointment
      - i) Chief Dornat Drummond
    - 2) Reappointment
      - ii) Akram Boutros, MD
  - b) R2022-0088: A Resolution confirming the County Executive's appointment of Basheer Jones to serve on the Alcohol, Drug Addiction

and Mental Health Services Board of Cuyahoga County for an unexpired term ending 6/30/2024; and declaring the necessity that this Resolution become immediately effective.

- c) R2022-0082: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.
- d) R2022-0089: A Resolution confirming the County Executive's reappointment of Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective.
- e) R2022- 0091: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for various terms, and declaring the necessity that this Resolution become immediately effective:

- 1) Appointment for the term 4/1/2020 - 3/31/2023:

- i) Karla Ruiz

- 2) Appointment for the term 4/1/2021 - 3/31/2024:

- i) David Smith

- 3) Appointments for the term 2/1/2022 - 1/31/2025:

- i) Jeannie Citerman-Kraeger

- 4) Appointments for the term 4/1/2022 - 3/31/2025:

- i) Uleta Carter
  - ii) Bryan Jones
  - iii) Peter Scardino
  - iv) James Stevenson
  - v) Joye Toombs

- 5) Reappointment for the term 4/1/2020 - 3/31/2023:

- i) Christy Nichols

- 6) Reappointments for the term 2/1/2021 - 1/31/2024:

- i) Clifford Barnett
- ii) Michael Dieghan

7) Reappointments for the term 4/1/2021 - 3/31/2024:

- i) Barbara Gripshover, MD
- ii) Naimah O'Neal
- iii) Leisha Yarbrough-Franklin

**6. MISCELLANEOUS BUSINESS**

**7. ADJOURNMENT**

*\*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 HUMAN RESOURCES, APPOINTMENTS & EQUITY  
COMMITTEE MEETING  
TUESDAY, MARCH 29, 2022  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
10:00 AM**

**1. CALL TO ORDER**

**Chairwoman Baker called the meeting to order at 10:12 a.m.**

**2. ROLL CALL**

**Ms. Baker asked Assistant Deputy Clerk Johnson to call the roll. Committee members Baker, Gallagher, Miller, Sweeney and Conwell were in attendance and a quorum was determined.**

**3. PUBLIC COMMENT**

**There were no public comments given.**

**4. APPROVAL OF MINUTES FROM THE MARCH 1, 2022 MEETING**

**A motion was made by Mr. Miller, seconded by Mr. Sweeney, and approved by unanimous vote to approve the minutes from the March 1, 2022 meeting.**

**5. MATTERS REFERRED TO COMMITTEE**

- a) R2022-0053: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga Community College (Tri-C) Board of Trustees for various terms; and declaring the necessity that this Resolution become immediately effective:

- 1) Appointment:
  - a. Ted Tywang for an unexpired term ending 1/16/2025.
- 2) Reappointment:
  - a. Victor Ruiz for the term 1/18/2022 - 1/17/2027.

**Ms. Michele Pomerantz, Director of Regional Collaboration, addressed the Committee regarding Resolution No. R2022-0053. Discussion ensued.**

**Committee members asked questions of Ms. Pomerantz pertaining to the item, which she answered accordingly.**

**Mr. Ted Tywang and Mr. Victor Ruiz addressed the Committee regarding their nomination to serve on the Cuyahoga Community College Board of Trustees. Discussion ensued.**

**Committee members asked questions of Messrs. Tywang and Ruiz pertaining to their experience, expertise and qualifications, which they answered accordingly.**

**On a motion by Mr. Sweeney with a second by Ms. Conwell, Resolution No. R2022-0053 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- b) R2022-0054: A Resolution confirming the County Executive's reappointment of Nancy Mendez to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2022 - 3/31/2025; and declaring the necessity that this Resolution become immediately effective.

**Ms. Pomerantz addressed the Committee regarding Resolution No. R2022-0054. Discussion ensued.**

**Committee members asked questions of Ms. Pomerantz pertaining to the item, which she answered accordingly.**

**Ms. Nancy Mendez addressed the Committee regarding her nomination to serve on the Cuyahoga Arts and Culture Board of Trustees. Discussion ensued.**

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

**Ms. Jill Paulsen, Executive Director of Cuyahoga Arts & Culture, addressed the Committee regarding Resolution No. R2022-0054. Discussion ensued.**

**Committee members asked questions of Ms. Paulsen pertaining to the item, which she answered accordingly.**

**On a motion by Ms. Baker with a second by Ms. Conwell, Resolution No. R2022-0054 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- c) R2022-0055: A Resolution confirming the County Executive's appointment of various Mayors to serve on the Cuyahoga County Planning Commission representing various regions for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective:
- 1) The Honorable Mayor Justin Bibb representing the Cleveland Region
  - 2) The Honorable Mayor Edward Orcutt representing the Southwest Region

**Ms. Pomerantz addressed the Committee regarding Resolution No. R2022-0055. Discussion ensued.**

**Committee members asked questions of Ms. Pomerantz pertaining to the item, which she answered accordingly.**

**In lieu of his attendance, The Honorable Mayor Justin Bibb submitted a written statement to the Committee pertaining to his experience, expertise and qualifications to serve on the Cuyahoga County Planning Commission.**

**The Honorable Mayor Edward Orcutt addressed the Committee regarding his nomination to serve on the Cuyahoga County Planning Commission. Discussion ensued.**

**Committee members asked questions of Mayor Orcutt pertaining to his experience, expertise and qualifications, which he answered accordingly.**

**On a motion by Ms. Baker with a second by Mr. Gallagher, Resolution No. R2022-0055 was considered and approved by unanimous vote to be referred to the full**

**Council agenda with a recommendation for passage under second reading suspension of the rules.**

- d) R2022-0056: 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 1/2/2022 – 1/1/2025; and declaring the necessity that this Resolution become immediately effective:

- 1) Brian Hall
- 2) Michael Obi
- 3) Anthony Tavrell

**Ms. Pomerantz addressed the Committee regarding Resolution No. R2022-0056. Discussion ensued.**

**Committee members asked questions of Ms. Pomerantz pertaining to the item, which she answered accordingly.**

**Mr. Brian Hall, Mr. Michael Obi and Mr. Anthony Tavrell, addressed the Committee regarding their nomination to serve on the Cuyahoga County Community Improvement Corporation of Board of Trustees. Discussion ensued.**

**Committee members asked questions of Messrs. Hall, Obi and Tavrell pertaining to their experience, expertise and qualifications, which they answered accordingly.**

**Mr. Michael May, Economic Development Administrator, addressed the Committee regarding Resolution No. R2022-0056. Discussion ensued.**

**Committee members asked questions of Mr. May pertaining to the item, which he answered accordingly.**

**On a motion by Ms. Baker with a second by Ms. Conwell, Resolution No. R2022-0056 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- e) R2022-0068: A Resolution confirming the County Executive's appointment of Sara Parks Jackson to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 10/16/2020 – 10/15/2023; and declaring the necessity that this Resolution become immediately effective.

**Ms. Pomerantz addressed the Committee regarding Resolution No. R2022-0068. Discussion ensued.**

**Committee members asked questions of Ms. Pomerantz pertaining to the item, which she answered accordingly.**

**Mr. May addressed the Committee regarding Resolution No. R2022-0068. Discussion ensued.**

**Committee members asked questions of Mr. May pertaining to the item, which he answered accordingly.**

**Ms. Sara Parks Jackson addressed the Committee regarding her nomination to serve on the Cuyahoga County Community Improvement Corporation of Board of Trustees. Discussion ensued.**

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

**On a motion by Ms. Baker with a second by Mr. Sweeney, Resolution No. R2022-0068 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- f) R2022-0069: A Resolution confirming the County Executive's reappointment of Allyn Davies to serve on the Cuyahoga County Public Library Board of Trustees for the term 4/1/2022 – 3/31/2029; and declaring the necessity that this Resolution become immediately effective.

**Ms. Pomerantz addressed the Committee regarding Resolution No. R2022-0069. Discussion ensued.**

**Committee members asked questions of Ms. Pomerantz pertaining to the item, which she answered accordingly.**

**Ms. Allyn Davies addressed the Committee regarding her nomination to serve on the Cuyahoga County Public Library Board of Trustees. Discussion ensued.**

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

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0069 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- g) R2022-0070: A Resolution confirming the County Executive's appointments and reappointments of various individuals to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for various terms; and declaring the necessity that this Resolution become immediately effective:

Appointment for an unexpired term ending 12/31/2023:

- 1) Douglas Bennett

Appointments for the term 1/1/2022 – 12/31/2024:

- 2) Chris Hall
- 3) Jennifer Kons
- 4) Heidi Lum
- 5) Emily Lundgard

Reappointments for the term 1/1/2022 – 12/31/2024:

- 6) Cheryl Bradas
- 7) Ashley Morrisey

**Ms. Pomerantz addressed the Committee regarding Resolution No. R2022-0070. Discussion ensued.**

**Committee members asked questions of Ms. Pomerantz pertaining to the item, which she answered accordingly.**

**Mr. Douglas Bennett, Mr. Chris Hall, Ms. Jennifer Kons, Ms. Heidi Lum and Ms. Ashley Morrisey, addressed the Committee regarding their nomination to serve on the Cuyahoga County Advisory Board on Senior and Adult Services. Discussion ensued.**

**Committee members asked questions of Mr. Bennett, Mr. Hall, Ms. Kons, Ms. Lum and Ms. Morrisey, pertaining to their experience, expertise and qualifications, which they answered accordingly.**

**Ms. Maridell Couture, Advocacy Coordinator with the Division of Senior and Adult Services, addressed the Committee regarding Resolution No. R2022-0070. Discussion ensued.**

**Committee members asked questions of Ms. Couture pertaining to the item, which she answered accordingly.**

**In lieu of their attendance. Ms. Tracey Mason, Administrator of the Division of Senior and Adult Services, provided a brief background on the experience,**

**expertise and qualifications for Ms. Emily Lundgard and Ms. Cheryl Bradas to serve on the Cuyahoga County Advisory Board on Senior and Adult Services.**

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0070 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- h) R2022-0071: A Resolution confirming the County Executive's appointment of Janice Dzigiel to serve on the Western Reserve Area Agency on Aging Board of Trustees for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective.

**Ms. Pomerantz addressed the Committee regarding Resolution No. R2022-0071. Discussion ensued.**

**Committee members asked questions of Ms. Pomerantz pertaining to the item, which she answered accordingly.**

**Ms. Janice Dzigiel addressed the Committee regarding her nomination to serve on the Western Reserve Area Agency on Aging Board of Trustees. Discussion ensued.**

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

**On a motion by Ms. Baker with a second by Ms. Conwell, Resolution No. R2022-0071 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- i) O2022-0001: An Ordinance making confirmable by Council the appointments of the Directors of Child Support Services, Children and Family Services, Cuyahoga Job and Family Services, the Family and Children First Council, the Fatherhood Initiative, Invest in Children, the Office of Homeless Services, the Office of Reentry, and Senior and Adult Services; and declaring the necessity that this Ordinance become immediately effective.

**Ms. Baker introduced a proposed substitute to Ordinance No. O2022-0001. Discussion ensued.**

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

**Mr. Brendan Doyle, Counsel for County Council; Mr. James Boyle, Policy Advisor; and Mr. David Merriman, Director of the Department of Health & Human Services, addressed the Committee regarding Ordinance No. O2022-0001. Discussion ensued.**

**Committee members asked questions of Messrs. Doyle, Boyle and Merriman pertaining to the item, which they answered accordingly.**

**On a motion by Ms. Baker with a second by Mr. Miller, Ordinance No. O2022-0001 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading, as substituted.**

**Mr. Miller and Ms. Baker requested to have their names added as a co-sponsor to Ordinance No. O2022-0001.**

**6. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business.**

**7. ADJOURNMENT**

**With no further business to discuss, Chairwoman Baker adjourned the meeting at 12:02 p.m.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0090

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment and reappointment of various individuals to serve on the Cuyahoga County Diversion Board for the term 3/1/2022 – 2/28/2025, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Section 208.04 of the Cuyahoga County Code, the Diversion Board was established to serve as a resource for information and advice on operation of, and to provide recommendations and input goals, strategies and programs of, the Cuyahoga County Assessment and Diversion Center (CCADC).

WHEREAS, the Cuyahoga County Diversion Board shall be composed of nine (9) members, four (4) appointed by the Executive, two (2) appointed by the Council President, one (1) by the Cuyahoga County Prosecutor, one (1) by the Cuyahoga County Public Defender, and one (1) by the Administrative and Presiding Judge of the Common Pleas Court General Division. No more than two (2) of the six (6) members appointed by the Executive and Council President may be employees of Cuyahoga County; and

WHEREAS, members of the Cuyahoga County Diversion Board shall be appointed to serve a three-year term; and

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

WHEREAS, the County Executive has nominated the following individuals to serve on the Cuyahoga County Diversion Board for the term 3/1/2022 – 2/28/2025:

Reappointment:

- a) Akram Boutros, MD

Appointment

- a) Dornat Drummond (replacing Chief Calvin Williams)



First Reading/Referred to Committee: April 12, 2022  
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



April 1, 2022

Pernel Jones, Jr., President  
Cuyahoga County Council  
Cuyahoga County Administration Building  
2079 E. Ninth Street, 8th Floor  
Cleveland, OH 44115

Re: Cuyahoga County Diversion Board

Dear President Jones:

Pursuant to Section 208.04 of the Cuyahoga County Code, I am pleased to nominate the following individuals for appointment to serve on the Cuyahoga County Diversion Board:

Reappointment

- **Akram Boutros**, 3-year term, 3/1/2022 – 2/28/2025
  - Resides in Cleveland (Cuyahoga County)

New Appointment

- **Dornat Drummond**, 3-year term, 3/1/2022 – 2/28/2025
  - Replacing Chief Calvin Williams
  - Resides in Cleveland (Cuyahoga County)

The Diversion Board was established to serve as a resource for information and advice on operation of, and to provide recommendations and input goals, strategies and programs of, the Cuyahoga County Assessment and Diversion Center (CCADC).

The Diversion Board shall be composed of nine (9) members, four (4) appointed by the Executive, two (2) appointed by the Council President, one (1) by the Cuyahoga County Prosecutor, one (1) by the Cuyahoga County Public Defender, and one (1) by the Administrative and Presiding Judge of the Common Pleas Court General Division. No more than two (2) of the six (6) members appointed by the Executive and Council President may be employees of Cuyahoga County.

Attached you will find the nominee's resumes for your review. There are two candidates on file for this position.

Thank you for your consideration of these appointments. If you need further information, please contact Michele Pomerantz at 216-258-8921.

Sincerely,

A handwritten signature in black ink that reads "Armond Budish". The signature is written in a cursive style with a large, prominent initial "A".

Armond Budish  
Cuyahoga County Executive



On January 3, 2022, City of Cleveland Mayor Justin Bibb administered the Oath of Office to Dornat (Wayne) Drummond as Interim Chief of Police.

Chief Drummond was appointed to the Cleveland Division of Police on May 8, 1989 and began his career in the First District. He was promoted to Sergeant in the year 2000 and Lieutenant in 2002, supervising the Fugitive Unit and Case Preparation Unit. During this time, he also served as the Division's Public Information Officer.

In 2005, Lieutenant Drummond was appointed to the rank of Commander, overseeing the Division's Sixth District on the city's northeast side, which includes the Collinwood and Glenville neighborhoods. On February 10, 2014, Commander Drummond was appointed to Deputy Chief of Field Operations, overseeing the five Neighborhood Districts, the Bureau of

Traffic, the Bureau of Community Policing, and Special Events for the division.

Chief Wayne Drummond grew up in the Cleveland-Cedar Avenue neighborhood. He is a graduate of the University of Toledo (B.A.) and a graduate of the Federal Bureau of Investigation National Academy Class 230. Chief Drummond has been married to his wife, Trish, for 27 years. He has four children and three grandchildren.

Former Deputy Chief Drummond will serve as the 41<sup>st</sup> Chief of Police.

Akram Boutros, MD,  
President and Chief executive Officer  
The MetroHealth System

In his more than seven years as the President and CEO of MetroHealth, the public health system in Cleveland, Akram Boutros, MD, FACHE, has galvanized political leaders, entrepreneurs and the community around an inspiring and comprehensive model of health care that goes beyond traditional medicine to include distributing healthy food and providing educational opportunities, job training, legal services and more throughout the community it serves.

With his unwavering commitment to improve the health of Greater Cleveland, Dr. Boutros has achieved what many thought was impossible: a complete turnaround of MetroHealth. In 2017, the system went to market on its own credit and sold \$946 million in bonds to rebuild its aging hospital, revitalize its main campus and resurrect its West Side neighborhood. In April 2019, it broke ground on that 270-room, 11-floor hospital. Two months later, MetroHealth made two stunning announcements: a more than \$60 million investment in its Clark-Fulton neighborhood that includes three apartment buildings and retail development, and the creation of the Institute for H.O.P.E.<sup>™</sup> (Health, Opportunity, Partnership, Empowerment), a bold venture dedicated to the social determinants of health.

These achievements are just a few pieces in the unprecedented transformation of Cuyahoga County's public health care system Dr. Boutros has piloted since he arrived at MetroHealth in 2013.

During his tenure, he has created an Integrated Delivery System that provides care at more than 20 community health centers, four hospitals, four clinics in Discount Drug Mart stores, four MetroExpressCare locations and nine pharmacies. Those are in addition to MetroHealth's main-campus medical center, which is home to the area's most experienced Level I Adult Trauma Center, Ohio's only Ebola Treatment Center and the only adult and pediatric trauma and burn center in the state.

With \$1.3 billion in annual revenue, MetroHealth treats more than 300,000 patients at more than 1.4 million visits a year.

Under Dr. Boutros, MetroHealth has created more than 1,800 new jobs, sent doctors into more than a dozen local schools and constructed an \$82 million addition to its Critical Care Pavilion. In 2019, MetroHealth returned \$231 million – 19% of its operating expenses – to Cuyahoga County in free care and community benefit programs. That is nearly two times the national average.

Dr. Boutros' collaborative spirit has led to dozens of partnerships, including working with the Cleveland public schools to open what is believed to be the only high school inside a hospital. Its first class of seniors graduated in June 2019; 100% were accepted into college.

An internist with a 28-year record of successful hospital leadership at academic medical centers, community hospitals and specialty hospitals, Dr. Boutros cultivates personal relationships throughout the hospital system and the community along with an atmosphere of personal excellence for everyone he works with.

He is a graduate of St. John's University, SUNY Downstate Medical Center and Harvard Business School's Advanced Management Program. He has received an honorary Doctor of Medicine degree from

Northeast Ohio Medical University and an honorary Doctor of Humane Letters from Baldwin Wallace University.

He serves on numerous nonprofit boards and is the recipient of dozens of awards, including the 2019 Humanitarian Award from The Diversity Center of Northeast Ohio.

His community service includes serving on the boards of:

- America's Essential Hospitals
- American Hospital Association Regional Policy Board
- American Hospital Association Section for Metro Hospitals Governing Council
- American Hospital Association Strategic Leadership Group for Urban Hospital Sustainability
- Blockland Cleveland 1.0
- Blockland Cleveland 2.0
- Cuyahoga Community College Foundation
- Greater Cleveland Partnership
- The MetroHealth Foundation
- Select Assurance Captive
- Vizient

Some of his recent awards include being named:

- Recipient of the 2019 Humanitarian Award from The Diversity Center of Northeast Ohio
- Recipient of the 2018 George V. Voinovich Municipal Service Award from The Cuyahoga County Mayors & City Managers Association
- Recipient of the 2018 Richard H. Adler Community Leadership Award from the American Jewish Committee Cleveland
- Recipient of the Stokes Community Leadership Award
- A Nonprofit Hospital and Health System CEO to Know
- EY 2015 Entrepreneur of the Year for Community Impact in Northeast Ohio
- A 2015-2018 nominee for Modern Healthcare's 100 Most Influential People in Healthcare
- To Northeast Ohio's Power 150 by Crain's Cleveland Business
- Inside Business Magazine's Power 100 list

March 11th 2022	Cuyahoga County Diversion Board	Dornat Drummond
March 24th 2022	Cuyahoga County Diversion Board	Akram Boutros

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0088

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Basheer Jones to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for an unexpired term ending 6/30/2024, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Chapter 340-02 establishes the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County; and

WHEREAS, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County is responsible for planning, funding and monitoring of public mental health and alcohol and other drug addiction services delivered to the residents of Cuyahoga County; and

WHEREAS, pursuant to the Ohio Revised Code Section 340.02, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County shall consist of eighteen (18) appointed members; and

WHEREAS, members of the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County shall be appointed to serve a four-year term; and

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

WHEREAS, the County Executive has nominated Basheer Jones (replacing Crystal Bryant) to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for an unexpired term ending 6/30/2024.

**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 Basheer Jones (replacing Crystal Bryant) to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for and unexpired term ending 6/30/2024.

**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: April 12, 2022

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



April 1, 2022

Pernel Jones, Jr., President  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board

Dear President Jones:

I am pleased to nominate the following individual for appointment to the Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board (ADAMHS) Board:

- **Basheer Jones**, unexpired term ending 6/30/2024
  - Replacing Crystal Bryant
  - Resides in Cleveland (Cuyahoga County)

The ADAMHS Board is authorized by Section 340.02 of the Ohio Revised Code. The Board consists of 18 members, 10 of whom are appointed by the Executive, subject to Council confirmation, and 8 of whom are appointed by the Ohio Department of Alcohol & Drug Addiction Services. The ADAMHS Board's mission is to promote and enhance the quality of life of Cuyahoga County residents through a commitment to excellence in mental health, alcohol, drug, and other addiction services.

Mr. Jones' resume is attached for your review. There are 19 candidates on file for this position.

Thank you for your consideration of this appointment. 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

BASHEER JONES



**Basheer Jones** is an impassioned leader, motivational speaker, and spoken word artist with a positive message of empowerment and change. Born in Brooklyn, NY on October 25, 1984 and later transplanted to Cleveland, OH as a child. He graduated Cum Laude from the distinguished Morehouse College in Atlanta, GA in 2006 with a degree in African-American Studies. He later pursued graduate studies at Howard University in Washington, D.C.

Basheer understands that true success is giving back, which is why he decided to Cleveland, OH, where he became the youngest news talk radio show host at Radio One. Basheer has been interviewed by Time, JET, and Essence Magazines, and has been a guest correspondent on CNN, MSNBC, and CSPAN. Basheer played an important role in the city of Cleveland during the 2008 Presidential Election by hosting several Barack Obama rallies and held one of the largest youth voter registration drives in the city. He later became the Regional Field Director for Organizing for America and the Democratic National Committee during the 2012 presidential campaign.

Basheer's dedication and commitment has enabled him to publish his first book, entitled, "I'll Speak for Change". He is the President and Founder of The Basheer Jones Foundation, as well a proud member of the NAACP and Alpha Phi Alpha Fraternity Inc. He has received various awards and recognition for his accomplishments including the Emerging Leader Award from Congresswoman Marcia Fudge and the Urban League's Distinguished Men Award. He is the creator of the *Be the Change Leadership Series*, in which Basheer facilitates leadership and character development workshops within various school systems throughout the state of Ohio. He recently delivered a powerful, heartfelt Tedx speech at Cleveland State University entitled, *Changing the World One Young Person at a Time*.

Basheer's indebtedness and passion to serve his community propelled him to run for City Council in Ward 7 in Cleveland's 2013 election. His love for his community pushed him to run again and his persistence paid off. On January 1, 2018, Basheer Jones was sworn in as the First Muslim City Councilman in Cleveland's 200 hundred year history.

With his compelling, soul-stirring delivery, Basheer continues to bridge the gap between the youth and the elders by sharing his life experiences with words that inspire and motivate all who hear him. His dedication for speaking on behalf of the voiceless has allowed him to travel throughout the country and international circuit delivering his inspirational message of hope and change. Mr. Jones is a devoted community servant that strives to live by the affirmation that we must "be the change that we want to see in the world."

Aug. 26th 2019	ADAMHS Board	Ray Gonzalez
June 11th 2019	ADAMHS Board	Crystal Bryant
June 26th 2019	ADAMHS Board	Max Rodas
June 26th 2019	ADAMHS Board	Max Rodas
Oct. 23rd 2019	ADAMHS Board	Sonia Scott-James
Oct. 9th 2019	ADAMHS Board	Beverly Wisdom
Sept. 17th 2019	ADAMHS Board	Megan Van Voorhis
Nov. 17th 2020	ADAMHS Board	Bishara Addison
Dec. 17th 2020	ADAMHS Board	Tina Lining
Dec. 17th 2020	ADAMHS Board	Tina Lining
March 9th 2021	ADAMHS Board	David Greenspan
July 2nd 2021	ADAMHS Board	Harvey Snider
Aug. 2nd 2021	ADAMHS Board	Reginald C Blue
Nov. 6th 2021	ADAMHS Board	Joy King
March 7th 2022	ADAMHS Board	Bethany Studenic
March 11th 2022	ADAMHS Board	Megan Rochford
March 15th 2022	ADAMHS Board	Alana Garrett-Ferguson
March 28th 2022	ADAMHS Board	Matt Carroll
March 31st 2022	ADAMHS Board	Basheer Jones

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0082

Sponsored by: <b>Councilmember Baker on behalf of Cuyahoga County Personnel Review Commission</b>	<b>A Resolution</b> 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 March 9, 2022, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A & B) 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: *Behavior Coordinator*  
Class Number: 15045

Pay Grade: 6A/Non-Exempt

Proposed Deleted Classification:

Exhibit B: Class Title: *Training Officer*

Class Number: 14051

Pay Grade: 7A/Non-Exempt

\*This classification is vacant. The Training Officer and Senior Training Officer classifications were combined into one new classification, HHS Training Specialist. It was determined there was no need for 2 levels since all employees were at the Senior level and performing the same essential job functions. The department did not intend to hire at the lower-level position.

**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: April 12, 2022

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

Journal \_\_\_\_\_  
\_\_\_\_\_,20\_\_\_\_

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Behavior Coordinator	<b>Class Number:</b>	15045
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	6A
<b>Dept:</b>	Public Works	<b>EXHIBIT A</b>	

## Classification Function

The purpose of this classification is to ensure the behavioral health and wellness of all the dogs at the Cuyahoga County shelter; to create and implement behavior plans, enrichment, and behavior; to design training programs for shelter staff and volunteers; and to create behavior protocols for the shelter's policy and procedure manual.

## Distinguishing Characteristics

This is a journey level classification with responsibility for the behavioral health and wellness of the dog population at the County Animal Shelter. This classification works within a framework of well-defined policies, procedures, and regulations. Employees in this classification work under general supervision from the Chief Dog Warden, progressing to more independence as experience is acquired. Incumbents are expected to become fully aware of operating procedures and policies. This class requires public contact in communicating ownership and control of animals, laws, and regulations.

## Essential Job Functions

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

30% +/- 10%

- Identifies, creates, and implements behavior plans; performs and documents assessments on behavioral dogs that cannot directly go into the adoption program (i.e. dogs that are under socialized, feral, fearful, and/or showing other behavior concerns); determines course of training needed to correct undesirable behaviors for individual animals and more general common issues; determines and fits equipment needed for stronger and challenging dogs; participates in weekly meetings on status of behavioral dogs; provides recommendations regarding euthanasia when necessary based on behavior, lack of progress, or safety concerns; provides behavioral instructions to adopters.

25% +/- 10%

- Mentors and leads behavior training staff and volunteers; communicates weekly progress with volunteers; determines when volunteers reach trainer level or when they require additional coaching; coordinates the schedule of new behavior team volunteers with the volunteer coordinator.

20% +/- 10%

- Creates, implements, and oversees all behavior and enrichment programs; develops and writes protocols for behavior programs; updates social media pages related to dog behavior programs.

15% +/- 5%

- Plans for training classes; identifies changes and restructures programs as needed; works in collaboration with management to create behavior training materials and procedures for staff and volunteers; prepares training schedules; makes recommendations for successful outcomes (e.g., foster, board and train, transfer).

Effective Date: TBD  
Last Modified: TBD

## Behavior Coordinator

10% +/- 5%

- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares reports tracking number of clients serviced, referrals, service effectiveness, and outcomes; tracks and reports on shelter's population status; monitors expenditures of resources in the behavior program.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- High school diploma with three (3) years of dog training, behavior modification, or related experience; or any equivalent combination of education, training, and experience.
- Valid driver license and proof of automobile insurance.

### **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 office machines and equipment including a computer and multifunction printer.
- Ability to bend/twist, stand and walk for a prolonged period of time, lift up to 50 pounds, and push/pull up to 100 pounds.
- Ability to distinguish between colors, hear sounds, identify odors, utilize depth perception, communicate orally, and accurately describe animals based on visual perceptions.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including the animal record database (PetPoint), publishing software (MS Publisher), spreadsheet software (MS Excel), and word processing software (MS Word).

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes, and/or guidelines and/or group, rank, investigate, and problem solve. Requires discretion in determining and referencing established standards to recognize interactive effects and relationships.

## Behavior Coordinator

- Ability to comprehend a variety of informational documents including daily supervisor reports, feeding schedules, medical to-do lists, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, volunteer Barkbook, the Employee Handbook, and relevant sections of the Ohio Revised Code.
- Ability to prepare canine behavior plans, enrichment schedules, unleashed reports, daily playground communication, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret basic veterinary, animal control, and marketing terminology and language.
- Ability to communicate with Deputy Dog Wardens, Volunteer Coordinator, Adoption Coordinator, volunteers, clients, adoption customers, colleagues, other County employees, and the general public.

## Environmental Adaptability

- Work may involve exposure to temperatures/weather conditions, strong odors, toxic/poisonous agents, wetness/humidity, animals/wildlife, disease/bodily fluids, bright/dim lights, and noise extremes.

*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

<b>Class Title:</b>	Training Officer	<b>Class Number:</b>	14051
<b>FLSA</b>	Non-Exempt	<b>Pay Grade:</b>	7
<b>Departments:</b>	Human Resources and Human Services, only. <b>EXHIBIT B</b>		

### Classification Function

The purpose of this classification is to develop and implement training for department employees.

### Distinguishing Characteristics

This is an entry-level training officer classification. Employees in this class work under direct supervision, progressing to general supervision as the incumbent becomes able to semi-independently perform the full range of duties associated with this level. The employee works under a framework of established policies and procedures. Employees are expected to use judgment in application of policies and procedures.

### Essential Job Functions

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

- 50% +/- 10%
- Develops training programs for department employees; conducts and tabulates needs analysis; designs and develops lesson plans to meet established training goals; develops program budget.
- 35% +/- 10%
- Implements training programs for department employees; assures room and equipment are set-up correctly for training sessions; coordinates training registration process; conducts training following lesson plan; analyzes training evaluation results to improve program.
- 15% +/- 10%
- Performs administrative duties; responds to written or verbal inquiries regarding training programs; maintains filing system on training data; compiles statistics regarding training program effectiveness; inventories training supplies and equipment.

### Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in education, human resources or related field with one (1) year of training 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 typewriter, copier, etc.

#### Supervisory Responsibilities

- Ability to provide instruction to other 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 evaluate, 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 memos, training literature, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policies and procedures, State regulations and training manuals.
- Ability to prepare memos, correspondence, proposals, monthly reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret education, legal, counseling, and personnel terminology and language.
- Ability to communicate effectively with supervisors, staff, students, parents, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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



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

**CUYAHOGA COUNTY  
 PERSONNEL REVIEW COMMISSION  
 MEMORANDUM**

DATE: March 17, 2022

TO: Cuyahoga County Council President Pernel Jones Jr.  
 Nan Baker, Chairwoman, Human Resources, Appointments & Equity  
 Committee  
 Council Members, Human Resources, Appointments & Equity  
 Committee

FROM: Thomas Colaluca, Chairman  
 Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on March 9, 2022, 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:

<b>NEW CLASSIFICATION</b>	<b>PAY GRADE and FLSA STATUS</b>	<b>DEPARTMENT</b>	
Behavior Coordinator 15045	6A Non-Exempt	Public Works	
<b>PROPOSED DELETED CLASSIFICATIONS</b>			
<b>Classification Title</b>	<b>Classification Number</b>	<b>Pay Grade</b>	<b>Department</b>
Training Officer	14051	7A Non-Exempt	Human Resources and Human Services

cc: Deborah Southerington, Commissioner  
 F. Allen Boseman, Commissioner  
 Rebecca Kopcienski, PRC Director  
 Armond Budish, County Executive

Joseph Nanni, Council Chief of Staff  
 Kelli Neale, Program Officer 4  
 Andria Richardson, Clerk of Council  
 Sheba Marshall, Interim HR Director



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

To: PRC Commissioners

From: Rebecca Kopcienski, Director

Date: March 3, 2022

Re: Classification Plan Administration

I am requesting the following modifications to the Cuyahoga County Non-Bargaining Classification Plan be considered by the Personnel Review Commission at the March 9, 2022, Commission meeting. Routine maintenance and changes in departments' operational needs necessitate classifications be created, revised, and deleted. These changes have been prepared by the PRC Class and Comp staff and reviewed by the PRC's Manager of Classification and Compensation, who has worked extensively with the Department of Human Resources and County's management teams to ensure they are fully informed of these proposed changes.

Below are the recommended changes.

<b>NEW CLASSIFICATION</b>	<b>PAY GRADE and FLSA STATUS</b>	<b>DEPARTMENT</b>
Behavior Coordinator 15045	6A Non-Exempt	Public Works

<b>DELETED CLASSIFICATION</b>	<b>PAY GRADE and FLSA STATUS</b>	<b>DEPARTMENT</b>
Training Officer 14051	7A Non-Exempt	Human Resources and Human Services

**PROPOSED NEW CLASSIFICATION**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
15045	Behavior Coordinator	Public Works	Non-Exempt	6A

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	This is a new classification requested by Public Works based on department need. The classification reflects the essential functions and minimum qualifications of the position.
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<b>No. of Employees Affected:</b>	None
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<b>Dept.(s) Affected:</b>	Public Works
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<b>Fiscal Impact:</b>	PG 6A \$40,996.80 - \$57,408.00 Step Placement TBD by Human Resources
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<b>Staffing Implications:</b>	Position to be filled once classification is active.
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<b>PRC Contact(s):</b>	Alexandra Hamame, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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<b>Human Resources and Management Contact(s):</b>	<b><u>Date of Contact:</u></b>	<b><u>Type of Contact:</u></b>	<b><u>Reason:</u></b>
Mindy Naticchioni, Administrator, Animal Shelter	1/28/2022	Email	CPQ
Nichole English, Administrator, Planning and Program	1/28/2022	Email	Request Form
Kelli Neale, Program Officer 4 Deborah Conway,	1/28/2022	Email	Copied on Emails with CPQ and request form

Chief Dog Warden			
Deborah Conway, Chief Dog Warden Mindy Naticchioni, Administrator, Animal Shelter Nichole English, Administrator, Planning and Program	2/7/2022	Email	Review of Final Draft
Jim Battigaglia, Archer Consultant	2/14/2022 2/24/2022	Email Email	Pay Grade Evaluation Follow up for Pay Grade Evaluation
Kelli Neal, Program Officer 4- Compensation	2/28/2022	Email	Notification of pay grade evaluation
Deborah Conway, Chief Dog Warden Mindy Naticchioni, Administrator, Animal Shelter Nichole English, Administrator, Planning and Program	2/28/2022	Email	Notification of pay grade evaluation

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Behavior Coordinator	<b>Class Number:</b>	15045
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	6A
<b>Dept:</b>	Public Works		

## Classification Function

The purpose of this classification is to ensure the behavioral health and wellness of all the dogs at the Cuyahoga County shelter; to create and implement behavior plans, enrichment, and behavior; to design training programs for shelter staff and volunteers; and to create behavior protocols for the shelter's policy and procedure manual.

## Distinguishing Characteristics

This is a journey level classification with responsibility for the behavioral health and wellness of the dog population at the County Animal Shelter. This classification works within a framework of well-defined policies, procedures, and regulations. Employees in this classification work under general supervision from the Chief Dog Warden, progressing to more independence as experience is acquired. Incumbents are expected to become fully aware of operating procedures and policies. This class requires public contact in communicating ownership and control of animals, laws, and regulations.

## Essential Job Functions

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

30% +/- 10%

- Identifies, creates, and implements behavior plans; performs and documents assessments on behavioral dogs that cannot directly go into the adoption program (i.e. dogs that are under socialized, feral, fearful, and/or showing other behavior concerns); determines course of training needed to correct undesirable behaviors for individual animals and more general common issues; determines and fits equipment needed for stronger and challenging dogs; participates in weekly meetings on status of behavioral dogs; provides recommendations regarding euthanasia when necessary based on behavior, lack of progress, or safety concerns; provides behavioral instructions to adopters.

25% +/- 10%

- Mentors and leads behavior training staff and volunteers; communicates weekly progress with volunteers; determines when volunteers reach trainer level or when they require additional coaching; coordinates the schedule of new behavior team volunteers with the volunteer coordinator.

20% +/- 10%

- Creates, implements, and oversees all behavior and enrichment programs; develops and writes protocols for behavior programs; updates social media pages related to dog behavior programs.

15% +/- 5%

- Plans for training classes; identifies changes and restructures programs as needed; works in collaboration with management to create behavior training materials and procedures for staff and volunteers; prepares training schedules; makes recommendations for successful outcomes (e.g., foster, board and train, transfer).

Effective Date: TBD  
Last Modified: TBD

## Behavior Coordinator

10% +/- 5%

- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares reports tracking number of clients serviced, referrals, service effectiveness, and outcomes; tracks and reports on shelter's population status; monitors expenditures of resources in the behavior program.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- High school diploma with three (3) years of dog training, behavior modification, or related experience; or any equivalent combination of education, training, and experience.
- Valid driver license and proof of automobile insurance.

### **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 office machines and equipment including a computer and multifunction printer.
- Ability to bend/twist, stand and walk for a prolonged period of time, lift up to 50 pounds, and push/pull up to 100 pounds.
- Ability to distinguish between colors, hear sounds, identify odors, utilize depth perception, communicate orally, and accurately describe animals based on visual perceptions.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including the animal record database (PetPoint), publishing software (MS Publisher), spreadsheet software (MS Excel), and word processing software (MS Word).

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes, and/or guidelines and/or group, rank, investigate, and problem solve. Requires discretion in determining and referencing established standards to recognize interactive effects and relationships.

## Behavior Coordinator

- Ability to comprehend a variety of informational documents including daily supervisor reports, feeding schedules, medical to-do lists, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, volunteer Barkbook, the Employee Handbook, and relevant sections of the Ohio Revised Code.
- Ability to prepare canine behavior plans, enrichment schedules, unleashed reports, daily playground communication, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret basic veterinary, animal control, and marketing terminology and language.
- Ability to communicate with Deputy Dog Wardens, Volunteer Coordinator, Adoption Coordinator, volunteers, clients, adoption customers, colleagues, other County employees, and the general public.

## Environmental Adaptability

- Work may involve exposure to temperatures/weather conditions, strong odors, toxic/poisonous agents, wetness/humidity, animals/wildlife, disease/bodily fluids, bright/dim lights, and noise extremes.

*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**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
14051	Training Officer	Human Resources and Human Services	Non-Exempt	7A

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	The classification is vacant. The Training Officer and Senior Training Officer classification were combined into one new classification, HHS Training Specialist. It was determined there was no need for 2 levels since all employees were at the Senior level and performing the same essential job functions. The department did not intend to hire at the lower-level position.
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<b>No. of Employees Affected:</b>	None
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<b>Dept.(s) Affected:</b>	Health and Human Services
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<b>Fiscal Impact:</b>	None
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<b>Staffing Implications:</b>	None
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<b>PRC Contact(s):</b>	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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<b>Human Resources Contact(s):</b>	Kelli Neale, Human Resources
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<b>Management Contact(s):</b>	Brenda Payne-Riley, interim Administrator HHS Shared Services
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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Training Officer	<b>Class Number:</b>	14051
<b>FLSA</b>	Non-Exempt	<b>Pay Grade:</b>	7
<b>Departments:</b>	Human Resources and Human Services, only.		

### Classification Function

The purpose of this classification is to develop and implement training for department employees.

### Distinguishing Characteristics

This is an entry-level training officer classification. Employees in this class work under direct supervision, progressing to general supervision as the incumbent becomes able to semi-independently perform the full range of duties associated with this level. The employee works under a framework of established policies and procedures. Employees are expected to use judgment in application of policies and procedures.

### Essential Job Functions

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

- 50% +/- 10%  
• Develops training programs for department employees; conducts and tabulates needs analysis; designs and develops lesson plans to meet established training goals; develops program budget.
- 35% +/- 10%  
• Implements training programs for department employees; assures room and equipment are set-up correctly for training sessions; coordinates training registration process; conducts training following lesson plan; analyzes training evaluation results to improve program.
- 15% +/- 10%  
• Performs administrative duties; responds to written or verbal inquiries regarding training programs; maintains filing system on training data; compiles statistics regarding training program effectiveness; inventories training supplies and equipment.

### Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in education, human resources or related field with one (1) year of training 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 typewriter, copier, etc.

### Supervisory Responsibilities

© Archer Company

Effective Date: 1993  
Last Modified: 04.14.2014

- Ability to provide instruction to other 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 evaluate, 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 memos, training literature, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policies and procedures, State regulations and training manuals.
- Ability to prepare memos, correspondence, proposals, monthly reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret education, legal, counseling, and personnel terminology and language.
- Ability to communicate effectively with supervisors, staff, students, parents, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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Posted on 3/3/22  
Meeting Date 3/9/22

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade &amp; FLSA</u>	<u>RECOMMENDED PAY GRADE &amp; FLSA</u>	<u>Department</u>	<u>Rationale</u>
<b><u>NEW</u></b>					
Behavior Coordinator	15045	6A Non-Exempt	N/A	Public Works	This is a new classification requested by Public Works based on department need. The classification reflects the essential functions and minimum qualifications of the position.

<b><u>DELETED CLASSIFICATION</u></b>	<u>PAY GRADE and FLSA STATUS</u>	<u>DEPARTMENT</u>	<u>Rationale</u>
Training Officer 14051	7A Non-Exempt	Human Resources and Human Services	The classification is vacant. The Training Officer and Senior Training Officer classification were combined into one new classification, HHS Training Specialist. It was determined there was no need for 2 levels since all employees were at the Senior level and performing the same essential job functions. The department did not intend to hire at the lower-level position.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0089

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2022 – 12/31/2024, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Advisory Board on Senior and Adult Services shall provide a forum for senior, adults and adults with disabilities, consumers, elected officials, agency representatives and others interested in the concerns of senior and adults; 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, Cuyahoga County Advisory Board on Senior and Adult Services shall consist of no less than ten (10) and no more than twenty-five (25) appointed members; and

WHEREAS, members of the Cuyahoga County Advisory Board on Senior and Adult Services shall be appointed to serve a three-year term; and

WHEREAS, the County Executive has nominated Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2022 – 12/31/2024.

### **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 reappointment of Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2022 – 12/31/2024:

**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.





April 1, 2022

Pernel Jones, Jr., President  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga County Advisory Board on Senior and Adult Services

Dear President Jones,

Per Article III of the Code of Regulations of the Cuyahoga County Advisory Board on Senior and Adult Services, I submit the following nomination for reappointment to the board:

Reappointment

- **Donisha Greene**, 3-year term, 01/01/2022 – 12/31/2024
  - Resides in Cleveland (Cuyahoga County)

There are no known conflicts of interest for which an advisory opinion has been requested. There are 35 candidates on file for this position. This board is uncompensated.

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,

A handwritten signature in black ink that reads "Armond Budish".

Armond Budish  
County Executive

# DONISHA GREENE

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## PROFILE

Communications specialist with communications degree and 20 years of expertise - including last seven years coordinating communication efforts on behalf of US Congresswoman Marcia Fudge, Cuyahoga County Courts, and Cuyahoga County Executive Armond Budish. Recognized as a persuasive communicator with the following skills.

Executive Leadership	Strategic Planning & Research	Project Management
Communications & Public Relations	Budgeting & Resource Management	Program Management
Constituent Relations	Strategic Partnership Development	Talent Acquisition & Recruiting
Government Affairs	Vendor Relations	Event Planning
Public Policy & Lobbying	Contract Management	Staff Development & Training

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## PROFESSIONAL EXPERIENCE

**Director of Community Engagement** **2021 to Present**  
**Cleveland Rape Crisis Center** **Cleveland, OH**

Works to increase awareness of Cleveland Rape Crisis Center's (CRCC) brand and programs; migrates survivors to services. Serving as a member of the leadership team, oversees and performs activities related to marketing, communications, public relations and project management.

- Implement annual strategic communications plan; target market CRCC services and programs
- Position CRCC as a trusted, expert, non-partisan source of information relating to sexual violence prevention

**Field Representative & Liaison** **2020 to Present**  
**US House of Representatives - Office of Congresswoman Marcia L. Fudge** **Cleveland, OH**

Attend designated events and meetings on behalf of Congresswoman representing Ohio's 11th Congressional District while liaising with constituents on federal, state, and local concerns regarding healthcare, ADA/disability issues, agriculture, nutrition, Social Security, judicial matters, and Cuyahoga County's Farm to School Committee. Coordinate events and track federal legislation that directly relates to casework portfolio.

- Served on Council on Older Persons advisory committee for The Center for Community Solutions that advanced health and social services agenda for senior community
- Served on Greater Cleveland Drug Advisory Board that graduated 1700 individuals - improving individual lives strengthening community bonds, and reducing need for taxpayer funds

**Director of Communications** **2019 to 2020**  
**Cleveland Municipal Court - Housing Division** **Cleveland, OH**

Conceptualized and implemented Court's first communications plan - highlighting mission and vision strategies of the Court. Oversaw marketing, media relations, collateral production, social media, and online presence to shape and disseminate messaging. Worked closely with senior leadership to coordinate communications efforts from each department. Served as Court's spokesperson and media relations representative - leveraged impactful stories and news updates by connecting with media outlets to expand timely and accurate reach of public interest items.

- Led workshops that improved brand awareness, message discipline, and ability to track community engagement.
- Coordinated with staff to create specialized court docket of Social Services cases that assists evicted clients with

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connecting to and making use of housing placement resources

**Communications Specialist - Office of County Executive Armond Budish  
Cuyahoga County**

**2013 to 2019  
Cleveland, OH**

Oversaw creation and distribution of public communication while coordinating external affairs for county with 59 municipalities and 1.3M citizens. Served as primary point of contact regarding health and human services program for media inquiries, information requests, questions, or complaints. Managed communication processes and workflows to streamline efforts and stay on message. Planned, coordinated, and executed complex or large-scale events in collaboration with other government agencies - serving as primary liaison for events with national sponsors and local officials. Administered strictly defined event and program budgets through expense controls and vendor negotiations.

- Crafted hundreds of speeches and talking points memos for County Executive
- Led communication awareness plan for change management process related to overhaul of Cuyahoga County's finance, procurement, HR, and payroll systems
- Designed and led internal communications strategy to connect employees with benefits, training, and resources
- Coordinated dozens of communications and marketing campaigns for various departments including Health and Human Services, Public Safety and Justice Services, Public Works, and Regional Collaboration
- Developed, executed, and refined new digital communications strategies focused on website, intranet, email newsletters, social media posts, news releases, and public advisories
- Planned and managed five "State of the County" addresses from pre-planning through execution and follow up
- Managed production of two Cuyahoga County Annual Reports - coordinating efforts and timelines of multiple departments, writing stories, and producing interactive videos
- Established rapport and built relationships with media outlets; collaborated on editorials and in-station news stories

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**PRIOR EXPERIENCE**

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External Affairs Manager City Year Inc.	2008 to 2013 Cleveland, OH
Youth Program Consultant Greater Cleveland Urban League	2007 to 2008 Cleveland, OH
Youth Unemployment Case Manager Friendly Inn Settlement House	2006 to 2008 Cleveland, OH
Membership Director & Business Manager Greater Cleveland Downtown YMCA	2001 to 2005 Cleveland, OH

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**EDUCATION & TRAINING**

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Bachelor of Arts and Sciences in Communications - Cleveland State University

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**CERTIFICATIONS**

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Lean Six Sigma Yellow Belt - Cuyahoga County

October 15, 2020

Armond Budish  
Cuyahoga County Executive  
Cuyahoga County Administrative Headquarters  
2079 East Ninth St.  
Cleveland, OH 44115

Dear Mr. Budish

Please accept this letter of interest in serving on the Cuyahoga County Advisory Board for the Division of Senior and Adult Services.

I believe it's important to improve the overall quality of life for the elderly and those living with disabilities. Having had the professional experience of working for Cuyahoga County, I worked closely with the DSAS team from the boots on the ground caseworker to executive leadership creating the vision that finds a path to provide a network of high-level care. That experience has shown me the immense and tireless work that goes into the care and attention that County seniors and adults are receiving and why this work is so critical.

Now in my role as Field Representative for the Office of Congresswoman Marcia L. Fudge, I am eager to continue the work of senior advocacy and help advance policy and legislation that will make a real difference for the seniors and adults in the region. Representative Fudge and Congress has and continues to make a significant effort to support services for older adults, senior centers and area agencies on aging.

I am excited by the opportunity to further play a role in getting Cuyahoga County seniors and adults the services they need and deserve. Thank you for your consideration of my application.

Sincerely,



Donisha Greene

Dec. 20th 2018	Cuyahoga County Advisory Council on Senior and Adult Services	David Carlson
Dec. 21st 2018	Cuyahoga County Advisory Council on Senior and Adult Services	Cheryl Crahen
Dec. 21st 2018	Cuyahoga County Advisory Council on Senior and Adult Services	Ashley Morrissey
Nov. 22nd 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Julie Johnson
Jan. 13th 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Bill Hebble
March 1st 2022	Cuyahoga County Advisory Council on Senior and Adult Services	Douglas Bennett
Aug. 2nd 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Wayne Mesker
Dec. 31st 2019	Cuyahoga County Advisory Council on Senior and Adult Services	Victoria Winbush
Feb. 14th 2019	Cuyahoga County Advisory Council on Senior and Adult Services	Beth Sipple
Jan. 3rd 2019	Cuyahoga County Advisory Council on Senior and Adult Services	Camren Harris
Jan. 5th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	William Zaccardelli
June 5th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Beth Sipple
Nov. 10th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Eugene Ward
Nov. 18th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Donisha Greene
Nov. 18th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Kathleen Hallissey
Nov. 18th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Janet Keeler
Nov. 19th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Yvonka Hall
Nov. 19th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Shannon Monyak
Nov. 20th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Yvette Bozman
Nov. 21st 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Kristie Groves
Nov. 24th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Katie Boland
Nov. 24th 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Douglas Tayek
Dec. 21st 2020	Cuyahoga County Advisory Council on Senior and Adult Services	Janet Montoya
Jan. 15th 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Mark Batson
Jan. 15th 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Kim Thomas
Jan. 19th 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Carolyn Lookabill
Jan. 27th 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Jennifer Rosich
March 5th 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Cheryl Bradas
March 19th 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Dana Wiggins
Dec. 19th 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Emily Lundgard

Dec. 21st 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Christopher Hall
Dec. 23rd 2021	Cuyahoga County Advisory Council on Senior and Adult Services	Heidi Lum
March 5th 2022	Cuyahoga County Advisory Council on Senior and Adult Services	Jennifer Kons
March 7th 2022	Cuyahoga County Advisory Council on Senior and Adult Services	Ashley Morrissey
March 28th 2022	Cuyahoga County Advisory Council on Senior and Adult Services	Donisha Greene

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0091

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

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

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

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

WHEREAS, the County Executive has nominated the following individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for various terms:

- 1) Appointments:
  - a) Uleta Carter for the term 4/1/2022 - 3/31/2025
  - b) Bryan Jones for the term 4/1/2022 – 3/31/2025
  - c) Jeannie Citerman-Kraeger for the term 2/1/2022 – 1/31/2025 (replacing Tammie Jones)
  - d) Karla Ruiz for the term 4/1/2020 – 3/31/2023 (replacing Tim Leonard)
  - e) Peter Scardino for the term 4/1/2022 – 3/31/2025

- f) David Smith for the term 4/1/2021 – 3/31/2024 (replacing Marlene Robinson-Staler)
- g) James Stevenson for the term 4/1/2022 – 3/31/2025
- h) Joye Toombs for the term 4/1/2022 – 3/31/2025

2) Reappointments:

- a) Clifford Barnett for the term 2/1/2021 – 1/31/2024
- b) Michael Diegham for the term 2/1/2021 – 1/31/2024
- c) Leisha Yarbrough-Franklin for the term 4/1/2021 – 3/31/2024
- d) Dr. Barbara Gripshover for the term 4/1/2021 – 3/31/2024
- e) Christy Nichols for the term 4/1/2020 – 3/31/2023
- f) Naimah O’Neal for the term 4/1/2021 – 3/31/2024

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

**SECTION 1.** That the Cuyahoga County Council hereby confirms the County Executive’s appointment and reappointment of the following individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for various terms:

1) Appointments:

- a) Uleta Carter for the term 4/1/2022 - 3/31/2025
- b) Bryan Jones for the term 4/1/2022 – 3/31/2025
- c) Jeannie Citerman-Kraeger for the term 2/1/2022 – 1/31/2025 (replacing Tammie Jones)
- d) Karla Ruiz for the term 4/1/2020 – 3/31/2023 (replacing Tim Leonard)
- e) Peter Scardino for the term 4/1/2022 – 3/31/2025
- f) David Smith for the term 4/1/2021 – 3/31/2024 (replacing Marlene Robinson-Staler)
- g) James Stevenson for the term 4/1/2022 – 3/31/2025
- h) Joye Toombs for the term 4/1/2022 – 3/31/2025

2) Reappointments:

- a) Clifford Barnett for the term 2/1/2021 – 1/31/2024
- b) Michael Diegham for the term 2/1/2021 – 1/31/2024
- c) Leisha Yarbrough-Franklin for the term 4/1/2021 – 3/31/2024
- d) Dr. Barbara Gripshover for the term 4/1/2021 – 3/31/2024
- e) Christy Nichols for the term 4/1/2020 – 3/31/2023
- f) Naimah O’Neal for the term 4/1/2021 – 3/31/2024

**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: April 12, 2022

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



April 1, 2022

Pernel Jones, Jr., President  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga Regional HIV Health Services Planning Council

Dear President Jones:

Pursuant to provisions contained in the Ryan White HIV/AIDS Treatment Extension Act of 2009, I am nominating the individuals listed below and in the attached documents to serve on the Cuyahoga Regional HIV Health Services Planning Council. The Council has specific membership requirements and a brief summary of the applicable mandates is attached for review as well.

Reappointment

- **Clifford Barnett**, 3-year term, 2/1/2021 – 1/31/2024
  - Resides in Cleveland (Cuyahoga County)
- **Michael Dieghan**, 3-year term, 2/1/2021 – 1/31/2024
  - Resides in Cleveland (Cuyahoga County)
- **Dr. Barbara Gripshover**, 3-year term, 4/1/2021 – 3/31/2024
  - Resides in University Heights (Cuyahoga County)
- **Christy Nichols**, 3-year term, 4/1/2020 – 3/31/2023
  - Resides in Cleveland (Cuyahoga County)
- **Naimah O'Neal**, 3-year term, 4/1/2021 – 3/31/2024
  - Resides in Euclid (Cuyahoga County)
- **Leisha Yarbrough-Franklin**, 3-year term, 4/1/2021 – 3/31/2024
  - Resides in Richmond Heights (Cuyahoga County)

New Appointment

- **Uleta Carter**, 3-year term, 4/1/2022 – 3/31/2025
  - Filling a vacancy that hadn't previously been filled
  - Resides in Painesville (Lake County)
- **Jeannie Citerman-Kraeger**, 3-year term, 2/1/2022 – 1/31/2025
  - Replacing Tammie Jones
  - Resides in Cleveland (Cuyahoga County)
- **Bryan Jones**, 3-year term, 4/1/2022 – 3/31/2025
  - Filling a vacancy that hadn't previously been filled
  - Resides in Lakewood (Cuyahoga County)
- **Peter Scardino**, 3-year term, 4/1/2022 – 3/31/2025
  - Filling a vacancy that hadn't previously been filled
  - Resides in Ashtabula (Ashtabula County)

- **David Smith**, 3-year term, 4/1/2021 – 3/31/2024
  - Replacing Marlene Robinson-Staler
  - Resides in Cleveland (Cuyahoga County)
- **James Stevenson**, 3-year term, 4/1/2022 – 3/31/2025
  - Filling a vacancy that hadn't previously been filled
  - Resides in Cleveland (Cuyahoga County)
- **Joye Toombs**, 3-year term, 4/1/2022 – 3/31/2025
  - Filling a vacancy that hadn't previously been filled
  - Resides in Cleveland (Cuyahoga County)
- **Karla Ruiz**, 3-year term, 4/1/2020 – 3/31/2023
  - Replacing Tim Leonard
  - Resides in Columbus (Franklin County)

The HIV Services Planning Council is formed pursuant to Federal Law and serves the Transitional Grant Area comprised of Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties. The Council strives to identify HIV positive individuals and link them to appropriate care and living situations to improve quality of life and relevant health outcomes.

Attached you will find the nominee's bios for your review. There are 20 candidates on file 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

# CUYAHOGA COUNTY BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

November 9, 2021

**Armond Budish**

Cuyahoga County Executive  
Cuyahoga County Administrative Headquarters  
2079 East Ninth Street  
Cleveland, OH 44115

The Honorable Armond Budish:

The Cuyahoga Regional HIV Prevention and Care Ryan White Planning Council seeks your approval of the following candidates for initial appointment and re-appointment to the Planning Council:

**Candidates for Initial Appointment:**

1. Uleta Carter
2. Jeannie Citerman-Kraeger
3. Bryan Jones
4. Peter Scardino
5. David Smith
6. James Stevenson
7. Joye Toombs
8. Karla Ruiz

The candidates proposed for initial appointment are recommended by majority vote of the current members of the Planning Council because of their understanding and support for the community impacted by HIV/AIDS; their qualifications to satisfy the required membership categories for service and their pledge to honor the time commitments in order to perform the work of the Planning Council.

**Candidate for Re-appointment:**

1. Clifford Barnett
2. Michael Dieghan
3. Dr. Barbara Gripshover
4. Christy Nichols
5. Naimah O'Neal
6. Leisha Yarbrough-Franklin

The candidates for re-appointment are recommended for approval based on their demonstrated commitment to the work of the Planning Council and their adherence to its goals and objectives.

# CUYAHOGA COUNTY BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

In accordance with the term limits instituted in the revised Planning Council Bylaws, approved by unanimous vote on October 20, 2021, candidates seeking to serve on Planning Council shall be appointed to serve a 3-years. Therefore, the Planning Council respectfully requests your favorable and expeditious consideration of the candidates for initial appointment and re-appointment to a 3-year term. Each candidate represents key mandatory membership categories that will ensure compliance with Federal requirements.

Thank you in advance for the expeditious facilitation of the membership process. If you need additional information, please contact Martha Halko, Interim Co-Director, Prevention and Wellness Services, Cuyahoga County Board of Health at 216.201.2001 extension 1504 or via e-mail at [mhalko@ccbh.net](mailto:mhalko@ccbh.net).

Sincerely,



Terrance Allan  
Health Commissioner

**Cuyahoga Regional HIV Prevention and Care Planning Council**

*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties*

**Membership Retention and Marketing  
Open Nomination Recruitment Outcome - January – August 2021**

No.	Name	Organization	Membership Category	Application Status
1.	Clifford Barnett	Unaffiliated	Non-Aligned PLWH	Re-appointment
2.	Michael Deighan	Unaffiliated	Non-Aligned PLWH	Re-appointment
3.	Dr. Barbarba Gripshover	University Hospitals Medical Center	Part D Representative	Re-appointment
4.	Christy Nichols	Ohio Department of Health	State Medicaid Agency	Re-appointment
5.	Naimah O’Neal	The Centers Ohio/Circle Health Services	Health Care Provider, FQHC	Re-appointment
6.	Leisha Yarbrough-Franklin	The Alcohol Drug Addiction and Mental Health Services (ADAMHS) Board	Mental Health & Substance Use Provider	Re-appointment
7.	Uleta Carter	Care Alliance	Part C Provider	New Applicant
8.	Jeannie Citerman-Kraeger	Cleveland Department of Public Health	Local Public Health Agency	New Applicant
9.	Bryan Jones	Unaffiliated	Non-Aligned PLWH	New Applicant
10.	Peter Scardino	Catholic Charities of Ashtabula County	Non-Aligned PLWH	New Applicant
11.	David Smith	Cuyahoga County Division of Senior and Adult Services	Social Services Organization-other (County Gov’t Agency)	New Applicant
12.	James Stevenson	Nueva Luz, Board Member	Social Service Organization	New Applicant
13.	Joye Toombs	AIDS Task Force of Greater Cleveland	Social Services Provider, Housing & Homeless Serv	New Applicant
14.	Karla Ruiz	Ohio Department of Health	Part B Representative	New Applicant

**Executive Committee Motion** to Approve the Slate of Candidates Recommended for Appointment/Reappointment to the Cuyahoga County HIV Prevention & Care Planning Council:

**Date:** Sept. 15, 2021

**Made by:** Kimberlin Dennis

**2<sup>nd</sup> by:** Naimah O’Neal

**VOTE:** In Favor 7

Abstentions: 1 Oppose: 0

*Motion Passes*

## I. Candidates for Re-appointments

1. **Clifford Barnett** - Mr. Barnett learned about the Planning Council as a patient of Circle Health. His experience living with HIV has been a difficult journey, and had it not been for the support of Circle Health and its administrators, he feels he would not have been able to live a healthy lifestyle. It's his belief that many people living with HIV do not understand the services available to them. Many still believe that the diagnosis is a death sentence. He feels he has been blessed to have the help of several organizations over the course of my diagnoses from, Circle Health, University Hospitals, NLURC, and several other organizations. Since his appointment to the Planning Council, he has been an active member, co-chairing the Strategy and Finance Committee; serving as a peer advocate and actively seeking to educate youth about HIV related services. He is willing to do whatever he can to help those with similar diagnoses in whatever way that he can. If reappointed, he will continue to actively educate others about Ryan White Programs and Services.
2. **Michael Deighan** - Mr. Deighan has been aware of HIV for over thirty (30) years. He wants to be re-appointed to the Planning Council to continue to contribute to the discussion about the importance of HIV services. He has been active in HIV advocacy, he participated in "Healing Weekends" in the past and is well educated about HIV. He wants to continue to add his voice to the importance of HIV-related services.
3. **Dr. Barbara Gripshover** - Dr. Gripshover is an infectious disease physician who has been caring for HIV-infected individuals since the early 90's. She is the Medical Director of the John T. Carey Special Immunology Unit at University Hospital of Cleveland, where medical care is provided to over 1200 people living with HIV. Her mission is to provide expert, comprehensive, compassionate care to all HIV infected individuals regardless of ability to pay, while furthering the fight against HIV disease through education and research. She has a long history of serving the underserved HIV community, with the help of Ryan White Part A, Part C and Part D funds. She is a member of the Part B Advisory Committee and a co-investigator with the Cleveland AIDS Clinical Trials Unit. She has been an active member of the Cleveland TGA Part A Planning Council since, 1998, and a member of the Quality Improvement Subcommittee. She feels it is important to be involved with the Planning Council to advocate for patients' needs, and if reappointed, she will continue to bring an important medical perspective to the Council.
4. **Christy Nichols** – Ms. Nichols is a seasoned professional with over twenty-seven years of experience with Medicaid. She is currently the Social Program Administrator for the Cuyahoga Job and Family Services Agency. She has served as liaison to a variety of community partners that are important within the network of Ryan White service providers. She has intimate knowledge of social services important to individuals living with HIV/AIDS. She holds a Juris Doctorate Degree from Cleveland-Marshall College of Law, Cleveland State University, where she ranked in the top 5% of her graduating class and was Senior Editor of "The Cleveland State Law Review." Christy has demonstrated her commitment to the Planning Council through her dedicated attendance, providing the monthly Medicaid update and if appointed, she would

serve as the Planning Council's Medicaid representative bringing regular updates on changes as they occur in the State's Medicaid Program.

5. **Naimah O'Neal** – Ms. O'Neal is a Social Worker and an experienced professional with a lengthy history serving and advocating for people living with HIV/AIDS. She has been an active member of the Cleveland TGA Part A Ryan White Planning Council since 2006. She is currently a Co-chair of the Community Liaison Committee (CLC), where she leads by example, volunteering to serve on other committees, coordinating initiatives to recruit and engage new members, especially PLWHA and bringing new ideas to raise awareness about HIV/AIDS. She is an effective spokesperson and advocate with an unwavering commitment to raise awareness about HIV/AIDS. She sets an example through not only co-chairing CLC, but also her actions as an active participant on the Membership Marketing and Retention Committee. She also volunteers for other ad hoc meetings and continuously encourages others to participate. She is a problem-solver and enthusiastically works to improve service delivery for individuals living with HIV/AIDS in the Cleveland TGA.
  
6. **Leisha Yarbrough-Franklin** – Ms. Franklin has been an employee of the Alcohol Drug Addiction and Mental Health Services (ADAMHS) Board for over twenty years and a member of the Ryan White Planning Council since 2011. The ADAMHS Board Cuyahoga County contracts with providers for mental health and addiction treatment. She has extensive experience in Quality Improvement compliance and program planning and development including grant review. If re-appointed, she will continue to share her expertise in an effort to continue improvements in the standards of care for serving individuals with HIV/AIDS.

## II. New Applicants for Initial Appointment

1. **Uleta Carter** – Ms. Carter is a disease intervention specialist at Care Alliance, a Community Based Organization that has a lengthy history providing a wide range of services to vulnerable populations, including homeless services, expanded access to care for Cleveland’s public housing community; oral health services; primary health care and case management to PLWHA under Ryan White Part C. Care Alliance is one of only two Ryan White Part C funded organization within the Cleveland Transitional Grant area. If appointed, Ms. Carter will represent the Part C funded Ryan White Program, fulfilling a critical mandatory membership category on the Planning Council.
2. **Jeannie Citerman-Kraeger** – Ms. Citerman-Kraegar is currently a Grants Administrator for the HOPWA and CDBG grants program for the Cleveland Department of Public Health (CDPH). She expressed an interest in serving on Planning Council for over three-years, since joining the CDPH. She attends numerous Planning Council meetings. She joined the Quality Improvement Committee last year as a subject matter expert volunteer. She is currently a member of the Advisory Board for the Office of Homeless Services (OHS), the local COC, and brings her knowledge of these programs & services to the Planning Council. She is actively involved in the Cleveland Metro area as a volunteer involved with youth aging-out of Foster Care, learning how they are impacted by illness, homelessness, economic, racial and structural challenges. She is also a member of a Community of Hope ([www.hopecleveland.org](http://www.hopecleveland.org)) serving for over two-years with one young person who has aged out of care and helping and supporting him to find his way. If appointed she will continue to contribute her knowledge of HOPWA and other programs of interest to PLWHA.
3. **Bryan Jones** – Mr. Jones feels he would be an asset to the planning council for a number of reasons: as a person who has been thriving with AIDS for 36 years and an advocate for more than half that time, he brings a wealth of information to the table. He thinks it’s important for planning council members to not just be members sitting around the table, but equally importantly out in the community. He feels community engagement and education is his expertise and can convey the voice of those living with HIV to the forefront. He brings not just a local and state perspective of those living with but a national perspective as well. He feels his broad knowledge and perspective will be beneficial to the Cleveland TGA because it gives the Planning Council greater insight, 1) to best practices, 2) innovative ideas that are being developed around HIV care, viral suppression, and peer lead models. These are just a few of the areas he plans to center his contribution around. He is a former member of the Planning Council and served as former co-chair of the Planning Council’s Community Liaison Committee.
4. **Peter Scardino** – As an individual who has served as an executive director of two nonprofit homeless shelters and the program director of one, as well as serving as a board member on numerous community organization boards, Mr. Scardino has years of experience dealing with and developing relationships with numerous

municipalities, organizations, boards, businesses, and individuals to work collaboratively in helping others. He currently works for Catholic Charities of Ashtabula County as a mental health guardianship caseworker. In this role, he uses his ability to develop and establish working collaborative relationships to help others. His role gives a voice to those who aren't able to speak for themselves and/or defend themselves in the community. Mr. Scardino exemplifies patience, compassion and understanding as well as an exceptional ability to communicate effectively. If appointed, he will assist the council by being a community liaison to give Ashtabula County a consumer's voice for HIV/AIDS programs and services.

5. **David Smith** – Mr. Smith is a registered nurse and has had the opportunity over the past 3-years to work closely with PLWHA in the greater Cleveland area. He is the Director of Nursing for the Cuyahoga County Division of Senior and Adult Services and through his work experience, he has gained an appreciation for some of the issues which impact PLWHA. He would like to have the opportunity to use his experience to represent the interests of PLWHA actively and positively. If appointed he will use his clinical expertise to enhance standards of care to continue improvements in quality outcomes for PLWHA.
6. **James Stevenson** – Mr. Stevenson is a former member of the Planning Council and after a break, is seeking to return. He was first appointed to Planning Council in 2013. He is an advocate for seniors living with HIV and is an active advocate for seniors. If appointed he hopes to continue to raise awareness among seniors about HIV services available in the Cleveland TGA. His overall goal is to give back the life that God spared for him. James previously co-chaired the Community Liaison Committee and his re-appointment to the Council will help with maintaining a voice for seniors, an important Planning Council constituency.
7. **Joye Toombs** – Ms. Toombs is currently the Director of Services for the AIDS Taskforce of Greater Cleveland, where she acts as liaison with City/State/Federal/Private funding sources for related budget issues. She was a former Housing Manager and brings a broad range of expertise related to assistance to PLWHA to access and retain stable housing. She has experience in program evaluation and community outreach and is experienced at linking clients to public systems and supportive services. As a Ryan White Part A subrecipient, and appointed to the Planning Council would allow her the opportunity to participate and gain insight to the needs of the community related to HIV/AIDS services.
8. **Karla Ruiz** – Ms. Ruiz has over 5-years of case management and health education experience working with vulnerable populations, including individuals with developmental disabilities (IDD), homelessness, HIV/HepC positive individuals and survivors of human trafficking. She is currently the manager for the RW Part B HIV Community Based Programs (Client Services) and a part of the team who administers the Ryan White Part B and Ohio Department of Health HIV/AIDS Programs. As a member of the ODH team, she will contribute to efforts by ODH to learn more about how it can support the different parts of the state. If appointed, she will serve as the Part B liaison on the Planning Council.

Oct. 5th 2020	None of the Below/Ryan White HIV/AIDS Program's Cuyahoga Regional HIV Services Planning Council	Julia (Julie) Patterson
Oct. 5th 2020	None of the Below/Ryan White HIV/AIDS Program's Cuyahoga Regional HIV Services Planning Council	Faith Ross
Oct. 6th 2020	None of the Below/Ryan White HIV/AIDS Program's Cuyahoga Regional HIV Services Planning Council	Stephanice Washington
Oct. 6th 2020	None of the Below/Ryan White HIV/AIDS Program's Cuyahoga Regional HIV Services Planning Council	Billy Gayheart
Oct. 6th 2020	None of the Below/Ryan White HIV/AIDS Program's Cuyahoga Regional HIV Services Planning Council	Kimberlin Dennis
Nov. 16th 2020	None of the Below/Ryan White HIV/AIDS Program's Cuyahoga Regional HIV Services Planning Council	Tracy Johnson Jr
Feb. 24th 2022	None of the Below - Ryan White	Leshia Yarbrough-Franklin
Feb. 20th 2022	None of the Below - Ryan White	Clifford Barnett
Feb. 17th 2022	None of the Below - Ryan White	James Stevenson
Feb. 17th 2022	None of the Below - Ryan White	Bryan Jones
Feb. 18th 2022	None of the Below - Ryan White	Peter Scardino
Feb. 18th 2022	None of the Below - Ryan White	Uleta Carter
Feb. 18th 2022	None of the Below - Ryan White	Oneal Naimah
Feb. 18th 2022	None of the Below - Ryan White	Joye Toombs
Feb. 18th 2022	None of the Below - Ryan White	David Smith Jr.
Feb. 18th 2022	None of the Below - Ryan White	Deighan Michael
Feb. 22nd 2022	None of the Below - Ryan White	Christy Nicholls
Feb. 23rd 2022	None of the Below - Ryan White	Karla Ruiz
Feb. 23rd 2022	None of the Below - Ryan White	Jeannie Citerman-Kraeger
Feb. 23rd 2022	None of the Below - Ryan White	Barbara Gripshover