

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0315

Sponsored by: Councilmember Turner on behalf of Cuyahoga County Personnel Review Commission	A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan and declaring the necessity that this Resolution become immediately effective.
--	---

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

Exhibit B: Class Title: *Business Support Services Specialist*
Number: 11191
Pay Grade: 5A/Non-Exempt

Exhibit C: Class Title: *Senior Forensic Epidemiologist*
Number: 17102
Pay Grade: 12A/Exempt

Exhibit D: Class Title: *Supervisor, Business Administrator*
Number: 11202
Pay Grade: 14A/Exempt

Proposed Revised Classifications:

Exhibit E: Class Title: *Forensic Photographer*
Class Number: 12211
Pay Grade: 7A/Non-Exempt
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, additional requirements, and language and formatting. A technology section was added. No change to FLSA status. The pay grade has increased from PG 6A to PG 7A.

Exhibit F: Class Title: *IT Infrastructure Engineer 1*
Class Number: 16431
Pay Grade: 5B/Non-Exempt (No change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.

Exhibit G: Class Title: *IT Infrastructure Engineer 3*
Class Number: 16433
Pay Grade: 10B/Non-Exempt (No change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.

Exhibit H: Class Title: *IT Infrastructure Engineer 4*
Class Number: 16434
Pay Grade: 12B/Non-Exempt (No change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job

functions, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.

- Exhibit I: Class Title: *IT Infrastructure Engineer 5*
Class Number: 16435
Pay Grade: 13B/Exempt (No change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.
- Exhibit J: Class Title: *IT Infrastructure Engineer 6*
Class Number: 16436
Pay Grade: 14B/Exempt (No change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.
- Exhibit K: Class Title: *Manager, IT Infrastructure & Operations*
Class Number: 16441
Pay Grade: 16B/Exempt (No change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.
- Exhibit L: Class Title: *Manager, Commercial/Industrial Appraisal*
Class Number: 20031
Pay Grade: 16A/Exempt (No change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.
- Exhibit M: Class Title: *Manager, Management Services*
Class Number: 11171
Pay Grade: 18A/Exempt (No change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, and language and formatting. A technology requirements section was added. No change to the pay grade or FLSA status.
- Exhibit N: Class Title: *Manager, Residential/Agricultural Appraisal*
Class Number: 20012
Pay Grade: 16A/Exempt (No change)

* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, job functions, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.




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. Schron, the forgoing Resolution was duly adopted.

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

Nays: None

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