

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0436

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 November 13, 2024, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through I) 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.

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: *HRIS Specialist*
 Number: 14241

Pay Grade: 10B/Exempt

Exhibit B: Class Title: *Customer Relations Ombudsman*
Number: 13331
Pay Grade: 15A/Exempt

Exhibit C: Class Title: *Manager, Special Projects & Business*
Number: 11221
Pay Grade: 16A/Exempt

Proposed Revised Classifications:

Exhibit D: Class Title: *Chief Forensic Photographer*
Class Number: 12212
Pay Grade: 13A/Exempt (No Change)
* PRC routine maintenance. Classification last revised in 2020. Changes were made to the essential function, physical requirements, additional requirements, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.

Exhibit E: Class Title: *GIS Analyst*
Class Number: 16152
Pay Grade: 10B/Exempt (No change)
* At the request of the Planning Commission, Planning Commission was added to the applicable departments so this position would be available for them to utilize.

Exhibit F: Class Title: *Medical Records Technician*
Class Number: 17021
Pay Grade: 6A/Non-Exempt (No Change)
* PRC routine maintenance. Classification last revised in 2019. Changes were made to distinguishing characteristics, essential functions, and language and formatting. A technology section was added. No change to pay grade or FLSA status.

Exhibit G: Class Title: *Systems Analyst*
Class Number: 16101
Pay Grade: 11B/Exempt
* PRC routine maintenance. Classification last revised in 2020. Changes were made to the essential functions, technology requirements, and language and formatting. No change to FLSA status. Pay grade increased from 10B to 11B.

Proposed Deleted Classifications:

Exhibit H: Class Title: *Network Engineering Administrator*
Class Number: 16398
Pay Grade: 19B/Exempt
* This position is vacant, and the IT department currently has no plans to utilize this position in the future.

Exhibit I: Class Title: *Supervisor, Procurement Audit*
Class Number: 11011
Pay Grade: 10A/Exempt
* This position is vacant, and the department currently has no plans to utilize this position in the future.

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 Mr. Sweeney, seconded by Ms. Turner, the forgoing Resolution was duly adopted.

Yeas: Sweeney, Casselberry, Gallagher, Schleper, Conwell, Jones, Turner, Houser, Simon, Kelly and Miller

Nays: None

<u>Dale Miller</u>	<u>1/30/2025</u>
County Council President	Date
<u>Chris Ronayne</u>	<u>1/31/2025</u>
County Executive	Date
<u>Andria Richardson</u>	<u>1/30/2025</u>
Clerk of Council	Date

First Reading/Referred to Committee: November 26, 2024
Committee(s) Assigned: Human Resources, Appointments & Equity

Committee Report/Second Reading: January 28, 2025

Journal CC057
January 28, 2025