

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0025

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 January 14, 2025, 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 Revised Classifications:

Exhibit A: Class Title: *Communications Analyst 1*
Class Number: 16171
Pay Grade: 8B/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 B: Class Title: *Manager, External Affairs*
Class Number: 10171
Pay Grade: 12A/Exempt (No change)
*Request made by Human Resources. Treasury was added to the list of departments.

Exhibit C: Class Title: *Project Inspector*
Class Number: 18111
Pay Grade: 7A/Non-Exempt (No change)
*PRC routine maintenance. Classification last revised in 2021. Updated were made to the distinguishing characteristics and language and formatting. A minimum equivalency table was added. No change to pay grade or FLSA status.

Exhibit D: Class Title: *Residential/Agricultural Appraisal Coordinator*
Class Number: 20011
Pay Grade: 15A/Exempt
*Changes requested by the Fiscal Office. Changes were made to the essential job functions, minimum requirements, and language and formatting. A minimum qualifications equivalency table was added. Title changed from Residential/Agricultural Appraisal Coordinator to Supervisor, Residential Agricultural Appraisal. Pay grade increased from 13A to 15A.

Exhibit E: Class Title: *Worker's Compensation Coordinator (Worker's Compensation Specialist)*
Class Number: 12092
Pay Grade: 9A/Exempt
*PRC routine maintenance. Classification last revised in 2020. Updates were made to the classification function, distinguishing characteristics, essential functions, supervision, and language and formatting. Pay grade decreased from 11A to 9A.

Proposed Deleted Classifications:

Exhibit F: Class Title: *Administrator, Administrative Hearing Program*
Class Number: 19063
Pay Grade: 16A/Exempt
* This position has been vacant from an extended time, and the necessary tasks have been absorbed by other classifications.

Exhibit G: Class Title: *Community Development Officer*
Class Number: 21041
Pay Grade: 14A/Exempt
* This position has been vacant, and the position is no longer needed by the Department of Development.

Exhibit H: Class Title: *Social Service Specialist*
Class Number: 13091
Pay Grade: 6A/Non-Exempt
* This position has been vacant for several years and the department does not have any plans to utilize this classification as written.

Exhibit I: Class Title: *Survey Technician*
Class Number: 18081
Pay Grade: 3A/Non-Exempt
* The department requested a change to combine the Engineering Technician and Survey Technician into a single classification. The Engineering Technician title was updated so we no longer need the Survey Technician classification.

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 27, 2026
Committee(s) Assigned: Human Resources, Appointments & Equity

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