

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0314

Sponsored by: <b>Councilmember Turner 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 October 4, 2023, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through C) 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:	<i>Program &amp; Contract Specialist</i>
	Number:	13261
	Pay Grade:	12A/Exempt

Proposed Revised Classifications:

Exhibit B: Class Title: *Budget & Planning Administrator*  
Class Number: 11021  
Pay Grade: 15A/Exempt  
\* PRC routine maintenance. Classification last revised in 2019. Updates were made to the essential job functions, language and formatting. A technology section was added. The pay grade has increased from PG 14A to PG 15A.

Exhibit C: Class Title: *Manager, Financial Reporting*  
Class Number: 11065  
Pay Grade: 16A/Exempt  
\* PRC routine maintenance. Classification last revised in 2019. Updates were made to the classification function, distinguishing characteristics, essential job functions, minimum experience, and language and formatting. A technology requirements section was added. Pay grade increased from 15A to 16A.

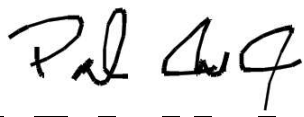


**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative 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 Ms. Turner, seconded by Mr. Miller, the forgoing Resolution was duly adopted.

Yeas: Turner, Stephens, Simon, Kelly, Miller, Tuma, Gallagher, Schron,  
and Jones

Nays: None

	<u>12/10/2023</u>
County Council President	Date
	<u>12/13/2023</u>
County Executive	Date
	<u>12/07/2023</u>
Clerk of Council	Date

First Reading/Referred to Committee: November 14, 2023

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

Legislation Discharged from Committee on the Floor: December 5, 2023

Journal CC052  
December 5, 2023

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0315

Sponsored by: <b>Councilmember Turner 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 November 1, 2023, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through H) and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

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

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

Proposed New Classifications:

Exhibit A:    Class Title:    *Business Administrator*  
                  Number:        11201  
                  Pay Grade:        9A/Exempt