

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0319

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 August 7, 2024, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through E) and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

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

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

Proposed Revised Classifications:

Exhibit A: Class Title: *Compliance Coordinator*

Class Number: 14211  
Pay Grade: 12A/Exempt (No Change)  
\* PRC routine maintenance. Classification last revised in 2022. Changes were made to the distinguishing characteristics, essential functions, minimum qualifications, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.

Exhibit B: Class Title: *Corrections Officer Lieutenant*  
Class Number: 12351  
Pay Grade: 13A/Non-Exempt  
\* PRC routine maintenance. Classification last revised in 2020. Changes were made to the essential functions, minimum qualifications, physical ability, and language and formatting. A technology section was added. The pay grade has increased from PG 12A to PG13A.

Exhibit C: Class Title: *Manager, External Affairs*  
Class Number: 10171  
Pay Grade: 12A/Exempt (No change)  
\* At the request of the Public Works Department, Public Works was added to the applicable Departments so this position would be available for them to utilize at the Animal Shelter. The language for the classification was made more generic to apply to multiple departments.

Exhibit D: Class Title: *Manager, Security and Research*  
Class Number: 16292  
Pay Grade: 18B/Exempt  
\* PRC routine maintenance. Classification last revised in 2021. Changes were made to the essential functions, distinguishing characteristics, minimum qualifications, and language and formatting. A technology section was added. NO change FLSA status. The pay grade increased from 13B to 18B.

Exhibit E: Class Title: *Security Analyst*  
Class Number: 16361  
Pay Grade: 11B/Non-Exempt  
\* Update requested by department. Classification last revised in 2021. Changes were made to the essential functions, additional requirements, distinguishing characteristics, and language and formatting. A technology section was added. The pay grade is going from 10B to 11B.

**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 Ms. Conwell, the forgoing Resolution was duly adopted.

Yeas: Turner, Stephens, Simon, Kelly, Miller, Sweeney, Byrne, Gallagher, Schron, Conwell and Jones

Nays: None



County Council President

09/27/2024

Date



County Executive

09/30/2024

Date



Clerk of Council

09/25/2024

Date

First Reading/Referred to Committee: September 10, 2024

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

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