

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0358

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.
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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 September 11, 2024, 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: *Supervisor, Shared Services Customer Support Phone Lines*

Number: 10311
Pay Grade: 10A/Exempt

Proposed Revised Classifications:

Exhibit B: Class Title: *ERP Business Systems Administrator*
Class Number: 16451
Pay Grade: 15B/Exempt (No Change)
* PRC routine maintenance. Classification last revised in 2020.
Changes were made to the classification function, 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 C: Class Title: *Accountant 3 (Financial Reporting Accountant)*
Class Number: 11063/11221
Pay Grade: 13A/Exempt
* PRC routine maintenance. Classification last revised in 2019.
Changes were made to the title, department, distinguishing characteristics, essential functions, minimum qualifications, and language and formatting. A technology section was added. Pay grade increased from 10A to 13A.

Exhibit D: Class Title: *Senior Supervisor, Sewer Maintenance*
Class Number: 18002
Pay Grade: 13A/Exempt (No Change)
* PRC routine maintenance. Classification last revised in 2020.
Changes were made to distinguishing characteristics, essential functions, additional requirements, technology requirements, and language and formatting. No change to pay grade or FLSA status.

Exhibit E: Class Title: *Supervisor, Project Inspection*
Class Number: 18121
Pay Grade: 10A/Non-Exempt (No Change)
* PRC routine maintenance. Classification last revised in 2020.
Changes were made to the essential functions, language and formatting. No change to pay grade or FLSA status.

Proposed Deleted Classifications:

Exhibit F: Class Title: *Animal Adoptions Coordinator*
Class Number: 10051
Pay Grade: 5A/Non-Exempt
* A new position was created for the Animal Shelter that encompasses the duties of this position and two other positions to streamline operations at the Animal Shelter. The employees have been transferred into the new position and this position is vacant and will no longer be utilized.

Exhibit G: Class Title: *Behavior Coordinator*

Class Number: 15045

Pay Grade: 6A/Non-Exempt

* A new position was created for the Animal Shelter that encompasses the duties of this position and two other positions to streamline operations at the Animal Shelter. The employees have been transferred into the new position and this position is vacant and will no longer be utilized.

Exhibit H: Class Title: *Supervisor, Animal Shelter Medical*

Class Number: 15041

Pay Grade: 7A/Non-Exempt

* A new position was created for the Animal Shelter that encompasses the duties of this position and two other positions to streamline operations at the Animal Shelter. The employees have been transferred into the new position and this position is vacant and will no longer be utilized.

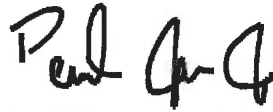
SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote 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: Sweeney, Byrne, Gallagher, Schron, Conwell, Turner, Stephens, Simon, Kelly, Miller and Jones

Nays: None



County Council President

11/14/2024

Date



County Executive

11/14/2024

Date



Clerk of Council

11/13/2024

Date

First Reading/Referred to Committee: October 8, 2024

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

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November 12, 2024