

# County Council of Cuyahoga County, Ohio

## Resolution No. R2025-0217

<b>Sponsored by: Councilmember Sweeney 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.
<b>Co-sponsored by: Councilmember Turner</b>	

**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 June 4, 2025, 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.

**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: *Advocacy Officer*  
 Class Number: 13011  
 Pay Grade: 11A/Exempt (No change)  
 \*PRC routine maintenance. Classification last revised in 2021. Changes were made to essential functions, language, and formatting. A minimum qualifications equivalency table was added. No change to the pay grade or FLSA evaluation.
- Exhibit B: Class Title: *Family Justice Center Operations Coordinator*  
 Class Number: 12071  
 Pay Grade: 11A/Exempt (No change)  
 \*PRC routine maintenance. Classification last revised in 2021. Changes were made to language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.
- Exhibit C: Class Title: *Intelligence Analyst*  
 Class Number: 12131  
 Pay Grade: 7A/Non-Exempt (No change)  
 \*Medical Examiner's Office was added to the applicable departments for their department use.
- Exhibit D: Class Title: *Manager, Applications Development (Manager, Reporting and Data Analytics)*  
 Class Number: 16231  
 Pay Grade: 16B/Exempt (No change)  
 \*PRC routine maintenance. Classification last revised in 2021. Title was changed to more accurately reflect the work the position does. Changes were made to classification function, essential job functions, and language and formatting. A minimum qualifications equivalency table was added.
- Exhibit E: Class Title: *Senior Emergency Management Specialist*  
 Class Number: 12092  
 Pay Grade: 10A/Exempt (No change)  
 \*PRC routine maintenance. Classification last revised in 2021. Changes were made to essential functions, technology requirements, and language and formatting. No change to pay grade or FLSA status.
- Exhibit F: Class Title: *Senior Records Management Officer*  
 Class Number: 10122  
 Pay Grade: 6A/Non-Exempt (No change)  
 \*PRC routine maintenance. Classification last revised in 2021. Changes were made to language and formatting. A minimum qualifications equivalency tale was added. No change to pay grade or FLSA status.

Exhibit G:     *Supervisor, Emergency Management*  
Class Number: 12093  
Pay Grade: 13A/Exempt (No change)  
\*PRC routine maintenance. Classification last revised in 2021  
Changes were made to essential functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.

Proposed Deleted Classifications:

Exhibit H:     Class Title: *Child Health Specialist*  
Class Number: 13121  
Pay Grade: 9A/Exempt  
\* The employees performing the duties of this position have elected to become bargaining and this position is no longer needed in this class plan.

**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 foregoing Resolution was duly adopted.

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

Nays:   None

<u>Dale Miller</u>	<u>8/7/2025</u>
County Council President	Date
<u>Chris Ronayne</u>	<u>8/13/2025</u>
County Executive	Date
<u>Andria Richardson</u>	<u>8/6/2025</u>
Clerk of Council	Date

First Reading/Referred to Committee: June 30, 2025  
Committee(s) Assigned: Human Resources, Appointments & Equity

Additional Sponsorship Requested in Committee: July 29, 2025

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