



## **AGENDA**

### **CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING**

**TUESDAY, JUNE 24, 2014**

**CUYAHOGA COUNTY JUSTICE CENTER**

**COUNCIL CHAMBERS – 1<sup>ST</sup> FLOOR**

**2:00 PM**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENT RELATED TO AGENDA**

**4. ITEMS REFERRED TO COMMITTEE**

- a) R2014-0149: A Resolution confirming the County Executive's appointment of Jeannet Wright, upon her taking the oath of office, as Treasurer of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.
- b) R2014-0150: A Resolution confirming the County Executive's appointment of Jennifer L. Scofield, upon her taking the oath of office, as Director of Regional Collaboration of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.

**5. PRESENTATION/DISCUSSION**

- a) Cuyahoga County Debt Capacity – Bradford M. Sprague, Principal, PRISM Municipal Advisors, LLC (County's financial advisor)

**6. MISCELLANEOUS BUSINESS**

**7. PUBLIC COMMENT UNRELATED TO AGENDA**

**8. ADJOURNMENT**

\*In accordance with Section 108.01 of the Cuyahoga County Code, complimentary parking in the Huntington Park Garage will be available for the public on any day when the Council or any of its committees holds meetings. Please see the Clerk to obtain a parking pass.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2014-0149

Sponsored by: <b>Council President Connally</b>	<b>A Resolution</b> confirming the County Executive's appointment of Jeannet Wright, upon her taking the oath of office, as Treasurer of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Article V, Section 5.01 of the Charter of Cuyahoga County, each of the offices provided for in Article V shall be appointed by the County Executive, subject to the confirmation by Council; and

WHEREAS, Article V, Section 5.07 of the Charter provides for the powers, duties and qualifications of the County Treasurer; and

WHEREAS, the County Executive has nominated Jeannet Wright for the appointment to the position of County Treasurer; and

WHEREAS, Jeannet Wright is currently serving as Interim County Treasurer per R2014-0100; and

WHEREAS, the Council conducted a confirmation hearing which was noticed to the public and held in an open meeting on June 24, 2014.

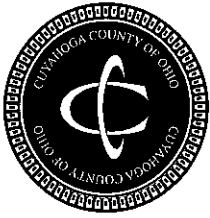
WHEREAS, it is necessary that this Resolution become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of County government.

### **NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby confirms the appointment of Jeannet Wright to serve as County Treasurer, upon her taking the oath of office.

**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 eight members of Council, this Resolution shall become immediately effective.





**EDWARD FITZGERALD**  
Cuyahoga County Executive

June 3, 2014

C. Ellen Connally, President  
Cuyahoga County Council  
Cuyahoga County Administration Building  
1219 Ontario Street, 4<sup>th</sup> Floor  
Cleveland, OH 44113

Re: Cuyahoga County Treasurer

Dear President Connally:

Pursuant to Article V, Section 5.07 of the Cuyahoga County Charter, I am pleased to nominate **Jeannet Wright** to serve as the Cuyahoga County Treasurer. A copy of her resume is attached hereto which details her relevant work history and background. As you can read, Ms. Wright meets the requirements outlined in our Charter and has performed well as Acting Cuyahoga County Treasurer.

Ms. Wright has served Cuyahoga County in numerous capacities in her years of service. She currently serves as a representative on the County Land Bank, the Cuyahoga County Community Improvement Corporation, and the Investment Advisory Committee (Chair). In addition to those roles, she is also an active member of the County Treasurers Association of Ohio. Ms. Wright has served ably as the Acting Treasurer and I am proud to submit her name to continue as Cuyahoga County's Treasurer.

I ask that this nomination be addressed as soon as Council's schedule allows. Should you or any of your colleagues have any questions, please feel free to contact my Special Assistant, James Boyle at 216-698-2089.

Sincerely,

Edward FitzGerald  
Cuyahoga County Executive

# JEANNET WRIGHT

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ACTING CUYAHOGA COUNTY TREASURER with 20+ years of experience and knowledge in fiscal management, banking operations, supervision, and customer service excellence including 15 years of management of large public sector organizations and large fiscal government organizations

## SUMMARY OF QUALIFICATIONS

- \* Knowledge of programs, operations, laws, rules, government structure and processes of County Treasury and Fiscal Office
- \* Development and monitoring of financial processes
- \* Preparation and analysis of departmental budgets, financial projections and monthly reports
- \* Supervisory responsibility for accounting, clerical and support staff
- \* Serve as liaison to various County Agencies, vendors and managers
- \* Proficient in Microsoft Excel, Microsoft Word and Microsoft Power Point

## PROFESSIONAL EXPERIENCE

### CUYAHOGA COUNTY TREASURER (INTERIM)

September 2013 - Present

Position was promotion from Business Administrator 4 which began August 2013

- \* Oversees the collection of semi-annual real estate tax collections
- \* Responsible for the management Cuyahoga County's investment portfolio
- \* Ensures the establishment of delinquent taxpayer payment plans
- \* Responsible for the collection of delinquent taxes, including the selling of delinquent property tax liens
- \* Supervises personnel including providing work direction, performance evaluation; interviewing and selecting new employees and recommending promotions
- \* Serves as a Board Member for various Cuyahoga County Committees
- \* Provides assistance to people with obtaining unclaimed funds held by the State of Ohio and Cuyahoga County
- \* Serves as alternate to County Fiscal Officer at the Contracts and Purchasing Board and Board of Control Meetings
- \* Participates in RFP evaluations

### FISCAL OFFICER

June 2010 - August 2013

### CUYAHOGA COUNTY DIVISION OF CHILDREN AND FAMILY SERVICES

Position was transferred from Tapestry System of Care to the Procurement Unit

- \* Supervised assigned personnel
- \* Audited and approved vendor invoices, process vendor payments
- \* Signed Purchase and Departmental Orders
- \* Monitored and tracked employee training
- \* Reconciled revenue and expenditures, ensured alignment with County Auditor's system
- \* Identified problems and implemented methods to solve them
- \* Controlled purchasing activities within allotted guidelines
- \* Created departmental reports utilizing Microsoft Office Products
- \* Attended meetings on behalf of Agency
- \* Developed policy

- \* Responsible for the travel unit within the agency
- \* Monitored and tracked payroll expenditures
- \* Assisted with the development of annual contract

**BUDGET MANGEMENT ANALYST**

February 2009 - June 2010

**CUYAHOGA COUNTY OFFICE OF BUDGET AND MANAGEMENT**

- \* Developed, prepared and monitored budget of assigned departments
- \* Prepared and/or processed various fiscal actions for assigned departments
- \* Analyzed fiscal activities of assigned departments and made forecasts concerning expenditure patterns
- \* Prepared budget forecasts and recommended County fiscal policy and procedures
- \* Prepared and processed vendor contracts and payments
- \* Processed year-end transactions, including pre-encumbrances
- \* Assisted in the development of the Budget Plan Book and Budget Summary

**BUSINESS ADMINISTRATOR**

June 2006 - February 2009

**CUYAHOGA COUNTY DEPARTMENT OF JUSTICE AFFAIRS**

Position was upgraded from Budget Officer 2 in November 2007

- \* Developed budget, prepared and requested budget to properly reflect programmatic and staffing changes
- \* Ensured compliance in handling grant funds
- \* Supervised lower level staff
- \* Analyzed budget expenditures, provided recommendations to project managers
- \* Reconciled account expenditures and revenues collected to project budget variances/discrepancies
- \* Monitored reimbursement of State and Federal monies
- \* Prepared and submitted financial reports as required by funding sources
- \* Created and request adjustments and transfers for expenses, appropriations and revenues through OBM
- \* Served as liaison for State and Local Drug Board concerning fiscal activities and reporting
- \* Implemented required changes to maintain compliance standards of the TASC funding sources
- \* Coordinated MACSIS billing activities for TASC and Treatment Services Divisions
- \* Processed, reviewed and submitted daily billing for payment through the MACSIS System
- \* Processed corrections to obtain Medicaid reimbursements

**FISCAL OFFICER I**

October 2002 - June 2006

**CUYAHOGA COUNTY DEPARTMENT OF EMPLOYMENT & FAMILY SERVICES**

Position was upgraded November 2003 from Account Clerk Supervisor

- \* Reconciled clients' restitution accounts for accurate posting of payments
- \* Maintained logs and records of department activities
- \* Prepared monthly reports for review by Department Administrator
- \* Created tracking system for PRC vouchers and debit/gift cards issued to the victims of hurricane Katrina
- \* Directly supervised two units within the Administrative Operations Department
- \* Discussed invoices and payments on account with vendors
- \* Audited PRC relief orders/utilities
- \* Evaluated employee performance
- \* Supervised Account Clerks involved in Fiscal activities
- \* Researched and resolved discrepancies
- \* Represented department at various meetings, contract talks and conferences

**ADDITIONAL EMPLOYMENT**

Interim Account Clerk Supervisor Cuyahoga County E & FS June 2002 - October 2002

Office Manager, Cuyahoga County Dept. of Employment & Family Services, November 1999 - June 2002

Tax Department Supervisor, Mellon Mortgage Company, Cleveland, OH, April 1999 - August 1999

**EDUCATION AND TRAINING**

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION MAJOR: FINANCE

THE OHIO STATE UNIVERSITY Columbus, Ohio

- \* Discipline Training for Supervisors
- \* Dealing with Difficult People for Managers
- \* Budget Preparation 8-Hour Seminar
- \* Maintaining Team Spirit
- \* Continual attendance in Supervisory Trainings and the Center for Professional Investment Management Training
- \* BuySpeed Purchasing Software System
- \* Cultural Awareness and Sensitivity for Managers
- \* Principles of Management and Supervision
- \* MACSIS Training

**BOARDS AND MEMBERSHIPS**

- \* Investment Advisory Committee - Chairperson
- \* Cuyahoga County Land Reutilization
- \* Cuyahoga County Community Improvement Corporation Board
- \* County Treasurers Association of Ohio

**TECHNICAL SKILLS**

**SOFTWARE:** Excel, Microsoft Word, Microsoft Works, PowerPoint

**DATABASE:** Access

**OTHER:** McCracken and Strategy systems, CRIS-E, FAMIS, BRASS, ORACLE based systems (MVP, Justice Matters)

# County Council of Cuyahoga County, Ohio

## Resolution No. R2014-0150

Sponsored by: <b>Council President Connally</b>	<b>A Resolution</b> confirming the County Executive's appointment of Jennifer L. Scofield, upon her taking the oath of office, as Director of Regional Collaboration of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Council established the Department of Regional Collaboration of Cuyahoga County in Ordinance No. O2011-0009; and

WHEREAS, Ordinance No. O2011-0009 provides that the specific goals, duties and activities of the Department of Regional Collaboration shall be further determined by the County Executive who shall employ and supervise a Director and such number of deputies, assistants and employees as shall be reasonably necessary to assist the County Executive in carrying out the duties of the Department of Regional Collaboration; and

WHEREAS, the County Executive has nominated Jennifer L. Scofield to the position of Director of Regional Collaboration of Cuyahoga County; and

WHEREAS, he Council has undergone review and scheduled a Confirmation Hearing which was noticed to the public and held in an open meeting on June 24, 2014; and

WHEREAS, the Council elects to confirm the County Executive's appointment of Jennifer L. Scofield to the position of Director of Regional Collaboration of Cuyahoga County; and

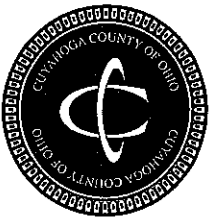
WHEREAS, it is necessary that this Resolution become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of County government.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby confirms the appointment of Jennifer L. Scofield to serve as Director of Regional Collaboration upon her taking the oath of office.







**EDWARD FITZGERALD**  
Cuyahoga County Executive

June 3, 2014

C. Ellen Connally, President  
Cuyahoga County Council  
Cuyahoga County Administration Building  
1219 Ontario Street, 4<sup>th</sup> Floor  
Cleveland, OH 44113

Re: Cuyahoga County [REDACTED] Director of Regional Collaboration

Dear President Connally:

When Cuyahoga County transitioned to a Charter form of government, it became clear that efficiencies in operations needed to occur. Additionally, a spirit of cooperation and collaboration was encouraged between the communities in the area. To foster these goals, Ordinance 02011-0009 was adopted in April of 2011. This legislation created the Department of Regional Collaboration which serves as the primary entity to encourage cooperative efforts among the communities in Cuyahoga County and within the Northeast Ohio region.

Pursuant to applicable provisions, I am proud to nominate **Jennifer L. Scofield** to serve as the Director of the Department of Regional Collaboration. A copy of her resume is attached hereto which details her relevant work history and background. As you can read, Ms. Scofield has outstanding credentials for leading this department. She has led numerous regional initiatives including the Cuyahoga County Health Alliance and the LakeStat project. Additionally, she currently serves on the Natural Resources Advisory Council. She will be an excellent ambassador for Cuyahoga County in its dealings with other governmental agencies.

I ask that this nomination be addressed as soon as Council's schedule allows. Should you or any of your colleagues have any questions, please feel free to contact my Special Assistant, James Boyle at 216-698-2089.

Sincerely,

Edward FitzGerald  
Cuyahoga County Executive

## Jennifer L. Scofield, MA, CHES

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### PROFILE

Energetic professional with excellent program development, implementation and evaluation skills. Process-oriented manager and team leader with experience in executing multi-faceted programs, proven experience motivating and managing teams, and translating conceptual models into effective strategies.

### SKILL SUMMARY

- Action Planning, Implementation and Evaluation
- Program Direction
- Creative Thinking and Goal Setting
- Benchmarking and Comparative Analysis
- Budget Planning and Management
- Resource Development
- Creating Strategic Partnerships
- Teaching and Training
- Process Improvement
- Team Building and Small Group Facilitation
- Community Outreach
- Meeting Planning
- Entrepreneurship

### PROFESSIONAL EXPERIENCE

#### Leadership

- Developed and launched LakeStat.
- Appointed and served on the Natural Resources Advisory Council.
- Appointed and served on the Legislative Committee on Public Health Futures.
- Developed and launched the Cuyahoga County Health Alliance.
- Developed, implemented and evaluated CountyStat performance measurement strategy for Cuyahoga County government.
- Served on the Transition Team for Cuyahoga County Executive-elect Ed FitzGerald.
- Formed a for-profit health consulting company that specializes in community health policy and program development and evaluation; member of the Council of Smaller Enterprises (COSE).
- Directed a small non-profit literacy organization with responsibilities for staff supervision, program and resource development, budget planning, board engagement, communications and action planning to include creation of new mission and vision statements.
- Served on the Network of Community Advisors for the Prevention Research Center at Case Western Reserve University.
- Developed a new health promotion program office and assembled a high-quality team to implement a five-year plan.
- Appointed by Governor Strickland to participate on the Ohio Food Policy Advisory Council.
- Instructed graduate and undergraduate students in Community Health and Health Education.
- Selected participant of the State Health Policy Institute, State Health Promotion and Policy Expert and Trainer, Society of Public Health Education.
- Led a multi-disciplinary, multi-jurisdictional team in *Sustainability Planning* process for chronic disease prevention.
- Served on Advisory Committee for the Active Living by Design project in Cleveland.

- Participated as member of a Youth Highway Safety Assessment Team for the State of Oregon.

#### Program Management and Direction

- Coordinated work of the LakeStat Dashboard Committee.
- Coordinated the Summer Public Policy Fellowship Program.
- Coordinated the Loaned Executive Program.
- Coordinated the CountyStat planning team of analysts, IT specialists and policy advisors.
- Developed and managed \$7 million, multi-year chronic disease prevention and disease management program funded by the Centers for Disease Control and Prevention.
- Directed \$2.7 million statewide highway safety program; included state and federal grant funds; supervised office staff of 10 and field staff of 30.
- Managed professional teams of degreed professionals to include recruiting, hiring, training and supervising.
- Developed a comprehensive program and resource development plan to support literacy.

#### Community Outreach and Partnership-building

- Reached out to the Fund for Our Economic Future, University of Akron and Innovation Alliance to build framework for Center for Excellence in Local Government.
- Engaged 100 participants in the LakeStat launch event.
- Recruited 22 Mayors/communities and 29 institutional partners in the County Health Alliance.
- Coached a chronic disease prevention coalition for the YMCA Pioneering Healthy Communities and Racial and Ethnic Approaches to Health (REACH) program.
- Engaged community organizations to participate in the *Faces of Influenza campaign*, a program of the national office for the American Lung Association.
- Created strategic partnerships such as the Community Consortium and Healthy Cleveland Business Council; convened the Cleveland-Cuyahoga County Food Policy Coalition; convened support for the Gardening for Greenbacks Market Gardener Small Business Loan Program; designed the "We Run This City" Rite Aid Cleveland youth marathon program.
- Supervised a comprehensive communications plan to support chronic disease prevention that included radio, TV, web-based, electronic and print media.
- Created a Youth & Community Development Advisory Board to address at-risk and adjudicated urban youth issues.
- Enhanced alcohol and drugged driving prevention and highway safety programs through a network of college and university faculty and students.

#### EMPLOYMENT HISTORY

CountyStat Coordinator, Office of County Executive Ed FitzGerald; January 2011 –

Transition Team for County Executive-elect Ed Fitzgerald – December 2010

Health Impact Consulting, Inc. – Cleveland, OH; President; 2008 – present

Cleveland State University, Department of Health, Physical Education, Recreation & Dance – Cleveland, OH; Instructor, 2008 - present

Cleveland Reads – Cleveland, OH; Interim Executive Director; 2009

Cleveland Department of Public Health – Cleveland, OH; Deputy Health Commissioner, 2007-2008;  
Health Promotion Director, 2003-2007

Health Museum of Cleveland – Cleveland, OH; Director of Development, 2002-2003

Akron Area YMCA – Akron, OH; Director of Youth & Community Development, 1999-2002

National Highway Traffic Safety Administration; Baltimore, MD and Washington, DC; Program Manager,  
1998-1999

Maryland State Highway Administration – Hanover, MD; Chief, Safety Programs Section, 1994-1998;  
Youth & Alcohol Program Coordinator, 1992-1994

American College Health Association – Rockville, MD; Administrative/Program Assistant, 1987-1991

The Orthopaedic Center – Rockville, MD; Administrative Assistant, 1986-1987

## **EDUCATION**

University of Maryland at College Park – College Park, Maryland

- Masters of Arts in Health Education, 1997
- Bachelors of Science in Community Health/Health Education (Magna Cum Laude), 1991

Certified Health Education Specialist (CHES) No. 14547; National Commission for Health Education  
Credentialing, Inc., 2007-

## **RECENT PRESENTATIONS and PUBLICATIONS**

Government Finance Officers Association (2012-2013); PPMRN (2011, 2013), APHA (2013)

Miller, EK and Scofield, JL (2009). *Active Living by Design: Best Practices from the Field*. American  
Journal of Preventive Medicine, Vol. 37, Number 652, pp. 377-385.

## **VOLUNTEERISM and OTHER ACTIVITIES**

Member, Association of Fundraising Professionals, 2010 -

Volunteer Community Garden Leader, 2009-

Board of Directors, Cleveland Reads, 2007-2009

Board of Directors, America SCORES Cleveland, 2006-2007

Member, Ohio Department of Health Agency Review Team, Division of Prevention Committee; Governor  
Strickland's Transition Team, December 2006

Elected Trustee, Ohio City Near West Development Corporation, 2005-2006

Society of Public Health Education, 2003-2013; Ohio Health Educator of the Year, 2005

City Club of Cleveland, 2002-2005; New Leaders Marketing Chair, 2003-2004