

# County Council of Cuyahoga County, Ohio

## Resolution No. R2026-0099

<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.
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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 April 1, 2026, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through J) 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: *Senior Classification & Compensation Specialist*  
Number: 14172  
Pay Grade: 14A/Exempt

Exhibit B: Class Title: *Workforce Program Specialist*  
Number: 13381  
Pay Grade: 11A/Exempt

**Proposed Revised Classifications:**

Exhibit C: Class Title: *Economic & Community Development Program Specialist*  
Class Number: 13071  
Pay Grade: 13A/Exempt (No change)  
\* PRC routine maintenance. Classification last revised in 2019. 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: *Emergency Management Hazmat & Analyst*  
Class Number: 15171  
Pay Grade: 10A/Exempt  
\* Classification last revised in 2021. Changes were made to distinguishing characteristics, minimum qualifications, technology requirements, and supervisory responsibilities. The pay grade has increased from PG 9A to PG 10A.

Exhibit E: Class Title: *HHS Training Specialist*  
Class Number: 14052  
Pay Grade: 10A/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 and technology requirements section was added. No change to pay grade or FLSA status.

Exhibit F: Class Title: *Manager, Voice-Video Communications (Manager, Unified Communications)*  
Class Number: 16221  
Pay Grade: 15B/Exempt  
\* 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. Pay Grade increased from 14B to 15B. No change to FLSA status.

Exhibit G: Class Title: *Supervisor, HHS Training Specialist*  
Class Number: 14053

Pay Grade: 12A/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 and technology requirements section was added. No change to pay grade or FLSA status.

**Proposed Deleted Classifications:**

Exhibit H: Class Title: *Manager, Airport*

Class Number: 15121

Pay Grade: 17A/Exempt

\* The position has been determined to be unclassified by the Law Dept. and will no longer be used in the class plan.

Exhibit I: Class Title: *Talent Advisor*

Class Number: 21051

Pay Grade: 9A/Exempt

\* County funding for the work previously completed by staff in these positions ended in 2023 and the position is no longer being utilized.

Exhibit J: Class Title: *Workforce Analyst*

Class Number: 14151

Pay Grade: 8A/Exempt

\* County funding for the work previously completed by staff in these positions ended in 2023 and the position is no longer being 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 Mr. Miller, seconded by Ms. Turner, the foregoing Resolution was duly adopted.

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

Nays: None

<u>Dale Miller</u>	<u>5/13/2026</u>
County Council President	Date
<u>Chris Ronayne</u>	<u>5/13/2026</u>
County Executive	Date
<u>Andria Richardson</u>	<u>5/13/2026</u>
Clerk of Council	Date

First Reading/Referred to Committee: April 14, 2026  
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal CC062  
May 12, 2026