

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0006

Sponsored by: Councilmember Sweeney 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 December 3, 2025, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through K) 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: *Administrator 2, Performance Improvement-Child Welfare*
Number: 13371

Pay Grade: 18A/Exempt

Exhibit B: Class Title: *Manager, Performance Improvement-Child Welfare*
Number: 13361
Pay Grade: 17A/Exempt

Proposed Revised Classifications:

Exhibit C: Class Title: *Communications Analyst 2*
Class Number: 16172
Pay Grade: 9B/Non-Exempt (No change)
*PRC routine maintenance. Classification last revised in 2021. Updates were made to the distinguishing characteristics, essential functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.

Exhibit D: Class Title: *ECM Systems Analyst*
Class Number: 16471
Pay Grade: 15B/Exempt (No change)
* PRC Routine Maintenance. Classification last revised in 2021. Updates were made to the distinguishing characteristics, essential functions, minimum qualifications, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade for FLSA status.

Exhibit E: Class Title: *Information Systems Analyst*
Class Number: 16102
Pay Grade: 15B/Exempt (No change)
* PRC routine Maintenance. Classification last revised in 2021. Updates were made to the distinguishing characteristics, essential functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.

Exhibit F: Class Title: *Information technology Project Manager*
Class Number: 16091
Pay Grade: 12B/Exempt
* PRC routine Maintenance. Classification last revised in 2021. Updates were made to the essential functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.

Exhibit G: Class Title: *Manager, CECOMS Operations*
Class Number: 12104
Pay Grade: 17A/Exempt (No change)

* PRC routine Maintenance. Classification last revised in 2021. Updates were made to the distinguishing characteristics, essential functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.

Exhibit H: Class Title: *Senior Project Manager*
Class Number: 18113
Pay Grade: 14A/Exempt (No change)
* PRC routine Maintenance. Classification last revised in 2021. Updates were made to the distinguishing characteristics, essential functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.

Exhibit I: Class Title: *Superintendent, Building Maintenance*
Class Number: 15082
Pay Grade: 10A/Exempt (No change)
* PRC routine Maintenance. Classification last revised in 2021. Updates were made to the essential functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.

Exhibit J: Class Title: *Payroll Officer (Time & Attendance Officer)*
Class Number: 14181
Pay Grade: 8A/Non-Exempt
* PRC routine Maintenance. Classification last revised in 2022. Updates were made to the distinguishing characteristics, language and formatting. A minimum qualifications equivalency table was added. Pay grade increased from 6A to 8A. No change to FLSA status.

Exhibit K: Class Title: *Wellness Coordinator*
Class Number: 14081
Pay Grade: 11A/Exempt (No change)
* PRC routine Maintenance. Classification last revised in 2021. Updates were made to the distinguishing characteristics, essential functions, and language and formatting. A minimum qualifications equivalency table was added. No change to 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 Mr. Sweeney, seconded by Ms. Conwell, the foregoing Resolution was duly adopted.

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

Nays: None

<u>Dale Miller</u>	<u>2/12/2026</u>
County Council President	Date
<u>Chris Ronayne</u>	<u>2/12/2026</u>
County Executive	Date
<u>Andria Richardson</u>	<u>2/11/2026</u>
Clerk of Council	Date

First Reading/Referred to Committee: January 13, 2026
Committee(s) Assigned: Human Resources, Appointments & Equity

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