



**AGENDA**  
**CUYAHOGA COUNTY COUNCIL REGULAR MEETING**  
**TUESDAY, JULY 14, 2015**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR**  
**5:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT RELATED TO AGENDA**
- 6. APPROVAL OF MINUTES**
  - a) June 23, 2015 Committee of the Whole Meeting (See Page 17)
  - b) June 23, 2015 Regular Meeting (See Page 19)
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
  - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES**
    - 1) R2015-0122: A Resolution approving creation of the Village of Walton Hills - Sagamore Hills Township Joint Economic

Development District, and declaring the necessity that this Resolution become immediately effective. (See Page 31)

Sponsors: Councilmember Schron and County Executive Budish

**b) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2015-0123: A Resolution supporting the Cleveland 2030 District and its efforts to significantly reduce the energy consumption of new and existing buildings in the Downtown Building District and throughout Greater Cleveland; supporting the Better Buildings Challenge and its voluntary leadership initiative that asks local leaders to make a public commitment to energy efficiency; and declaring the necessity that this Resolution become immediately effective. (See Page 36)

Sponsor: Councilmember Simon

- 2) R2015-0124: A Resolution determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2015; authorizing payments to various providers, in the total amount of \$39,006.19, for said services and programs for the period ending 12/31/2016; authorizing the County Executive to negotiate and execute any necessary agreements, contracts or other documents for same; and declaring the necessity that this Resolution become immediately effective. (See Page 40)

Sponsor: Councilmember Greenspan

**c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING**

- 1) R2015-0104: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective. (See Page 43)

Sponsors: Councilmember Conwell on behalf of Personnel Review Commission

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

- 2) R2015-0116: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article XI, Section 11.01 of the Charter of Cuyahoga County to ensure the independence of the auditing function by providing that the County Audit Committee consist of the President of Council and four residents of the county with experience in the field of auditing who are to be appointed by the County Executive and confirmed by Council, and declaring the necessity that this Resolution become immediately effective. (See Page 101)

Sponsors: Councilmembers Greenspan and Miller

Committee Assignment and Chair: Council Operations & Intergovernmental Relations – Miller

**d) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2015-0115: A Resolution approving the appointment of C. Ellen Connally to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees for an unexpired term ending 4/15/2019, and declaring the necessity that this Resolution become immediately effective. (See Page 104)

Sponsors: Councilmembers Brady, Miller, Germana, Simon, Brown, Gallagher, Greenspan and Hairston

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

**e) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) O2015-0012: An Ordinance amending Section 407.27 of the Cuyahoga County Code establishing recusal requirements for appointees to county boards and commissions, and declaring the necessity that this Ordinance become immediately effective. (See Page 106)

Sponsors: Councilmember Greenspan and County Executive Budish

## 10. LEGISLATION INTRODUCED BY EXECUTIVE

### a) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

- 1) R2015-0125: A Resolution extending the appointment of Interim Director of Human Resources Lisa Durkin, and declaring the necessity that this Resolution become immediately effective. (See Page 109)

Sponsor: County Executive Budish

- 2) R2015-0126: A Resolution confirming the County Executive's appointment of Elizabeth Hajar to serve on the Cuyahoga County Public Library Board of Trustees for the term 6/25/2015 - 3/31/2022, and declaring the necessity that this Resolution become immediately effective. (See Page 111)

Sponsor: County Executive Budish

- 3) R2015-0127: A Resolution amending the 2014/2015 Biennial Operating Budget for 2015 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective. (See Page 115)

Sponsor: County Executive Budish/Fiscal Officer/Office of Budget & Management

- 4) R2015-0128: A Resolution observing the 25<sup>th</sup> anniversary of the Americans with Disabilities Act; reaffirming that Cuyahoga County will continue to meet and exceed all aspects of the Act; renewing and strengthening the County's commitment to persons with disabilities; and declaring the necessity that this Resolution become immediately effective. (See Page 129)

Sponsor: County Executive Budish/Department of Human Resources

- 5) R2015-0129: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Ohio Patrolmen's Benevolent Association, representing approximately 10

employees in the classification of Protective Services Sergeant at the Sheriff's Department for the period 1/1/2015 - 12/31/2017; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 132)

Sponsor: County Executive Budish/Department of Law and County Sheriff

**b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2015-0130: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article IX, County Employment Practices, specifying the responsibilities of the Personnel Review Commission, reallocating some responsibilities to the Department of Human Resources and prohibiting discrimination in employment in County government based on gender identity; and declaring the necessity that this Resolution become immediately effective. (See Page 135)

Sponsor: County Executive Budish

- 2) R2015-0131: A Resolution confirming the County Executive's appointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 6/30/2015 - 3/31/2018, and declaring the necessity that this Resolution become immediately effective. (See Page 141)

Sponsor: County Executive Budish

- 3) R2015-0132: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for the term 6/30/2015 - 6/29/2018, and declaring the necessity that this Resolution become immediately effective: (See Page 145)

i) Appointments:

- a) Brenda Glass
- b) Desi Johnson

- c) Jason McMinn
- d) Myron Bennett
- e) Kristina Knight
- f) Tina Marbury
- g) Nolan White

ii) Reappointments:

- a) Clinton Droster
- b) Darryl Fore
- c) Michael Foreman
- d) Tammie Jones
- e) Ricky Allen Lanza
- f) Chris Ritter

Sponsor: County Executive Budish

- 4) R2015-0133: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for various terms, and declaring the necessity that this Resolution become immediately effective: (See Page 164)

- i) David Biegel for the term 7/1/2015 - 6/30/2019.
- ii) Elsie Caraballo for the term 7/1/2015 - 6/30/2019.
- iii) J. Robert Fowler for an unexpired term ending 6/30/2016.
- iv) Mary Warr for an unexpired term ending 6/30/2016.
- v) J. Richard Romaniuk for an unexpired term ending 6/30/2017.

Sponsor: County Executive Budish

- 5) R2015-0134: A Resolution confirming the County Executive's appointment of Lee Fisher to serve on the Group Plan Commission Board of Directors for the term 8/11/2015 - 8/10/2017, and declaring the necessity that this Resolution become immediately effective. (See Page 174)

Sponsor: County Executive Budish

- 6) R2015-0135: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga County Community-Based Correctional

Facility Governing Board for various terms, and declaring the necessity that this Resolution become immediately effective: (See Page 178)

- i) Appointment:
  - a) Dr. Vincent Holland for an unexpired term ending 12/31/2016.
- ii) Reappointments:
  - a) William M. Denihan for an unexpired term ending 12/31/2016.
  - b) Alfonso P. Sanchez for an unexpired term ending 12/31/2017.

Sponsor: County Executive Budish

- 7) R2015-0136: A Resolution authorizing a contract with Great Lakes Petroleum Co. in the amount not-to-exceed \$759,000.00 for middle distillates for various County facilities for the period 8/1/2015 - 7/31/2016; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 190)

Sponsor: County Executive Budish/Department of Public Works

- 8) R2015-0137: A Resolution declaring that public convenience and welfare requires resurfacing of Fowles Road from the West Corporation Line to Pearl Road in the City of Middleburg Heights; total estimated project cost \$1,200,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and declaring the necessity that this Resolution become immediately effective. (See Page 195)

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

- 9) R2015-0138: A Resolution declaring that public convenience and welfare requires emergency repair of Mastick Road Culvert No. 4A in the City of Fairview Park; total estimated project cost \$500,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the

County's costs of said improvement; and declaring the necessity that this Resolution become immediately effective. (See Page 200)

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

- 10) R2015-0139: A Resolution adopting the 2015 Economic Development Plan in accordance with Section 7.05 of the Cuyahoga County Charter and Section 801.01 of the Cuyahoga County Code, and declaring the necessity that this Resolution become immediately effective. (See Page 205)

Sponsor: County Executive Budish/Department of Development

- 11) R2015-0140: A Resolution authorizing an amendment to Contract No. CE1100151-02 with OhioGuidestone for community-based treatment center management services for the period 1/1/2011 - 6/30/2015 to extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$1,153,828.80; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 221)

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division

- 12) R2015-0141: A Resolution authorizing an amendment to Master Contract No. CE1500026-01-16 for traditional residential treatment services for the period 2/1/2015 - 1/31/2017 to change the total amount not-to-exceed from \$1,400,000.00 to \$3,571,147.73, to authorize funding decreases and/or increases with various previously approved providers, to terminate Contract No. CE1500026-09 with The House of Emmanuel, Inc., effective 6/2/2015, and to make awards on RQ32933 to additional providers for the period 6/9/2015 - 1/31/2017; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 228)

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division



13) R2015-0142: A Resolution authorizing amendments to agreements and contracts with various providers for Workforce Investment Act Youth Training for the period 7/1/2014 - 6/30/2015 to extend the time period to 6/30/2016, to change the scope of services, effective 7/1/2015, and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 270)

i) Agreements:

- a) No. AG1400132-02 with Cuyahoga Community College District – Youth Technology Academy in the amount not-to-exceed \$200,000.00.
- b) No. AG1400133-02 with Cuyahoga Community College District – Advanced Technology Academy in the amount not-to-exceed \$300,000.00.
- c) No. AG1400134-02 with Mayfield City School District in the amount not-to-exceed \$155,000.00.

ii) Contracts:

- a) No. CE1400308-02 with Esperanza, Incorporated in the amount not-to-exceed \$50,000.00.
- b) No. CE1400309-04, 05, 06 with OhioGuidestone in the amount not-to-exceed \$875,000.00.
- c) No. CE1400310-02 with Linking Employment, Abilities and Potential in the amount not-to-exceed \$50,000.00.
- d) No. CE1400311-02 with Open Doors Academy in the amount not-to-exceed \$150,000.00.
- e) No. CE1400312-02 with Towards Employment in the amount not-to-exceed \$225,000.00.
- f) No. CE1400313-02 with Youth Opportunities Unlimited, Incorporated in the amount not-to-exceed \$225,000.00.
- g) No. CE1400314-02 with Youth Opportunities Unlimited, Incorporated in the amount not-to-exceed \$315,000.00.

14) R2015-0143: A Resolution authorizing amendments to contracts with various providers for community wraparound care coordination and family/youth advocacy services for the period 4/1/2012 - 3/31/2015 to extend the time period to 12/31/2015 and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 294)

- i) No. CE1200167-01 with Catholic Charities Corporation dba St. Martin de Porres Family Center in the amount not-to-exceed \$165,419.20.
- ii) No. CE1200168-01 with The East End Neighborhood House Association in the amount not-to-exceed \$175,745.08.
- iii) No. CE1200169-01 with University Settlement, Incorporated in the amount not-to-exceed \$178,943.45.
- iv) No. CE1200170-01 with West Side Community House in the amount not-to-exceed \$246,357.62.
- v) No. CE1200171-01 with Applewood Centers, Inc. in the amount not-to-exceed \$42,740.72.
- vi) No. CE1200172-01 with Beech Brook in the amount not-to-exceed \$311,570.81.
- vii) No. CE1200173-01 with Catholic Charities Corporation dba Parmadale in the amount not-to-exceed \$413,211.51.
- viii) No. CE1200343-01 with The Cleveland Christian Home Incorporated in the amount not-to-exceed \$41,937.38.

Sponsor: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services

15) R2015-0144: A Resolution making awards on RQ33034 to various providers for Universal Pre-Kindergarten Program services for the period 8/1/2015 - 7/31/2018; authorizing the County Executive to execute the agreements and contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 317)

- i) Brooklyn City School District in the amount not-to-exceed \$199,520.16.

- ii) Catholic Charities Corporation - King Kennedy Head Start in the amount not-to-exceed \$320,001.00.
- iii) Catholic Charities Corporation - Riverside Head Start in the amount not-to-exceed \$155,460.00.
- iv) Catholic Charities Corporation - St. Philip Neri Head Start in the amount not-to-exceed \$485,721.00.
- v) Catholic Charities Corporation - St. Thomas Aquinas Head Start in the amount not-to-exceed \$22,521.00.
- vi) Cleveland Children's Daycare Academy, LLC in the amount not-to-exceed \$223,332.00.
- vii) Cleveland Municipal School District - Franklin D. Roosevelt Elementary School in the amount not-to-exceed \$107,654.40.
- viii) Cleveland Municipal School District - Marion-Sterling Elementary School in the amount not-to-exceed \$154,839.60.
- ix) Cleveland Municipal School District - Tremont Montessori School in the amount not-to-exceed \$267,315.00.
- x) Council for Economic Opportunities in Greater Cleveland - Louis Stokes Head Start Center in the amount not-to-exceed \$1,534,443.00.
- xi) Early Childhood Enrichment Center, Inc. in the amount not-to-exceed \$1,347,987.00.
- xii) East Cleveland City School District - Prospect Elementary School in the amount not-to-exceed \$71,400.00.
- xiii) East Cleveland City School District - Superior Elementary School in the amount not-to-exceed \$232,050.00.
- xiv) Ericka L. Elmore in the amount not-to-exceed \$46,623.00.
- xv) Ganon Gil Preschool of The Temple-Tifereth Israel, Inc. in the amount not-to-exceed \$341,736.00.
- xvi) Hanna Perkins School in the amount not-to-exceed \$126,822.00.
- xvii) Horizon Education Centers in the amount not-to-exceed \$401,010.00.
- xviii) JoAnna Adams in the amount not-to-exceed \$27,210.00.

- xix) Kiddie City Child Care Community, Inc. in the amount not-to-exceed \$349,932.00.
- xx) OhioGuidestone - Family Life Child Care Center of Berea in the amount not-to-exceed \$1,263,111.00.
- xxi) OhioGuidestone - Family Life Child Care Center of Brook Park in the amount not-to-exceed \$520,389.00.
- xxii) OhioGuidestone - Family Life Child Care Center of Lakewood in the amount not-to-exceed \$496,329.00.
- xxiii) OhioGuidestone - Family Life Child Care Center of Maple Heights in the amount not-to-exceed \$601,329.00.
- xxiv) Parma Preschool, Inc. in the amount not-to-exceed \$472,557.00.
- xxv) Sandy's Darlin' Munchkins Family Child Care Home and Universal Pre-Kindergarten in the amount not-to-exceed \$93,147.00.
- xxvi) The Centers for Families and Children - Bingham Early Learning Center in the amount not-to-exceed \$189,096.00.
- xxvii) The Centers for Families and Children - Debra Ann November Early Learning Center in the amount not-to-exceed \$157,221.00.
- xxviii) The Centers for Families and Children - Mather Early Learning Center in the amount not-to-exceed \$137,508.00.
- xxix) The Centers for Families and Children - McMillan Early Learning Center in the amount not-to-exceed \$269,733.00.
- xxx) The Centers for Families and Children - Ohio City Early Learning Center in the amount not-to-exceed \$120,000.00.
- xxxi) The Centers for Families and Children - Wade Early Learning Center in the amount not-to-exceed \$194,427.00.
- xxxii) The Cleveland Music School Settlement in the amount not-to-exceed \$250,500.00.
- xxxiii) The East End Neighborhood House Association in the amount not-to-exceed \$508,311.00.
- xxxiv) The Merrick House in the amount not-to-exceed \$672,996.00.

- xxxv) The Young Women’s Christian Association of Greater Cleveland, Ohio in the amount not-to-exceed \$487,518.00.
- xxxvi) West Side Ecumenical Ministry – Gordon Square Early Learning Center in the amount not-to-exceed \$227,415.00.

Sponsor: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood

**c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2015-0119: A Resolution making awards on RQ29884 to various appraisers, in the total amount not-to-exceed \$266,000.00, for real estate appraisal services subject to Sheriff’s sale for the period 8/1/2015 - 7/31/2017; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 395)

- i) Marilyn J. Fandrich
- ii) Cathleen Higgins
- iii) Edward D. Horton
- iv) John F. Lenehan
- v) Paulette E. Moylan
- vi) James C. Paponetti
- vii) Gregory C. Williams

Sponsor: County Executive Budish/County Sheriff

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

- 2) R2015-0120: A Resolution making an award on RQ33225 to Chagrin Valley Paving, Inc. in the amount not-to-exceed \$1,779,434.00 for 2015 Operations Resurfacing Program, Group 1, located in various municipalities; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund

said contract; and declaring the necessity that this Resolution become immediately effective: (See Page 398)

- i) East 250<sup>th</sup> Street from Lakeland Boulevard to Lake Shore Boulevard in the City of Euclid.
- ii) Noble Road from Euclid Avenue to 150 feet northwest of Rail Road Bridge in the City of East Cleveland.

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Germana

- 3) R2015-0121: A Resolution authorizing an amendment to Contract No. CE1200421-01 with El Barrio Incorporated for job readiness, job search, job placement and job retention services for Ohio Works First cash assistance and food stamp recipients for the period 7/1/2012 - 6/30/2015 to extend the time period to 12/31/2015 and for additional funds in the amount not-to-exceed \$632,429.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 401)

Sponsor: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Health, Human Services & Aging – Jones

**d) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION**

- 1) R2015-0109: A Resolution making an award on RQ31427 to Michael Baker, Jr., Inc. in the amount not-to-exceed \$678,383.00 for design engineering services for replacement of Mastick Road Bridge No. 03.13 side hill structure in the City of Fairview Park; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 403)

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

- 2) R2015-0114: A Resolution making an award on RQ32092 to Northwoods Consulting Partners, Inc. in the amount not-to-exceed \$573,229.00 for software and professional services for maintenance and support of the Electronic Document Imaging System for the period 9/1/2015 - 8/31/2016; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 405)

Sponsor: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

**e) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) O2015-0011: An Ordinance enacting Section 705.03 of the Cuyahoga County Code to establish sewer connection charges for the 2008 Bagley Road Sewer Project; amending County Resolution No. 052209 dated 6/2/2005, which established the charges payable for connection to the County's sanitary sewerage system in County Sewer District No. 14; and declaring the necessity that this Ordinance become immediately effective. (See Page 408)

Sponsor: County Executive Budish/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Germana

**11. REPORT BY CLERK ON LEGISLATION WITHDRAWN AT REQUEST OF SPONSOR(S)**

- a) R2015-0112: A Resolution adopting the 2015 Economic Development Plan in accordance with Section 7.05 of the Cuyahoga County Charter and Section 801.01 of the Cuyahoga County Code, and declaring the necessity that this Resolution become immediately effective. (Sponsored by County Executive Budish/Department of Development)

**12. MISCELLANEOUS COMMITTEE REPORTS**

- 13. MISCELLANEOUS BUSINESS
- 14. PUBLIC COMMENT UNRELATED TO AGENDA
- 15. ADJOURNMENT

NEXT MEETINGS

COMMITTEE OF THE WHOLE MEETING: TUESDAY, JULY 28, 2015  
TBD / COUNCIL CHAMBERS

REGULAR MEETING: TUESDAY, JULY 28, 2015  
5:00 PM / COUNCIL CHAMBERS

*\*Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5<sup>th</sup> floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

*\*\*Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*





## MINUTES

CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING  
TUESDAY, JUNE 23, 2015  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
4:30 PM

### 1. CALL TO ORDER

**Council President Brady called the meeting to order at 4:31 p.m.**

### 2. ROLL CALL

**Council President Brady asked Clerk Schmotzer to call the roll. Councilmembers Brown, Hairston, Greenspan, Miller, Gallagher, Schron, Conwell and Brady were in attendance and a quorum was determined. Councilmembers Jones and Simon were absent from the meeting.**

**A motion was made by Mr. Miller, seconded by Ms. Conwell and approved by unanimous vote to excuse Mr. Jones from the meeting.**

**[Clerk's note: Councilmember Germana entered the meeting shortly after the roll-call was taken to move to Executive Session.]**

### 3. PUBLIC COMMENT RELATED TO AGENDA

**No public comments were given related to the agenda.**

### 4. DISCUSSION / EXECUTIVE SESSION

- a) Collective bargaining matters, including:
  - i) a Collective Bargaining Agreement between Cuyahoga County and Fraternal Order of Police, Ohio Labor Council, Inc., representing approximately 20 employees in the classification of Corrections Officer Sergeant at the Sheriff's Department for the period 7/1/2015 - 12/31/2017.

**A motion was made by Ms. Conwell, seconded by Mr. Schron and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing collective bargaining matters and for no other purpose whatsoever. Executive Session was then called to order by Council President Brady at 4:34 p.m. The following Councilmembers were present: Brown, Hairston, Greenspan, Miller, Gallagher, Schron, Conwell and Brady. Councilmember Germana entered the meeting shortly after roll-call was taken. The following additional attendees were present: Director of Law Robert Triozzi, Chief Assistant Law Director Nora Hurley, Chief Community and Safety Protection Officer Frank Bova and Special Counsel Michael King. At 4:46 p.m., Executive Session was adjourned without objection, and Council President Brady then reconvened the meeting.**

**5. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business discussed.**

**6. PUBLIC COMMENT UNRELATED TO AGENDA**

**No public comments were given unrelated to the agenda.**

**7. ADJOURNMENT**

**With no further business to discuss and on a motion by Mr. Schron with a second by Ms. Conwell, the meeting was adjourned at 4:47 p.m., without objection.**



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING  
TUESDAY, JUNE 23, 2015  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
5:00 PM**

**1. CALL TO ORDER**

**Council President Brady called the meeting to order at 5:00 p.m.**

**2. ROLL CALL**

**Council President Brady asked Clerk Schmotzer to call the roll. Councilmembers Brown, Hairston, Simon, Greenspan, Miller, Germana, Gallagher, Schron, Conwell and Brady were in attendance and a quorum was determined. Councilmember Jones was absent from the meeting.**

**A motion was then made by Mr. Schron, seconded by Ms. Conwell and approved by unanimous vote to excuse Mr. Jones from the meeting.**

**3. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was recited.**

**4. SILENT MEDITATION**

**Council President Brady asked for a moment of silent meditation in memory of those who tragically lost their lives in the Charleston, South Carolina church shooting.**

**5. PUBLIC COMMENT RELATED TO AGENDA**

The following citizens addressed Council regarding Resolution No. R2015-0076, a Resolution determining to submit to the electors the question of renewing the excise tax on the sale of cigarettes for the purpose of funding arts and cultural facilities and programs in the County:

- a) Satindur Puri
- b) Gwendolyn Garth
- c) Joseph Roman
- d) Paul Dolan
- e) Cleveland City Council President Kevin Kelly
- f) Natalie Ronayne

North Royalton City Councilmember Paul Marnecheck then addressed Council regarding Resolution No. R2015-0110, a Resolution making an award on RQ33761 to Chagrin Valley Paving, Inc. in the amount not-to-exceed \$1,474,279.95 for resurfacing Bennett Road from Edgerton Road to Bridgewater Drive in the City of North Royalton.

6. APPROVAL OF MINUTES

- a) June 9, 2015 Committee of the Whole Meeting
- b) June 9, 2015 Regular Meeting

A motion was made by Mr. Hairston, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes of the June 9, 2015 Committee of the Whole and Regular meetings.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

No announcements were made by Council President Brady.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Budish reported the following:

- a) The Department of Public Works received a grant for Stage 3 of the Towpath Trail Extension Project.
- b) Thanked County employees for donating \$36,514.00 plus an additional \$4,500.00 in pledges through payroll deduction for the Harvest for Hunger Campaign. He stated that this funding will provide approximately 160,000 meals to residents in need.

9. LEGISLATION INTRODUCED BY COUNCIL

a) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2015-0115: A Resolution approving the appointment of C. Ellen Connally to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees for an unexpired term ending 4/15/2019, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers **Brady and Miller**

**Council President Brady referred Resolution No. R2015-0115 to the Human Resources, Appointments & Equity Committee.**

- 2) R2015-0116: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article XI, Section 11.01 of the Charter of Cuyahoga County to ensure the independence of the auditing function by providing that the County Audit Committee consist of the President of Council and four residents of the county with expertise in the field of auditing who are to be appointed by the County Executive and confirmed by Council, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Greenspan and Miller

**Council President Brady referred Resolution No. R2015-0116 to the Council Operations & Intergovernmental Relations Committee.**

b) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2015-0076: A Resolution determining to submit to the electors the question of renewing the excise tax on the sale of cigarettes for the purpose of funding arts and cultural facilities and programs in the County, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Brady, Jones, Simon, Gallagher, Conwell, Greenspan, Germana, Schron **and Hairston** and County Executive Budish

**On a motion by Mr. Schron with a second by Ms. Simon, Resolution No. R2015-0076 was considered and adopted by unanimous roll-call vote.**

c) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2015-0010: An Ordinance amending Sections 113.01, 301.02, 303.01 and 303.04 of the Cuyahoga County Code and enacting Section 303.07 of the Cuyahoga County Code to establish procedures by which the Personnel Review Commission adopts its Administrative Rules and to make various changes to the County's civil service code; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Councilmembers Simon, Miller, Germana and Conwell and County Executive Budish

**Council President Brady referred Ordinance No. O2015-0010 to the Human Resources, Appointments & Equity Committee.**

d) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR THIRD READING ADOPTION

- 1) O2015-0009: An Ordinance amending Chapter 713 of the Cuyahoga County Code to provide for the establishment of various service fees at the Cuyahoga County Animal Shelter, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: Councilmember Simon

**On a motion by Ms. Simon with a second by Ms. Conwell, Ordinance No. O2015-0009 was considered and adopted by unanimous vote.**

10. LEGISLATION INTRODUCED BY EXECUTIVE

a) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2015-0117 and R2015-0118.**

- 1) R2015-0117: A Resolution amending the 2014/2015 Biennial Operating Budget for 2015 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts,

and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Fiscal Officer/Office of Budget & Management

**On a motion by Mr. Greenspan with a second by Mr. Miller, Resolution No. R2015-0117 was considered and adopted by unanimous vote.**

- 2) R2015-0118: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Fraternal Order of Police, Ohio Labor Council, Inc., representing approximately 20 employees in the classification of Corrections Officer Sergeant at the Sheriff's Department for the period 7/1/2015 - 12/31/2017; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Law and County Sheriff

**On a motion by Mr. Brady with a second by Ms. Conwell, Resolution No. R2015-0118 was considered and adopted by unanimous vote.**

b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2015-0119: A Resolution making awards on RQ29884 to various appraisers, in the total amount not-to-exceed \$266,000.00, for real estate appraisal services subject to Sheriff's sale for the period 8/1/2015 - 7/31/2017; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Marilyn J. Fandrich
- ii) Cathleen Higgins
- iii) Edward D. Horton
- iv) John F. Lenehan

- v) Paulette E. Moylan
- vi) James C. Paponetti
- vii) Gregory C. Williams
- viii) Crystal A. Williams

Sponsor: County Executive Budish/County Sheriff

**Council President Brady referred Resolution No. R2015-0119 to the Public Safety & Justice Affairs Committee.**

- 2) R2015-0120: A Resolution making an award on RQ33225 to Chagrin Valley Paving, Inc. in the amount not-to-exceed \$1,779,434.00 for 2015 Operations Resurfacing Program, Group 1, located in various municipalities; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund said contract; and declaring the necessity that this Resolution become immediately effective:
  - i) East 250<sup>th</sup> Street from Lakeland Boulevard to Lake Shore Boulevard in the City of Euclid.
  - ii) Noble Road from Euclid Avenue to 150 feet northwest of Rail Road Bridge in the City of East Cleveland.

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

**Council President Brady referred Resolution No. R2015-0120 to the Public Works, Procurement & Contracting Committee.**

- 3) R2015-0121: A Resolution authorizing an amendment to Contract No. CE1200421-01 with El Barrio Incorporated for job readiness, job search, job placement and job retention services for Ohio Works First cash assistance and food stamp recipients for the period 7/1/2012 - 6/30/2015 to extend the time period to 12/31/2015 and for additional funds in the amount not-to-exceed \$632,429.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.



Sponsor: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

**Council President Brady referred Resolution No. R2015-0121 to the Health, Human Services & Aging Committee.**

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2015-0109: A Resolution making an award on RQ31427 to Michael Baker, Jr., Inc. in the amount not-to-exceed \$678,383.00 for design engineering services for replacement of Mastick Road Bridge No. 03.13 side hill structure in the City of Fairview Park; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Germana

**Clerk Schmotzer read Resolution No. R2015-0109 into the record.**

**This item will move to the July 14, 2015 Council meeting agenda for consideration for third reading adoption.**

- 2) R2015-0114: A Resolution making an award on RQ32092 to Northwoods Consulting Partners, Inc. in the amount not-to-exceed \$573,229.00 for software and professional services for maintenance and support of the Electronic Document Imaging System for the period 9/1/2015 - 8/31/2016; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Finance & Budgeting – Greenspan

Clerk Schmotzer read Resolution No. R2015-0114 into the record.

This item will move to the July 14, 2015 Council meeting agenda for consideration for third reading adoption.

- d) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2015-0107, R2015-0108, R2015-0110, R2015-0111 and R2015-0113.

- 1) R2015-0107: A Resolution confirming the County Executive's appointment of Gary Shamis to serve on the Cuyahoga County Audit Committee for an unexpired term ending 12/31/2015, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Committee Assignment and Chair: Human Resources,  
Appointments & Equity – Conwell

On a motion by Ms. Conwell with a second by Mr. Miller, Resolution No. R2015-0107 was considered and adopted by unanimous vote.

- 2) R2015-0108: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga County Planning Commission for the term 1/1/2015 - 12/31/2017, and declaring the necessity that this Resolution become immediately effective:

- i) Appointment:

- a) The Honorable Bradley D. Sellers  
(Chagrin/Southeast Region)

- ii) Reappointments:

- a) The Honorable Susan K. Infeld  
(Heights Region)
- b) The Honorable Merle S. Gorden  
(Hillcrest Region)

Sponsor: County Executive Budish

Committee Assignment and Chair: Human Resources,  
Appointments & Equity – Conwell

**On a motion by Ms. Conwell with a second by Ms. Simon, Resolution No. R2015-0108 was considered and adopted by unanimous vote.**

- 3) R2015-0110: A Resolution making an award on RQ33761 to Chagrin Valley Paving, Inc. in the amount not-to-exceed \$1,474,279.95 for resurfacing Bennett Road from Edgerton Road to Bridgewater Drive in the City of North Royalton; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,179,423.96 to fund said contract; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Works/Division of County Engineer **and Councilmember Gallagher**

Committee Assignment and Chair: Public Works, Procurement & Contracting – Germana

**On a motion by Mr. Gallagher with a second by Mr. Germana, Resolution No. R2015-0110 was considered and adopted by unanimous vote.**

- 4) R2015-0111: A Resolution adopting the Annual Tax Budget, including the Cuyahoga County Library Budget, for the year 2016; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Fiscal Officer/Office of Budget & Management

Committee Assignment and Chair: Finance & Budgeting – Greenspan

**On a motion by Ms. Conwell with a second by Ms. Brown, Resolution No. R2015-0111 was considered and adopted by unanimous vote.**

- 5) R2015-0113: A Resolution making an award on RQ32388 to Adoption Network Cleveland in the amount not-to-exceed \$749,000.00 for permanency supportive services for the period 4/1/2015 - 3/31/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services

Committee Assignment and Chair: Health, Human Services & Aging – Jones

**On a motion by Ms. Conwell with a second by Ms. Brown, Resolution No. R2015-0113 was considered and adopted by unanimous vote.**

e) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2015-0093: A Resolution authorizing the use of a portion of the proceeds of the Cuyahoga County Sales Tax Revenue Bonds, Series 2014 (County Facilities Improvement), in an aggregate principal amount not-to-exceed \$14,000,000.00 for the purposes of paying certain costs of demolition of blighted and nuisance properties and making grants therefor; authorizing other actions related to the use of such proceeds; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Fiscal Officer/Office of Budget & Management

Bond Counsel: Calfee, Halter & Griswold LLP

**On a motion by Mr. Greenspan with a second by Mr. Brady, Resolution No. R2015-0093 was considered and adopted by unanimous vote.**

- 2) R2015-0103: A Resolution authorizing an amendment to Contract No. CE1300435-01 with Child Care Resource Center of Cuyahoga County dba Starting Point for out-of-school time and transition services for the Out-of-School Time Program for the period 9/1/2013 - 9/30/2015 to extend the time period to 9/30/2016 and for additional funds in the amount not-to-exceed \$1,400,000.00; authorizing the County Executive to

execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council **and Councilmember Hairston**

**On a motion by Mr. Schron with a second by Mr. Brady, Resolution No. R2015-0103 was considered and adopted by unanimous vote.**

f) CONSIDERATION OF AN ORDINANCE FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2015-0011: An Ordinance enacting Section 705.03 of the Cuyahoga County Code to establish sewer connection charges for the 2008 Bagley Road Sewer Project; amending County Resolution No. 052209 dated 6/2/2005, which established the charges payable for connection to the County's sanitary sewerage system in County Sewer District No. 14; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

**Council President Brady referred Ordinance No. O2015-0011 to the Public Works, Procurement & Contracting Committee.**

11. MISCELLANEOUS COMMITTEE REPORTS

**Mr. Miller reported that the Council Operations & Intergovernmental Relations Committee will meet on Tuesday, June 30, 2015 at 3:00 p.m.**

**Ms. Conwell reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, July 7, 2015 at 10:00 a.m.**

**Mr. Germana reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, July 8, 2015 at 10:00 a.m.**

12. MISCELLANEOUS BUSINESS

**There was no miscellaneous business discussed.**

13. PUBLIC COMMENT UNRELATED TO AGENDA

**No public comments were given unrelated to the agenda.**

14. ADJOURNMENT

**With no further business to discuss and on a motion by Mr. Hairston with a second by Mr. Brady, the meeting was adjourned at 5:53 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0122

Sponsored by: <b>Councilmember Schron and County Executive Budish</b>	<b>A Resolution</b> approving creation of the Village of Walton Hills - Sagamore Hills Township Joint Economic Development District, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Chapter 715 empowers certain political subdivisions to form joint economic development districts to share in the costs of improvements for economic development; and

WHEREAS, in accordance with Ohio Revised Code Sections 715.72 through 715.81, Sagamore Hills Township, Summit County, Ohio (the “Township”) and the Village of Walton Hills, Cuyahoga County (the “Village”) have entered the Village of Walton Hills - Sagamore Hills Township Joint Economic Development District Agreement (the “Agreement”) to create and provide for the operation of a joint economic development district known as the Village of Walton Hills - Sagamore Hills Township Joint Economic Development District (the “JEDD”); and

WHEREAS, the JEDD territory lies within Summit County, the territory of the Township lies within Summit County, and the territory of the Village lies within Cuyahoga County (the “County”); and

WHEREAS, the stated purpose of the JEDD is to facilitate economic development to create or preserve jobs and employment opportunities and to improve the economic welfare of the people in State of Ohio, Cuyahoga County, the Township, and the Village as a whole; and

WHEREAS, retention and additional development of businesses within the JEDD will benefit the County and its residents by creating economic opportunities and stimulating collateral development in the County; and

WHEREAS, the County has received all documents required under Ohio Revised Code Sections 715.75 and 715.76, including: (i) a signed copy of the agreement between the Township and the Village to form the JEDD; (ii) a description of the area or areas to be included in the JEDD, including a map that denotes the specific boundaries of the area or areas and that indicates any pertinent zoning restrictions; (iii) the economic development plan proposed for the JEDD; (iv) certified copies of the resolutions of the Township and the Village relating to the contract and district; (v) certificates from the Township and the Village that the public hearings required by Ohio Revised Code Section 715.75 have been held, which certificates include the dates

of the hearings together with evidence of publication of notice for the hearings; (vi) a petition signed by a majority of the owners of property located within the area or areas to be included in the district; and (vii) a petition signed by a majority of the owners of businesses located within the area or areas to be included in the district; and

WHEREAS, it is apparent that the Township and the Village have each entered the Agreement freely and without duress or coercion; and

WHEREAS, Ohio Revised Code Sections 715.76 and 715.77 require this County Council to evaluate a proposed joint economic development district within its jurisdiction and to approve or disapprove its creation; 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. Acknowledgment of Receipt of Required Documents.** The County Council hereby finds and determines that all documents required to be submitted to the County under Ohio Revised Code Sections 715.75 and 715.76 in connection with the JEDD were submitted and have been received by the County in accordance with the timeframes set forth in Ohio Revised Code Sections 715.75 and 715.76.

**SECTION 2. Approval of the JEDD.** This County Council hereby finds and determines that the creation of the JEDD to promote economic development is in the best interests of the County. This County Council hereby approves the creation of the JEDD.

**SECTION 3. Findings Regarding Township Authority Not to Hold Election on Township Resolution Approving JEDD.** This County Council hereby finds and determines that the Township has the proper authority under Ohio Revised Code Section 715.77(A)(1) to choose not to submit Township Resolution No. 15-26 approving the JEDD, adopted on June 22, 2015, to the electors of the Township for approval, as a result of (a) the unanimous adoption by the Board of Trustees of the Township of the resolution approving the JEDD, (b) the fact that the creation of the JEDD was proposed at the request of a majority of the owners of real property within the JEDD, and (c) the fact that the territory within the JEDD is currently zoned in a manner that is appropriate to the purposes of the JEDD; therefore, no such election is required by law or shall be held.

**SECTION 4. Notice.** The Clerk of the Council is hereby directed to deliver a copy of this Resolution to the President of the Township Board of Trustees and the Mayor of the Village within fifteen (15) days after its adoption.







**Bricker & Eckler**  
ATTORNEYS AT LAW

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**Robert F. McCarthy**  
614.227.2308  
rmccarthy@bricker.com

June 30, 2015

**VIA FEDEX (RETURN RECEIPT REQUESTED) &  
E-Mail to [jschmotzer@cuyahogacounty.us](mailto:jschmotzer@cuyahogacounty.us)**

Armond Budish, County Executive  
c/o Jeanne Schmotzer, County Council Clerk  
Cuyahoga County  
2079 East 9th Street  
Cleveland OH, 44115

**RE: Notice of Joint Economic Development District Pursuant  
to R.C. § 715.76**

Dear Ms. Schmotzer:

Please take notice that, pursuant to Ohio Revised Code Sections 715.72 through 715.81, Sagamore Hills Township, Summit County, Ohio (the "Township") and the Village of Walton Hills (the "Village") have approved an agreement to create the Village of Walton Hills-Sagamore Hills Township Joint Economic Development District (the "JEDD"). The proposed JEDD is located within Cuyahoga County, Ohio and Summit County, Ohio, and includes contracting parties, as that term is defined for the purposes of Ohio Revised Code Chapter 715, within both Cuyahoga County, Ohio, and Summit County, Ohio. The Township and the Village hereby formally request the approval of the Cuyahoga County Council with respect to the creation of the JEDD.

As required by Ohio Revised Code Section 715.76, enclosed please find the following materials relating to the establishment of the JEDD by the Township and the Village:

- (1) A signed copy of the agreement to form the JEDD (the "JEDD Agreement");
- (2) A description of the areas to be included in the JEDD district (a copy of which is attached to the JEDD Agreement);
- (3) The economic development plan adopted by the contracting parties with respect to the JEDD (a copy of which is attached to the JEDD Agreement);
- (4) Certified copies of legislation of the Township and the Village approving the JEDD Agreement;
- (5) Certificates of the Township and the Village with respect to the public hearing process relating to the creation of the JEDD;

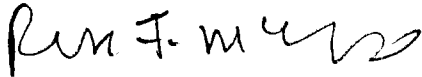
June 30, 2015

Page 2

- (6) Signed copies of petitions of owners of properties within the proposed JEDD district, each seeking the creation of the JEDD; and
- (7) Signed copies of petitions of owners of businesses within the proposed JEDD district, each seeking the creation of the JEDD.

Please call with any questions or let me know if any additional information might be helpful. Otherwise, please let us know as soon as the County Council has approved the JEDD. We look forward to working with you.

Sincerely,



Robert F. McCarthy  
Bricker & Eckler LLP  
(614) 227-2308

cc: Mr. Mark Potter, Chief of Staff, Summit County Council

Enclosures

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0123

Sponsored by: <b>Councilmember Simon</b>	<b>A Resolution</b> supporting the Cleveland 2030 District and its efforts to significantly reduce the energy consumption of new and existing buildings in the Downtown Building District and throughout Greater Cleveland; supporting the Better Buildings Challenge and its voluntary leadership initiative that asks local leaders to make a public commitment to energy efficiency; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County supports the Cleveland 2030 District and the Better Buildings Challenge; and

WHEREAS, the Cleveland 2030 District endeavors to significantly reduce the energy consumption of new and existing buildings in the Downtown Building District and throughout Greater Cleveland; and

WHEREAS, the Cleveland 2030 District was formed by professionals who connected at the Sustainable Cleveland 2019 Summit and their work is aligned with the vision of building an economic engine to empower a green city on a blue lake; and

WHEREAS, the Cleveland 2030 District was established to create a coalition of building owners, service professionals and community stakeholders working together to rapidly transform the built environment of the city through large-scale reductions in the energy use, water use, and greenhouse gas emissions of buildings as well as reductions in CO<sup>2</sup> emissions from commuter transportation; and

WHEREAS, it is the goal of Cuyahoga County and the Cleveland 2030 District to create high-performance building districts throughout Greater Cleveland for the purpose of dramatically reducing the environmental impacts of building construction and operations while increasing the region's competitiveness in the business environment and building owners' return on investment; and

WHEREAS, the development of realistic, measurable, and innovative strategies is crucial to assisting property owners, managers, and tenants in meeting aggressive goals that reduce environmental impacts of facility construction and operations; and

WHEREAS, the Cleveland 2030 District should serve as an example of a private sector driven effort that maximizes profitability and prosperity for all involved; and

WHEREAS, the Cleveland 2030 District lays out specific goals for reductions in energy consumption, water consumption, and greenhouse gas emissions in new and existing buildings; and

WHEREAS, through the United States Department of Energy, the Better Buildings Challenge supports building owners by providing technical assistance and proven solutions to energy efficiency; and

WHEREAS, the Better Buildings Challenge is a voluntary leadership initiative that asks local leaders to make a public commitment to energy efficiency; and

WHEREAS, through the Better Buildings Challenge, the U.S. Department of Energy highlights leaders that have committed to upgrading buildings across their portfolio, and to providing their energy savings data and strategies as models for others to follow; and

WHEREAS, the impacts of climate change represent one of the most dangerous threats to humanity, and that local governments are on the front lines of addressing these issues

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

**SECTION 1.** That Cuyahoga County is in support of joining a coalition of building owners, service professionals, and community stakeholders working together to rapidly transform the built environment of Cleveland through large scale reductions in the energy use, water use and greenhouse gas emissions of buildings as well as reductions in emissions from commuter transportation.

**SECTION 2.** That Cuyahoga County agrees to support the District performance goals, with work to accomplish such goals coordinated by the Cuyahoga County Department of Sustainability, through the following actions:

- 1) Sharing with the Cleveland 2030 District Leadership Committee: Building energy use, water use, and Transportation Management Plan (TMP) data; Best practices and lessons learned for case studies; and Challenges in further improvements.
- 2) Participation in the following programs: ENERGY STAR Portfolio Manager; U.S. Green Building Council's Building Performance Partnership; and use of the Cleveland 2030 District/BOMA CCI Assessment tools.

- 3) Support for the Cleveland 2030 District Committee by participating in District decision-making, evaluating membership criteria for property owners and stakeholders, and mentoring.

**SECTION 3.** That Cuyahoga County urges large building owners and other key stakeholders in downtown Cleveland to join the Cleveland 2030 District.

**SECTION 4.** That Cuyahoga County supports the Better Buildings Challenge and commits to:

- 1) Publicly pledge a portfolio-wide energy savings goal and develop an organization-wide plan, schedule and milestones.
- 2) Announce and initiate energy saving projects within 9 months.
- 3) Share energy consumption data to measure progress against the goal, and share information about the energy efficiency implementation tools, technologies, and processes.

**SECTION 5.** 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 6.** 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0124

Sponsored by: <b>Councilmember Greenspan</b>	<b>A Resolution</b> determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2015; authorizing payments to various providers, in the total amount of \$39,006.19, for said services and programs for the period ending 12/31/2016; authorizing the County Executive to negotiate and execute any necessary agreements, contracts or other documents for same; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Chapter 5901 of the Ohio Revised Code established a veterans service commission in each Ohio county, among whose duties include providing for the “administration of assistance” to veterans and “establishing programs of outreach and coordination with other agencies to enhance available services to veterans within the county;” and

WHEREAS, the Veterans Service Commission of Cuyahoga County is required to annually determine the amount it needs to provide assistance to veterans and must prepare and submit a budget to the Cuyahoga County Council, such budget to be within a statutorily prescribed formula; and

WHEREAS, the Council may review the proposed budget, but is required to appropriate the requested amount so long as the proposed budget is within the statutorily prescribed formula; and

WHEREAS, by Ordinance No. O2012-0013, Cuyahoga County Council established the Veterans Services Fund, whereby the amounts appropriated and unspent by the Veterans Service Commission of Cuyahoga County are to be placed in a Veterans Services Fund and used to benefit veterans of the county; and

WHEREAS, \$39,006.19 remains available in the Veterans Services Fund for 2015; and

WHEREAS, pursuant to Chapter 711 of the Cuyahoga County Code, Cuyahoga County Council shall determine the services and programs that shall be provided or funded from the Veterans Services Fund, consistent with the amount of funds available and with the purpose of the Fund; and



WHEREAS, pursuant to Chapter 711 of the Cuyahoga County Code, Council directed that 20% of the available funds each year shall be used for a workforce development program to assist veterans with the costs of post-secondary education; and

WHEREAS, Council now desires to determine the services and programs that shall be provided or funded from the remaining available 2014 funds, and the amounts to be designated for the services and programs; and

WHEREAS, in order to provide for the beneficial and immediate impact of these funds, Council has determined that it would be advantageous to the County to distribute the 2014 funds to public bodies with veterans related programs or services that benefit or exist to serve veterans or to non-profit agencies with existing or prior contracts with the County or other governmental agencies and programs or services dedicated to veterans.

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

**SECTION 1.** The Cuyahoga County Council hereby authorizes the Fiscal Officer to make one-time expenditures of available 2015 Veterans Services Funds, in the total amount of \$39,006.19, for the following services and programs through the 2016 calendar year:

- 1) Cuyahoga Community College, Veterans Services & Program Office for scholarships for veterans residing in Cuyahoga County in the amount of \$5,609.40.
- 2) Cleveland State University, Veterans Benefit Office, for scholarships for veterans residing in Cuyahoga County in the amount of \$5,609.40.
- 3) Cuyahoga County Court of Common Pleas, Veterans Treatment Docket in the amount of \$27,787.39.

**SECTION 2.** Each of the offices, agencies, departments, or other bodies, granted pursuant to this resolution shall provide written reports to Council by June 30, 2016 and November 30, 2016, summarizing the uses, amounts, and impacts of the distributed funds. Council may request additional information, in the form of oral or written reports.

**SECTION 3.** The County Executive is hereby authorized to negotiate and execute any necessary agreements or contracts in connection with the authorized expenditures and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0104

Sponsored by: <b>Councilmember Conwell on behalf of 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, Section 2.01 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinances No. O2011-0015 and O2011-0028) states that the employment of all classified County employees is subject to the provisions of the Ohio Revised Code, the Ohio Administrative Code, the Cuyahoga County Administrative Rules and the Policies and Procedures Manual; 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 17, 2015, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through W) and recommends 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 and to provide for the usual, daily operation of a County entity.

**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:

Modification of the following Classifications: (See Attached Classification Specifications)

Proposed Revised Classifications:

Exhibit A: Class Title: *Database Analyst*  
Class Number: 1053103  
Pay Grade: 12B  
\*Revise title to *Database Administrator*

Exhibit B: Class Title: *Nursing Director*  
Class Number: 1054115  
Pay Grade: 14  
\*Change in pay grade from 14 to 15. Change department to read Human Services Department and updated spec. to new format to include percentages of time spent on essential functions.

Exhibit C: Class Title: *Permit Coordinator*  
Class Number: 1062221  
Pay Grade: 5  
\*Change pay grade from 5 to 6 and changed department from Development to Public Works. Revised functions to include additional duties assumed and updated spec. to new format to include percentages of time spent on essential functions.

Exhibit D: Class Title: *Senior Database Analyst*  
Class Number: 1053104  
Pay Grade: 15B  
\*Revise title to *Senior Database Administrator*. Included clarifying language to essential functions.

Proposed Deleted Classifications:

Exhibit E: Class Title: *Case Manager*  
Number: 1056261  
Pay Grade: 6

Exhibit F: Class Title: *Central Services Operations Manager*  
Number: 1044111  
Pay Grade: 15

Exhibit G: Class Title: *Clinical Services Manager*  
Number: 1056332  
Pay Grade: 13

Exhibit H: Class Title: *CRIS Center Manager*  
Number: 1053171  
Pay Grade: 15

Exhibit I: Class Title: *Financial System Admin Financial Analyst*  
Number: 1055141  
Pay Grade: 13

Exhibit J: Class Title: *Laboratory Analyst*  
Number: 1064212  
Pay Grade: 7

Exhibit K: Class Title: *Laboratory Supervisor*  
Number: 1064214  
Pay Grade: 11

Exhibit L: Class Title: *Mover Supervisor*  
Number: 1031112  
Pay Grade: 6

Exhibit M: Class Title: *Nurse Practitioner- Corrections*  
Number: 1059211  
Pay Grade: 16

Exhibit N: Class Title: *Psychologist - Corrections*  
Number: 1059111  
Pay Grade: 14

Exhibit O: Class Title: *Sewer Maintenance Manager*  
Number: 1043123  
Pay Grade: 13

Exhibit P: Class Title: *Telecommunications Coordinator*  
Number: 1053161  
Pay Grade: 7

Exhibit Q: Class Title: *Telecommunications Coordinator Supervisor*  
Number: 1053162  
Pay Grade: 11

Exhibit R: Class Title: *Telecommunications Customer Service Representative*  
Number: 1016111  
Pay Grade: 4

Exhibit S: Class Title: *Telecommunications Customer Service Representative Supervisor*  
Number: 1016112  
Pay Grade: 6

Addition of the following Classifications: (See attached Classification Specifications)

Exhibit T: Class Title: *Fingerprints Lab Supervisor*  
Number: 1071234  
Pay Grade: 17

Exhibit U: Class Title: *Firearms and Toolmarks Lab Supervisor*  
Number: 1071284  
Pay Grade: 17

Exhibit V: Class Title: *Forensic Scientist 2 - Fingerprints*  
Number: 1071232  
Pay Grade: 11

Exhibit W: Class Title: *Forensic Scientist 2 – Firearms and Toolmarks*  
Number: 1071282  
Pay Grade: 11

**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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: June 9, 2015

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

Committee Report/Second Reading: July 14, 2015

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Database Administrator	<b>Class Number:</b>	1053103
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	12B
<b>Dept:</b>	Information Technology Department		

### Classification Function

The purpose of this classification is to assist and administer daily maintenance of servers including backing up, installing, monitoring and applying patches and to ensure data integrity and efficient operation.

### Distinguishing Characteristics

This is a technical, journey level classification, working under general supervision from the unit manager. The employee in this class is expected become fully aware of the operating policies and procedures of the work unit and, as experience is gained, to become able to perform the full range of duties assigned. Positions at this level receive instruction or assistance only as new or unusual situations arise and are expected to exercise judgment and initiative. This class is distinguished from the Senior Database Administrator in that the later class trains and oversees this class in performance of database operations and activities and performs the more complex work of the unit.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 60% +/- 10%
- Assists in developing, maintaining and modifying databases; monitors servers; manages user accounts; schedules system jobs; configures new devices; reviews and assists with database design and programming; assists in planning systems architecture; creates standards; installs and partitions disk drives; assists with database installations and in installing applications.
- 20% +/- 10%
- Maintains the County backup system; prepares system securities; utilizes a variety of software in order to schedule execution for reorganization of databases, to execute recovery, to back up databases, and to schedule execution for space allocation; uses software utilities for file management and maintenance.
- 20% +/- 10%
- Provides support for assigned applications and systems; provides ongoing maintenance support; prepares documentation; maintains print services; assists in assembling hardware.

### Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science, information technology or a related field with three (3) years experience in a data processing environment including database management; or an equivalent combination of education, training, and experience.

### Additional Requirements

No special license or certification is required.

EXHIBIT A



## **Database Administrator**

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Data Utilization**

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

#### **Supervisory Responsibilities**

- No supervisory responsibilities.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals percentages and basic algebra.

#### **Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including network backup status reports, data input/output, email and WAN status reports.
- Ability to comprehend a variety of reference books and manuals including operating system Administration reference, database documentation, backup Administration procedures; network, and operation manuals, and schematic drawings..
- Ability to prepare documentation, backup strategy, backup server lists, backup chart, flow charts, technical reports, diagrams and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to influence others, record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with users, vendors, peers, and departmental employees and administrators.
- Ability to use and interpret computer and computer programming terminology and language.

#### **Environmental Adaptability**

- Work is typically performed in an office environment.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Nursing Director	<b>Class Number:</b>	1054115
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15
<b>Dept:</b>	Human Services Department		

### Classification Function

The purpose of this classification is to administer and coordinate nursing services in the Home Care Skilled Services Unit and to supervise senior nurse supervisor, nurse supervisors and support staff.

### Distinguishing Characteristics

This is a professional journey level classification, responsible for defining scope of work, identifying problem areas for service delivery and developing concepts and approaches for problem solving. The employee in this class plans staffing and schedules, analyzes work flow and facilitates staff performance evaluations. The incumbent recommends, integrates, administers, and evaluates procedures and standards needed to provide related services. The employee is responsible for ensuring that operations and activities are completed in a safe, timely, effective and efficient manner according to standards, procedures, regulations and laws.

### Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 65% +/- 20%
- Administers and coordinates nursing services in the Home Care Skilled Services Unit; determines and recommends staffing needs; coordinates client services; collaborates and oversees staff scheduling; coordinates nursing activities; develops and maintains policies and procedures; verifies personnel are properly licensed; establishes method of recording nursing care provided; monitors and maintains compliance with various third party payers, such as Medicaid and Medicare; investigates and resolves client complaints and concerns; serves as a member of the management team; provides leadership of vision and direction of unit.
- 20% +/- 10%
- Supervises senior nurse supervisor, nurse supervisors and support staff; interviews and selects professional and para-professional staff and assigns work to them; monitors employee work; conducts employee performance; provides on-going training of all staff; recommends disciplinary action, when necessary; delegates certain responsibility to staff members and ensures that they are implemented; conducts staff meetings.
- 10% +/- 5%
- Performs various administrative functions; serves on committees; attends various meetings, conferences, workshops, and seminars; prepares various reports including Ryan White reports and reports for administrators; participates in budget preparation; develops and executes presentations for community and internally.
- 5% +/- 2%
- May nursing services as necessary; makes patient visits to observe and evaluate physical and emotional status; reviews and updates patient plan of care; reviews medication policies and records.

EXHIBIT B

**Minimum Training and Experience Required to Perform Essential Job Functions**

Must be licensed as registered nurse by the Ohio Board of Nursing with six (6) years nursing experience including two (2) years in a supervisory capacity.

**Additional Requirements**

Biennial renewal of license required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines including computer, printer, fax machine, copier and telephone.
- Ability to operate medical equipment including intravenous pumps, G-tube pumps, suction machine, sphygmomanometer, stethoscope, thermometer and other diagnostic instruments and equipment.
- Ability to push and pull in the movement or treatment of residents; ability to lift and carry medical equipment and supplies.

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the selection, transfer, or promotion of other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and apply the principles of descriptive statistics.

**Language Ability & Interpersonal Communication**

- Ability to perform high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including program contracts, billing invoices, time sheets, progress reports, department memorandum, policies, and procedures and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Ohio Revised Code, collective bargaining agreements, Center for Medicare and Medicaid, grants, Ohio Department of Health regulations and personnel policy manuals.

- Ability to prepare performance evaluations, progress reports, semi-annual and annual reports, policies, procedures, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret medical and counseling terminology and language.
- Ability to communicate effectively with managers, supervisors, nursing staff, home health aides, community partners, clients, other County employees and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Permit Coordinator	<b>Class Number:</b>	1062221
<b>FLSA:</b>	Non - Exempt	<b>Pay Grade:</b>	6
<b>Dept:</b>	Public Works Office		

### Classification Function

The purpose of this classification is to coordinate the issuance of various permits and licenses and maintenance of related records; schedule weddings and issue leases for use of County buildings; issue road opening permits and to function as supervisor over lower level clerical employees.

### Distinguishing Characteristics

This is a journey level technical classification with responsibility for coordinating the issuance of various permits and licenses and maintaining related documents. This classification works under a framework of defined procedures and regulations. The incumbent exercises discretion in applying procedures and serves as a first-line supervisor ensuring that assigned activities are completed in a timely and efficient manner.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 40% +/- 10%
- Coordinates the issuance of permits and maintenance of related records; issues permits to contractors to install sanitary and storm sewers for mainline, commercial and residential connections; ensures engineering has approved plans and inspection fees are paid; ensures work is scheduled; responds to inquires and complaints regarding permits and tap in fees; plans approval process; issues permits for any capital improvement projects; issues road opening permits; assures that the contractor licensing process is up to date; updates bonds, insurance certificates and power of attorney forms; processes annual fees.
- 40% +/- 10%
- Interacts daily with prospective couples, government entities, attorneys and others regarding leasing County space in the Old Court House, Huntington Parking Garage and the Justice Center; reviews lease terms; conducts walk throughs of facilities; explains operational procedures; calculates costs; responds to questions/inquires; drafts and distributes leases.
- 10% +/- 5%
- Supervises assigned lower level clerical employees; assigns and reviews work; provides job training and instruction; responds to employee problems; evaluates employee performance.
- 10% +/- 5%
- Establishes project number and project name; keeps inspectors time sheets and other documents; sends special events schedule to staff.

### Experience Required to Perform Essential Job Functions

High school diploma or GED supplemented with vocational/technical training and three (3) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

### Additional Requirements

No license requirements.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

#### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to evaluate performance of assigned employees.
- Ability to recommend the discipline or discharge of employees.

#### **Mathematical Ability**

- Ability to add, subtract, multiply and divide.

#### **Language Ability & Interpersonal Communication**

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including timesheets, expense reports, Scheduling of Courthouse events, Scheduling of Parking and Costs for events, insurance and bonding firm's permits, checks and roadway opening permit requests.
- Ability to comprehend a variety of reference books and manuals including departmental and County policy manual, reference manuals, permit books, street guide and sewer plans.
- Ability to prepare activity reports, monthly inspector reports, sanitation and storm permits, wedding event schedules and leases, databases and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to serve as a first-line supervisor, provide lead worker influences, record, deliver, and file information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret engineering and related terminology and language.
- Ability to communicate with supervisor, employees of other sections, consultants, contractors, inspectors, wedding parties, homeowners, government agencies and administrators.

#### **Environmental Adaptability**

- Work is typically performed in an office environment.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Senior Database Administrator	<b>Class Number:</b>	1053104
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15B
<b>Dept:</b>	Information Technology Department		

### Classification Function

The purpose of this class is to monitor, design, implement and coordinate database operations and assigned application systems to ensure data integrity and efficient operation.

### Distinguishing Characteristics

This is a technical, advance journey level classification, working under direction from the unit manager. The employee in this class is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and work independently, exercising judgment and initiative. This class is distinguished from the Database Administrator in that the senior level has more extensive database, computer networking, computer architecture, operating system, and programming knowledge and experience and assists and instructs the lower level class.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

40% +/- 10%

- Monitors database systems and analyzes, designs, and implements physical and logical database designs to ensure optimal performance, system availability, data integrity and consistency and security of data; monitors online performance of programs and growth of databases; creates and maintains strategies for monitoring and maintaining the databases; executes disaster recovery preparation by backing up and restoring databases; installs and configures software; provides application support work and enhancements; extracts, transforms, loads and queries data from various sources; documents procedures; creates and enforces standards; tunes databases.

35% +/- 10%

- Troubleshoots and resolves application and maintenance anomalies involving databases, server operating systems, networks, applications, websites and programming code; conducts program code and database design reviews; researches and develops new software fixes and solutions; installs patches and upgrades; designs and coordinates creation and modification of databases and data warehousing solutions; maintains County backup system; prepares system securities; utilizes a variety of software in order to schedule execution for reorganization of databases, to execute recovery, to back up databases, and to schedule execution for space allocation; uses software utilities for file management and maintenance; conducts database migrations.

20% +/- 10%

- Collaborates with system and network administrators on best practices for database environment configuration, application and system upgrades and capacity planning; researches, evaluates and provides recommendations on other database systems; mentors developers on best practices for software development, programming standards, change control and database design.

5% +/- 10%

- Provides advisory help and support work for mainframe platforms and client server platforms; advises and instructs others regarding database operations and procedures; responds to service calls and fixes for database systems.



## **Senior Database Administrator**

### **Minimum Training and Experience Required to Perform Essential Job Functions**

Bachelor's degree in computer science, engineering, business administration or a related field and six (6) years related experience including database administration and development; software development, programming, and data modeling; or an equivalent combination of education, training, and experience.

### **Additional Requirements**

No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Data Utilization**

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

#### **Supervisory Responsibilities**

- No supervisory responsibilities; may provide oversight, assistance and training to lower level positions.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals percentages and basic algebra.

#### **Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including diagnostic reports, performance charts and queries, data flow, technical environment and entity-relationship diagrams, context diagrams, performance, reorganization, space utilization, backup, database integrity, monitoring and index data, transaction logs, transaction count reports, requirement documents, and programming code.
- Ability to comprehend a variety of reference books and manuals including data dictionary, database reference books, requirement and instruction documents, entity-relationship diagrams, programming code, technical environment diagrams, server books, software manuals and documentation, installation/upgrade guides, and maintenance documentation.
- Ability to prepare documentation, diagnostic reports, performance charts and queries, dataflow diagrams, context diagrams, database and system diagnostics, production reports, assessments, standards documents, change control documents, instructions documents and other job related

## Senior Database Administrator

documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

- 
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with working groups, users, vendors, peers, and employees of own and outside departmental and administrators.
- Ability to use and interpret computer terminology and programming languages.

## Environmental Adaptability

- Work is typically performed in an office environment.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Case Manager	<b>Class Number:</b>	1056261
		<b>Pay Grade:</b>	6

<b>Departments:</b>	Justice Affairs, only
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## Classification Function

The purpose of this classification is to assist clients create and follow through with a case management plan consistent with their assessment diagnosis, level and type of care.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Assists clients create and follow through with a case management plan consistent with their assessment diagnosis, level and type of care (e.g. – conducts interviews and assists clients with accomplishing the goals of their case management plan and self-sufficiency; determines immediate and long-term needs, employability and identify key barriers or assets in client self-sufficiency; communicates with service providers to evaluate client progress, offer counsel and guidance; maintains regular face-to-face contact with clients).
- Maintains case documentation (e.g. – enters collect data, progress notes and all other relevant information to assist clients and to comply with program requirements; reviews and verifies all documentation submitted to support request for assistance in accordance with program guidelines; explains to clients their rights, responsibilities, required actions, and other available services based on the clients' ability to be successful).
- Travels to assist clients with specific case management needs.
- Conducts other case management activities (e.g. –reviews client assessment and activity prior to meetings; prepares case summaries and reports).
- Attends meetings and training sessions.

## Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in social work or related field with six months of related experience; or any equivalent combination of training and experience.

EXHIBIT E

**Additional Requirements**

No special license or certification is required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines including personal computers, copier, fax, and phone.
- Ability to operate motor vehicle.
- Ability to use breathalyzer.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform calculations utilizing algebra.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including assessments, client verification of work, progress reports from treatment, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including ODADAS, Statistical Manual of Disorders, office policies, and other operational policies and procedure manuals.
- Ability to prepare case management plans, progress reports, 90 Day Reviews, urinalysis request forms, memos, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, maintains confidentiality of restricted information, and to follow instructions.
- Ability to use and interpret counseling terminology and language.
- Ability to communicate effectively with case managers, Courts, referred agencies, clients, clients' family and friends, other agencies, supervisors, other County employees, and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment. However, regular travel to clients is required.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Central Services Operations Manager	<b>Class Number:</b>	1044111
		<b>Pay Grade:</b>	15

<b>Departments:</b>	Central Services, only
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## Classification Function

The purpose of this classification is to manage the ongoing business operations of the following Central Services divisions: Reproduction Services, Communications, Mail Services, Parking Services, Fleet Services and Health & Safety Services. This classification is also responsible for direct supervision of an administrative support employee and the supervisors of the above divisions.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Manages the ongoing business operations of the following Central Services divisions: Reproduction Services, Communications, Mail Services, Parking Services, Fleet Services and Health & Safety Services (e.g.- manages and monitors the operating and capital budgets of each division; administers contractual agreements with vendors and consultants for all divisions which includes reviewing quotes and proposals, and negotiating contracts; establishes annual performance indicators/measures for the divisions; monitors and reports the achievement of these performance indicators/measures; communicates with officials from other County agencies and departments in order to meet their needs and to ensure customer service).
- Directly supervises an administrative support employee and the supervisors of the following Central Services divisions: Reproduction Services, Communications, Mail Services, Parking Services, Fleet Services and Health & Safety Services (e.g.- recommends the selection of new employees and the transfer/promotion of current employees; recommends the discipline or discharge of employees; assigns and reviews completed work assignments; prepares employee performance evaluations; approves employee leave requests; monitors use of leave).
- Plans and develops future business operations to meet goals and objectives (e.g.- develops and recommends new programs for the divisions that enhance services and/or save money; develops and drafts new policies and procedures; identifies operating and capital budgetary needs, assesses feasibility, and incorporates them into future operating and capital budgets; develops and proposes changes to personnel assignment and organizational structure to achieve optimal business operations).
- Performs related administrative responsibilities (e.g.- prepares monthly report of divisional activities for the department Director; receives and responds to verbal, written and electronic inquiries and information; maintains related records).

## Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in public administration or business administration with six years of public administration or facilities operations experience, or any equivalent combination of training and experience.

### Additional Requirements

No additional license or certification is required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines including personal computer and printer, fax machine, calculator, copier and telephone.

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the selection, transfer, promotion or salary increase of other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and apply the basic principles of algebra and geometry.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including fiscal reports, division statistics and reports, bid specifications, consultant invoices, employee time sheets, employee leave requests, written and electronic communications, and related reports and records.
- Ability to comprehend a variety of reference books and manuals including State Purchasing Contracts, Buyers Laboratory Index, OSHA rules and regulations, NAPA Used Car Guide, Nortel Planning Guide, Ohio Civil Service Laws and Rules Annotated, Ohio Revised Code, Personnel Policies and Procedures Manual, equipment handbooks and operating manuals, and County policies and procedures manuals.
- Ability to prepare performance indicators/measures, bid specifications, monthly reports, board actions, budget proposals, employee performance appraisals, electronic presentations, paper and electronic correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting, mechanical, human resources, and telecommunications terminology and language.
- Ability to communicate with elected officials, department director, other County directors and administrators, sales representatives, vendors and consultants, subordinate employees, customers and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Clinical Services Manager	<b>Class Number:</b>	1056332
<b>FLSA</b>	Exempt	<b>Pay Grade:</b>	13

<b>Departments:</b>	Justice Affairs, only
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## Classification Function

The purpose of this classification is to manage all aspects of the both the Treatment Alternative to Street Crime (TASC) programs and Treatment Services clinical components and supervise personnel providing clinical services.

## Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Manages all aspects of the TASC programs and Treatment Services clinical components (e.g.- manages clinical drug and alcohol assessments, clinical treatment plans, 90 day plan reviews, and discharge summaries; coordinates chart reviews in order in order to maintain and monitor State compliance along with clinical appropriateness; coordinate service contracts between treatment providers, the Department, and the court system; prepares written case summaries and other forms of communication to the court system; serves as the clinical expert on relevant TASC operations; represents TASC on all appropriate clinical matters).
- Supervises personnel involved in the provision of clinical services (e.g.- provides work direction and reviews completed work; evaluates performance; interviews and selects new employees and recommends promotions; responds to employee problems and issues; supervises in-service training programs for new employees; provides clinical supervision to licensed professional providing counseling services).
- May advanced-level counseling and consultation services (e.g.- may provide individual counseling to select group of clients; may provide counseling to clients' families who are in need of additional support; may conduct chemical dependency assessments of adult and adolescent clients; may conduct psychological and mental status assessments of senior citizen clients).
- Evaluates and monitors federal research projects ongoing implementation and progress.
- Performs miscellaneous duties related to coordination of clinical services (e.g.- serves as management team member; participates actively in continuous quality and performance improvement of TASC program services; may serve as staff representative on the Juvenile Justice Committee; prepares monthly reports on Clinical Coordination activities).

## Minimum Training and Experience Required to Perform Essential Job Functions

Master's degree in social work or counselor with six years of social work experience; a scope of practice in chemical dependency, or any equivalent combination of training and experience.

### Additional Requirements

Must hold License of Independent Social Worker (LISW-S) or License of Professional Clinical Counselor (LPCC-S) or Licensed Independent Chemical Dependency Counselor (LICDC) in the State of Ohio and licensure to diagnose in the State of Ohio.

EXHIBIT G

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines including personal computer, fax, telephone and copier.

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including caseloads, individual treatment plans, chemical dependency diagnostics, monthly reports, program proposals, psychological and psychiatric reports, productivity reports, daily attendance records and other reports and records.
- Ability to comprehend a variety of reference books and manuals including social work journal, PDR Manual, social work reference books, DSM IV and personnel policy manuals.
- Ability to prepare weekly and monthly reports, statistical reports, progress reports, annual reports, diagnostics reports, performance evaluations, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage and supervise others, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret chemical dependency, counseling, legal and medical terminology and language.
- Ability to communicate effectively with supervisor, training officer, Juvenile Court liaison, intake coordinator, social workers, clients, aftercare staff, families, Juvenile Court Judges and psychological, psychiatric, medical and school personnel.

**Environmental Adaptability**

- Work is typically performed in an office environment.
- Work involves responding to crisis situations.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	CRIS Center Manager	<b>Class Number:</b>	1053171
<b>Departments:</b>	Justice Affairs, only		

## Classification Function

The purpose of this classification is to manage information technology activities of the Cuyahoga Regional Information System (CRIS), provide computerized criminal justice information to various criminal justice agencies, and supervises information technology and administrative personnel.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Manages information technology activities of the Cuyahoga Regional Information System (CRIS) (e.g. - plans, directs, and monitors activities; develops, evaluates, and maintains standards for system design, program development, system documentation, production control, computer operations, data entry and user interface; facilitates the research and development of new technologies to improve and enhance client services; evaluates systems in terms of efficiency, feasibility and cost; makes recommendations for appropriate systems update).
- Provides computerized criminal justice information to various criminal justice agencies (e.g. - collects, manages, and distributes computerized criminal justice information to various criminal justice agencies; facilitates the coordination of new subscriber orientation and training; insures agency and user compliance with rules and regulations established by the Ohio Law Enforcement Automated Data System (LEADS) and the Federal Criminal Justice Information System (CJIS); provides CRIS user advocacy through active participation in appropriate criminal justice forums; consults with information technology personnel of other jurisdictions to meet agency needs and to exchange information regarding computer systems).
- Performs supervisory duties (e.g. - supervises information technology personnel such as network managers, certified network engineers, systems analysts, and programmers, etc.; interviews applicants; makes recommendations to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward or discipline employees; trains employees; makes staffing recommendations; handles personnel complaints and grievances).
- Performs administrative duties (e.g. - represents agency at local, State and national meetings and workshops; facilitates and supports the CRIS Board of Advisers; manages overall budget planning, management and fiscal reporting; maintains cost accounting and fiscal controls; oversees vendor contract negotiation and management; responsible for equipment/asset inventory and management; prepares correspondence and documentation; prepares crime statistics data and various other reports; develops and maintains newsletter; prepares, reviews and disseminates CRIS Board of Advisers' minutes and committee minutes; consults with State and Federal officials; establishes and maintains contacts with users of systems and programs to determine needs and explain systems developed).

## Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in public administration, law enforcement or a related field with nine years of related experience including law enforcement experience with program and grants management and three years in a supervisory capacity; or any equivalent combination of training and experience.

### Additional Requirements

Ohio L.E.A.D.S. Certification is required after employment.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines including personal computer, mainframe computer, printer, plotter, overhead projector, computer projector, adding machine, shredder, copier.

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to approve the transfer, promotion or salary increase of other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages and use algebra, descriptive statistics and statistical theory.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including accounting reports, crime reports, system reports, monthly invoices, user statistics and other reports and records.
- Ability to comprehend a variety of reference books and manuals including CRIS Manual, L.E.A.D.S. Manual, NCIC Manual, computer manuals and handbooks, and the Ohio Revised Code.
- Ability to prepare budgets, correspondence, memos, financial documents, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret legal and law enforcement terminology and language.
- Ability to use and interpret computer systems and computer programming terminology and language.
- Ability to communicate effectively with Directors, managers, supervisors, other County employees, law enforcement personnel, city, state and federal personnel, and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Financial System Administrator-Financial Analyst	<b>Class Number:</b>	1055141
		<b>Pay Grade:</b>	13

<b>Departments:</b>	Office of Budget and Management, only
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## Classification Function

The purpose of this classification is to assist in planning and managing the activities and operations of the budget/forecast system operations.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Assists in planning and managing the activities and operations of the budget/forecast information system operations (e.g. develops and implements plan that meets short and long-term information needs of the department; develops, evaluates and maintains standards for system design and application development; modifies or develops systems to accommodate changes in financial policies or budget techniques; evaluates effectiveness of information system and processing functions; serves as liaison to other County departments; may serve as lead member on special project team).
- Assists in providing computer software technical support and assistance to end-users in County departments. (e.g. oversees installation and maintenance of software and associated hardware systems; monitors problems with software programs or supporting hardware and makes or initiates corrections; prepares procedural manuals; maintains system documentation; prepares and designs queries and reports utilizing report writer tools and database query languages (e.g. SQL); prepares graphs, etc. to present financial, statistical and descriptive program/service level activity; conducts software training sessions for OBM staff and Agency fiscal officers).
- Assists in developing and coordinating new project development and system changes (e.g. designs enhancements to current automated systems; determines requirements for development of system modifications to existing systems; designs action plans for system development).
- Performs budget preparation and maintenance duties (e.g. participates in the preparation of the tax and operating budget; develops, prepares and monitors revenue estimates for General Fund, Health & Human Service Levies and Debt Service; participate in developing and preparing monthly and quarterly forecast reports and County Annual Budget documents).
- Assists in the sale of notes and bonds by coordinating information among bond counsel, underwriters, trustees, banks, Director, Administrators, and Commissioners; prepares requests for proposals; assist in hiring consultants; assist in coordination and managing proposed debt; assist in maintaining the County's note and bond ratings by preparing information of County operations for the rating agencies.
- Performs cost allocation duties. (e.g. prepares billing rates for Jail; develops the indirect cost plan; prepares invoices and pursues collections; serves as staff on the Investment Advisory Working Group; assist in the identification and development of revenue enhancement alternatives)
- Performs capital budget management duties. (e.g. participates in capital planning and budget process; monitors revenue and expenditures in capital improvement funds; evaluates proposals for new or expanded projects; develops funding recommendation and rationale).

**Minimum Training and Experience Required to Perform Essential Job Functions**

Bachelor's degree in business or information management or related field with two years of experience in financial information system support; or any equivalent combination of training and experience.

**Additional Requirements**

No special license or certification is required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines including computer, printer, adding machine, copy machine, fax machine, etc.

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and apply the basic principles of algebra and descriptive statistics.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including informational documents, forecast reports, FAMIS reports, project plans, billing invoices, vouchers, departmental financial statements, letters, warrants, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including budget system manuals, personnel policy manuals, administrative procedures, accounting manuals, fiscal handbooks, financial compliance guidelines, etc.
- Ability to prepare budget/forecast reports, revenue reports, descriptive statistical reports, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret budget system and accounting terminology and language.
- Ability to communicate effectively with immediate supervisor, vendors, other County employees, State Auditor's employees, external auditors, subordinates, and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Laboratory Analyst	<b>Class Number:</b>	1064212
		<b>Pay Grade:</b>	7

<b>Departments:</b>	Community Services, only
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## Classification Function

The purpose of this classification is to examine water quality through chemical and biological testing in the County's wastewater/water laboratory.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Examines water quality through chemical and biological testing in the County's wastewater/water laboratory (e.g.- performs laboratory analysis according to accredited practices and procedures; enters analysis results in computer data base; interprets results of analysis for field application; responsible for chain of custody of in-coming samples).
- Maintains laboratory equipment and supplies (e.g.- calibrates equipment; prepares reagents; maintains inventory of chemicals and supplies; cleans glassware).

## Minimum Training and Experience Required to Perform Essential Job Functions

Vocational or technical education in laboratory analysis with one year of experience with laboratory analysis techniques; or any equivalent combination of training and experience.

### Additional Requirements

Must hold certification of Laboratory Analyst I.

## Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

### Physical Requirements

- Ability to operate a variety laboratory equipment including pH meter, balance, autoclave, microscope, incubator, still, spectrophotometer, specific ion meter, oven, furnace, and dishwasher.
- Ability to operate a computer.

### Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and make use of the principles of descriptive statistics.

### Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including wastewater treatment plant operating data, environmental protection agency reports, correspondence and various reports and records.

- Ability to comprehend a variety of reference books and manuals including standard methods publications, equipment manuals, safety manual, methods of operation, computer program manuals and MSDS sheets.
- Ability to prepare bench sheets, plant performance reports, flow charts, graphs, and work orders using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret laboratory terminology and language.
- Ability to communicate effectively with supervisor, laboratory assistants, Environmental Protection Agency personnel, superintendent and other County employees.

**Environmental Adaptability**

- Work is performed in a laboratory environment with exposure to odors, toxic agents and chemicals.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Laboratory Supervisor	<b>Class Number:</b>	1064214
		<b>Pay Grade:</b>	11

<b>Departments:</b>	Development, only
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## Classification Function

The purpose of this classification is to supervise laboratory analysts and laboratory assistants collecting samples and examining water quality through chemical and biological testing in the County's wastewater/water laboratory.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervises laboratory analysts and laboratory assistants collecting samples and examining water quality through chemical and biological testing in the County's wastewater/water laboratory (e.g. - assigns work and reviews work completed; provides job training and instruction; evaluates employee performance; recommends discipline and promotion).
- Performs tasks related to administration of the laboratory (e.g.- assists with development of operating budget; prepares requisitions for equipment, chemicals and supplies; develops, implements and monitors laboratory hygiene plan; coordinates sample collection with outside entities).
- Responsible for all laboratory reporting (e.g.- develops flow charts and graphs to track and document plant's performance; prepares cost figures for all analyses).
- Examines water quality through chemical and biological testing in the County's wastewater/water laboratory (e.g.- performs laboratory analysis according to accredited practices and procedures; enters analysis results in computer data base; interprets results of analysis for field application; responsible for chain of custody of in-coming samples).
- Maintains laboratory equipment and supplies (e.g.- calibrates equipment; prepares reagents; maintains inventory of chemicals and supplies; cleans glassware).

## Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in chemistry or related field with three years of experience with laboratory analysis techniques; or any equivalent combination of training and experience.

### Additional Requirements

Must hold certification of Laboratory Analyst III or IV.

## Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

### Physical Requirements

- Ability to operate a variety laboratory equipment including pH meter, balance, autoclave, microscope, incubator, still, spectrophotometer, specific ion meter, oven, furnace, and dishwasher.
- Ability to operate a computer.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and make use of the principles of descriptive statistics.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including analytical results, wastewater treatment plant operating data, environmental protection agency reports, purchase orders, requisitions, budget documents, correspondence and various reports and records.
- Ability to comprehend a variety of reference books and manuals including standard methods publications, equipment manuals, safety manual, methods of operation, computer program manuals, MSDS sheets and personnel policy manuals.
- Ability to prepare bench sheets, plant performance reports, Environmental Protection Agency reports, Health Department reports, flow charts, graphs, training requests, employee performance evaluations, and work orders using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to counsel and supervise employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret laboratory and personnel terminology and language.
- Ability to communicate effectively with superintendent, laboratory analysts, laboratory assistants, Environmental Protection Agency personnel, other laboratories, clients and other County employees.

**Environmental Adaptability**

- Work is performed in a laboratory environment with exposure to odors, toxic agents and chemicals.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Mover Supervisor	<b>Class Number:</b>	1031112
		<b>Pay Grade</b>	6

<b>Departments:</b>	Central Services, only
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## Classification Function

The purpose of this classification is to supervise movers and to plan and coordinate furniture and box moves according to County and/or department needs.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervises movers (e.g.- maintains daily attendance records; assigns and reviews work; completes payroll; provides training and instruction; authorizes overtime when necessary; responds to employee complaints; maintains employee records).
- Plans and coordinates furniture and box moves according to County and/or department needs (e.g.-coordinates moving crew and use of County equipment to meet work demands; receives and reviews list of furniture for delivery; receives and reviews list of boxes for delivery; reviews office diagrams for deliveries; stores County furniture and equipment for auction; inspects County vehicles used by movers).
- Performs moving duties (e.g.- drives County trucks and vans; moves office furniture and boxes both inter-office and site to site; collects recyclable materials).
- Operates other equipment such as forklift, snowplow truck, salt spreader truck and front-end loader.

## Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with five years of moving experience; or any equivalent combination of training and experience.

### Additional Requirements

No special license or certification is required.

## Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

### Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, typewriter, adding machine and telephone.
- Ability to operate a variety of moving equipment including box truck, van, snowplow truck, forklift, salt spreader truck, and front-end loader.

### Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.

- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to evaluate the performance of other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including payroll documents, vendor invoices, work orders, incident reports, inspection reports, delivery slips, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including County policies and procedures manuals and equipment operating manuals and personnel policy manuals.
- Ability to prepare payroll documents, incident reports, attendance records, work orders, accident reports, supply inventory, equipment inventory, delivery log, inspection reports, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to explain procedures, to record and deliver information, to follow instructions.
- Ability to communicate with supervisors, movers, other County employees and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment with exposure to travel conditions.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Nurse Practitioner - Corrections	<b>Class Number:</b>	1059211
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	16
<b>Dept:</b>	Sheriff's Office		

### Classification Function

The purpose of this classification is to perform physical assessments, psycho-social assessment and management of patient primary health care; to examine patients with acute and chronic medical conditions, and develop a plan of care; and to act as a positive and cooperative team member and resource within the Correctional Institution.

### Distinguishing Characteristics

This is a professional level classification, performing responsible and specialized professional functions and tasks under medical direction from a licensed physician and administrative direction from the Medical Director. Nurse Practitioners provide primary health care services and other clinical procedures that require possession of advanced knowledge and skills and the exercise of a high degree of clinical judgment in the assessment, diagnosis and treatment of patients. Work is performed with considerable independence and is guided by internal policies and protocols and physician-approved guidelines. Work is evaluated through chart review, consultations, conferences and the observation of the results.

### Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 15%
- In collaboration with and under the general direction of a designated physician and in accordance with standardized procedures and licensure requirements, assesses client health by obtaining medical/health history, performing physical examinations, and initiating appropriate diagnostic and screening tests; evaluates findings and results and prescribes medical treatment, referring complex or emergent cases as appropriate.
- 20% +/- 5%
- Interprets data, develops and implements therapeutic plans and follows through on the continuous care of patients; provides night, weekend and holiday medical triage and authorizations via telephone.
- 10% +/- 5%
- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available.
- 5% +/- 5%
- Maintains accurate records of assessments, evaluations, treatments and follow-up; participates in development of programs and administrative procedures.

EXHIBIT M

## **Nurse Practitioner - Corrections**

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

Master's of Science Degree in Nursing with one year of clinical practice experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds;

#### **Additional Requirements**

Possession of a valid license to practice as a Registered Nurse and certification as a Nurse Practitioner issued by the Ohio Board of Registered Nursing.

DEA certificate.

Requires current, valid CPR certification.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct physical health assessments.

#### **Supervisory Responsibilities**

No supervisory responsibilities. Oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records,

#### **Mathematical Ability**

- Ability to add, subtracts, multiply, divide and calculate ratios and percentages.

#### **Language Ability & Interpersonal Communication**

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Manual of Clinical Skills, Physician's Desk Reference, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, medical records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

## **Nurse Practitioner - Corrections**

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical terminology and language.
- Ability to communicate with patients, working groups, administrators and employees of own department and with outside departmental employees and administrators.

## **Environmental Adaptability**

- Work is typically performed in an indoor/office environment in a County jail.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Psychologist - Corrections	<b>Class Number:</b>	1059111
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	14
<b>Dept:</b>	Sheriff's Office		

## Classification Function

The purpose of this classification is to perform psychological evaluations and therapeutic treatment of assigned patients; to develop, monitor, and evaluate appropriate treatment plans designed to assist in offender rehabilitation and reintegration; to evaluate patients as to readiness for parole and release; to perform and monitor a variety of administrative tasks/functions in support of assigned services; and to act as a positive and cooperative team member and resource within the Correctional Institution.

## Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from a member of senior management. Employees are required to balance their role as both a therapist and evaluator for parole and release. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 15%
- Performs individual and group therapy psychological evaluations of patients' mental, emotional, and behavioral status and develops appropriate treatment/therapy plans based on symptoms and behaviors; applies direct psychological services with patients, evaluation of the jail population, patient management, and release evaluation and recommendations.
- 20% +/- 5%
- Oversees and monitors the work of in-house and contract clinicians and therapists; refers patients to a Psychiatrist for prescribing of psychotropic medications, as necessary; reviewing success and appropriateness of treatment plans; modifying treatment plans in response to patients' needs and symptoms.
- 10% +/- 5%
- Participates in a variety of meetings and conferences with other staff members/service providers regarding patient care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding psychological treatment, and services available; provides night, weekend and holiday medical triage and authorizations via telephone.

EXHIBIT N

## Psychologist - Corrections

5% +/- 5%

- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential patient records, prepares a variety of reports and records, and maintains documentation of patient contact in accordance with departmental and statutory regulations and procedures.

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

### Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited graduate school with a Doctorate in Psychology (Ph.D.) in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation; two years of professional experience providing psychological counseling and evaluations of patients; some professional level experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds.

### Additional Requirements

Possession of a valid license as a Psychologist issued by the state of Ohio.

Requires current, valid CPR certification.

### Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

#### Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment.

#### Supervisory Responsibilities

No supervisory responsibilities. Oversees, monitors and participates in the establishment and maintenance of sensitive and confidential medical records.

#### Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

#### Language Ability & Interpersonal Communication

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.

## **Psychologist - Corrections**

- Ability to comprehend a variety of reference books and manuals including Diagnostic and Statistical Manual of Mental Disorders, Practice Guidelines for the Treatment of Psychiatric Disorders, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, records, notes, recommendations and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical and psychological terminology and language.
- Ability to communicate with patients, working groups and employees of own department and with outside departmental employees and administrators.

### **Environmental Adaptability**

- Work is typically performed in an office environment in a County jail.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Sewer Maintenance Manager	<b>Class Number:</b>	1043123
		<b>Pay Grade:</b>	13

<b>Departments:</b>	Sanitary Engineer, only
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## Classification Function

The purpose of this classification is to manage sewer maintenance schedules, budgets and programs and to supervise sewer maintenance supervisors.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Manages sewer maintenance schedules, budgets and programs (e.g. - develops and modifies programs, policies and procedures; administers and monitors the division's budget; approves equipment and supply expenditures; establishes production goals; maintains inventory control system; maintains contact with public officials, service directors and other agencies; completes required reports).
- Supervises sewer maintenance supervisors (e.g.- supervises and instructs subordinate personnel; recommends employee selection, transfer, promotion, and discipline; delegates authority and responsibility to subordinates; determines work schedules; investigates and resolves employee problems; prepares and reviews performance evaluations; ensures training requirements are met).
- Oversees sewer maintenance activities (e.g. - coordinates, directs, and monitors sewer maintenance activities; develops and coordinates capital repair projects; schedules repair assignments; inspects job sites; responds to telephone and written inquiries and complaints).

## Minimum Training and Experience Required to Perform Essential Job Functions

Vocational/technical training in sanitation with six years of sewer maintenance including three years in a supervisory capacity, or any equivalent combination of training and experience.

### Additional Requirements

Requires the minimum of an Ohio Class II Wastewater Operators License.

## Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

### Physical Requirements

- Ability to operate a variety of equipment and tools such as a personal computer, fax machine, blue print copier, and telephone.
- Ability to perform on-site inspections.
- Ability to discriminate between colors and odors.

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, interpret basic descriptive statistical reports, apply algebraic equations.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including reports such as budget and production reports, time sheets, job applications, specifications, maps, blue prints, memorandum, letters, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including maps, blue prints, safety manuals, equipment books, materials texts, product journals, and management, operation, and personnel policy manuals.
- Ability to prepare reports such as maintenance, production goal, and annual reports, letters, job and budget requests, memorandum, performance evaluations, specifications, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to communicate with supervisors, field crew, mechanics, engineers, County and city employees.

**Environmental Adaptability**

- Work is typically performed in an office environment. Must be able to respond to routine and emergency field conditions.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Telecommunications Coordinator	<b>Class Number:</b>	1053161
		<b>Pay Grade:</b>	7

**Departments:** All departments

## Classification Function

The purpose of this classification is to coordinate, schedule and track all customer activity for telephone and voice mail systems.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- Coordinates, schedules and tracks all customer movement for telephone and voice mail systems (e.g. – coordinates, schedules and tracks all customer moves, additions, and changes; serves as primary contact for all service requests and installation requests; maintains equipment standards; keeps telephone system, cable, and voice mail records and forwards invoices and paperwork).
- Develops schedule to determine departmental system needs.
- Coordinates communications and reports (e.g. – oversees vendors activities; prepares monthly reports; maintains equipment standards; coordinates cabling; attends meetings needs).

## Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science, telecommunications or a related field and one year of related experience; or any equivalent combination, of training and experience.

## Additional Requirements

No special license or certification is required.

## Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

### Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, tone generator, inductive amplifier, printers, and telephone.
- Ability to move and install telecommunications equipment.

### Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including periodicals, source materials, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including various computer manuals and PBX manual.
- Ability to prepare monthly reports, flow charts, memos, procedural manuals, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, maintain confidentiality of restricted information, and to follow instructions.
- Ability to use and interpret telecommunications, computer and computer software terminology and language.
- Ability to communicate effectively with managers, supervisors, other County employees, the general public, and vendors.

**Environmental Adaptability**

- Work is typically performed in an office environment.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Telecommunications Coordinator Supervisor	<b>Class Number:</b>	1053162
		<b>Pay Grade:</b>	11

<b>Departments:</b>	Central Services, only
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### Classification Function

The purpose of this classification is to and supervise telecommunications coordinators and coordinate the County's telephone services and cabling.

### Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervises telecommunications coordinators and other lower level staff (e.g.- assigns and plans work; reviews work to ensure standards are met; responds to employee problems; monitor staff productively; prepares employee performance evaluations, as scheduled or required; recommends and administers disciplinary procedures; conducts staff meetings).
- Coordinates the County's telephone services and cabling (e.g. – recommends County direction for telecommunications; designs telephone systems with customers including data and voice cabling; serves as a liaison between the Central Services Department and the Information Services Center to insure cabling and network compatibility).
- Coordinates procurement process for telecommunications services (e.g.- develops specifications for procurement of cellular phones, pagers, and long distance services; procures services for inmate and public pay phones; approves expenditures for telephone equipment).
- Performs miscellaneous duties to support telecommunications coordination activities (e.g.- prepares monthly reports and budget estimates; prepares correspondence and memorandums).

### Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science, telecommunications or a related field and three years of related experience; or any equivalent combination, of training and experience.

### Additional Requirements

No special license or certification is required.

### Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

#### Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, tone generator, inductive amplifier, scanner, fax machine, printers, and telephone.
- Ability to move and install telecommunications equipment.

#### Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.

- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and geometry.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including periodicals, source materials, cabling reviews, communications review, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including various telecommunications manuals, blue prints, floor plans, and personnel policy manuals.
- Ability to prepare monthly reports, memos, procedural manuals, employee performance appraisals, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, maintain confidentiality of restricted information, and to follow instructions.
- Ability to use and interpret telecommunications, computer and computer software terminology and language.
- Ability to communicate effectively with directors, elected officials, managers, supervisors, vendors, other County employees, and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Telecommunications Customer Service Representative	<b>Class Number:</b>	1016111
		<b>Pay Grade:</b>	4

<b>Departments:</b>	Central Services, only
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## Classification Function

The purpose of this classification is to provide assistance to all County departments on communication issues including telephones, cellular phones, and pagers.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Provides assistance to all County departments on communication issues including telephones, cellular phones, and pagers (e.g.- provides responsive assistance to departments in the analysis of their voice communication needs; logs and processes departments' service requests and complaints; recommends appropriate solutions; obtains pricing information; orders equipment and services as directed by supervisor; re-assesses department's needs, equipment, and line configurations).
- Processes billings for telecommunications equipment and services (e.g.- identifies discrepancies with billings; verifies all equipment and services billed are being used; verifies cost centers; verifies cost-breakdowns for multi-cost center accounts; identifies disconnected and invalid equipment and services; obtains credits when appropriate; assists departments identify charges on bills for budget and reporting purposes).
- Maintains vendor rapport and knowledge of current trends in products, services, standards, procedures, and costs.
- Maintains documentation on all position procedures, processes and functions.
- Performs other related duties (e.g.- monitors the progress of installations and changes to verify completion; conducts training; makes appropriate changes in centrex-mate, as directed).

## Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent and three years of related experience; or any equivalent combination of training and experience.

### Additional Requirements

No special license or certification is required.

## Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

### Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, computer terminal, pagers, calculator, copier and fax machine.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including invoices, debit memos, credit memos, warrants, vouchers, and other financial reports and records.
- Ability to comprehend a variety of reference books and manuals including computer applications handbooks and policies and procedures manuals.
- Ability to prepare daily, weekly, monthly, or annual activity, invoices, cancel check orders, letters, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to follow instructions, record and deliver information and to explain procedures.
- Ability to use and interpret basic telecommunications and bookkeeping terminology and language.
- Ability to communicate with the supervisor, clients, contractors, vendors, other County employees, and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Telecommunications Customer Service Representative Supervisor	<b>Class Number:</b>	1016112
		<b>Pay Grade:</b>	6

<b>Departments:</b>	Central Services, only
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### Classification Function

The purpose of this classification is to supervise Telecommunications Customer Service Representatives and provide assistance to all County departments on communication issues including telephones, cellular phones, and pagers.

### Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervises Telecommunications Customer Service Representatives and other lower level staff (e.g. – assigns and plans work; reviews work to ensure standards are met; responds to employee problems; monitor staff productively; prepares employee performance evaluations, as scheduled or required; recommends and administers disciplinary procedures; conducts staff meetings).
- Provides assistance to all County departments on communication issues including telephones, cellular phones, and pagers (e.g.- provides responsive assistance to departments in the analysis of their voice communication needs; logs and processes departments' service requests and complaints; recommends appropriate solutions; obtains pricing information; orders equipment and services as directed by supervisor; re-assesses department's needs, equipment, and line configurations).
- Coordinates invoices/receivables for telecommunications equipment and services (e.g.- identifies discrepancies with billings; verifies all equipment and services billed are being used; monitors collections of accounts receivables; verifies cost centers; verifies cost-breakdowns for multi-cost center accounts; identifies disconnected and invalid equipment and services; obtains credits when appropriate; assists departments identify charges on bills for budget and reporting purposes).
- Maintains vendor rapport and knowledge of current trends in products, services, standards, procedures, and costs.
- Maintains documentation on all position procedures, processes and functions.
- Performs other related duties (e.g.- monitors the progress of installations and changes to verify completion; conducts training).

### Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent and three years of related experience; or any equivalent combination of training and experience.

#### Additional Requirements

No special license or certification is required.

### Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

#### Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, computer terminal, pagers, printer, calculator, copier and fax machine.

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

**Language Ability & Interpersonal Communication**

- Ability to comprehend a variety of informational documents including invoices, debit memos, credit memos, warrants, vouchers, and other financial reports and records.
- Ability to comprehend a variety of reference books and manuals including computer applications handbooks and policies and procedures manuals.
- Ability to prepare daily, weekly, monthly, or annual activity, invoices, cancel check orders, letters, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret basic telecommunications and bookkeeping terminology and language.
- Ability to communicate with the supervisor, clients, contractors, vendors, other County employees, and the general public.

**Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Fingerprints Lab Supervisor	<b>Class Number:</b>	1071234
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	17
<b>Dept:</b>	Medical Examiner's Office		

**Classification Function**

The purpose of this classification is to supervise and participate in the daily operations of the Fingerprints unit including examination and processing physical evidence suspected of bearing finger, palm and foot prints; evaluate and conduct comparison of questioned prints to known standards; assist local agencies with requests for identification; prepare and enter latent print evidence into an Automated Fingerprint Identification System (AFIS); prepare charts and other material for demonstration of evidence in court; prepare reports for assigned casework and testify in the court of law.

**Distinguishing Characteristics**

This is a supervisory and managerial level classification. Incumbents in this class are expected to exercise discretion in applying goal and policy statements, in resolving any of the unit's service delivery problems and in supervising assigned staff. The employee is responsible for establishing and maintaining quality control, and ensuring proper preservation and documentation of evidence. This class provides instruction and assistance to staff as new technology becomes available, and is expected to current on methods, protocols, procedures applicable regulations, and methods for the analysis of data and reporting of results.

**Essential Job Functions**

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 20% +/- 10%
- Supervises assigned staff; prioritizes, assigns, reviews, and coordinates work; ensures that activities are completed on-time and accurately; ensures that rush case requests are handled properly and in a timely fashion; consults with staff to review work requirements, status, and problems; monitors and provides for training needs; prepares and conducts employee performance evaluations as scheduled or required; assists staff with complex or problem situations; responds to employee issues and concerns; manages case statistics.
- 40% +/- 10%
- Conducts examination and processing physical evidence suspected of bearing finger, palm and foot prints; evaluates and conducts comparison of questioned prints to known standards; prepares and enters latent print evidence into an Automated Fingerprint Identification System (AFIS); prepares charts and other material for demonstration of evidence in court; prepares findings and issues reports based on the results of the examination; performs administrative and technical case review.
- 15% +/- 10%
- Updates and/or drafts Standard Operating Procedures; reviews procedures to ensure compliance with accreditation guidelines; conducts legal and scientific research for new trends and developments affecting fingerprint examination; implements and enforces quality assurance procedures; ensures that proper safety procedures are followed.

EXHIBIT T

10% +/- 5%

- Communicates with a variety of individuals and groups; oversees lectures, internships, department tours, and detective requests; testifies in court; presents lectures to students, lawyers, and law enforcement personnel.

10% +/- 5%

- Ensures that supplies and equipment are available so that productivity is not interrupted; reviews purchase orders for technical accuracy; ensures that supplies and reagents are ordered in a timely fashion

5% +/- 5%

- Attends and participates in professional group meetings, conferences, seminars and trainings; stays abreast of new trends and information in the field; validates new procedures and implements and trains analysts on new procedures; conducts unit meetings with staff.

**Minimum Training and Experience Required to Perform Essential Job Functions**

Bachelor of Science degree in Biology, Chemistry, Forensic Science or closely related field with six (6) years experience performing comparison and identification of latent print material and related matter in a forensic laboratory; some supervisory experience is desirable; or an equivalent combination of education, training, and experience.

**Additional Requirements**

No certifications required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

**Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment, including a stereo microscope and comparison microscope.

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations and implement disciplinary procedures.

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and understand college level algebra, geometry, and trigonometry.

**Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including record of evidence submissions, chain of custody records, record of evidence release, case final reports, requests for information release, subpoenas, and supply order requests.
- Ability to comprehend a variety of reference books and manuals including standard operating procedures, quality assurance manual, safety manual, training manual, and instrument manuals.
- Ability to prepare case file reports, supply order requests, instrument maintenance logs, instrument calibration logs, departmental memos, and reports, standard operating procedures, quality assurance reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical/scientific and legal terminology and language.
- Ability to communicate and to develop and maintain effective working relationships with staff, other departmental employees/managers, supervisor, attorneys, law enforcement personnel, and students.

**Environmental Adaptability**

- Work is typically performed in an office/laboratory environment with some exposure to strong odors, toxic agents, bodily fluids, electrical currents and laboratory equipment/machinery.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Firearms and Toolmarks Lab Supervisor	<b>Class Number:</b>	1071284
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	17
<b>Dept:</b>	Medical Examiner's Office		

## Classification Function

The purpose of this classification is to supervise and participate in the daily operations of the Firearms and Toolmarks unit including examination and interpretation of firearms evidence received by the unit; ensure proper handling and analysis of firearm evidence; inspect and test fire all kinds of firearms and examine fired ammunition recovered from a crime scene to determine if it was fired by a particular firearm, interpret results and prepare reports for casework and testify in the court of law.

## Distinguishing Characteristics

This is a supervisory and managerial level classification. Incumbents in this class are expected to exercise discretion in applying goal and policy statements, in resolving any of the unit's service delivery problems and in supervising assigned staff. The employee is responsible for establishing and maintaining quality control, and ensuring proper preservation and documentation of evidence. This class provides instruction and assistance to staff as new technology becomes available and is expected to stay current on methods, protocols, procedures applicable regulations, and methods for the analysis of data and reporting of results.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 20% +/- 10%
- Supervises assigned staff; prioritizes, assigns, reviews, and coordinates work; ensures that activities are completed on-time and accurately; ensures that rush case requests are handled properly and in a timely fashion; consults with staff to review work requirements, status, and problems; monitors and provides for training needs; prepares and conducts employee performance evaluations as scheduled or required; assists staff with complex or problem situations; responds to employee issues and concerns; manages case statistics.
- 40% +/- 10%
- Conducts examinations and comparisons of firearms, bullets, shells, casings, tool marks and other related items; applies instrumental, physical, and/or chemical techniques in the examination of firearm and tool mark evidence; disassembles, reassembles, renders safe, and tests firearms to determine operability, safety, and accuracy; documents unique characteristics and records physical parameters using measuring projections, micrometers, etc.; performs distance determination and examination of gunshot patterns with test standards; uploads into and reviews data from NIBIN, the National Integrated Ballistic Information Network; prepares findings and issues reports based on the results of the examination; performs administrative and technical case review.
- 15% +/- 10%
- Updates and/or drafts Standard Operating Procedures; reviews procedures to ensure compliance with accreditation guidelines; conducts legal and scientific research for new trends and developments affecting firearms examination; implements and enforces quality assurance procedures; ensures that proper safety procedures are followed.

EXHIBIT U

10% +/- 5%

- Communicates with a variety of individuals and groups; oversees lectures, internships, department tours, and detective requests; testifies in court; presents lectures to students, lawyers, and law enforcement personnel.

10% +/- 5%

- Ensures that supplies and equipment are available so that productivity is not interrupted; reviews purchase orders for technical accuracy; ensures that supplies and reagents are ordered in a timely fashion

5% +/- 5%

- Attends and participates in professional group meetings, conferences, seminars and trainings; stays abreast of new trends and information in the field; validates new procedures and implements and trains analysts on new procedures; conducts unit meetings with staff.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

Bachelor of Science degree in natural/physical science; successful completion from a training program and six (6) years of firearm/toolmark casework experience; some supervisory experience is desirable; or an equivalent combination of education, training, and experience. Successful completion from a training program and two years of firearms and toolmark casework experience (which may include time from the training program).

### **Additional Requirements**

No certifications required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment, including a stereo microscope and comparison microscope.

#### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations and implement disciplinary procedures.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and understand college level algebra, geometry, and trigonometry.

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including record of evidence submissions, chain of custody records, record of evidence release, case final reports, requests for information release, subpoenas, and supply order requests.
- Ability to comprehend a variety of reference books and manuals including standard operating procedures, quality assurance manual, safety manual, training manual, and instrument manuals.
- Ability to prepare case file reports, supply order requests, instrument maintenance logs, instrument calibration logs, departmental memos, and reports, standard operating procedures, quality assurance reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical and scientific and legal terminology and language.
- Ability to communicate and to develop and maintain effective working relationships with staff, other departmental employees/managers, supervisor, attorneys, law enforcement personnel, and students.

**Environmental Adaptability**

- Work is typically performed in an office/laboratory environment with some exposure to strong odors, toxic agents, bodily fluids, electrical currents and laboratory equipment/machinery.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*



## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Forensic Scientist 2 – Fingerprints	<b>Class Number:</b>	1071232
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	11
<b>Dept:</b>	Medical Examiner's Office		

### Classification Function

The purpose of this classification is to examine and process physical evidence suspected of bearing finger, palm and foot prints; evaluate and conduct comparison of questioned prints to known standards; fingerprint deceased individuals for identification purposes; assist local agencies with requests for identification; prepare and enter latent print evidence into an Automated Fingerprint Identification System (AFIS); prepare charts and other material for demonstration of evidence in court; prepare reports for assigned casework and testify in the court of law.

### Distinguishing Characteristics

This is a journey-level classification working under general supervision. Positions in this class are expected to independently perform recurring, well-precedented projects using standard methods and techniques. Incumbents establish and maintain quality control, and ensure proper preservation and documentation of evidence. Employees receive instruction or assistance as new or unusual situations arise, and are expected to become fully aware of methods, protocols, procedures, applicable regulations, and of methods for the analysis of data and results.

### Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 65% +/- 10%
- Obtains fingerprints of deceased individuals and creates foot and palm prints on tenprint cards; utilizes the Analysis, Comparison, Evaluation, and Verification (ACE-V) method for accurate identification; Conducts processing of physical evidence suspected of bearing finger, palm and foot prints; evaluates prints and conducts comparisons of questioned prints to known standards; maintain logs and records of examinations performed; prepares, evaluates and enters prints into an Automated Fingerprint Identification System (AFIS); prepare charts and other material for demonstration of evidence in court; prepares findings and issues reports based on the results of the examination.
- 15% +/- 5%
- Reviews/compiles case files and fingerprint evidence.
- 10% +/- 10%
- Performs maintenance of AFIS equipment; Cleans and maintains worksite and laboratory equipment; transfers and maintains evidence in storage.
- 10% +/- 5%
- Testifies in court as an expert witness; communicates with attorneys and law enforcement personnel; attends meetings.

### Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor of Science degree in Biology, Chemistry, Forensic Science or closely related field and two (2) years of laboratory experience performing latent print comparison and identification; or an equivalent combination of education, training, and experience.

EXHIBIT V

**Additional Requirements**

No certifications required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment including camera, tubes, and a variety of microscopes.

**Supervisory Responsibilities**

- No supervisory requirements

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages and perform statistical analysis and college level algebra.

**Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including chain of custody records, case history forms, fingerprint reports, AFIS data and reports, case history information, and police reports and photos.
- Ability to comprehend a variety of reference books and manuals including standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, and hazardous materials records.
- Ability to prepare fingerprint case report, case forms and charts, maintenance documents, purchase orders, chain of custody, laboratory report, fingerprint reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical and scientific terminology and language.
- Ability to communicate and to develop and maintain effective working relationships with other departmental employees, supervisor, police department personnel, attorneys, and sales representatives.

**Environmental Adaptability**

- Work is typically performed in an office/laboratory environment with some exposure to strong odors, toxic agents, bodily fluids, electrical currents and laboratory equipment/machinery.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Forensic Scientist 2 – Firearms and Toolmarks	<b>Class Number:</b>	1071282
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	11
<b>Dept:</b>	Medical Examiner's Office		

## Classification Function

The purpose of this classification is to examine and interpret firearms and toolmarks evidence associated with alleged criminal acts; to inspect and test fire all kinds of firearms and examine fired ammunition recovered from a crime scene to determine if it was fired by a particular firearm, interpret results and prepare reports for assigned casework and testify in the court of law.

## Distinguishing Characteristics

This is a journey-level classification working under general supervision. Positions in this class are expected to independently perform recurring, well-precedented projects using standard methods and techniques. Incumbents establish and maintain quality control, and ensure proper preservation and documentation of evidence. Employees receive instruction or assistance as new or unusual situations arise, and are expected to become fully aware of methods, protocols, procedures, applicable regulations, and of methods for the analysis of data and results.

## Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Conducts examinations and comparisons of firearms, bullets, shells, casings, tool marks and other related items; applies instrumental, physical, and/or chemical techniques in the examination of firearm and tool mark evidence; disassembles, reassembles, renders safe, and tests firearms to determine operability, safety, and accuracy; documents unique characteristics and records physical parameters using measuring projections, micrometers, etc.; performs distance determination and examination of gunshot patterns with test standards; uploads into and reviews data from NIBIN, the National Integrated ballistic Information Network; prepares findings and issues reports based on the results of the examination.  
65% +/- 10%
- Reviews/compiles case files and firearm evidence.  
15% +/- 5%
- Cleans and maintains worksite and laboratory equipment; transfers and maintains evidence in storage.  
10% +/- 10%
- Testifies in court as an expert witness; communicates with attorneys and law enforcement personnel; attends meetings.  
10% +/- 5%

## Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor of Science degree in natural/physical science and two (2) years of laboratory experience performing firearms and toolmark evidence analysis; or an equivalent combination of education, training, and experience.

**Additional Requirements**

No certifications required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions****Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment including camera, tubes, and a variety of microscopes.

**Supervisory Responsibilities**

- No supervisory requirements

**Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages and perform statistical analysis and college level algebra.

**Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including chain of custody records, case history forms, firearm/toolmark reports, NIBIN data and reports, case history information, and police reports and photos.
- Ability to comprehend a variety of reference books and manuals including standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, and hazardous materials records.
- Ability to prepare firearm/toolmark case report, case forms and charts, maintenance documents, purchase orders, chain of custody, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical/scientific terminology and language.
- Ability to communicate and to develop and maintain effective working relationships with other departmental employees, supervisor, police department personnel, attorneys, and sales representatives.

**Environmental Adaptability**

- Work is typically performed in an office/laboratory environment with some exposure to strong odors, toxic agents, bodily fluids, electrical currents and laboratory equipment/machinery.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0116

Sponsored by: <b>Councilmembers Greenspan and Miller</b>	<b>A Resolution</b> providing for the submission to the electors of the County of Cuyahoga an amendment to Article XI, Section 11.01 of the Charter of Cuyahoga County to ensure the independence of the auditing function by providing that the County Audit Committee consist of the President of Council and four residents of the county with experience in the field of auditing who are to be appointed by the County Executive and confirmed by Council, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article XII, Section 12.10 of the Charter of Cuyahoga County provides that “Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution”; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the “legislative authority... of any county may by a two-thirds vote of its members” submit by resolution charter amendments to the electors of the county “to be voted upon at the first general election occurring not sooner than sixty days after their submission”; and

WHEREAS, the Association of Local Government Auditors’ Model Legislative Guidelines for Local Government Auditors state “[a]udit committees should be independent of management,” and “[t]o enhance the independence of the [audit] committee, and to enable the auditors to communicate freely, no members of the audit committee should be employees of the entity management;” and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to change the composition of the County Audit Committee and ensure the independence of the County’s audit function.

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

**SECTION 1.** Pursuant to Article X, Section 4 of the Ohio Constitution and Article XII, Section 12.10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 3<sup>rd</sup> day of November, 2015, the question of amending Article XI, Section 11.01 of the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced text being added and stricken text being deleted as follows:

## ARTICLE XI – INTERNAL AUDITING

### SECTION 11.01 COUNTY AUDIT COMMITTEE

The County Audit Committee shall provide internal auditing to assist the County Executive, Fiscal Officer, the Council, and other county officers and departments, institutions, boards, commissions, authorities, organizations, and agencies of the County government funded in whole or in part by County funds in providing taxpayers of the County with efficient and effective services. **To ensure the independence of the auditing function** ~~The County Audit Committee shall consist of the Fiscal Officer, who shall serve as chair of the committee, the County Executive, the President of Council~~ **or a member of Council appointed by the President of Council** and ~~two~~ **four** residents of the County **with experience in the field of auditing, accounting, government operations, or financial reporting who shall be** appointed by the County Executive and confirmed by Council for **staggered four year** terms ~~ending one year, and two years, ending at the end of each calendar year~~, following the end of the term of the office of the ~~then~~ County Executive. **The County Executive and Fiscal Officer shall serve as non-voting, ex officio members. The County Audit Committee shall elect a chairperson at the first regular meeting in each calendar year.** Upon a vacancy of an appointed position on the County Audit Committee, the County Executive shall appoint a replacement to fill the incomplete term, subject to confirmation by Council. An appointed member of the County Audit Committee may be removed by a vote of a majority of the County Audit Committee, subject to the approval of County Council. The County Audit Committee shall meet at least quarterly and shall oversee internal and external audits.

**SECTION 2.** Pursuant to Article X, Section 4 of the Ohio Constitution, and Article XII, Section 12.10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment to Article XI, Section 11.01 shall be submitted to the Board of Elections of Cuyahoga County, and the question to be submitted on the ballot shall be as follows:

### PROPOSED AMENDMENT TO COUNTY CHARTER

**Shall Article XI, Section 11.01 of the Charter of the County of Cuyahoga be amended to ensure the independence of the county's auditing function by providing that the County Audit Committee consist of the President of Council and four residents of the county with experience in the field of auditing, accounting, government operations, or financial reporting who are to be appointed by the County Executive and confirmed by Council?**

**SECTION 3.** If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article XI, to the extent that they are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

**SECTION 4.** The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 3, 2015 election. The Clerk is further

directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

**SECTION 5.** It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendment to be properly placed on the November 3, 2015 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective.

**SECTION 6.** 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 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: June 23, 2015

Committee(s) Assigned: Council Operations & Intergovernmental Relations

Committee Report/Second Reading: July 14, 2015

Journal \_\_\_\_\_  
\_\_\_\_\_, 2015

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0115

<p>Sponsored by: <b>Council President Brady</b></p> <p>Co-sponsored by: <b>Councilmembers Miller, Germana, Simon, Brown, Gallagher, Greenspan and Hairston</b></p>	<p><b>A Resolution</b> approving the appointment of C. Ellen Connally to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees for an unexpired term ending 4/15/2019, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Ohio Revised Code Chapter 345 provides that a county may establish a memorial to commemorate the services of all members and veterans of the armed forces, and authorizes the taxing authority of the county to appoint a board of trustees for such a memorial; and,

WHEREAS, Article III, Section 3.01 of the County Charter establishes that the County Council is the "taxing authority;" and,

WHEREAS, There currently remains unfilled a vacancy resulting from the completion of a previous term ending April 15, 2014; and

WHEREAS, Council has determined that C. Ellen Connally is qualified to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees and that her service would be beneficial to the on-going success and development of the Cuyahoga County Soldiers' and Sailors' Monument; and

WHEREAS, this Council by a vote of at least eight (8) members determines that 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 a County Commission.

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

**SECTION 1.** That the Cuyahoga County Council hereby approves the appointment of C. Ellen Connally to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees for an unexpired term ending 4/15/2019.

**SECTION 2.** It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County Commission. Provided that this





# County Council of Cuyahoga County, Ohio

## Ordinance No. O2015-0012

Sponsored by: <b>Councilmember Greenspan and County Executive Budish</b>	<b>An Ordinance</b> amending Section 407.27 of the Cuyahoga County Code establishing recusal requirements for appointees to county boards and commissions, and declaring the necessity that this Ordinance become immediately effective.
--	--

WHEREAS, Section 407.27 of the Cuyahoga County Code establishes the ethical requirements for the making of appointments by County appointing authorities to “boards, commissions, and advisory boards;” and,

WHEREAS, paragraph (C) of Section 407.27 of the Cuyahoga County Code prohibits County appointing authorities from appointing anyone who has “an interest in one or more contracts in effect with, or under consideration by, the Board, commission or other body to which the appointment is being made;” and,

WHEREAS, Council has determined that the aforementioned prohibition unnecessarily precludes willing and qualified applicants from serving on such boards, commissions, and advisory boards; and,

WHEREAS, In the event an appointee to a board, commission, or advisory board has an interest in any matter that comes before the public body, the appointee shall be required to recuse himself or herself from taking any action on the matter, including voting, discussing, deliberation, and formally or informally lobbying; and.

WHEREAS, In the event an appointee fails to comply with the recusal requirements established herein, he or she shall be subject to removal and the matter may be referred to the Inspector General for investigation; and,

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** Chapter 407 of the Cuyahoga County Code is hereby amended to read as follows (deletions struck through and additions bolded and underlined):

Section 407.27 Boards, Commissions and Advisory Board Appointments

A. Unless such appointment is provided for by statute, by the County Charter, the County ~~Code Ordinance~~ or otherwise by operation of law, no County appointing authority shall appoint any person to a Board, commission or advisory Board who has any of the following conflicts of interest with the intended board's objective and impartial operations:

1. ~~A.~~An elected or appointed employee of the County during the 12 months immediately preceding the Board appointment may not be appointed to any board, commission or advisory board if the Ohio Attorney General's Index of Compatibility of Public Offices and Positions provides that such appointment is incompatible with the elected or appointed employee's position with the County. If the Index does not address the appointment, the County appointing authority shall request the opinion of the Inspector General on whether the appointment is incompatible, and the Inspector General or his or her designee in the Inspector General's office shall provide said opinion within a reasonable time based on the circumstances, but not to exceed ten (10) working days;

2. ~~B.~~One or more Full Family members or Business Associates serving on the same Board, commission or advisory board; or

~~B.~~ An interest in one or more contracts in effect with, or under consideration by, the Board, commission or other body to which the appointment is being made.

B. **Any person appointed to a board or commission by a county appointing authority shall recuse himself or herself from taking any action, including voting, discussing, deliberating, and formally or informally lobbying, on any matter where any of the following individuals would receive anything of value:**

1. **the appointee,**

2. **his or her family,**

3. **his or her business associates, or**

4. **others with whom he or she has a relationship that would affect his or her objectivity, would receive anything of value.**

C. **The failure of any appointee to comply with paragraph (B) of this Section shall be deemed sufficient grounds for removal from the position by the board, commission, or appointing authority, and the matter may be referred to the Inspector General.**

**SECTION 2.** It is necessary that this Ordinance become immediately effective



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0125

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> extending the appointment of Interim Director of Human Resources Lisa Durkin; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article II, Section 2.03(2) of the Charter of Cuyahoga County provides that the County Executive may appoint interim officers to serve as any departmental director, as Inspector General, or in any position outlined in Article V of this Charter without confirmation by the Council for a period not to exceed 120 days; and

WHEREAS, former County Executive Edward FitzGerald appointed Lisa Durkin as Interim Director of Human Resources on November 10, 2014; and

WHEREAS, County Executive Armond Budish extended the term of Ms. Durkin's appointment as Interim Director of Human Resources on March 10, 2015 and this extension was automatically approved by Council for 120 days through application of County Code § 114.02(B); and

WHEREAS, the 120 day extension of the Ms. Durkin appointment as Interim Director of Human Resources expired on July 8, 2015 and the County Executive Budish has recommended extending the term of her interim appointment until December 31, 2015 or until a permanent appointment is made, whichever is sooner; 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 extension of the term of Interim Director of Human Resources Lisa Durkin until December 31, 2015 or until a permanent appointment is made, whichever is sooner.

**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.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

Journal CC019  
July 14, 2015

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0126

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Elizabeth Hjar to serve on the Cuyahoga County Public Library Board of Trustees for the term 6/25/2015 - 3/31/2022; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Public Library Board of Trustees was created pursuant to the provisions of Ohio Revised Code Section 3375.22; and

WHEREAS, the Cuyahoga County Public Library Board of Trustees is a separate political subdivision authorized by the State of Ohio to establish policies and develop an annual budget while Board members represent the citizen’s interest, promoting the highest level of library service appropriate to the community, in accordance with state law; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;” and

WHEREAS, members of the Cuyahoga County Public Library Board of Trustees shall be appointed to serve a seven year term; and

WHEREAS, the County Executive Armond Budish has nominated Elizabeth Hjar to serve on the Cuyahoga County Public Library Board of Trustees for the term 6/25/2015 - 3/31/2022; and

WHEREAS, this Council by a vote of at least eight (8) members determines that 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 a County Board.

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







**ARMOND BUDISH**  
Cuyahoga County Executive

June 25, 2015  
Dan Brady, President  
Cuyahoga County Council

**Re: Cuyahoga County Public Library Board of Trustees (CCPL)**

Dear President Brady:

Pursuant to Ohio Revised Code Chapter 3375.22 I submit the following nomination for service on the CCPL:

- **Elizabeth Hajar (New) of Chagrin Falls Village, Cuyahoga County (replacing Edna Fuentes-Casiano)**

Candidates for this board shall: *"...be qualified electors of the library district or county"*

Ms. Hajar is a qualified elector.

The other candidate on file for this position is Kathi O'Connor.

The nomination is for an unexpired term to serve seven years beginning 6/25/15 expiring 3/31/22.

There are no known conflicts of interest for which an advisory opinion has been requested.

This board is uncompensated.

Ms. Hajar's biography is attached.

Should you or any of your colleagues have any questions, please feel free to contact Chris Glassburn in my office at [cglassburn@cuyahogacounty.us](mailto:cglassburn@cuyahogacounty.us) or 216-443-7127.

Sincerely,

  
Armond Budish

Cuyahoga County Executive

cc: Councilwoman Yvonne Conwell  
Sharon Sobol Jordan  
Joe Nanni  
Jeanne Schmotzer

Kris Moore  
Chris Glassburn  
Laura Trotter



## **Elizabeth Hajar, Village of Chagrin Falls**

**Elizabeth Hajar** is Director of Board Engagement and External Affairs at the Centers for Families and Children. She has consulted for area non-profits, including Global Cleveland and the Hispanic Roundtable. She is a licensed attorney and previously practiced law at Thompson Hine LLP in Cleveland and Bryan Cave LLP in New York. She earned her J.D. from Harvard Law School.

Hajar has volunteered with a number of Cleveland-area organizations. She has been cited or interviewed by several media outlets including the Plain Dealer, WCPN's Sound of Ideas, and Fresh Water Cleveland.

Chairwoman, Global Ambassadors Learning Academy (an immersion k-8 charter school)

Board Member, LAND Studio

Board Member, Hispanic Roundtable

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0127

Sponsored by: <b>County Executive Budish/Fiscal Officer/Office of Budget &amp; Management</b>	<b>A Resolution</b> amending the 2014/2015 Biennial Operating Budget for 2015 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 9, 2014, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program Update for 2015 (Resolution No. R2014-0267) establishing the 2015 biennial budget update for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2015 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations, and to transfer cash between budgetary funds, in order to accommodate the operational needs of certain County departments, offices, and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

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

**SECTION 1.** That the 2014/2015 Biennial Operating Budget for 2015 be amended to provide for the following additional appropriation increases and decreases:



Funding Source: Funding is provided from 80% Federal Highway Administration funds passed through the Ohio Department of Transportation with 20% local matches by the County Road and Bridge Fund and some municipalities.

**SECTION 2.** That the 2014/2015 Biennial Operating Budget for 2015 be amended to provide for the following appropriation transfers:

**Fund Nos./Budget Accounts** **Journal Nos.**

A. FROM:	20A602 – Probate Court (Clerk) Comput. Fund	<b>BA1500467</b>
	PC404632 – Probate Computerization \$10 Fee FD	
	Other Expenses	\$ 46,000.00
TO:	20A602 – Probate Court (Clerk) Comput. Fund	
	PC404632 – Probate Computerization \$10 Fee FD	
	Capital Outlay	\$ 46,000.00

Funding Source: Funding comes from filing fees for the operation of the Court pursuant to O.R.C. §2101.162. As of May 31, 2015, the cash balance in this fund is \$4,429,934.27.

B. FROM:	20A822 –Custody Mediation	<b>BA1500441</b>
	JA108118 –Custody Mediation	
	Personal Services	\$ 3,500.00
TO:	20A822–Custody Mediation	
	JA108118 –Custody Mediation	
	Other Expenses	\$ 3,500.00

Funding Source: Funding is from two contracts, one with Juvenile Court and the other with Domestic Relations Court that support the operating budget covering the period January 1, 2015 through December 31, 2015.

C. FROM:	50A410 –Cuyahoga County Information System	<b>BA1500442</b>
	JA090068–J.A. Cuyahoga Regional Information System	
	Other Expenses	\$ 898.11
TO:	50A410–Cuyahoga County Information System	
	JA090068 –J. A. Cuyahoga Regional Information System	
	Capital Outlays	\$ 898.11

Funding Source: Funding is from user fees and a \$5 moving violation fee covering the period January 1, 2015 through December 31, 2015.

D. FROM:	21A500 –Urban Area Security Initiative (URSI)	<b>BA1500443</b>
	JA741645–FY14 Urban Area Initiative (UASI)	
	Personal Services	\$ 4,000.00
TO:	21A500–Urban Area Security Initiative (URSI)	
	JA741645 –FY14 Urban Area Initiative (URSI)	
	Other Expenses	\$ 4,000.00

Funding Source: Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period September 1, 2014 through July 30, 2016.

E. FROM:	01A001 – General Fund	<b>BA1500450</b>
	IT601088 – Security & Disaster Recovery	
	Other Expenses	\$ 3,355.00
TO:	01A001 – General Fund	
	IT601104 – Mainframe Operation Services	
	Other Expenses	\$ 3,355.00

Funding Source: The source of funding is General Fund.

F. FROM:	01A001 – General Fund	<b>BA1500451</b>
	FS109645 – Fiscal Operation - Record/License/Outreach	
	Personal Services	\$ 226,194.12
TO:	01A001 – General Fund	
	FS109652 – Fiscal Operations – Contractual Services	
	Personal Services	\$ 112,865.78
	01A001 – General Fund	
	FS109686 – Fiscal Operations – Property Valuations	
	Personal Services	\$ 113,328.34

Funding Source: The source of funding is General Fund.

G. FROM:	01A001 – General Fund	<b>BA1500454</b>
	FS109637 – Financial Reporting	
	Personal Services	\$ 15,907.20
TO:	01A001 – General Fund	
	FS109637 – Financial Reporting	
	Other Expenses	\$ 15,907.20

Funding Source: The source of funding is General Fund.

H1. FROM:	01A001 – General Fund	<b>BA1500027</b>
	SH350587 – Sheriff Administration	
	Personal Services	\$ 149,564.50
TO:	01A001 – General Fund	
	IT601104 – Mainframe Operations Services	
	Personal Services	\$ 90,953.87
TO:	01A001 – General Fund	
	IT601096 – Engineering Services	
	Personal Services	\$ 58,610.63

H2. FROM:	01A001 – General Fund IT601021 – Information Technology Administration Personal Services	\$ 50,571.80	<b>BA1500028</b>
TO:	01A001 – General Fund SH350587 – Sheriff Administration Personal Services	\$ 50,571.80	

Funding Source: Funding is from the General Fund.

**SECTION 3.** 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 4.** 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President	Date

County Executive	Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

Journal CC019  
July 14, 2015





ARMOND BUDISH  
Cuyahoga County Executive

July 2, 2015

Clerk of County Council

Dear Ms. Schmotzer:

A brief summary of the fiscal items that will be submitted for consideration for adoption on first reading at the regular County Council meeting scheduled for July 14, 2015, are presented below.

**Additional Appropriation Summary** – Additional appropriations are needed when there is a new or increased revenue source, or a revision to the original appropriation level that is required to cover expenditures that exceed the original estimate. A budget review document is provided for General Fund and Health & Human Services Levy Fund impact items.

A reduction in appropriation is requested in conjunction with the close-out of a program, grant, project or decertification of an encumbrance.

\* Impact of fiscal item is included in the current projection and ending fund balance.

General Fund/Health & Human Services	Amount
Fiscal Office/Office of Procurement & Diversity – Additional appropriation to cover the Periscope Holdings, Buyspeed contract. Funding is from the General Fund. (Item F.)	\$10,905.00
<b>TOTAL</b>	<b>\$10,905.00</b>

Grants/Projects	Amount
Juvenile Court – To appropriate the Title II Juvenile Justice and Delinquency Prevention grant from the Ohio Department of Youth Services. (Item A.)	\$20,000.00
Development – Reducing appropriation in the Lead Safe Cuyahoga Program (\$868.00), the American Dream (\$.05), and the American Dream Down Payment Initiative 08 (\$.40) grants from the U.S. Department of Housing and Urban Development in preparation of grant closure. (Items B, C and D.)	-\$868.45
Senior and Adult Services – To appropriate a grant from the Ohio Department of Job and Family Services, Adult Protective Services Workgroup to allow the County to more efficiently comply with core minimum requirements. (Item E.)	\$35,000.00
Public Works/Road and Bridge – Additional appropriation to cover payroll and administrative overhead adjustments for various road and bridge projects. Funding is 80% Federal Highway Administration Funds and 20% local matches by the County Road and Bridge Fund and municipalities. (Item G.)	\$277,883.15
<b>TOTAL</b>	<b>\$332,014.70</b>

<b>Total Additional Appropriations - All Funds</b>	<b>\$342,919.70</b>
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The following represents the overall changes made to the Annual Appropriation Measure for 2015 since its adoption on December 9, 2014 Resolution R2014-0267. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

**APPROPRIATION STATUS SUMMARY:**

	<b>Proposed 07/14/2015</b>	<b>Year-To-Date Amendments</b>	<b>R2014-0267*</b>	<b>Adjusted Annual Appropriation</b>
General Fund Impact	\$ 10,905.00	\$ 16,070,675.38	\$ 386,926,872.00	\$ 402,997,547.38
HHS Levy Impact	\$ 0.00	\$ 3,195,505.08	\$ 234,988,318.00	\$ 238,183,823.08
Other Fund Impact	\$ <u>332,014.70</u>	\$ <u>131,529,560.16</u>	\$ <u>711,691,293.00</u>	\$ <u>843,220,852.16</u>
<b>Total Impact</b>	<b>\$ 342,919.70</b>	<b>\$ 150,795,740.62</b>	<b>\$ 1,333,606,483.00</b>	<b>\$ 1,484,402,222.62</b>

\* 2015 Budget Update appropriation levels adopted by resolution R2014-0267 on December 9, 2014.

**Appropriation Transfer Summary** – Is a transfer of appropriation between two or more budget accounts or between different resolution categories within the same budget account.

<b>General Fund/Health &amp; Human Services</b>	<b>Amount</b>
Information Technology – Realigning appropriation to cover a contract. Funding is from the General Fund. (Item E.)	\$3,355.00
Fiscal Office/Operations – Realigning appropriation to move personal services to the correct accounts. Funding is from the General Fund. No net effect. (Item F.)	\$226,194.12
Fiscal Office/Financial Reporting – Realigning appropriation to cover a temporary employee contract. Funding is from the General Fund. (Item G.)	\$15,907.20
Sheriff/Information Technology – Realigning appropriation to move two former Sheriff IT positions to the Department of Information Technology and one from IT to the Sheriff. Funding is from the General Fund. No net effect. (Items H1 and H2.)	\$200,136.30
<b>TOTAL</b>	<b>\$445,592.62</b>

<b>Other Operating Funds</b>	<b>Amount</b>
Probate Court – Realigning appropriation to cover the replacement of computers for Court staff. Funding is from filing fees. (Item A.)	\$46,000.00
Public Safety and Justice Services/Custody Mediation – Realigning appropriation to cover a non-sufficient fund condition. Funding is from contracts with Juvenile Court and Domestic Relations supporting operations. (Item B.)	\$3,500.00
Public Safety and Justice Services/CRIS – Realigning appropriation to cover a non-sufficient fund condition for a pending department order. Funding is from user fees and a \$5.00 moving violation fee. (Item C.)	\$898.11
<b>TOTAL</b>	<b>\$50,398.11</b>

<b>Grants/Projects</b>	<b>Amount</b>
Public Safety and Justice Services/Urban Area Security Initiative – Realigning appropriation to cover travel to the Urban Area Security conference. Funding is from the U.S. Department of Homeland Security. (Item D.)	\$4,000.00
<b>TOTAL</b>	<b>\$4,000.00</b>

<b>Total Appropriation Transfers - All Funds</b>	<b>\$499,907.73</b>
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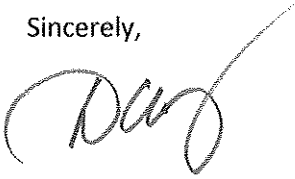
**Cash Transfer Summary** – Operating transfers support operating expenditures, related to a cash matches for a grants, transfer of taxes or fees to a debt service fund, transfers from the General Fund to a capital project fund or operating subsidies to special revenue funds, enterprise funds, or internal service funds. This type of transaction posts as an expenditure and sufficient appropriation must be available to process the transaction.

<b>General Fund/Health &amp; Human Services</b>	<b>Amount</b>
None Submitted.	
<b>TOTAL</b>	<b>0</b>

Total Cash Transfers - All Funds	\$0.00
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Thank you for your consideration regarding this matter.

Sincerely,



Dennis G. Kennedy  
Fiscal Officer  
[dkennedy@cuyahogacounty.us](mailto:dkennedy@cuyahogacounty.us)  
(216) 443-8173  
Fax: (216) 443-8193



ARMOND BUDISH  
Cuyahoga County Executive

## MEMORANDUM

TO: Jeanne Schmotzer, Clerk of Council  
FROM: Dennis G. Kennedy, Fiscal Officer  
DATE: July 2, 2015  
RE: Fiscal Resolution Items

The Office of Budget & Management is requesting that the following fiscal items be presented to the members of County Council for their consideration for approval on first reading at the meeting of July 14, 2015. The requested fiscal items including additional appropriations, appropriation transfers, and cash transfers meet agency budgetary needs.

### **Resolution: Additional Appropriations**

A.	21A040 – JJDP Subgrant		<b>BA1500468</b>
	JC758375 – JJDP 2016		
	Other Expenses	\$	20,000.00

Appropriation of a federal Title II Formula Juvenile Justice and Delinquency Prevention Grant passed through the Ohio Department of Youth Services. The grant provides funding for the "Coordinated Approach to Low-risk Misdemeanors (CALM)" project and covers the period January 1, 2015 through June 30, 2016. No cash match is required.

B.	22A112 – Lead		<b>BA1500389</b>
	DV710723-Lead Safe Cuyahoga Program		
	Other Expenses	\$	(868.00)

Reduce appropriations in the Department of Development Lead Safe Cuyahoga Program grant in preparation for closure. Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2004 through December 31, 2004.

C.	22A955 – American Dream 2004		<b>BA1500444</b>
	DV709733-American Dream 2004		
	Other Expenses	\$	(.05)

Reduce appropriations in the Department of Development American Dream grant in preparation for closure. Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2004 through December 31, 2010.

D.	22A987 – Home 2008 DV712752-American Dream Down Payment Initiative 08 Other Expenses	\$	(.40)	<b>BA1500445</b>
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Reduce appropriations in the Department of Development American Dream Down Payment Initiative 2008 grant in preparation for closure. Funding is from the United States Department of Housing and Urban Development covering the period January 1, 2004 through December 31, 2010.

E.	21A601 – DSA-APS Program Innovation Grant SA138487 – APS Capacity Building Grant Other Expenses	\$	35,000.00	<b>BA1500227</b>
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To provide appropriations for the Department of Health and Human Services Division of Senior and Adult Services recent award received from the Ohio Department of Job and Family Services, Adult Protective Services Workgroup. This workgroup was established by section 751.130 of Ohio House Bill 483 of the 130<sup>th</sup> General Assembly. The workgroup's purpose is to investigate programmatic or financial gaps in the adult protective services system, identify best practices currently employed at the county level as well as those that can be integrated into the system, identify areas of overlap and linkages across all human service programs and introduce new APS program innovations that will allow the county to more efficiently comply with the APS core minimum requirements in the amount of \$35,000.00 covering the period of June 1, 2015 through December 31, 2015. The funding source is a state grant award.

F.	01A001 – General Fund FS109678 – Office of Procurement & Diversity Other Expenses	\$	10,905.00	<b>BA1500453</b>
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An additional appropriation is requested for the Office of Procurement & Diversity account for the Periscope Holdings, Buyspeed contract; this contract was originally budgeted for the entire amount but another contract used part of the budget when it was more than anticipated. The source of funding is General Fund.

G.	40A526 – Ohio Dept. of Transportation-Local Projects Admin CE785006 – ODOT-LPA Personal Services Other Expenses	\$	257,236.18 20,646.97	<b>BA1500334 – 346</b>
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Additional appropriation is requested by the Department of Public Works to allow for payroll and administrative overhead adjustments for the Van Aken, Ridge, Highland, Bellaire, Belvoir, and Columbus Lift Bridge Road projects, for pay periods 23-26 of 2014. Also additional appropriation is requested for payroll adjustments for the Van Aken and East 105<sup>th</sup> Issue 1 projects. Funding is provided from 80% Federal Highway Administration funds passed through the Ohio Department of Transportation with 20% local matches by the County Road and Bridge Fund and some municipalities.

**Resolution: Appropriation Transfers:**

A.	FROM:	20A602 – Probate Court (Clerk) Comput. Fund PC404632 – Probate Computerization \$10 Fee FD Other Expenses	\$	46,000.00	<b>BA1500467</b>
	TO:	20A602 – Probate Court (Clerk) Comput. Fund PC404632 – Probate Computerization \$10 Fee FD Capital Outlay	\$	46,000.00	

The Probate Court requests a transfer in appropriation to replace 65 computers for Court staff. Funding comes from filing fees for the operation of the Court pursuant to O.R.C. §2101.162. As of May 31, 2015, the cash balance in this fund is \$4,429,934.27.

B.	FROM:	20A822 –Custody Mediation JA108118 –Custody Mediation Personal Services	\$	3,500.00	<b>BA1500441</b>
	TO:	20A822–Custody Mediation JA108118 –Custody Mediation Other Expenses	\$	3,500.00	

Transfer appropriations within the Department of Public Safety and Justice Services Custody Mediation division to provide sufficient appropriations to cover a current Non Sufficient Fund (NSF) condition as reported June 22, 2015 for printing chargebacks as result of certification by Information Technology for phone charges that were not incurred in 2014 and thus not included in the 2015 budget update. The surplus in wages is a result of vacancies. Funding is from two contracts, one with Juvenile Court and the other with Domestic Relations Court that support the operating budget covering the period January 1, 2015 through December 31, 2015.

C.	FROM:	50A410 –Cuyahoga County Information System JA090068–J.A. Cuyahoga Regional Information System Other Expenses	\$	898.11	<b>BA1500442</b>
	TO:	50A410–Cuyahoga County Information System JA090068 –J. A. Cuyahoga Regional Information System Capital Outlays	\$	898.11	

Transfer appropriations within the Department of Public Safety and Justice Services-Cuyahoga County Regional Information System (CRIS) now known as Regional Enterprise Data Sharing System (REDSS) to provide sufficient appropriations to cover a current Non Sufficient Fund (NSF) condition as reported June 22, 2015 for a pending Department Order DO1517017-01 purchase with Hewlett Packard for one HSP Z230 Workstation that was issued without a budget for the purchase. Funding is from user fees and a \$5 moving violation fee covering the period January 1, 2015 through December 31, 2015.

D.	FROM:	21A500 –Urban Area Security Initiative (URSI) JA741645–FY14 Urban Area Initiative (UASI) Personal Services	\$	4,000.00	<b>BA1500443</b>
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TO: 21A500–Urban Area Security Initiative (URSI)  
 JA741645 –FY14 Urban Area Initiative (URSI)  
 Other Expenses \$ 4,000.00

Transfer appropriations within the Department of Public Safety and Justice Services-Urban Area Security Initiative (URSI) grant for travel to the Urban Area Security conference from the personnel budget within the grant. Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period September 1, 2014 through July 30, 2016.

E. FROM: 01A001 – General Fund **BA1500450**  
 IT601088 – Security & Disaster Recovery  
 Other Expenses \$ 3,355.00

TO: 01A001 – General Fund  
 IT601104 – Mainframe Operation Services  
 Other Expenses \$ 3,355.00

A budget transfer is being requested between the Information Technology, Security & Disaster Recovery account to Mainframe Operation Services account for a contract which was budgeted in the Vanguard Services incorrect account. The source of funding is General Fund.

F. FROM: 01A001 – General Fund **BA1500451**  
 FS109645 – Fiscal Operation - Record/License/Outreach  
 Personal Services \$ 226,194.12

TO: 01A001 – General Fund  
 FS109652 – Fiscal Operations – Contractual Services  
 Personal Services \$ 112,865.78

01A001 – General Fund  
 FS109686 – Fiscal Operations – Property Valuations  
 Personal Services \$ 113,328.34

A budget transfer is being requested between the Fiscal Office Operations account to the Contractual Services and Property Valuations accounts for the personal services budgets of three employees whom were being paid out of the incorrect cost center. The source of funding is General Fund.

G. FROM: 01A001 – General Fund **BA1500454**  
 FS109637 – Financial Reporting  
 Personal Services \$ 15,907.20

TO: 01A001 – General Fund  
 FS109637 – Financial Reporting  
 Other Expenses \$ 15,907.20

A budget transfer is being requested within the Financial Reporting account from personal services to other expenses for the Temporary Employee contract for data entry of Public Defender reimbursements. The source of funding is General Fund.

H1.	FROM:	01A001 – General Fund SH350587 – Sheriff Administration Personal Services	\$ 149,564.50	<b>BA1500027</b>
	TO:	01A001 – General Fund IT601104 – Mainframe Operations Services Personal Services	\$ 90,953.87	
	TO:	01A001 – General Fund IT601096 – Engineering Services Personal Services	\$ 58,610.63	
H2.	FROM:	01A001 – General Fund IT601021 – Information Technology Administration Personal Services	\$ 50,571.80	<b>BA1500028</b>
	TO:	01A001 – General Fund SH350587 – Sheriff Administration Personal Services	\$ 50,571.80	

Transfers are requested to move two former Sheriff IT positions to the Department of Information Technology budget (\$149,564.40) and to move one non-IT position from the Dept. of IT to the Sheriff's budget (\$50,571.80). The staff have already been moved in the HR information system.

**Resolution: Cash Transfers:**

None Submitted



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0128

Sponsored by: <b>County Executive Budish/Department of Human Resources</b>	<b>A Resolution</b> observing the 25 <sup>th</sup> anniversary of the Americans with Disabilities Act; reaffirming that Cuyahoga County will continue to meet and exceed all aspects of the Act; renewing and strengthening the County's commitment to persons with disabilities; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Americans with Disabilities Act (ADA) was passed on July 26, 1990 to ensure the civil rights of citizens with disabilities; and

WHEREAS, Cuyahoga County was proactive in creating the Cuyahoga County Advisory Committee on Persons with Disabilities in 1979 to advocate for persons with disabilities in the County and in providing counsel and guidance in the areas of employment, law, architectural and attitudinal barriers as well as other County governmental related issues; and

WHEREAS, the Advisory Committee and numerous organizations in Cuyahoga County work with constituents and communities to continue to bring forth the promise of hope and freedom that is envisioned by the passage of the ADA; and

WHEREAS, the ADA has expanded opportunities for Americans with disabilities by reducing barriers, changing perceptions, and increasing full participation in community life; and

WHEREAS, July 2015 celebrates the 25<sup>th</sup> Anniversary of the Americans with Disabilities Act; and

WHEREAS, on the 25th anniversary of the Americans with Disabilities Act, Cuyahoga County celebrates and recognizes the progress that has been made by reaffirming the principles of equality and inclusion and recommitting our efforts to reach full ADA compliance.

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

**SECTION 1.** That the Cuyahoga County Council hereby observes the 25<sup>th</sup> anniversary of the Americans with Disabilities Act; reaffirms that Cuyahoga County



# Novus AGENDA



**Item Details:**

**Agency/Dept. Name:** Office of Human Resources      **Agency/Dept. Head Name:** Lisa Durkin

**Type of Request:**

**Request Prepared by:** Pat Smock      **Telephone No.:** 443-3187

**SUMMARY OF REQUESTED ACTION:**

County Executive/Department of Human Resources, requesting approval of a resolution extending greetings and best wishes to all observing the 25<sup>th</sup> anniversary of the Americans with Disabilities Act, reaffirming that the County will continue to meet and exceed all aspects of the ADA, and renewing and strengthening the County's commitment to persons with disabilities, and declaring the necessity that this Resolution become immediately effective.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

Observing the 25<sup>th</sup> anniversary of the Americans with Disabilities Act, reaffirming that the County will continue to meet and exceed all aspects of the ADA and renewing and strengthening the County's commitment to persons with disabilities.

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:**      **Explanation:**

**Total Amount Requested:**

\$

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0129

Sponsored by: <b>County Executive Budish/Department of Law and County Sheriff</b>	<b>A Resolution</b> approving a Collective Bargaining Agreement between Cuyahoga County and Ohio Patrolmen’s Benevolent Association, representing approximately 10 employees in the classification of Protective Services Sergeant at the Sheriff’s Department for the period 1/1/2015 - 12/31/2017; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Department of Law on behalf of the County of Cuyahoga (hereinafter collectively referred to as “the County”), has been engaged in collective bargaining negotiations with the Ohio Patrolmen’s Benevolent Association (hereinafter collectively referred to as “OPBA”), Protective Services Sergeants’ bargaining unit, in an effort to negotiate a successor collective bargaining agreement (“CBA”) covering approximately 10 employees within the Cuyahoga County Sheriff’s Department (hereinafter collectively referred to as “Sheriff’s Department”) for the period of 1/1/2015 – 12/31/2017; and

WHEREAS, the parties have met on multiple occasions in a consolidated effort to negotiate new terms and have reached tentative agreement on a single successor collective bargaining agreement; and

WHEREAS, the members of the bargaining unit met and voted to ratify the proposed collective bargaining agreement in full; and

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within fourteen days of the date on which the parties finalize the agreement, unless otherwise specified or if the legislative body is not in session at the time, then within fourteen days after it convenes; and

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved if the legislative body fails to act within thirty days after the public employer submits the agreement; and

WHEREAS, the Department of Law, the County Executive and the Sheriff's Department are recommending that Council approve the proposed CBA for the period 1/1/2015 – 12/31/2017; and

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Sheriff's Department.

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

**SECTION 1.** The Cuyahoga County Council hereby approves the CBA between Cuyahoga County and the OPBA, Protective Services Sergeants' bargaining unit, representing approximately 10 employees within the Sheriff's Department for the period of 1/1/2015 – 12/31/2017, and authorizes the County Executive to execute all documents consistent with this Resolution.

**SECTION 2.** Funds necessary to implement the CBA between the County and the OPBA, Protective Service Sergeants' bargaining unit shall be budgeted and appropriated.

**SECTION 3.** 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 the 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 4.** 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President      \_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive      \_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council      \_\_\_\_\_  
Date

Journal CC019  
July 14, 2015

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0130

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> providing for the submission to the electors of the County of Cuyahoga an amendment to Article IX, County Employment Practices, specifying the responsibilities of the Personnel Review Commission, reallocating some responsibilities to the Department of Human Resources and prohibiting discrimination in employment in County government based on gender identity; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article XII, Section 12.10 of the Charter of Cuyahoga County provides that “Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution”; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the “legislative authority... of any county may by a two-thirds vote of its members” submit by resolution charter amendments to the electors of the county “to be voted upon at the first general election occurring not sooner than sixty days after their submission”; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend Article IX of the County Charter to clarify the roles of the Personnel Review Commission and of the Department of Human Resources.

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

**SECTION 1.** Pursuant to Article X, Section 4 of the Ohio Constitution and Article XII, Sections 12.10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 3rd day of November, 2015, the question of amending Article IX of the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced text being added and crossed out text being deleted as follows:

## ARTICLE IX--COUNTY EMPLOYMENT PRACTICES

**The County's human resources policies and systems, including ethics policies for County employees and the classification plan for non-bargaining civil service employees, shall be established by ordinance and shall be administered in such manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, gender identity, disability, age or ancestry.**

### SECTION 9.01 PERSONNEL REVIEW COMMISSION.

There shall be a Personnel Review Commission **whose primary function shall be to serve as a quasi-judicial body that adjudicates employment disputes brought by non-bargaining employees in the classified civil service of the County.** The Council shall appoint the members of the Personnel Review Commission, consisting of three electors of the County having experience in personnel matters or personnel administration and who are supportive of equal opportunity considerations. No more than two of the three members of the Personnel Review Commission shall be members of the same political party. **Within the budgetary parameters established by Council,** the Personnel Review Commission is authorized to employ persons in the service of the County **that are necessary to fulfill its mission.** The Personnel Review Commission shall be responsible for administering, for and in cooperation with the officers, agencies, boards and commissions of the County, an efficient and economical ~~system~~ **classification plan adopted by Council through ordinance** for the employment of persons **hired by the County** in the ~~public~~ **non-bargaining classified civil** service of the County according to merit and fitness. **The classification plan adopted by Council shall include technical, specialist, administrative and clerical classifications and an assigned pay grade for each classification.** ~~The County's human resources policies and systems, including ethics policies for County employees, shall be established by ordinance and shall be administered in such manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry.~~ The Personnel Review Commission shall submit a recommendation regarding any ordinance concerning County personnel policies prior to passage by County Council. In the event the Personnel Review Commission does not endorse an ordinance, the Personnel Review Commission may provide a Statement of Non-Endorsement to the County Council.

The term of office of each member of the Personnel Review Commission shall be six years. The terms shall be staggered so that no term expires within less than two years of the expiration of any other term. The Council shall fill a vacancy occurring for an unexpired term in the same manner as a regular appointment.

~~Of the terms of office for the initial appointees, one shall be appointed for a term of six years, one shall be appointed for a term of four years and one shall be appointed for a term of two years. The County Executive shall nominate the initial appointees to the Personnel Review Commission not later than March 1, 2011 and thereafter within thirty days after the occurrence of a vacancy. The members of the Personnel Review~~



Commission serving as of the effective date of this provision may serve until their existing term expires and may be subject to reappointment by Council.

No member of the Personnel Review Commission shall hold any other public office or public employment with the County. The Council shall establish a per diem compensation for the members of the Personnel Review Commission.

The Council may remove any member of the Personnel Review Commission for inefficiency, neglect of duty or malfeasance in office after notice and public hearing before the Council, provided that two-thirds of the members of the Council concur.

#### SECTION 9.02 AUTHORITY OF PERSONNEL REVIEW COMMISSION.

The Personnel Review Commission shall have:

(1) ~~Responsibility for the resolution or disposition of all personnel matters, with a~~ Authority to appoint hearing officers to hear all employee appeals previously under the jurisdiction of the State Personnel Board of Review **who shall provide recommendations to the Commission regarding the disposition of appeals brought by non-bargaining classified employees**, including those of **non-bargaining** classified employees who work for **Council**, the County Executive, Prosecuting Attorney, County Planning Commission, and the County Public Defender;

~~(2) Responsibility for administration of compliance with federal and state laws regarding personnel matters within the County Executive's organization and departments;~~

**(2) Responsibility for administering the non-bargaining classification plan for classified civil service employees that is adopted by Council through ordinance, including developing civil service tests, in consultation with the Department of Human Resources and the affected departments or agencies, and reviewing qualifications to be included in the classification plan;**

~~(3) For the County Executive's organization and departments, authority~~ **responsibility** to ensure:-

- ~~P~~pay equity for **employees in** like positions;~~and~~
- Standardization of benefits;
- Approval of qualifications;
- ~~C~~onsistent discipline;~~through the adjudication of appeals that are within the Commission's jurisdiction.~~
- Training of management in personnel practices;
- Training of employees in job functions;
- Training for total quality management;
- Consistent administration of performance management system;
- Coordination of recruitment; and
- Compliance with ethics resolutions or ordinances as passed by the Council; and

(4) Responsibility for creation of rules and policies related to the Personnel Review Commission's authority set forth in this Charter in accordance with ~~the human resources policies established by~~ **all** ordinances; and

(5) Such other functions as may be deemed necessary by the Council for the Personnel Review Commission to carry out its mission and purpose.

#### **SECTION 9.03 DEPARTMENT OF HUMAN RESOURCES.**

**There shall be a Department of Human Resources, which shall be responsible for administering County employment matters including, but not limited to, hiring, firing, discipline, layoffs, benefits, time and attendance, and compliance with human resources policies and procedures. The Department shall be responsible for administration of compliance with federal and state laws regarding personnel matters; promotion of pay equity for employees in like positions, standardization of benefits; and training in human resources policies and procedures.**

#### **SECTION 9.04 DIRECTOR OF HUMAN RESOURCES: POWERS, DUTIES AND QUALIFICATIONS.**

**The Director of Human Resources shall be appointed by the County Executive, subject to confirmation by Council, and shall serve at the pleasure of the County Executive. The Director of Human Resources shall manage County employment matters including, but not limited to, the employment matters listed in Section 9.03 and drafting Human Resources policies and procedures. The Director shall be responsible for offering support to the Law Department on all labor and employment matters. The Director of Human Resources shall have a minimum of five years of experience advising or working in employment related matters, management experience or related relevant experience.**

#### **SECTION 9.035 CLASSIFICATION PLAN.**

~~The 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.~~ The classification system **plan described in Section 9.01** shall include the employees of the offices listed in Article V of this Charter, as well as those of the County Executive and County Council except those employees in positions designated as unclassified by general law. The classification system **plan** shall, to the extent permitted by the Ohio Constitution, include the employees of all offices, officers, agencies, departments, boards, commissions or other public bodies, other than separate political subdivisions, that are supported in whole or in part from taxes levied, or other financial assistance provided, by the County.

#### **SECTION 9.046 APPOINTING AUTHORITIES.**

The County Executive and the officers, offices, agencies, departments, boards and commissions and other public bodies, who under this Charter or under general law are authorized to employ persons in the service of the County, shall be appointing authorities. Persons interested in employment with the County shall make application to the Department of Human Resources. No appointing authority shall appoint a person to fill a vacancy in the classified service who does not meet the qualifications for that position **as provided for in the classification plan described in Section**

~~9.01 approved by the Personnel Review Commission.~~ All Appointing Authorities shall strive in making appointments in both the classified and the unclassified service to ensure that the diversity of the population of the County is reflected in the persons who are employed by the County.

~~SECTION 9.05 DEPARTMENT OF HUMAN RESOURCES.~~

~~There shall be a Department of Human Resources, which shall, as part of its duties, perform such functions on behalf of the Personnel Review Commission as the Commission shall delegate. The Department of Human Resources shall provide regular reports to the Personnel Review Commission regarding the Department's performance of such delegated functions in accordance with timeframes established by the Personnel Review Commission.~~

~~SECTION 9.06 DIRECTOR OF HUMAN RESOURCES: POWERS, DUTIES AND QUALIFICATIONS.~~

~~The Director of Human Resources shall be appointed by the Executive, subject to confirmation by Council, and shall serve at the pleasure of the County Executive. The Director of Human Resources shall manage County employment matters including hiring, firing, discipline, layoffs, training, benefits, time and attendance, HR compliance, and drafting policies and procedures. The Director shall be responsible for offering support to the Law Department on all labor and employment matters. The Director of Human Resources shall have a minimum of five years of experience advising or working in the public sector, experience in employment related matters, management experience or related relevant experience.~~

**SECTION 2.** Pursuant to Article X, Section 4 of the Ohio Constitution, and Article XII, Section 12.10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Article IX shall be submitted to the Board of Elections of Cuyahoga County, and the question to be submitted on the ballot shall be as follows:

**PROPOSED AMENDMENT TO COUNTY CHARTER**

**Shall Article IX of the Charter of the County of Cuyahoga be amended to specify the responsibilities of the Personnel Review Commission, to reallocate some responsibilities to the Department of Human Resources, and to prohibit discrimination in employment in County government based on gender identity?**

**SECTION 3.** If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article IX which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

**SECTION 4.** The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 3, 2015 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise

distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

**SECTION 5.** It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective.

**SECTION 6.** 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 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
Clerk of Council                                      Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 2015

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0131

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive's appointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 6/30/2015 - 3/31/2018, and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, pursuant to Ohio Revised Code Chapter 3381, the former Cuyahoga County Board of Commissioners created a regional arts and culture district; and

WHEREAS, such regional arts and cultural district is governed by a Board of Trustees called the Cuyahoga Arts and Culture Board of Trustees consisting of 5 members having broad knowledge and experience in the arts or cultural heritage and shall have other qualifications as outlined in the by-laws; and

WHEREAS, Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;” and

WHEREAS, County Executive Armond Budish has nominated Charna Sherman to be appointed to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 6/30/2015 – 3/31/2018; and

WHEREAS, this Council by a vote of at least eight (8) members determines that 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 a County Board.

**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 Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 6/30/2015 – 3/31/2018.

**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, this Resolution shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



**ARMOND BUDISH**  
Cuyahoga County Executive

June 30, 2015  
Dan Brady, President  
Cuyahoga County Council

**Re: Cuyahoga Arts and Culture Board of Trustees**

Dear President Brady:

Pursuant to Ohio Revised Code Chapter 3381.05, I submit the following nomination for service on the Cuyahoga Arts and Culture Board of Trustees:

- **Charna Sherman (New) of Beachwood, Cuyahoga County (replacing Sari Feldman)**

Candidates for this board shall:

*"At least two Board members must be individuals who devote a major portion of their time to practicing, performing or teaching any of the arts or who are professional administrators in any field of the arts or cultural heritage. Each Board member shall be a qualified elector of Cuyahoga County"*

Ms. Sherman is a qualified elector.

The other candidates on file for this position are Michael Goldberg, Gregory Brown, Justin Bibb, Charles Harkness, and Gwendolyn Garth.

The nomination is for an unexpired term to serve three years beginning 6/30/15 expiring 3/31/18.

There are no known conflicts of interest for which an advisory opinion has been requested.

This board is uncompensated.

Ms. Sherman is an attorney in private practice. Her biography is attached.

Should you or any of your colleagues have any questions, please feel free to contact Chris Glassburn in my office at [cglassburn@cuyahogacounty.us](mailto:cglassburn@cuyahogacounty.us) or 216-443-7127.

Sincerely,

Armond Budish  
Cuyahoga County Executive

cc: Councilwoman Yvonne Conwell  
Sharon Sobol Jordan  
Joe Nanni  
Jeanne Schmotzer

Kris Moore  
Chris Glassburn  
Laura Trotter



**ARMOND BUDISH**  
Cuyahoga County Executive



### **Charna Sherman, of Beachwood**

**Charna Sherman** is the founder of Charna E. Sherman Law Offices Co., LPA, based in Cleveland. She has over 25 years of experience as a highly respected and accomplished litigator, specializing in complex mediation and commercial law. Ms. Sherman was appointed by the President of the ABA to its select 12-member Commission on Women in the Profession, the Council for Racial and Ethnic Diversity in the Educational Pipeline, and was invited to serve on the inaugural Steering Committee of the ABA's newest women's initiative, Direct Women, to diversify Fortune 1000 boards.

Upon founding her firm, Ms. Sherman created the Ruby Shoes Fund, which supports new initiatives to empower women on the ladder of success in the legal profession. The fund is financially supported by the donation of ten percent of all profits from the Sherman law firm.

Ms. Sherman earned her Bachelor's Degree in Government and History from Harvard University and her J.D. from Georgetown Law School.

Ms. Sherman's involvements in the arts and her community have been extensive. She previously served in a variety of capacities with the Bellefaire Children's Bureau, Cleveland Jewish Community Federation, Cleveland Leadership Center, the Hunger Network of Cleveland, and many other organizations.

Privately, Ms. Sherman has a passion for investing in Broadway theater. Some of the productions she has invested in include *Death of a Salesman* (staring Phillip Seymour Hoffman), *Cat on a Hot Tin Roof* (Scarlet Johansson), *Lucky Guy* (Tom Hanks), *I'll Eat you Last* (Bette Midler), and *It's Only a Play*, (Nathan Lane and Matthew Broderick). None of Ms. Sherman's investments have financial relationships in Cuyahoga County.

#### **Board Memberships**

(fmr.) Vice President, DANCE Cleveland

(fmr.) Board Member, Cleveland Institute of Art

(fmr.) Board Member, Contemporary Art Society of the Cleveland Museum of Art



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0132

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for the term 6/30/2015 - 6/29/2018, and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, the goal of the Cuyahoga Regional HIV Health Services Planning Council is to identify HIV positive individuals and to link them into appropriate care and living situations to improve health outcomes comprised of Transitional Grant Area of Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties; and

WHEREAS, the Membership and Outreach committee of the Cuyahoga Regional HIV Health Services Planning Council recommend the nominees based on satisfying the Membership guidelines as outlined in the 2009 Ryan White Treatment Extension Act, Section 2602, matching Membership positions that were needed on the Planning Council, and those who acknowledged the time requirements for membership; and

WHEREAS, the Regional HIV Health Services Planning Council is a 40 member body serving staggered terms; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, the County Executive Armond Budish has nominated the following individuals to serve on the Cuyahoga Regional HIV Services Planning Council for the term 6/30/2015 – 6/29/2018:

- 1) Appointments:
  - a) Brenda Glass
  - b) Desi Johnson
  - c) Jason McMinn
  - d) Myron Bennett
  - e) Kristina Knight

- f) Tina Marbury
- g) Nolan White

2) Reappointments:

- a) Clinton Droster
- b) Darryl Fore
- c) Michael Foreman
- d) Tammie Jones
- e) Ricky Allen Lanza
- f) Chris Ritter; and

WHEREAS, this Council by a vote of at least eight (8) members determines that 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 a County Board.

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

**SECTION 1.** The Council of Cuyahoga County hereby confirms the appointment or reappointment of the following individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for the term 6/30/2015 – 6/29/2018:

1) Appointments:

- a) Brenda Glass
- b) Desi Johnson
- c) Jason McMinn
- d) Myron Bennett
- e) Kristina Knight
- f) Tina Marbury
- g) Nolan White

2) Reappointments:

- a) Clinton Droster
- b) Darryl Fore
- c) Michael Foreman
- d) Tammie Jones
- e) Ricky Allen Lanza
- f) Chris Ritter

**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.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



**ARMOND BUDISH**  
Cuyahoga County Executive

July 6, 2015  
Dan Brady, President  
Cuyahoga County Council

**Re: Cuyahoga Regional HIV Health Services Planning Council (Ryan White Planning Council)**

Dear President Brady:

Pursuant to the 2009 Federal Ryan White HIV/AIDS Treatment Extension Act, the United States Department of Health and Human Services, and Cuyahoga County's Intergovernmental Agreement with the City of Cleveland, I submit the following nominations for service on the Planning Council:

- **Clinton Droster of South Euclid, Cuyahoga County (Reappointment)**
- **Darryl Fore of Cleveland, Cuyahoga County (Reappointment)**
- **Michael Foreman of Cleveland, Cuyahoga County (Reappointment)**
- **Tammie Jones of Cleveland, Cuyahoga County (Reappointment)**
- **Ricky Allen Lanza of Lorain, Lorain County (Reappointment)**
- **Chris Ritter of Madison Township, Lake County (Reappointment)**
- **Brenda Glass of Cleveland, Cuyahoga County (New- Open Seat)**
- **Desi Johnson of Cleveland Heights, Cuyahoga County (New- Open Seat)**
- **Jason McMinn of Cleveland, Cuyahoga County (New- Open Seat)**
- **Myron Bennett of Cleveland, Cuyahoga County (New- Open Seat)**
- **Kristina Knight of Cleveland, Cuyahoga County (New- Open Seat)**
- **Tina Marbury of Maple Heights, Cuyahoga County (New- Open Seat)**
- **Nolan White of Cleveland, Cuyahoga County (New- Open Seat)**

The nominations are for terms of three years to begin 6/30/15 and expiring 6/30/18.

Candidates for this board shall:

1. *"... the Planning Council recommends members to the CEO for appointment... members serve the Transitional Grant Area comprised of Ashtabula, Cuyahoga, Geauga, Lake, Lorain, and Medina Counties."*

The nominees are submitted by the Planning Council and are residents of the listed counties.



**ARMOND BUDISH**  
Cuyahoga County Executive

2. Comprise a body that contains various membership requirements:

*"...appointees to the TGA must include:*

1. Health-care providers, including federally-qualified health centers
2. Community-based organizations serving affected populations and AIDS-service organizations
3. Social Service providers, including housing and homeless-services providers
4. Mental-health providers
5. Substance-abuse providers
6. Local public health agencies
7. Hospital planning agencies or health-care planning agencies
8. Affected communities, including individuals with HIV disease or AIDS, and historically under-served groups and subpopulations
9. Non-elected community leaders
10. State Medicaid agency
11. State agency administering the Part B program
12. RWTMA grantees under Part C
13. RWTMA grantees under section 2671 (including Part D)
14. Grantees under other Federal HIV programs, including HIV-Prevention Programs
15. Formerly incarcerated PLWH/A or their representatives
16. PLWH/A with Hepatitis C Co-Infection"

Representation Requirements	
1. Health-care providers, including federally-qualified health centers	X
2. Community-based organizations serving affected populations and AIDS-service organizations	X
3. Soc.-service providers, inc. housing and homeless-services providers	X
4. Mental-health providers	X
5. Substance-abuse providers	X
6. Local public health agencies	X
7. Hospital planning agencies or health-care planning agencies	X
8. Affected communities, including individuals with HIV disease or AIDS, and historically under-served groups and subpopulations	X
9. Non-elected community leaders	X
10. State Medicaid agency	X
11. State agency administering the Part B program	X
12. RWTMA grantees under Part C	X
13. RWTMA grantees under section 2671 (including Part D)	X
14. Grantees under other Federal HIV programs, including HIV-Prevention Programs	X
15. Formerly incarcerated PLWH/A or their representatives	X
16. PLWH/A with Hepatitis C Co-Infection	X

The 26 nominees and current members fulfill all requirements



**ARMOND BUDISH**  
Cuyahoga County Executive

3. *“... address conflicts of members openly.”*

Note- a number of the appointees have conflicts of interest that violate Section 407.27 of the County Code, but Federal law specifically addresses this issue:

*“The planning council must define conflict of interest and determine how it will be handled as the planning council carries out its duties.”*

The Planning Council addresses conflicts by openly stating them and requiring recusal as necessary. However, members are allowed to share their input in a “non-voting context.”

Attached documentation outlines conflicts.

4. *“...reflect the risk, sex, race, and age group of the TGA”*

The Ohio Department of Health provides a profile of the TGA. The nominees and incumbent members reflect the demographic targets. The Planning Council has provided the demographic tables below:

<b>Gender</b>	<b>Target</b>	<b>PC</b>
Men	65%	54%
Women	35%	46%

<b>Race / Ethnicity</b>	<b>Target</b>	<b>PC</b>
Afr. Am.	64%	65%
Multi-race	2%	4%
Hispanic	6%	4%
White	28%	27%



**ARMOND BUDISH**  
Cuyahoga County Executive

5. "... be comprised of at least 33% members that have contracted HIV"

The nominees and incumbent members reflect the demographic targets. The Planning Council has provided the demographic tables below.

Note- In the member biographies, some of the nominees voluntarily disclosed their HIV status. The administration will not provide additional information specifically identifying the other HIV positive individuals due to privacy concerns.

HIV Status	Target	PC
Positive	33%	54%
Negative	NA	

Non-Conflicted HIV Status	Target	PC
Current	> 33%	46%

The reappointed candidates have met attendance requirements.

There are no other candidates on file for this position.

There are no known conflicts of interest for which an advisory opinion has been requested.

This board is uncompensated.

For your review, I have attached pertinent documents for your review, including the biographies submitted by the candidates. Should you or any of your colleagues have any questions, please feel free to contact Chris Glassburn in my office at [cglassburn@cuyahogacounty.us](mailto:cglassburn@cuyahogacounty.us) or 216-443-7127.

Sincerely,

Armond Budish  
Cuyahoga County Executive

cc:  
Sharon Sobol Jordan  
Joe Nanni  
Jeanne Schmotzer

Councilwoman Yvonne Conwell  
Kris Moore  
Chris Glassburn  
Laura Trotter



**ARMOND BUDISH**  
Cuyahoga County Executive

## Clinton Droster of South Euclid, Cuyahoga County

Clinton was recruited to serve on the Planning Council eight years ago and has been an active member since his appointment. He is a person living with HIV and concerned about funding and services for people living with HIV. He is currently a member of the Community Liaison Committee and the Membership, Retention and Marketing Committee. He is a member of the Ministry of Hope, a non-profit organization aimed at promoting information and education in the community to help end the spread of HIV/AIDS. He has a passion to support and encourage people living with the HIV virus to live a healthy and productive life. He looks forward to continuing his service to the community in the following years.

### **Boards**

Ministry of Hope Non-profit Organization





**ARMOND BUDISH**  
Cuyahoga County Executive

## Darryl Fore of Cleveland, Cuyahoga County

Darryl has been actively involved in the HIV/AIDS arena for more than twenty-two (22) years. He was diagnosed with HIV in 1991 and as a result of the comprehensive HIV education he acquired at the time of his diagnosis, he became compelled to actively volunteer to help others affected by HIV. His volunteer efforts include the following: AIDS Task Force of Greater Cleveland; HIV Pre-test counselor at the Free Clinic of Greater Cleveland; serving on the Ohio Department of Health's HIV/AIDS Advisory Board; participating on HIV Clinical Trials Unit Advisory Board; implementing various HIV/AIDS community outreach projects; and serving as an active member of the Cleveland TGA Planning Council for the past sixteen (16) years. He currently serves on the Planning Council's Liaison Committee, the Membership, Retention and Marketing Committee, and is Co-Chair of the Strategy & Finance Committee.

### Boards

ADAP Advocacy Association  
Black & White Men Together  
AIDS Clinical Trials Advisory Group



**ARMOND BUDISH**  
Cuyahoga County Executive

## Michael Foreman of Cleveland, Cuyahoga County

Michael has been a tireless community advocate and member of the Cleveland Planning Council for over fourteen (14) years. He has served in a variety of leadership positions, including two years as Co-Chair of the Strategy & Finance Committee. He was a founding member of a non-profit foundation in the mid 1980's called "*Gentlemen Concerned*" which provided assistance to individuals with HIV/AIDS in Los Angeles, California. The Gentlemen Concerned Foundation purchased the first Hospice House for Women and Children with HIV/AIDS in the United States. He has also been involved with the Magic Johnson Foundation's local Cleveland area HIV initiatives, participating in HIV Summits providing HIV/AIDS education and prevention awareness. He is a volunteer navigator at MetroHealth Hospital in Cleveland, assisting newly diagnosed individuals to access HIV health care services, and assistance with navigating the local system of care for people living with HIV/AIDS.

### **Boards**

None



**ARMOND BUDISH**  
Cuyahoga County Executive

## Tammie Jones of Cleveland, Cuyahoga County

Tammie has been an official member of the Planning Council for the past three years and was a “guest” participant for more than six years prior to her appointment to the Planning Council. Her re-appointment fulfills one of four federally mandated membership categories including: the Housing for people with AIDS (HOPWA) representative; works for a local Public Health Agency; a provider of HIV prevention services; and Grantee under other Federal HIV Programs. She currently holds the position of Project Director with the Cleveland Department of Public Health, Office of HIV/AIDS Services. Her experience in the HIV/AIDS community spans more than fourteen (14) years and includes service as Co-Chair of the Cuyahoga County HIV Regional Advisory Group and board representative with the AIDS Funding Collaborative. She has spearheaded numerous community HIV Testing and Awareness events, participated in and sponsored local capacity building efforts to increase awareness and educational skills of local HIV prevention workers and advocates. Tammie is a business manager, accomplished administrator and a substantial contributor of her time and expertise to the Cleveland TGA Planning Council.

### **Boards**

Cuyahoga County HIV Prevention Regional Advisory Group - Co-Chair  
AIDS Funding Collaborative - Advisory Member  
Positive Action Housing Alliance - Co-Chair



**ARMOND BUDISH**  
Cuyahoga County Executive

## Ricky Allen Lanza of Lorain, Lorain County

Rev. Lanza has served as the Volunteer Executive Director of the Lorain County AIDS Task Force for the past 10 years and has been a member of the Cleveland TGA Planning Council for many years. He is currently the only Lorain County representative on the Planning Council. He has been HIV positive since September 1996 and has over twenty years of volunteer service to the HIV/AIDS community and general public. He oversees the only HIV/AIDS social services agency in Lorain County. Under his leadership the Lorain County AIDS Task Force has a total of 65 HIV Testers and averages 100-150 tests per month, while also offering HIV counseling and prevention services. As Executive Director of the Lorain County AIDS Task Force he works in collaboration with several agencies including: Nueva Luz Urban Resource Center; Lorain City Health Department; Lorain County Sheriff's Department; Lorain County General Health District; Oberlin College; Elyria City Health Department; and Ohio Department of Health, HIV Prevention Bureau.

### **Boards**

Lorain County AIDS Task Force - Volunteer Executive Director



**ARMOND BUDISH**  
Cuyahoga County Executive

## Chris Ritter of Madison Township, Lake County

Chris has been a member of the Cleveland TGA Planning Council for nearly six years, and has maintained an excellent attendance record during his terms. He has previous experience as a Peer Mentor working with HIV/AIDS clients under a Ryan White Care Act grant to Lake County Health Department, through which he worked to re-engage clients into care and linked newly diagnosed individuals to the health care system. He is a consumer of HIV care services in the Cleveland TGA. He is currently a member of the Planning Council Bylaws special task force, Community Liaison Committee and is Co-Chair of the Membership, Retention and Marketing Committee. Chris demonstrates excellent understanding of the legislative responsibilities of Ryan White Part A Planning Council and is committed to helping individuals with HIV/AIDS live a long and fulfilling life.

### **Boards**

Madison Community Improvement Corporation  
Madison Township Representative



**ARMOND BUDISH**  
Cuyahoga County Executive

## Brenda Glass of Cleveland, Cuyahoga County

Brenda Glass is a professional who witnesses on a daily basis the obstacles and barriers faced by people living with HIV/AIDS in her duties as Medical Case Manager/Behavioral Health Therapist at The Free Clinic of Greater Cleveland. As a case manager she is able to assist with removal of some of the frustrations encountered by PLWHA; however, Brenda believes that as a member of the Planning Council she will be able to represent the voice of her clients from a service provider perspective. Because most of her patients are young African American males who identify as Men having Sex with Men (MSM), she feels she can serve as an advocate and bring strategies to the Planning Council to help address some of the barriers faced by this particular demographic group. In addition, she feels she can bring back to her young MSM patients strategies to help them address the multiple issues they face as newly diagnosed individuals struggling to remain in care.

### **Boards**

None



**ARMOND BUDISH**  
Cuyahoga County Executive

## Desi Johnson of Cleveland Heights, Cuyahoga County

Desi Johnson was recruited to serve on the Planning Council by a long-standing member. He is a knowledgeable professional with extensive experience in health care, including over 12 years with the Cleveland Clinic Foundation in a variety of roles. He has attended and participated in numerous Planning Council meetings over the past several months and feels his experience and commitment can contribute to meeting the goals and objectives of the Planning Council. As an African American male he witnesses firsthand the devastating impact of HIV/AIDS in the minority community and believes his research, writing, relationship building and public speaking skills can greatly support the efforts of the Planning Council.

### **Boards**

None



**ARMOND BUDISH**  
Cuyahoga County Executive

## Jason McMinn of Cleveland, Cuyahoga County

Jason McMinn has been a Social Worker in the HIV Clinic at the MetroHealth Medical Center working with and on behalf of people with HIV/AIDS for over 10-years. He is a Ryan White Part B Case Manager who enjoys working with his clients and wants to make service delivery to people with HIV/AIDS the best possible. He has attended and participated in Planning Council meetings and believes his lengthy clinical history and experience serving people with HIV/AIDS can contribute to the Planning Council's effort to improve the system of care for people with HIV/AIDS. Jason looks forward to the opportunity to support the goals and objectives of the Planning Council on behalf of the PLWHA community. He has witnessed directly the health care needs and challenges of PLWHAs and believes his experience and commitment can have a positive impact on the Planning Council's efforts.

### **Boards**

None





**ARMOND BUDISH**  
Cuyahoga County Executive

## Myron D. Bennett of Cleveland, Cuyahoga County

### **(PC Co-Chair Appointee by Mayor of Cleveland)**

Myron Bennett serves as Commissioner of Health for the Cleveland Department of Public Health (CDPH). He has worked in the public, nonprofit and private health care and public policy arenas throughout the United States for more than 30 years. He is an expert in the development, refinement and execution of advocacy strategies; the development of new strategic partnerships; and the development of funding relationships and strategies in support of public and community health. He is skilled at conceptualizing and managing high impact and complex partnerships, grants, coalitions, and advocacy campaigns. He has expertise in developing and executing policy and advocacy strategies; working closely with communications partners to support advocacy efforts; and supporting community and government leadership engagement in driving forward community informed strategies. Commissioner Bennett has served as an evaluator to numerous local, state and federal health planning organizations and played a vital role in the design of the current national organ transplant distribution system. Commissioner Bennett has extensive health media and marketing experience. He hosted a weekly radio health talk show in Buffalo, New York and has written, edited and published a number of health education and community engagement publications in Cleveland, Ohio. Commissioner Bennett is an experienced researcher, and has served as the co and principal investigator on a number of state and federally funded health research grants. Commissioner Bennett received a Bachelor of Science degree in Biology from St. Francis University, and Master of Business Administration and Health Care Administration from Cleveland State University.

### **Boards**

Bike Cleveland - Board of Trustees, Governance Chair  
United Way of Greater Cleveland - Co-Chair Income Impact Committee  
Clevelanders in Motion - Advisory Committee  
Cuyahoga County Domestic Violence Shelter Advisory Committee  
AIDS Funding Collaborative - Board Member  
Case Comprehensive Cancer Center - Community Advisory Board  
CMSD - District Wellness Council



**ARMOND BUDISH**  
Cuyahoga County Executive

## Kristina Knight of Cleveland, Cuyahoga County

**(PC Co-Chair Appointee by County Executive)**

Dr. Kristina Knight is currently the Director of Community Initiatives and Assistant Program Director for the Master of Public Health Program at Case Western Reserve University (CWRU). In this role Dr. Knight is the liaison to a diverse constituency of campus and community partners and facilitates collaborations to improve and advance health in the greater Cleveland area. In May 2014 Kristina received her doctorate in Health Education and Promotion from Kent State University. Her dissertation explored the relationship between health and learning through the secondary analysis of a large adolescent health database examining educational outcomes as a function of adolescent health risk behavior. Dr. Knight's primary educational and research interests are in adolescent health and community-based participatory approaches to assessment, program planning, implementation, and evaluation. Dr. Knight is also a member of the National Training Cadre of Lifeskills Trainers and, since 2007, has worked with community coalition and prevention organizations across the country to implement youth development programs. She received her Master of Public Health Degree in 2003 from CWRU and her Bachelor of Science in Biology degree from the University of Toledo.

### **Boards**

Cuyahoga County Youth Risk Behavior Survey Advisory Board  
Ohio Public Health Association Governing Council

# CUYAHOGA COUNTY BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

June 12, 2015

County Executive, Armond Budish  
Cuyahoga County  
2079 East Ninth Street  
Cleveland, OH 44115

Dear Executive Budish:

The Cuyahoga Regional HIV Health Services Ryan White Planning Council voted to approve the nominations of the following candidates for re-appointment to the Planning Council: Mr. Clinton Droster, Mr. Darryl Fore, Mr. Michael Foreman, Ms. Tammie Jones, Reverend Ricky Lanza, and Mr. Chris Ritter. In addition, Planning Council approved the following candidates for appointment: Ms. Brenda Glass, Mr. Desi Johnson, Mr. Myron Bennett, Mr. Jason McMinn, Dr. Kristina Knight, Ms. Tina Marbury, and Mr. Nolan White. The candidates were recommended for appointment by majority vote of the current members of the Planning Council because of their understanding and commitment to the work of the Planning Council and the community impacted by HIV/AIDS; their compliance with the Membership guidelines as outlined in the 2009 Ryan White Treatment Extension Act; their qualification to satisfy the membership categories as required to serve on the Planning Council and their pledge to honor the time required to perform the work of the Planning Council.

The Planning Council respectfully requests your favorable and expeditious consideration of the nominees for appointment to a 3-year term. Each of the nominees presented represent key mandated membership categories.

Thank you in advance for your ongoing support of the Council and your expeditious facilitation of the membership process. If you need additional information about this request for Planning Council appointments, please contact Claire Boettler, Director, Prevention and Wellness Services, Cuyahoga County Board of Health at 216.201.2001 extension 1300.

Sincerely,



Terrence M. Allan, MPH, RS  
Health Commissioner

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ [www.ccbh.net](http://www.ccbh.net)

Terrence M. Allan, R.S., M.P.H. Health Commissioner

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0133

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive's reappointment of various individuals to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for various terms, and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, Ohio Revised Code Section 340.02 establishes the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County

WHEREAS, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County is responsible for the planning, funding and monitoring of public mental health and alcohol and other drug addiction services delivered to the residents of Cuyahoga County; and

WHEREAS, pursuant to the Ohio Revised Code Section 340.02, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County shall consist of eighteen (18) appointed members; and

WHEREAS, members of the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County shall be appointed to serve a four year term; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and

WHEREAS, County Executive has nominated the following individuals to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for various terms:

- a) David Biegel for the term 7/1/2015 - 6/30/2019;
- b) Elsie Caraballo for the term 7/1/2015 - 6/30/2019;
- c) J. Robert Fowler for an unexpired term ending 6/30/2016;

- d) Mary Warr for an unexpired term ending 6/30/2016;
- e) J. Richard Romaniuk for an unexpired term ending 6/30/2017; and

WHEREAS, this Council by a vote of at least eight (8) members determines that 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 a County Board.

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

**SECTION 1.** That the Cuyahoga County Council hereby confirms the following individuals to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for various terms:

- a) David Biegel for the term 7/1/2015 - 6/30/2019;
- b) Elsie Caraballo for the term 7/1/2015 - 6/30/2019;
- c) J. Robert Fowler for an unexpired term ending 6/30/2016;
- d) Mary Warr for an unexpired term ending 6/30/2016; and
- e) J. Richard Romaniuk for an unexpired term ending 6/30/2017.

**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 eight (8) members of Council, this Resolution shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



**ARMOND BUDISH**  
Cuyahoga County Executive

July 7, 2015  
Dan Brady, President  
Cuyahoga County Council

**Re: Alcohol, Drug Addiction, and Mental Health Services Board of Cuyahoga County (ADAMHS)**

Dear President Brady:

Pursuant to Ohio Revised Code Chapter 340.02 I submit the following nominations for service on the CBCH:

- **David Biegel of Cleveland Heights, Cuyahoga County (New appointment- open unexpired term ending 6/30/19)**
- **Robert Fowler of Cleveland, Cuyahoga County (New appointment- open unexpired term ending 6/30/16)**
- **Mary Warr of South Euclid, Cuyahoga County (New appointment- open unexpired term ending 6/30/16)**
- **J. Richard Romaniuk of Cleveland, Cuyahoga County (New appointment- open unexpired term ending 6/30/17)**

\*Please note that while all above members are listed as new due to the length of vacancies as outlined in ORC 340.02 (G), all of the above are former members of the board being reappointed to the body.

- **Elsie Caraballo of Cleveland, Cuyahoga County (Reappointment- unexpired term ending 6/30/19)**

Candidates for this board shall meet the following requirements:

1. *"No person shall serve as a member of the board of alcohol, drug addiction, and mental health services whose spouse, child, parent, brother, sister, grandchild, stepparent, stepchild, stepbrother, stepsister, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, or sister-in-law serves as a member of the board of any provider with which the board of alcohol, drug addiction, and mental health services has entered into a contract for the provision of services or facilities. No person shall serve as a member or employee of the board whose spouse, child, parent, brother, sister, stepparent, stepchild, stepbrother, stepsister, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, or sister-in-law serves as a county commissioner of a county or counties in the alcohol, drug addiction, and mental health service district."*

All nominees meet this requirement.



**ARMOND BUDISH**  
Cuyahoga County Executive

2. *"No member or employee of a board of alcohol, drug addiction, and mental health services shall serve as a member of the board of any provider with which the board of alcohol, drug addiction, and mental health services has entered into a contract for the provision of services or facilities. No member of a board of alcohol, drug addiction, and mental health services shall be an employee of any provider with which the board has entered into a contract for the provision of services or facilities. No person shall be an employee of a board and such a provider unless the board and provider both agree in writing."*

All nominees meet this requirement.

Note- Some of the appointees appear that they may have conflicts of interest that violate Section 407.27 of the County Code as of 7/1/15. However, ORC 340.02 (D) listed above addresses this issue.

Meredith Turner is the only other candidate on file for these positions.

The nominations are for portions of unexpired four year terms beginning July 7<sup>th</sup>, 2015.

There are no known conflicts of interest for which an advisory opinion has been requested.

This board is uncompensated.

Biographies are attached.

Should you or any of your colleagues have any questions, please feel free to contact Chris Glassburn in my office at [cglassburn@cuyahogacounty.us](mailto:cglassburn@cuyahogacounty.us) or 216-443-7127.

Sincerely,

Armond Budish  
Cuyahoga County Executive

cc: Councilwoman Yvonne Conwell  
Sharon Sobol Jordan  
Joe Nanni  
Jeanne Schmotzer

Kris Moore  
Chris Glassburn  
Laura Trotter





## **Dr. David Biegel, of Cleveland Heights**

**David E. Biegel, Ph.D.** Henry L. Zucker Professor of Social Work Practice and Professor of Psychiatry & Sociology; Chair, Doctoral Program, Jack, Joseph and Morton Mandel School of Applied Social Sciences, Case Western Reserve University.



## **Dr. Robert Fowler, of Cleveland**

**J. Robert Fowler**, Ph.D. Chemical Engineer, retired as General Manager for a firm that provides refining catalyst manufacturing equipment to the oil industry. Dr. Fowler is also a parent of a young adult recovering from mental illness. Elected ADAMHS Board Vice Chair for FY2016.



### **Mary Warr, of South Euclid**

**Mary R. Warr, M.Ed.** Previously served as the Area Manager for the Ohio Rehabilitation Services Commission; earned a Master in Education/Rehabilitation Counseling from Kent State University.



### **Dr. Richard Romaniuk, of Cleveland**

**J. Richard Romaniuk, Ph.D.** Researcher, chemical dependency counselor and educator. Currently a LISW, LICDC Supervisory Social Worker, Grant & Per Diem Liaison, CHC (B) at the Louis Stokes Cleveland Veterans Administration Medical Center and a member of the American Association of University Professors.



## **Elsie Caraballo, of Cleveland**

**Elsie Caraballo** Care Manager for Humana Cares and Independent Federal Grant Reviewer; educational background in Social Work & Community Services; retired from the Cuyahoga County Department of Human Services.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0134

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive's appointment of Lee Fisher to serve on the Group Plan Commission Board of Directors for the term 8/11/2015 - 8/10/2017, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Group Plan Commission is a non-profit corporation formed with the purpose to transform the Mall area of downtown Cleveland; and

WHEREAS, the Group Plan Commission is comprised of eleven (11) members. Four members are appointed by Cuyahoga County, four are appointed by the City of Cleveland, and one is appointed by the Greater Cleveland Partnership, one is appointed by MMPI (or its successor), and one is appointed by the Richard E. Jacobs Group, Inc.; and

WHEREAS, members of the Group Plan Commission shall be appointed to serve a two-year term; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;” and

WHEREAS, the County Executive Armond Budish has nominated Lee Fisher to serve on the Group Plan Commission Board of Directors for the term 8/11/2015 – 8/10/2017; and

WHEREAS, this Council by a vote of at least eight (8) members determines that 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 a County Board.

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





**ARMOND BUDISH**  
Cuyahoga County Executive

July 7, 2015  
Dan Brady, President  
Cuyahoga County Council

**Re: Group Plan Commission Board of Directors (GPC)**

Dear President Brady:

Pursuant to our agreements with the City of Cleveland, the Greater Cleveland Partnership, the Downtown Cleveland Alliance, and the non-profit organization known as the Group Plan Commission, I submit the following nomination for service on the GPC:

- **Lee Fisher of Shaker Heights, Cuyahoga County (New appointment- open position)**

Candidates for this board shall meet the following requirements:

1. *"The Commission members will be community leaders with ties and connections to our local civic infrastructure including the private and public sectors... the Commission members will provide leadership on communicating the ultimate plan that will be drafted as well as obtaining the necessary funds to implement the completion of the projects contained in the Commission's plan."*

The nominee meets this requirement.

There are no other candidates on file for this position.

Nominees for GPC serve until they resign or are replaced.

Mr. Fisher is nominated to serve beginning July 7<sup>th</sup>, 2015.

There are no known conflicts of interest for which an advisory opinion has been requested.

This board is uncompensated.

Mr. Fisher's biography is attached.

Should you or any of your colleagues have any questions, please feel free to contact Chris Glassburn in my office at [cglassburn@cuyahogacounty.us](mailto:cglassburn@cuyahogacounty.us) or 216-443-7127.

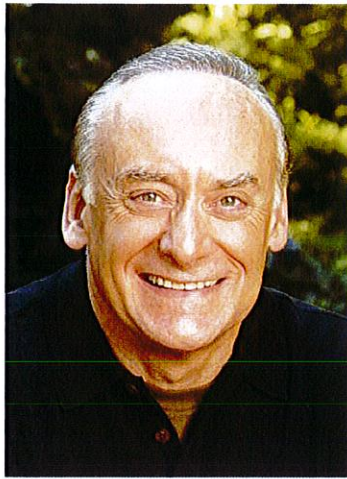
Sincerely,

Armond Budish  
Cuyahoga County Executive

cc: Councilwoman Yvonne Conwell  
Sharon Sobol Jordan  
Joe Nanni  
Jeanne Schmotzer

Kris Moore  
Chris Glassburn  
Laura Trotter





## **Lee Fisher, of Shaker Heights**

**Lee Fisher**, is the President and CEO of CEOs for Cities. Lee is also a Senior Fellow with the Center for Economic Development at Cleveland State University's Levin College of Urban Affairs and an Urban Scholar with the College of Urban Planning and Public Affairs and the Great Cities Institute at the University of Illinois at Chicago.

Lee has served as Ohio Lt. Governor ; Director, Ohio Department of Development; Chair, Ohio Third Frontier Commission; Chair, Ohio Economic Growth Council; Member, Ohio Venture Capital Authority; Chair, Clean Ohio Council; Ohio Attorney General; State Senator ; State Representative; President/ CEO, Center for Families and Children; and Partner, law firm of Hahn Loeser & Parks.

During the time Lee led Ohio's economic development efforts as Lt. Governor, Site Selection magazine awarded its highest economic development award, the Governor's Cup, to Ohio three consecutive years and with the Competitiveness Award, recognizing the Ohio Department of Development, under Lee's leadership, as the most effective economic development agency in the country. Lee also led the development of Ohio's first strategic plan for economic development.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0135

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for various terms, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board was created pursuant to the provisions of the Ohio Revised Code Section 2301.51; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work and education; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board has twelve members and the members are appointed by both Cuyahoga County and the Cuyahoga County Judicial Advisory Board (JAB); and

WHEREAS, members of the Cuyahoga County Community-Based Correctional Facility Governing Board shall be appointed to serve a three (3) year term; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;” and

WHEREAS, the County Executive Armond Budish has nominated the following individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for various terms:

1. Appointment:
  - a) Dr. Vincent Holland to fill a vacancy in an unexpired term ending 12/31/2016;

2. Reappointments:

- a) William M. Denihan for an unexpired term ending 12/31/2016;
- b) Alfonso P. Sanchez for an unexpired term ending 12/31/2017; and

WHEREAS, this Council by a vote of at least eight (8) members determines that 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 a County Board.

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

**SECTION 1.** That the Cuyahoga County Council hereby confirms the appointment or reappointment of the following individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for various terms:

1. Appointment:

- a) Dr. Vincent Holland to fill a vacancy in an unexpired term ending 12/31/2016;

2. Reappointments:

- a) William M. Denihan for an unexpired term ending 12/31/2016; and
- b) Alfonso P. Sanchez for an unexpired term ending 12/31/2017.

**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, this Resolution shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



**ARMOND BUDISH**  
Cuyahoga County Executive

July 6, 2015  
Dan Brady, President  
Cuyahoga County Council

**Re: Cuyahoga County Community Based Correction Facility (CBCF)**

Dear President Brady:

Pursuant to Ohio Revised Code Chapter 2301.51 I submit the following nominations for service on the CBCH:

- **Al Sanchez of Avon Lake, Lorain County (reappointment- unexpired term ending 12/31/17)**
- **William Denihan of Cleveland, Cuyahoga County (reappointment- unexpired term ending 12/31/16)**
- **Dr. Vincent Holland of Cleveland, Cuyahoga County (replacing open unexpired term ending 12/31/16)**

There are no requirements of candidates for this board.

There are no other candidates on file for these positions.

The nominations are for portions of unexpired three year terms beginning July 6<sup>th</sup>, 2015.

There are no known conflicts of interest for which an advisory opinion has been requested.

This board is uncompensated.

Biographies or resumes are attached. Mr. Denihan is the CEO of the ADAMHS Board of Cuyahoga County.

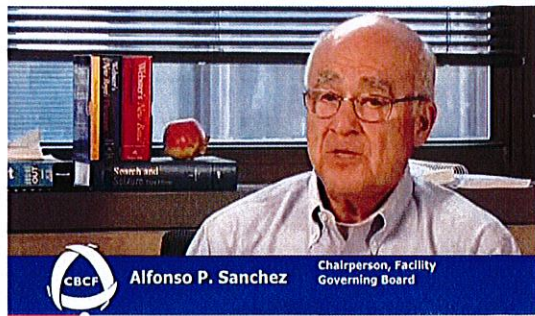
Should you or any of your colleagues have any questions, please feel free to contact Chris Glassburn in my office at [cglassburn@cuyahogacounty.us](mailto:cglassburn@cuyahogacounty.us) or 216-443-7127.

Sincerely,

Armond Budish  
Cuyahoga County Executive

cc: Councilwoman Yvonne Conwell  
Sharon Sobol Jordan  
Joe Nanni  
Jeanne Schmotzer

Kris Moore  
Chris Glassburn  
Laura Trotter



## Al Sanchez, Avon Lake

**Al Sanchez** is a retired architect and worked with Turner Construction for over 30 years. He has served on the CBCF since 2012 and is the current Chair.

Chairman, Bond Accountability Commission (Cleveland Public Schools)



## William Denihan, of Cleveland

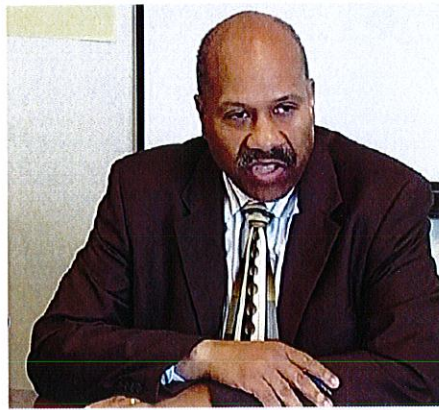
For over 40 years, **Bill Denihan** has directed large government agencies at the state, county and local levels and is the recognized authority in turning around and stabilizing government in Ohio.

Currently, Bill serves as the Chief Executive Officer for the Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County. In 2009, he directed the consolidation of both the Mental Health and Alcohol Boards. This is now the ADAMHS Board.

Bill considers himself a "public servant" and acts as a change agent of government who has made a difference serving as:

- First Executive Director of Ohio's State Employee Relations Board (new bargaining collective for Ohio);
- Acting Director of the Ohio Department of Natural Resources (built Inner Harbor and Euclid Beach as a State Park);
- Director of Personnel, both for Ohio and Cuyahoga County;
- Deputy Administrator and State Claims Director for the Bureau of Workers' Compensation (uncovered \$10 million in Workers Comp fraud);
- Chaired Nuclear Power Evacuation Plan for Ohio (after Chernobyl exploded in Russia);
- Public Service Director for City of Cleveland (saved \$14 million in first year);
- Executive Director of the Cuyahoga County Department of Children and Family Services (reduced turnover rate from 33% to less than 3% in 18 months).

Bill is a native Clevelander and is personally invested in the City. He founded and was the first President of Cudell Improvement, Inc., a neighborhood development corporation located on Cleveland's Westside celebrating 40 years in business in 2014.



## **Dr. Vincent Holland, of Cleveland**

**Dr. Vincent Holland** is the retired Director of Probation for Cuyahoga County. His full resume is attached.



# RESUME

## Dr. Vincent D. Holland

Home Address: 1005 East Boulevard, Cleveland, Ohio 44108

Mailing Address: Post Office Box 14964 Cleveland, Ohio 44114

Home: 216-249-4170 Cell: 216-314-0026 Web: [vincent1951@ameriech.net](mailto:vincent1951@ameriech.net)

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### EDUCATION:

Ph.D. Levin College of Urban Studies and Public Affairs / Cleveland State University (Earned Spring 2014)

Dissertation: "Reform Where Is Thy Victory?: A Study Of The Reform Efforts in Summit, Allegheny and Cuyahoga Counties" (Chair: Dr. Lawrence Keller)

Master of Public Administration / Cleveland State University (March 1991)  
Thesis/Capstone: "In Search of A Method: Developing A Correctional AIDS Policy" (Thesis Advisor Dr. James Slack)

Master of Arts Sociology / Case Western Reserve University (January 1979)

Bachelor of Arts Political Science (Major) History (Minor) / Cleveland State University (June 1975),

### LICENSE:

LICDC (License in Chemical Dependency Counseling)  
Independent Chemical Dependency Counselor license number 943823

### WORK HISTORY: FULLTIME

**Cuyahoga Probation Department:** (May 1980 to December 2013 retired)

**Chief Probation Officer (2008-2013)**

Responsibility included oversight of a 200 employee Department. Managed Budget, workflow monitoring, implemented an evidence based practices model, report writing, policy implementation, grant implementation and numerous trainings, committees and corrections related activities.

**Manager (1999-2008)**

Special Projects: Mentally Disordered, Intensive Supervision, electronic monitoring, developmental disability, Security Threat Group & Shock probation (community control) offenders. Duties included training, grant writing, auditing, budget planning, preparing reports for the State of Ohio, and overseeing a staff of over 60 people. Received the Clifford Skeen Award in 2003 for Excellence in an Ohio Prison Diversion Program (407 Project).

**Supervisor (1986-1999)**

Oversight of officers who did direct supervision of felony level adult offenders, ADDU officers and staff, Intensive Supervision officers and staff, and training.

**Probation Officer (1980-1986)**

Direct Supervision and presentence Investigation; ADDU (Alcohol and Drug Dependence Unit) Officer;

**WORK HISTORY: PART-TIME & SUMMERS**

Cuyahoga Community College Law Enforcement Corrections Department:  
Taught Introduction to Corrections and Community Corrections classes (part-time fall 1997 through fall of 1999)

Cleveland Clinic: Alcohol and Drug Dependency Unit (part-time 1985-1994)

Swimming Instructor & Coach (1969-1985) Glenville YWCA; Swimming Instructor General Electric Nela Park (Summers 1971-1974); Swimming Instructor, Pool Captain & District Supervisor for Cleveland City Pools (Summers 1975-1979).

**PUBLICATIONS AND REPORTS:**

"Street Gangs: The National, State and Local Experience". In State of Corrections: Proceedings American Correctional Association (2002) 115-121.

"Security Threat Groups Manual Trends (1999)" Law Enforcement Training Document.

"Militias, Motorcycle and Domestic Terrorists Manual" (1999-2000) Law Enforcement Training Document.

"The Foundation of Modern Gang and Threat Group Theory: A Summary of the Three Modern Eras of Theoretical Work on America's Gang Culture" (1999). Court and Law Enforcement Training Document.

"Cuyahoga County's Mentally Disordered Offender's Project: The First Fifteen Years" (2002) Report to the State of Ohio on model projects serving a felony population.

"Cuyahoga County's Forensic Clients Fiscal Summary for 2001". Report to the Mental Health Court Committee on the County's mental health expenditures for the forensic population (2002) pp. 1-19.

"Cuyahoga County Probation Department Special Programs Supervision Survey" (April 2009) 1-42. A report submitted to the State of Ohio on attitudes of probationers pertaining to their supervision.

"Alternative Work Schedule Survey" (2009) pp. 1-16. Report submitted to the Court Administrator that resulted in a policy change.

**GRANTS:**

- (1) Principal writer of an awarded two-year \$10,000.00 security threat group training grant. The purpose was to train all local probation officers in municipalities, local counties, state and Federal staff on gang identification and trends in Northeastern Ohio and its surrounding communities.
- (2) Principal writer of an awarded one-year \$40,000.00 grant to establish a liaison position between Cuyahoga County's witness victim services and the Court's mental health probation staff.
- (3) Involved in numerous grants, grant reviews and grant monitoring activities.

**COMMITTEES & ORGANIZATIONS:**

Ohio Chief Probation Officers Association

American Probation and Parole Association

Co-Chairman of Cuyahoga County's Re-Entry Coalition (2010-2013)

Community Action Against Addiction Board member (Presently)

Partners in Justice Coalition Board Member (Presently): dedicated to changing policy pertaining developmentally disabled person who enter the corrections system)

Cuyahoga County Mental Health Court Advisory Committee

County Government transition Committees (Justice Services and Health and Human Services).

State of Ohio's Mental Health and the Courts Committee

Opiate Death Review Coalition (Cuyahoga)

Workforce Development Coalition (Re-entry Population)

Community Based Correction Facility's Advisory Board (Cuyahoga)

Working with a few organizations dedicated to working with returning citizen, justice reform, gun control and mental health initiatives.

**MEMBERSHIP & COMMITTEE ACTIVITIES:**

Cleveland State's MPA Alumni Association

Maxine Goodman Levin Advisory committee on curriculum

Glenville Development Center (CDC)

Ohio Justice Alliance for Community Corrections (OJACC)

**TRAINER & PRESENTER**

Presentations included but not limited to the following topics: Developmentally and Behaviorally Disabled; Security Threat Group (Gang); Addicted and Returning citizen offender populations. Additionally, involved in training, teaching and directing staff on evidence based practices, management, ethics, and evaluation paradigms.

**SOFTWARE:**

Word, PowerPoint, Access, Excel, SPSS and other statistical software releases

**Recommendations provided upon request**



August 14, 2014

Greetings,

Jim just a friendly reminder that we have not yet received approval for board member William Denihan to be reappointed to the Judge Nancy R. McDonnell Community Based Correctional Facility Governing Board. His term expired December 31, 2013.

Also, my term (Al Sanchez, Chair) will expire December 31, 2014 and I am requesting to be reappointed to the board.

We are also requesting approval of a new board member to replace Russell Kaye who resigned last year after retiring. We are seeking approval of Dr. Vincent D. Holland to replace him. We believe that he will be well suited to serve on this board. Please find his resume attached.

We await your response.

Respectfully,

A handwritten signature in cursive script that reads "Alfonso Sanchez".

Al Sanchez  
Chairman, Facility Governing Board  
[alsanchez@aol.com](mailto:alsanchez@aol.com)  
216.970.5959

333 Champion Court  
Avon Lake, OH 44012

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0136

Sponsored by: <b>County Executive Budish/Department of Public Works</b>	<b>A Resolution</b> authorizing a contract with Great Lakes Petroleum Co. in the amount not-to-exceed \$759,000.00 for middle distillates for various County facilities for the period 8/1/2015 - 7/31/2016; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the County Executive/Department of Public Works has recommended a contract with Great Lakes Petroleum Co. in the amount not-to-exceed \$759,000.00 for middle distillates for various County facilities for the period 8/1/2015 – 7/31/2016; and

WHEREAS, the primary goal of the project is to provide unleaded and diesel fuel for use by the County’s fleet of vehicles and equipment; and

WHEREAS, this project is funded as follows: (a) \$194,000.00 from County Road and Bridge Fund; (b) \$478,000.00 from Sanitary Sewer Fund; (c) \$77,000.00 from Airport Operating Fund; and (d) \$10,000.00 from Internal Service Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

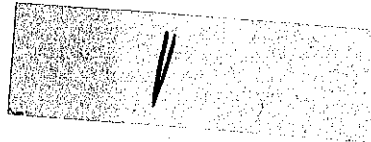
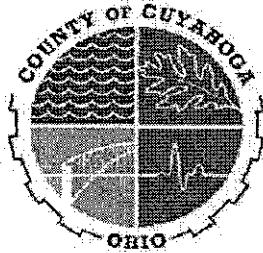
### **NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a contract with Great Lakes Petroleum Co. in the amount not-to-exceed \$759,000.00 for middle distillates for various County facilities for the period 8/1/2015 – 7/31/2016.

**SECTION 2.** That the County Executive is authorized to execute the contract and all documents consistent with this Resolution.

**SECTION 3.** 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





**Item Details:**

<b>Agency/Dept. Name:</b>	County Engineer	<b>Agency/Dept. Head Name:</b>	Michael Chambers
<b>Type of Request:</b>			
<b>Request Prepared by:</b>	Don Jerele	<b>Telephone No.</b>	216-348-4065

**SUMMARY OF REQUESTED ACTION:**

**A. Scope of Work Summary**

1. Dept of Public Works is submitting and requesting award and approval of a Contract with Great Lakes Petroleum Company for the not to exceed cost of \$ 759,000.00 for the purchase of unleaded and diesel fuels. The Contract will begin the date the Contract is executed by the County Executive or his designee **for a period of 12 months. beginning June 1, 2015 through June 30, 2016.**
2. The primary goal of this Contract is to provide unleaded and diesel fuel for use by the County's fleet of vehicles and equipment.
3. The vendor will deliver the fuels to the the County's designated storage and fueling sites

**B. Procurement**

1. The procurement method was by RFP Exemption for Purchase at less than State Contract Pricing (CPB 2015-123)
2. A requisition to purchase fuel by state contract was prepared, submitted to OPD, posted on the County's web site, and a proposal was submitted at less than state pricing by the current supplier.

**C. Funding**

1. Road & Bridge Fund \$ 194,000.00
2. Sanitary Sewer Fund \$ 478,000.00
3. Airport Operating Fund \$ 77,000.00
4. Internal Service Fund \$ 10,000.00

**D. Contractor**

1. Great Lakes Petroleum Company  
4500 Renaissance Parkway  
Cleveland, Ohio 44128



Council District 6

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The Award and Execution of the Contract will allow the County to purchase fuels needed for the fleet operations at the Road & Bridge York Maintenance Yard, the Sanitary Sewer Maintenance Facility, and the County Airport Maintenance Facility. The fuel pricing will save the County approximately 10% versus pump pricing.

Thomas L Arcoria, CEO  
Jeffrey Platko, COO

**Explanation for late submittal:**

This process started in January and due to many legal requirements and it was delayed.

**Contract/Agreement Information:**

**Procurement Method:**

Exempt from Competitive Bid Requirements

**Explanation for Increase/Decrease in \$ Amount for current request:**

The decrease is a result of the closing of the East 18th and Fitch Rd facilities

**Financial Information:**

**Funding source: Explanation:**

Other Road & Bridge, Sanitary Sewer, Internal Service Funds, Airport Operating Fund

**Total Amount Requested:**

\$759,000.00

**ATTACHMENTS:**

Click to download

- [Contract](#)
- [Signature Authority](#)
- [Insurance Certificate](#)
- [Worker Comp Certificate](#)
- [Principal Owner Form](#)
- [State Auditor Report](#)
- [Sec of State Filings](#)
- [Requisition](#)
- [Exemption - Approval](#)
- [SOS Certificate](#)
- [W9](#)
- [Contract Evaluation Form - CE1300288](#)
- [Contract Evaluation Form - CE1300285](#)
- [Vendor submission](#)
- [Justification approval](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
**(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)**

**Contractor:** Great Lakes Petroleum Company

**Contract/Agreement No.:** CE1300285-01,02,03,04      **Time Period:** 5/1/13 – 4/30/2015

**Service Description:** Middle Distallates

**Original Contract/Agreement Amount:** \$1,272,000.00

**Prior Amendment(s) Amount(s):** none

**Performance Indicators:** Supply quality Diesel fuels to County storage/fueling sites timely

**Actual performance versus performance indicators (include statistics):** Vendor has met all contractual obligations

**Rating of Overall Performance of Contractor (Check One)  :**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** Responsiveness; professionalism, 24/7 hour support

Don Jerele

May 29, 2015

\_\_\_\_\_  
User Department

\_\_\_\_\_  
Date

s: evaluation

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0137

<b>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> declaring that public convenience and welfare requires resurfacing of Fowles Road from the West Corporation Line to Pearl Road in the City of Middleburg Heights; total estimated project cost \$1,200,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and declaring the necessity that this Resolution become immediately effective.
---	--

WHEREAS, the County Executive Budish/Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires resurfacing of Fowles Road from the West Corporation Line to Pearl Road in the City of Middleburg Heights; and

WHEREAS, the anticipated project cost for the resurfacing is \$1,200,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of this improvement; and

WHEREAS, this project will be funded as follows: (a) 50% or \$600,000.00 from the County's Road and Bridge Fund; and (b) 50% or \$600,000.00 from the City of Middleburg Heights; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is Fowles Road from the West Corporation Line to Pearl Road in the City of Middleburg Heights, Council District 4; and

WHEREAS, the anticipated start date for construction of this project is 2017; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** That the Cuyahoga County Council hereby declares that public convenience and welfare requires resurfacing of Fowles Road from the West Corporation Line to Pearl Road in the City of Middleburg Heights.

**SECTION 2.** That special assessments are not to be levied nor collected to pay any part of the County's cost of this improvement.

**SECTION 3.** That the County Executive is hereby authorized to execute any and all documents consistent with this Resolution.

**SECTION 4.** 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 5.** 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



2

**Item Details:**

<b>Agency/Dept. Name:</b>	County Engineer	<b>Agency/Dept. Head Name:</b>	Jamal H. Husani
<b>Type of Request:</b>	Other		
<b>Request Prepared by:</b>	Nichole English	<b>Telephone No.</b>	216-348-3861

**SUMMARY OF REQUESTED ACTION:**

**A. Scope of Work Summary**

1. Department of Public Works requesting that Council find: a) that the public convenience and welfare requires the resurfacing of Fowles Road from the west corporation line to Pearl Road in the City of Middleburg Heights
- b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements

The anticipated cost for this improvement is \$1,200,000. The project is to be funded 50% with County Road and Bridge Fund and 50% by the City of Middleburg Heights. The anticipated start date for construction is 2017.

2. The primary goal of this request is to begin the process of Council review and approval of this project. The primary goal of the project itself is to properly maintain the County's infrastructure.
3. N/A

**B. Procurement - N/A**

**C. Contractor and Project Information**

1. N/A
2. N/A
- 3a. The location of the project is Fowles Road from the west corporation line to Pearl Road in the City of Middleburg Heights
- 3b. The project is located in Council District 4.

**D. Project Status and Planning**

1. The project is new to the County.
2. N/A
3. N/A

- 4. N/A
- 5. N/A

**E. Funding**

- 1. The project is to be funded 50% with County Road and Bridge Fund and 50% Middleburg Heights.
- 2. N/A
- 3. N/A

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:      Explanation:**

**Total Amount Requested:**

\$

**ATTACHMENTS:**

Click to download

[Project Sheet](#)

**History**

**Time**

**Who**

Clerk of the Board

**Approval**



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0138

Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> declaring that public convenience and welfare requires emergency repair of Mastick Road Culvert No. 4A in the City of Fairview Park; total estimated project cost \$500,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the County Executive Budish/Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires emergency repair of Mastick Road Culvert No. 4A in the City of Fairview Park; and

WHEREAS, the anticipated project cost for the emergency repair is \$500,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of this improvement; and

WHEREAS, this project will be funded as follows: (a) 80% or \$ 400,000.00 with the County Road and Bridge Fund; and (b) 20% or \$100,000.00 from the City of Fairview Park; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is Mastick Road Culvert No. 4A in the City of Fairview Park, Council District 1; and

WHEREAS, the anticipated start date for construction of this project is July 2015; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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



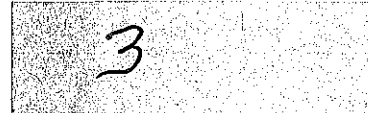


\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



**Item Details:**

<b>Agency/Dept. Name:</b>	County Engineer	<b>Agency/Dept. Head Name:</b>	Jamal H. Husani
<b>Type of Request:</b>	Other		
<b>Request Prepared by:</b>	Nichole English	<b>Telephone No.</b>	216-348-3861

**SUMMARY OF REQUESTED ACTION:**

**A. Scope of Work Summary**

1. Department of Public Works requesting that Council find: a) that the public convenience and welfare requires the emergency repair of Mastick Road Culvert No. 4A in the City of Fairview Park.

b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements

The anticipated cost for this improvement is \$500,000. The project is to be funded 80% with County Road and Bridge Fund and 20% City of Fairview Park. The anticipated start date for construction is July 2015.

2. The primary goal of this request is to begin the process of Council review and approval of this project. The primary goal of the project itself is to properly maintain the County's infrastructure.

3. N/A

**B. Procurement - N/A**

**C. Contractor and Project Information**

1. N/A

2. N/A

3a. The location of the project is Mastick Road Culvert No. 4A in Fairview Park

3b. The project is located in Council District 1.

**D. Project Status and Planning**

1. The project is new to the County.

2. N/A

3. N/A

4. N/A

5. N/A

**E. Funding**

1. The project is to be funded 80% with County Road and Bridge Fund, 20% City of Fairview Park.

2. N/A

3. N/A

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:    Explanation:**

**Total Amount Requested:**

\$

**ATTACHMENTS:**

Click to download  
 [Photos of Failure](#)

**History**

Time

Who

Clerk of the Board

Approval



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0139

Sponsored by: <b>County Executive Budish/Department of Development</b>	<b>A Resolution</b> adopting the 2015 Economic Development Plan in accordance with Section 7.05 of the Cuyahoga County Charter and Section 801.01 of the Cuyahoga County Code, and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, Section 7.05 of the Cuyahoga County Charter requires the Director of Development, in conjunction with the County Executive and in consultation with the Economic Development Commission, to prepare and present to the Council by the first day of June of each year a proposed five-year economic development plan for the County, for actions to be carried out by the County itself, and in cooperation with other public and private agencies and organizations, for the purpose of enhancing the prosperity and well-being of the County and its residents and communities; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can commence and continue on behalf of the various municipalities within the County's jurisdiction.

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

**SECTION 1.** The County's 2015 five-year economic development plan, including all changes thereto approved by Council, is hereby adopted in accordance with Section 7.05 of the Cuyahoga County Charter and Section 801.01 of the Cuyahoga County Code. The final adopted plan is attached hereto as Exhibit A and incorporated herein by reference.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the 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.



# Cuyahoga County Economic Development Plan

## Year Five

June 1, 2015

(Updated June 25, 2015)

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## Executive Summary

By *Charter*, Cuyahoga County annually presents a *Five Year Economic Development Plan* to define and prioritize its development goals and strategies.

Initially created in 2011, the *Plan* set forth a new model for county investments that foster strong, economically sound communities, drive business growth and create jobs and opportunity for residents. The first four years focused on *outputs* primarily measured in terms of investments made by county government and related job creation by private businesses, and did not extend to measures that focused on *outcomes* that demonstrated improvements for the benefit of the county's residents.

Since the bottom of the 2009 recession, the state and the nation have outpaced the region and Cuyahoga County in job growth. Assessing job growth from the peak of the 2009 recession to the end of 2013, the number of jobs in Cuyahoga County increased 3.9% to 716,386. Over the same period, jobs increased 4% in the 18 counties of Northeast Ohio, 6% in Ohio and 7% in the U.S. Despite being central to the region's economy, Cuyahoga County's unemployment rate remains higher than the statewide average, and higher than many surrounding counties. Unfortunately, our efforts under the *Plan* did not go far enough in the first four years to significantly impact this trend.

For the *Plan's* fifth year, the county endeavors to enter a new phase that builds upon the county's strengths, and utilizes established and new tools and resources for economic development. This year's *Five Year Economic Development Plan* seeks to increase emphasis on broadening participation in economic development outcomes beyond the actions of one department nor county government alone.

Development priorities will be broadened and better aligned with county government priorities and tailoring economic development investments towards Innovation, Revitalization and Competitiveness.



### Vision

Cuyahoga County is a vibrant, economically competitive place that fosters innovation and entrepreneurship while creating jobs, opportunity, and prosperity for businesses and residents.

Our vision is defined by the *Plan's* priorities.

### Mission

Expand Job Growth and Opportunity in Cuyahoga County through partnerships and strategic investments that foster economic growth and create vibrant, healthy and welcoming places for businesses and residents to prosper.

Our mission is achieved through the *Plan's* Action Steps and Investment Approach.

## Cuyahoga County Priorities for Government and Development

To fulfill the mission and realize the vision, the *Plan* has an integrated investment strategy that identifies three fundamental economic development priorities:

### Job Growth and Opportunity

Cuyahoga County will attract and support businesses as they create and grow jobs at all levels. Creating job openings, alone, is not enough. The county will also emphasize job access and preparedness to help people qualify for and secure open jobs throughout the county. To attract and retain the talent needed to fuel business growth, we must keep our cities and neighborhoods vibrant.

### Fairness and Equity

To grow economically, we must address the fundamentals of equality and fairness in the marketplace. In addition to addressing macro issues of health, education and quality of life matters, our cross-sector efforts to improve our region's economic competitiveness must embrace inclusion, collaboration and sustainability for the benefit of all county residents.

### Government that Gets Results

County government will be a solutions-driven partner in our region's cross-sector efforts that is efficient, effective, and accountable.

## Investment Approach: Innovation, Revitalization and Competitiveness.

The County's development investments will reflect the *Plan's* mission and priorities through a united approach towards Revitalization, Innovation, Competitiveness and Place-Based Investments. Implementing this strategy will help establish a vibrant, economically competitive region, creating jobs, opportunity and prosperity for all residents.

However, the government of Cuyahoga County is one actor among many that influence growth and opportunity for the county and region. Accordingly, the investments outlined in the *Plan* are but one part of what is required to improve outcomes. For the county to be successful, we must lead a collaborative approach with multiple partners across all sectors.

Throughout Year Five the Department of Development will update the economic development investment strategies and partnerships—including financial participation—with other development stakeholders.

# Cuyahoga County Priorities for Government and Development

## Priority 1: Job Growth + Opportunity

### Building on Our Base

Leveraging and harmonizing our unique assets is critical to creating an environment for a competitive economic landscape. Cuyahoga County boasts assets that are the envy of other regions, including a strong manufacturing base, world-class healthcare institutions, unmatched cultural institutions, access to abundant fresh water and existing infrastructure (from roadways and railways to information superhighways) with capacity to accommodate growth.

Increasingly, studies have shown that, when determining where to start or relocate, businesses' principle consideration is how location will affect their organizations' ability to operate and grow.

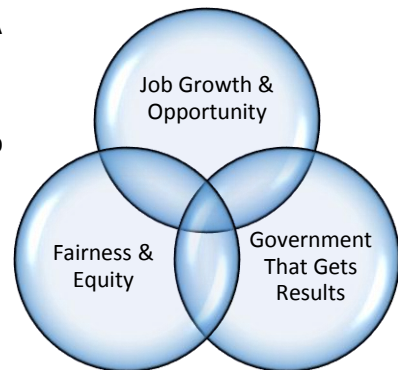
Similarly, place-based development reduces the public expense of economic development by capitalizing on region's human capital, infrastructure, community and neighborhood assets, institutional and industrial strengths, and cultural resources that are already in place. This approach hastens fiscal and economic sustainability and future economic growth. Implementing a place-based development strategy to complement a business development strategy provides a framework for attracting and retaining businesses and high skilled, talented workers.

### Focus on Retention, Expansion and Attraction

The region is redoubling its effort to emphasize business expansion. A renewed focus on expansion of the businesses already located in the region is consistent with leveraging the above-mentioned investment priorities and further strengthens efforts to improve and maintain job access – critical to successful workforce development programs.

Attraction of growing and relocating businesses remains a priority for county government. Publically-led efforts should be matched with private sector participation to actively recruit and persuade businesses' suppliers, customers and peers.

Visitor attraction remains a priority for the region and its partners. Short term economic benefits from visitors help grow some aspects of the region. Positive visitor experiences—at premier sports venues, convention facilities, and rejuvenated destinations—strengthen business attraction and brain gain efforts for proven long term impact.



### Integration with Proven Talent and Workforce Development Models

Federal, state and now regional change is afoot in our publically-funded workforce development efforts. This plan's actions will embrace proven solutions and promising emerging practices that improve the region's educational and talent development systems.

## Priority 2: Fairness + Equity

### Inclusive

Inclusiveness is a major component in determining the economic competitiveness of a region. According to research by the Cuyahoga County Economic Inclusion Task Force, per capita income across the Cleveland metropolitan area is \$40,849, while in the City of Cleveland, per capita income stands at \$15,540. Economic disparities such as per capita income threaten the vitality of our economy.

Traditionally, addressing this opportunity gap has been left to Health and Human Service programs and educational systems. Oftentimes, programs' well-served clients are poorly connected with real employment opportunities. County HHS programs serve hundreds of thousands of county residents each year and offer these residents resources to improve their lives. These services support human capital development and market development. Stable families and communities are an employment and customer pool that support business growth and wealth acquisition. Effective educational initiatives and programs are no different. Connecting these programs once considered the province of Health and Human Services must be foundational to the county's overall economic development strategy.

In order to become a transformative region, the County is striving to be an economically welcoming place, providing opportunity to economically isolated populations as well as to newcomers, both transplants and immigrants. The success of the County is inextricably tied to the success of historically isolated populations. As part of business growth, we should work to grow the number and size of female and minority-owned enterprises, expand access for minority and economically isolated residents to educational training and business opportunities, and build a sustainable system that generates economic access and opportunities for all residents, particularly historically isolated populations.

### Collaborative

A collaborative ethos that is shared by the cities, businesses and organizations that shape development outcomes is critical to regional success. County investments in development will reflect this need by joining programs offered by the state and tailored to growing businesses' needs.

Improved communication and connectivity is still desired by all of the formal participants of the economic development ecosystem, notably cities and representatives of regional and statewide economic development organizations.

Lastly, excellent advocacy to shape state and federal policymaking is desired and begs for improved cohesion in our region. Collaborating on advocacy efforts is more effective than go-it-alone efforts.

### Sustainable

Sustainability is the responsible management and allocation of resources. The concept is comprehensive. Sustainable investments utilize resources in a manner that ensures lasting economic growth that maintains the integrity of the social, environmental, and economic quality of the region. Where possible, county investments should promote redevelopment over new development, support energy efficiency programs, encourage investments that use renewable resources, and promote better transportation choices.

## Priority 3: Government That Gets Results

### Results Oriented

We must create an environment where county government prioritizes business growth and helps businesses navigate the maze of government bureaucracy. Much has been made of the county's aspirations for "no wrong door" for members of the public; the same expectation will be set so that government is accessible to business.

### Transparent and Public

In order to ensure the economic development plan put forth in this document is implemented successfully, the County has put a process in place for monitoring decision making and measuring performance. The Department of Development is managing the process within its organization and benefitting from the input and expertise of Cuyahoga County Community Improvement Corporation (CCCIC). An amalgamation of business professional and department staff, the CCCIC reviews and recommends economic development incentives and awards. The CCCIC's ability to make objective and uncompromised recommendations consistent with the County's economic goals and objectives is vital.

The County Council and County Executive have final authority over investments consistent with the County's contracting and procurement ordinances. Transparency and reporting outcomes are critical priorities throughout county government, and especially for economic development.

All meetings that determine the outcome of an investment are public meetings with publically available minutes, agendas and are always open to the public.

### Accountable and Measured

As the County strives to strengthen its global competitiveness and economic vibrancy, it is essential to measure investment performance, assess economic progress, and examine industrial trends. This analysis has helped the County evaluate investments, monitor program outcomes, and study the overall performance of the economy to determine trends and best practices. The key measures are tracked in the Economic Development Dashboard produced quarterly by the Department of Development. It is also important to select and monitor metrics that indicate the outcomes of County programs and reflect the economic competitiveness of the county over time.

The first four years focused on outputs in terms of investment and job creation, but left wanting for improved outcomes that benefited the county's residents. The output leveraged significant private investment and job creation: 148 county loans & grants closed; 3,394 jobs created; 6,183 jobs retained; \$42 million in loans & grant funding; \$297 million leveraged. Despite this activity, the region's (18 counties in Northeast Ohio) outcomes have underperformed the state and nation. The discord signals room for improvement in coordinating outputs with desired outcomes, in partnership with public and non-public participants in the economic development ecosystem.

## Full Stakeholder Engagement

Among the opportunities for improvement in development outcomes is better engagement with all stakeholders and partners in economic development—inside and outside county government. The county will coordinate investments and strategies across traditional departmental boundaries. By embracing shared priorities, county departments and administrators will focus on achieving shared goals. However, government cannot get results without the participation of the many non-profit, private and indeed other public agencies. Their participation in planning and coordination to achieve outcomes is a priority of this *Plan*.

## Partners and Actors: Agency-Agnostic Approach to Development

The Charter requires the Five Year Economic Development Plan be driven and presented by the County Executive and Director of Development. However, myriad public agencies and departments fund and administer efforts that affect the county's growth and opportunity.

The *County Charter* establishes the Economic Development Commission to formalize the broader approach to economic development. In addition to county government, Commission members are tasked by the *Charter* to lead their constituencies' cooperation in efforts that enhance "the prosperity and well-being of the County and its residents and communities."

This year's plan commits the Economic Development Commission to agree upon shared goals for our region related to job growth and opportunity, and an action plan that focuses on all sectors and partners represented on the Commission, in addition to Cuyahoga County government.

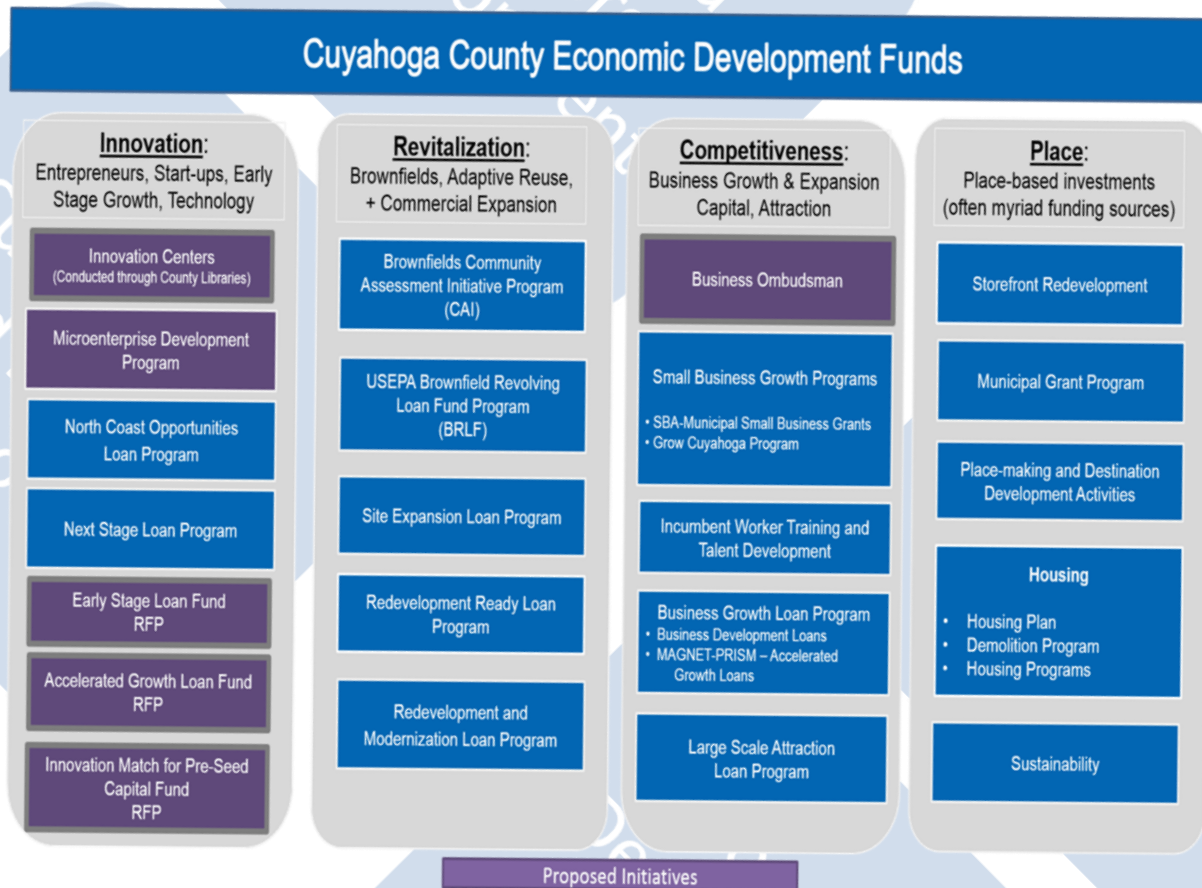
Underlying the above priorities is the understanding that development outcomes are driven by many stakeholders. This plan highlights those investments that are traditionally considered "economic development," but these investments will be aligned with effort and resources from four other spheres, not traditionally united with "economic development":

- Talent and Workforce Development
- Health and Human Services
- Planning, Sustainability and Regional Collaboration
- Economic Development Funders and Influencers



## Investment Approach: Innovation, Revitalization and Competitiveness in Place

Economic development is the process of enhancing and maximizing the inputs of production (land, labor, innovation, and capital) to improve the economic competitiveness of the region and create economic opportunities for businesses and individuals. Implementing an integrated investment strategy that emphasizes business development and place-based development establishes a vibrant, economically competitive region, creating jobs, opportunity and prosperity for all businesses and residents.



Cuyahoga County's approach to economic growth will pivot from project-driven investments towards a calculated and strategic investment approach. The approach has evolved in recent years, driven by the *Five Year Economic Development Plan* and the necessary resources available to drive strategic investments. A more comprehensive, strategic approach will strengthen project investments such as the Global Center for Healthcare Innovation and buttress the outcomes of targeted programs.



## Innovation & Entrepreneurship

Innovation is the life blood of any healthy economy. The ability to create better or more effective products, processes, services, technologies, or ideas that are accepted by markets, governments, and society is a direct indicator of an economy's ability to add value and grow. It is vital for the County to facilitate and accelerate innovation development in order to create an environment conducive for economic growth. Channeling capital to promising companies with a pipeline of inventive products and services, the County adds critical resources to the creative mixture of concepts, employees and management.

Supporting entrepreneurship not only helps drive economic growth, but it is also an effective way to generate economic opportunity for low-income individuals or groups that have traditionally been economically isolated. Entrepreneurial development creates opportunities to achieve economic self-sufficiency, create wealth, and transform underserved neighborhoods.

The County identified five key aspects of innovation development that are designed to cultivate entrepreneurs and innovation and to nourish early stage companies along the capital formation continuum and product life-cycle.

**Innovation Centers:** Residents can access the resources to develop their business concepts and early commercialization efforts. Collaboration with mentors, experts within residents' neighborhoods and familiar environments will start at our libraries.

**Microenterprise Loan Program:** finances start-up businesses unable to access traditional lenders

**Northcoast Opportunities Technology Loan Program:** early stage funding to accelerate growth and attract investors for technology based businesses

**Next Stage Loan Program:** invests in companies primed for full commercial launch

**Innovation Initiative Funds:** Three Requests for Proposals (RFPs) underway will leverage county resources and attract additional outside funding to lend in the following areas:

*a. Early Stage Loan Fund*

*b. Accelerated Growth Loan Fund*

*c. Innovation for Pre-Seed Capital Fund*

## Property Revitalization: Reutilization, Acquisition and Expansion

Firms that are growing need to modernize and expand. Having development sites ready to meet the expansion and relocation plans of companies is essential. When companies are growing and require more space, they seek properties that can be available in a timely manner. Sites that are complicated by potential environmental issues or by functionally obsolete space or by vacant buildings that require demolition, possess significant cost disadvantage.

Our legacy industries have left vacant buildings and contaminated land in the core city and many inner-ring suburbs. The challenge facing older commercial and industrial land is often reinforcing and contributes to continued disinvestment. Growing businesses lack the additional capital and expertise necessary to address these redevelopment issues.

The key to reutilizing and redeveloping land is to provide applicable, attractive and relevant programs that provide swift and clear opportunities for companies to address complicated redevelopment issues. The County is actively engaging with companies seeking to locate, expand, or modernize in areas already served by existing infrastructure and transportation networks. As such, the preparation of land for redevelopment and the rapid response for the modernization of existing properties is a key piece in the County's place-based economic development plan. The County devised a strategy to address the property needs for successful companies already in Cuyahoga County, and to help them grow in place.

**Brownfield Redevelopment:** Assessment, Planning and Redevelopment of brownfield sites

**Redevelopment and Modernization:** finances existing site improvements, including modernization for identified end users

**Site Expansion:** finances blight removal and environmental cleanup of sites adjacent to existing end-user

**Redevelopment Ready:** finances environmental cleanup of underutilized sites with or without end-users

### **Business Competitiveness and Success: Growth, Commercialization and Attraction**

Business growth, commercialization, and attraction are a critical source of job creation and economic growth. Creating a globally competitive economic environment for businesses to grow and thrive requires a development approach that attracts entrepreneurs, businesses, professionals, and investment capital to locate, expand, and remain in Cuyahoga County. Creating access to flexible, dynamic sources of capital that address the growth needs of businesses will stimulate private investment and improve the economic landscape.

The County identified five business development strategies in this area to reinvigorate our economic competitiveness, encourage private investment and business growth, and create high value jobs. These five strategies address the fundamental gaps that often stifle growth and hinder investment.

**Business Ombudsman:** A firm point of contact for businesses to have improved access to county government and liaison to other public sector partners.

**Small Business Growth:** Increase small business access to traditional lending markets

**Incumbent Worker Training:** Reimburse expenses for retraining workers

**Business Growth:** Capital for expansion, acquisition and product enhancements for new markets and diversification

**Large Scale Attraction:** Gap financing and incentives for large scale growth and attraction

## Place-Based Investments

### Housing Strategy and Programs

Housing is a major piece in place-based development. Creating high-quality, well connected places that offer diverse housing choices and provide access to enduring networks to live, work, and play is vital. Removing blight and demolition abandoned property clears the way for new growth. Housing plays a critical role in defining a place. Therefore a housing strategy is an important aspect for the County's place-based development efforts.

A wide range of stakeholders including academics, local governments, community development corporations, nonprofit housing agencies, and private developers, are engaged in a housing policy development and refinement process with County professional staff.

### Place Based Programs

Leveraging and harmonizing unique place-based assets is critical to creating an environment for a competitive economic landscape. Increasingly, studies have shown that business leaders consider the quality of place when determining where to start or relocate. Businesses' principle consideration is how location will affect organizations' ability to operate and grow. Place-based programs require partnership with cities and other partners. Examples include:

*Storefront Renovation Program*

*Municipal Grant Program*

*Other place-making and destination investments*

## Action Steps

On July 26, 2011 the County Council approved the first *Five Year Economic Development Plan*. As we enter Year V, the County has moved from establishment of policies, instituting program offerings and building critical capacity to sharpening the strategy concerning how these resources and tools are deployed. The shift is summarized by emphasizing outcomes rather than outputs, or "*what jobs are we creating?*" rather than, "*how many jobs are we creating?*"

### Action Item V-1: Refocus and Engage the Economic Development Commission

The Economic Development Commission and *Economic Development Plan* are established by the *County Charter* to plot the course for the economic development actions "to be carried out by the County itself, and in cooperation with other public and private agencies and organizations, for the purpose of enhancing the prosperity and well-being of the County and its residents and communities."

This year's plan commits the Economic Development Commission to agree upon shared goals for our region related to job growth and opportunity. In addition to "high-road" county government policy discussions, the Commission will focus on all sectors and partners represented by the commission, and convene other organizations whose missions include economic development.

The Commission meetings will be a centering point for macro discussions on economic development, such as matters of infrastructure development, workforce, planning and others that require a cohesive, allied approach to drive toward the Commission’s shared goals. The Commission will be fully engaged and constituted, with meetings scheduled for June 25<sup>th</sup>, August 21<sup>st</sup>, September 25<sup>th</sup>, and November 20<sup>th</sup>.

#### Action Item V-2: Align Investment Approach with County Priorities

The County’s Department of Development will prudently tailor existing programs and deploy new programs as described by the *Plan’s* Investment Approach. Performance measures shall be included in program implementation and evaluation.

#### Action Item V-3: Complete the Cuyahoga County Housing Study and Housing Plan

Housing is fundamental to our economy’s development, and as referenced above integral to quality of life and other basic community indicators. Within county government, no fewer than eight separate departments have direct impact on housing outcomes. For these reasons, a county Housing Plan will be part of the *Five Year Economic Development Plan*.

County Planning will deliver a Cuyahoga County Housing Study generated from the data and providing context for housing policy-making (conditions, market, drivers, forecasts, etc.). That study will inform a Housing Plan—already underway—that outlines the actions and outcomes of the county’s “touch” on housing, and deliver recommendations that the county and other stakeholders can take to improve housing conditions countywide.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0140

<p>Sponsored by: <b>County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</b></p>	<p><b>A Resolution</b> authorizing an amendment to Contract No. CE1100151-02 with OhioGuidestone for community-based treatment center management services for the period 1/1/2011 - 6/30/2015, to extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$1,153,828.80; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division has recommended an amendment to Contract No. CE1100151-02 with OhioGuidestone for community-based treatment center management services for the period 1/1/2011 – 6/30/2015, to extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$1,153,828.80; and

WHEREAS, the primary goal is to provide a community-based treatment center for adjudicated youth who would otherwise be committed to the Ohio Department of Youth Services; and

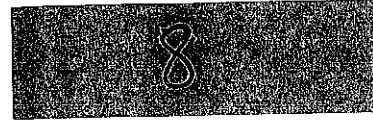
WHEREAS, this project is funded with 100% State grant funds (RECLAIM Ohio); and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1100151-02 with OhioGuidestone for community-based treatment center management services for the period 1/1/2011 – 6/30/2015 to extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$1,153,828.80.





**Item Details:**

<b>Agency/Dept. Name:</b>	Juvenile Court	<b>Agency/Dept.Head Name:</b>	Kristin W. Sweeney
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Sarah Baker	<b>Telephone No.</b>	443-8268

**SUMMARY OF REQUESTED ACTION:**

A. Scope of Work Summary 1. Juvenile Court, requesting the approval of a contract amendment to CE1100151-01 with Ohio Guidestone for Community-based Treatment Center Services to extend the time period of the contract through June 30, 2016 and to increase the funds in the amount of \$1,153,828.80 for a new not-to-exceed amount of \$6,376,744.00.2. The primary goal of this project is to provide a Community-based Treatment Center for adjudicated youth who would otherwise be committed to the Ohio Department of Youth Services. 3. This program is part of the Targeted RECLAIM grant, funded entirely by the Ohio Department of Youth Services.

B. Procurement 1. The procurement method for this project was through the RECLAIM Ohio grant agreement. The total value of CE1100151 is currently \$5,222,915.20.2. N/A3. The proposed amendment to the contract is exempt from competitive bidding requirements under Cuyahoga County Ordinance #O2011-0044 Section 4.4(b) (12 & 18) and ORC 307.86 (j). C. Contractor and Project Information 1. The address(es) of all vendors and/or contractors is: OhioGuidestone202 East Bagley RoadBerea, Ohio 44107Council District 52. Executive Director of OhioGuidestone is Richard Frank.

3.a The address or location of the project is: 202 East Bagley Road, Berea Ohio 44107 CE11001513.b. The project is located in Council District 5. D. Project Status and Planning 1. The project is an on-going project from the last State fiscal year.2. N/A3. N/A4. N/A5. N/AE. Funding 1. The project is funded 100% by the State grant funds (RECLAIM Ohio).2. The schedule of payments is monthly by invoice.3. This is the 5th amendment to the contract. The 1<sup>st</sup> amendment occurred in 2011, which extended the time until 6/30/12, with additional funding of \$1,153,828.80. The 2<sup>nd</sup> amendment occurred in 2012, which extended the time period to 6/30/13, with additional funding of \$1,253,828.80 to change the not-to-exceed amount to \$2,915,257.60. The 3<sup>rd</sup> amendment occurred in 2013, which

extended the time until 6/30/14, with additional funding of \$1,153,828.80. The 4<sup>th</sup> amendment occurred in 2014, which extended the time until 6/30/15, with additional funding of \$1,153,828.80.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goal of this project is to provide a Community-based Treatment Center for adjudicated youth who would otherwise be committed to the Ohio Department of Youth Services.

**Explanation for late submittal:**

When this was put into Novus and approved by the Departments here, it was set for the 6/23/15. I am unsure as to how/why it was changed. There was no note put in regarding the change.

**Contract/Agreement Information:**

**Procurement Method:**

Other

**Explanation for Increase/Decrease in \$ Amount for current request:**

The increase in funds is due to adding an additional year of service.

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
State	Targeted RECLAIM Funds

**Total Amount Requested:**

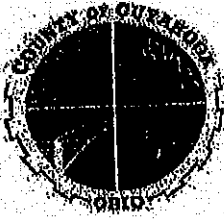
\$1,153,828.80

**ATTACHMENTS:**

Click to download

- [Justification Approval](#)
- [OhioGuidestone Department Acknowledgement](#)
- [OhioGuidestone Amendment \(Part1of1\) TAB](#)
- [OhioGuidestone Principal Owner](#)
- [OhioGuidestone Signature Authorization](#)
- [OhioGuidestone Certificate of Liability Insurance](#)
- [OhioGuidestone Worker's Compensation](#)
- [OhioGuidestone W9](#)
- [OhioGuidestone Auditor of State](#)
- [OhioGuidestone Evaluation](#)
- [Contract History](#)
- [LARE](#)
- [Original Contract](#)
- [Amendment #1](#)
- [Amendment #2](#)
- [Amendment #3](#)
- [Amendment #4](#)
- [Contract Cover - TAB](#)
- [Voucher](#)

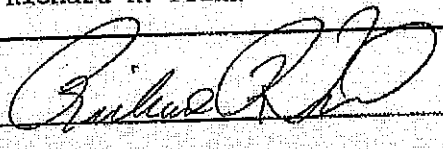




## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

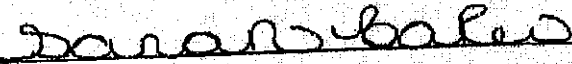
Company Name (Legal name of the business):	OhioGuidestone
Principal Owner's Name (The legal name of the owner(s) of the business):	David Zentkovich (*)
Owner/Officer's Title:	Board of Directors' Chairperson
Business Address:	202 East Bagley Road, Berea, Ohio 44017
Phone Number:	440/234-2006
Name of Person Completing Form:	Richard R. Frank
Signature:	
Title:	President and CEO

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

*(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)*

Signature: 

Date: 5/29/18

Printed Name: Sarah Baker

IG Number: 12-06116

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** OhioGuidestone

**Contract/Agreement No.:** CE1100151-01      **Time Period:** 1.1.11 – 6.30.15

**Service Description:** The primary goal of this project is to provide a Community-Based Treatment Center for adjudicated youth who would otherwise be committed to the Ohio Department of Youth Services (ODYS).

**Original Contract/Agreement Amount:** \$507,600.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract extended the time period through June 30, 2012 and increased the funds in the amount of \$1,153,828.80. The second amendment to the contract extended the time period through June 30, 2013 and also increased the funds in the amount of \$1,253,828.80. The third amendment to this contract increased the funds in the amount of \$1,153,828.80 and extended the time period through June 30, 2014. The fourth amendment to this contract increased the funds in the amount of \$1,153,828.80 and extended the time period through June 30, 2015.

**Performance Indicators:**

1. 85% of adjudicated youth admitted to the program during the contract period will successfully complete the program.
2. 75% of adjudicated youth admitted to the program will not recidivate within six (6) months of a successful release from the program.
3. 75% of adjudicated youth admitted to the program will not recidivate within twelve (12) months of a successful release from the program.
4. 100% of youth will demonstrate a drop in criminogenic risk factors at the time of discharge from the vendor's residential facility.

**Actual performance versus performance indicators (include statistics):** During the time frame of 2/1/13-1/31/15, this program served thirty eight (38) youth and out of those youth thirty four (34) completed the program. This program has shown a 71% success rate and a 70% non-recidivism rate. There were 56% of youth that demonstrated a drop in criminogenic risk factors at the time of discharge, 87% of youth did not recidivate within six (6) months of discharge and 70% of youth did not recidivate within twelve (12) months of discharge. The vendor completed the required assessments within five (5) days of referral 95% of the time and 97% of the time they completed all treatment plans within thirty (30) days of admittance.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** The vendor has provided positive services during the contract time frame and has abided by their contract terms. The majority of the youth referred to this program are able to complete the program successfully.

Sarah Baker  
User Department

6/2/15  
Date

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0141

<p>Sponsored by: <b>County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</b></p>	<p><b>A Resolution</b> authorizing an amendment to Master Contract No. CE1500026-01-16 for traditional residential treatment services for the period 2/1/2015 - 1/31/2017 to change the total amount not-to-exceed from \$1,400,000.00 to \$3,571,147.73, to authorize funding decreases and/or increases with various previously approved providers, to terminate Contract No. CE1500026-09 with The House of Emmanuel, Inc., effective 6/2/2015, and to make awards on RQ32933 to additional providers for the period 6/9/2015 - 1/31/2017; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court has recommended an amendment to Master Contract No. CE1500026-01-16 for traditional residential treatment services for the period 2/1/2015 - 1/31/2017 to change the total amount not-to-exceed from \$1,400,000.00 to \$3,571,147.73, to authorize funding decreases and/or increases with various previously approved providers, to terminate Contract No. CE1500026-09 with The House of Emmanuel, Inc., effective 6/2/2015, and to make awards on RQ32933 to additional providers for the period 6/9/2015 - 1/31/2017; and

WHEREAS, funding decreases and/or increases are for the following approximate amounts reasonably anticipated to be:

- a) Applewood Centers, Inc. in the amount of \$120,000.00.
- b) Beech Brook in the amount of \$65,000.00.
- c) Bellfaire Jewish Children's Bureau in the amount of \$70,000.00.
- d) Carrington Youth Academy in the amount of \$0.00.
- e) Community Specialists Corporation dba The Academy in the amount of \$0.00.
- f) Cornell Abraxas Group, Inc. in the amount of \$350,000.00.
- g) George Junior Republic in Pennsylvania in the amount of \$80,000.00.

- h) Keystone Richland Center, LLC dba Foundations for Living in the amount of \$175,000.00.
- i) Muskegon River Youth Home, Inc. in the amount of \$230,000.00.
- j) New Directions, Inc. in the amount of \$20,000.00.
- k) OhioGuidestone in the amount of \$41,147.73.
- l) Rite of Passage, Inc. in the amount of \$0.00.
- m) Summit School, Inc. dba Summit Academy in the amount of \$325,000.00.
- n) The Glen Mills Schools in the amount of \$450,000.00.
- o) The Village Network in the amount of \$110,000.00; and

WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division has recommended awards on RQ32933 to additional providers for the period 6/9/2015 – 1/31/2017 for the following approximate amounts reasonably anticipated to be:

- a) Safe House Ministries, Inc. in the amount of \$2,500.00.
- b) The Cleveland Christian Home, Incorporated in the amount of \$130,000.00.
- c) Tri-State Youth Authority, Inc. in the amount of \$2,500.00; and

WHEREAS, Contract No. CE1500026-09 with The House of Emmanuel, Inc. is terminated, effective 6/9/2015; and

WHEREAS, the primary goal of this project is to implement a comprehensive program to provide a wide range of services to the Juvenile Court’s delinquent youth population in a series of residential programs. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs; and

WHEREAS, this project is funded 100% by the Health and Human Services Levy; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Master Contract No. CE1500026-01-16 for traditional residential treatment services for the period 2/1/2015 - 1/31/2017 to change the total amount not-to-exceed from \$1,400,000.00 to \$3,571,147.73.

**SECTION 2.** That funding decreases and/or increases are for the following approximate amounts reasonably anticipated to be:

- a) Applewood Centers, Inc. in the amount of \$120,000.00.
- b) Beech Brook in the amount of \$65,000.00.
- c) Bellfaire Jewish Children’s Bureau in the amount of \$70,000.00.
- d) Carrington Youth Academy in the amount of \$0.00.
- e) Community Specialists Corporation dba The Academy in the amount of \$0.00.
- f) Cornell Abraxas Group, Inc. in the amount of \$350,000.00.
- g) George Junior Republic in Pennsylvania in the amount of \$80,000.00.
- h) Keystone Richland Center, LLC dba Foundations for Living in the amount of \$175,000.00.
- i) Muskegon River Youth Home, Inc. in the amount of \$230,000.00.
- j) New Directions, Inc. in the amount of \$20,000.00.
- k) OhioGuidestone in the amount of \$41,147.73.
- l) Rite of Passage, Inc. in the amount of \$0.00.
- m) Summit School, Inc. dba Summit Academy in the amount of \$325,000.00.
- n) The Glen Mills Schools in the amount of \$450,000.00.
- o) The Village Network in the amount of \$110,000.00; and

**SECTION 3.** That awards on RQ32933 to additional providers for the period 6/9/2015 – 1/31/2017 for the following approximate amounts reasonably anticipated to be are as follows:

- a) Safe House Ministries, Inc. in the amount of \$2,500.00.
- b) The Cleveland Christian Home, Incorporated in the amount of \$130,000.00.
- c) Tri-State Youth Authority, Inc. in the amount of \$2,500.00; and

**SECTION 4.** That Contract No. CE1500026-09 with The House of Emmanuel, Inc. is terminated, effective 6/9/2015.

**SECTION 5.** That the County Executive is authorized to execute the amendment and any and all documents required in connection with said amendment and this Resolution.

**SECTION 6.** 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.



NovusAGENDA



71a-45

**Item Details:**

<b>Agency/Dept. Name:</b>	Juvenile Court	<b>Agency/Dept. Head Name:</b>	Kristin W. Sweeney
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Sarah Baker	<b>Telephone No.:</b>	443-8268
<b>SUMMARY OF REQUESTED ACTION:</b>			
<p>A. Scope of Work Summary 1. Juvenile Court is requesting approval of a contract amendment for Traditional Residential Treatment Services for the time period of February 1, 2015 through January 31, 2017 to add in additional vendors, to remove The House of Emmanuel, Inc. and to increase the funds in the amount of \$2,171,147.73, for a new not-to-exceed value of \$3,571,147.73. Juvenile Court currently contracts with the following vendors: Applewood Centers, Inc. Beech Brook Bellefaire Jewish Children's Bureau Carrington Youth Academy, LLC Community Specialists Corporation dba The Academy Cornell Abraxas Group, Inc. George Junior Republic in Pennsylvania The Glen Mills Schools Keystone Richland Center, LLC dba Foundations for Living Muskegon River Youth Homes New Directions, Inc. Ohio Guidestone Rite of Passage, Inc. Summit School. Inc. dba Summit Academy The Village Network The Court plans on adding in the following vendors: The Cleveland Christian Home, Inc. Safehouse Residential Services Division Tri-State Youth Authority dba Mohican Youth Academy 2. The primary goal of this project is to implement a comprehensive program to provide a wide range of services to the Juvenile Court's delinquent youth population in a series of residential programs. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs. 3. N/AB. Procurement 1. The original procurement method for this project was an RFP (31639). The total value of that RFP was \$7,260,000.00. The Court then issued a second RFP (32933) to request additional vendors. The total value of that RFP was \$1,500,000.00. 2. The above RFP closed on September 16, 2014 with no SBE goal. The second RFP closed on January 26, 2015 with no SBE goal. 3. In the original RFP, there were a total of sixteen (16) proposals submitted for review. The proposals were reviewed and all of the vendors were selected, as they all met requirements of the RFP. For the second RFP, three (3) proposals were submitted for review. The proposals were reviewed</p>			



and all of the vendors were selected.C. Contractor and Project Information 1. The address of the vendors and/or contractor is:a. Applewood Centers, Inc. 10427 Detroit Avenue Cleveland, Ohio 44102 Council District: 3b. Beech Brook 3737 Lander Road Pepper Pike, Ohio 44124 Council District: 9c. Bellefaire Jewish Children's Bureau 22001 Fairmount Boulevard Shaker Heights, Ohio 44118 Council District: 9d. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, Ohio 44112 Council District: 10e. Community Specialists dba The Academy 900 Agnew Road Pittsburgh, PA 15227 Council District: N/Af. Cornell Abraxas Group, Inc. 2840 Liberty Avenue Suite 300 Pittsburgh, Pennsylvania 15222 Council District: N/Ag. George Junior Republic in Pennsylvania P.O. Box 1058, 233 George Junior Road Grove City, PA 16127 Council District: N/Ah. The Glen Mills Schools P.O. Box 5001 Concordville, Pennsylvania 19331 Council District: N/Aj. Keystone Richland Center, LLC dba Foundations for Living 1451 Lucas Road Mansfield, Ohio 44903 Council District: N/Ak. Muskegon River Youth Homes 3030 Long Lane Evart, Michigan 49631 Council District: N/Al. New Directions, Inc. 30800 Chagrin Boulevard Cleveland, Ohio 44124 Council District: 9m. Ohio Guidestone 202 East Bagley Road Berea, Ohio 44107 Council District: 5n. Rite of Passage, Inc. 2560 Business Parkway Suite A Minden, Nevada 89423 Council District: N/Ao. Summit School, Inc. dba Summit Academy 839 Herman Road Herman, PA 16039 Council District: N/Ap. The Village Network P.O. Box 518 Smithville, Ohio 44677 Council District: N/Aq. The Cleveland Christian Home, Inc. 1400 W.25<sup>th</sup> Street, 2<sup>nd</sup> Floor Cleveland, Ohio 44113 Council District:r. Safehouse Residential Services Division 100 Broadway Avenue Youngstown, Ohio 44505 Council District: N/As. Tri-State Youth Authority dba Mohican Youth Academy 1012 ODNR Mohican 51 Perrysville, Ohio 44864 Council District: N/A2. Executive Director of Applewood Centers, Inc. is Melanie Falls Executive Director of Beech Brook is Debra Rex

Executive Director of Bellefaire Jewish Children's Bureau is Adam Jacobs  
Principal owner of Carrington Youth Academy, LLC is Bernard Pawlikowsky The Executive Director of Community Specialists Corporation dba The Academy is Frank Wentzel  
Senior Vice Presidents of Cornell Abraxas Group, Inc. is Jon Swatsburg & Benjamin Erwin  
The Chief Executive Officer of George Junior Republic in Pennsylvania is Richard L. Losasso  
Executive Director of The Glen Mills Schools is Dr. Randy Ireson  
Executive Director of Keystone Richland Center, LLC dba Foundations for Living is Connie Rebane  
The CEO of Muskegon River Youth Homes is Ronald D. Hunter  
Executive Director of New Directions, Inc. Michael Matoney  
The President and CEO of Ohio Guidestone is Richard Frank  
The CEO of Rite of Passage, Inc. is S. James Broman  
The Executive Director of Summit School, Inc. DBA Summit Academy is John D. McCloud  
The President/CEO of The Village Network is Richard Graziano  
The CEO of The Cleveland Christian Home, Inc. is James McCafferty  
The Administrator of Safehouse Residential Services Division is TJ Perkins  
The Executive Director of Tri-State Youth Authority dba Mohican Youth Academy is Rocky M. Hall

3.a The address or location of the project is: a. Applewood Centers, Inc. 10427 Detroit Avenue Cleveland, Ohio 44102 Council District: 3b. Beech Brook 3737 Lander Road Pepper Pike, Ohio 44124 Council District: 9c. Bellefaire Jewish Children's Bureau 22001 Fairmount Boulevard Shaker Heights, Ohio 44118 Council District: 9d. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, Ohio 44112 Council District: 10e. Community Specialists dba The Academy 900 Agnew Road Pittsburgh, PA 15227 Council District: N/Af. Cornell Abraxas Group, Inc. 2840 Liberty Avenue Suite 300 Pittsburgh, Pennsylvania 15222 Council District: N/Ag. George Junior Republic in Pennsylvania P.O. Box 1058, 233 George Junior Road Grove City, PA 16127 Council District: N/Ah. The Glen Mills Schools P.O. Box 5001

Concordville, Pennsylvania 19331 Council District: N/Aj. Keystone Richland Center, LLC dba Foundations for Living 1451 Lucas Road Mansfield, Ohio 44903 Council District: N/Ak. Muskegon River Youth Homes 3030 Long Lane Ewart, Michigan 49631 Council District: N/Al. New Directions, Inc. 30800 Chagrin Boulevard Cleveland, Ohio 44124 Council District: 9m. Ohio Guidestone 202 East Bagley Road Berea, Ohio 44107 Council District: 5n. Rite of Passage, Inc. 2560 Business Parkway Suite A Minden, Nevada 89423 Council District: N/Ao. Summit School, Inc. dba Summit Academy 839 Herman Road Herman, PA 16039 Council District: N/Ap. The Village Network P.O. Box 518 Smithville, Ohio 44677 Council District: N/Aq. The Cleveland Christian Home, Inc. 1400 W.25<sup>th</sup> Street, 2<sup>nd</sup> Floor Cleveland, Ohio 44113 Council District:r. Safehouse Residential Services Division 100 Broadway Avenue Youngstown, Ohio 44505 Council District: N/As. Tri-State Youth Authority dba Mohican Youth Academy 1012 ODNR Mohican 51 Perrysville, Ohio 44864 Council District: N/A3.b. N/A D. Project Status and Planning 1. The project is an ongoing project for the Court.2. N/A3. N/A4. N/A5. N/AE. Funding 1. The project is 100% funded by General Funds.2. The schedule of payments is by invoice on a monthly basis.3. This is the first amendment to the contract. This amendment will be adding in additional vendors and increasing the funds in the amount of \$2,171,147.73.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goal of this project is to implement a comprehensive program to provide a wide range of services to the Juvenile Court's delinquent youth population in a series of residential programs. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs.

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

The increase in funds is due to the addition of new vendors and an increase in use of this service.

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
General Fund	100% General Funds

**Total Amount Requested:**

\$2,171,147.73

**ATTACHMENTS:**

Click to download

- [Final RFP 32933](#)
- [Applewood Department Acknowledgement](#)
- [Applewood Principal Owner](#)
- [Applewood Signature Authorization](#)
- [Applewood Certificate of Liability Insurance](#)
- [Applewood Worker's Compensation](#)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Applewood Centers, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	This is a non-profit. The President is Adam G. Jacobs
Owner/Officer's Title:	President
Business Address:	10427 Detroit Avenue, Cleveland, Ohio 44102-1645
Phone Number:	(216) 320-8222
Name of Person Completing Form:	Elizabeth A. Eisenberg
Signature:	<i>Elizabeth A. Eisenberg</i>
Title:	Paralegal

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Sarah Baker*

Date: 5/8/15

Printed Name: Sarah Baker

IG Number: 12-0518

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Beech Brook

**Contract/Agreement No.:** CE1500026-02      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there has been one (1) youth placed at this facility. This youth is currently still at the facility receiving treatment services.

**Rating of Overall Performance of Contractor (Check One):**

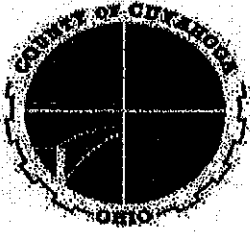
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, the vendor is on track to meet all of their contract requirements.

Sarah Baker  
User Department

4/13/15  
Date

s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Beech Brook
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Debra Rex
Owner/Officer's Title:	President + CEO
Business Address:	3737 Lander Rd Cleveland, OH 44124
Phone Number:	(216) 831-2255
Name of Person Completing Form:	Debra Rex
Signature:	<i>Debra Rex</i>
Title:	President + CEO

(\* **If there is more than one (1) principal owner**, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Saran Baker*

Date: 8/8/18

Printed Name: Saran Baker

IG Number: 12-0604

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Bellefaire Jewish Children's Bureau

**Contract/Agreement No.:** CE1500026 -03      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$400,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been no youth placed at this facility.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, no youth have been placed at this facility.

*Sarah Baker*  
**User Department**

4/13/18  
**Date**

s: evaluation



# Principal Owner Form

*(Required Document for Award Recommendations/Purchases)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Bellefaire Jewish Children's Bureau
Principal Owner's Name (The legal name of the owner/s of the business):	This is a non-profit. The President is Adam G. Jacobs
Owner/Officer's Title:	President
Business Address:	22001 Fairmount Boulevard, Shaker Heights, Ohio 44118-4819
Phone Number:	(216) 320-8222
Name of Person Completing Form:	Elizabeth A. Eisenberg
Signature:	<i>Elizabeth A. Eisenberg</i>
Title:	Paralegal

If there is more than one (1) principal owner, please complete information for that / those person(s) as well. If a corporation, please identify the CEO, President or other officers of the Corporation representing shareholders.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

Signature: *Saran Baker*

Date: 5/8/15

Printed Name: Saran Baker

Inspector General "Registered Contractor" Number: 12-0611

Cuyahoga County  
(Principal Owner Form, 02-05-14)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Cornell Abraxas Group, Inc.

**Contract/Agreement No.:** CE1500026-06      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

**Performance Indicators:**

1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been four (4) youth placed at this facility. All four (4) of these youth are still receiving treatment at the facility.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, the vendor is on track to meet their contract requirements.

Sarah Balew  
User Department

4/13/15  
Date

s: evaluation

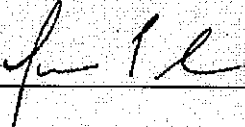




## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Cornell Abraxas Group, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	*Publically traded company, no individual owns *See attached Board of Directors List
Owner/Officer's Title:	
Business Address:	See attached
Phone Number:	See attached
Name of Person Completing Form:	Jonathan P. Swatsburg
Signature:	
Title:	Divisional Vice President

(\***)** If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Saran Baker

Date: 5/8/18

Printed Name: Saran Baker

IG Number: 12-0048

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**Cornell Abraxas Group, Inc.**  
(Formerly Abraxas Group, Inc.)  
(Formerly Cornell Corrections of Pennsylvania, Inc.)  
Subsidiary of The GEO Group, Inc.  
Federal Tax ID#: 76-0545741

October 3, 2014

**Directors**

**George Zoley** Chairman and Chief Executive Officer  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
Telephone: (561) 893-0101

**Ann Schlarb** President  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
Telephone: (561) 893-0101

**Brian Evans** Vice President and Chief Financial Officer  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
Telephone: (561) 893-0101

**John Bulfin** Vice President and Secretary  
621 NW 53<sup>rd</sup> Street, Suite 700, Boca Raton, Florida 33487  
Telephone: (561) 893-0101

**Jonathan P. Swatsburg** Vice-President  
2840 Liberty Avenue, Suite 300, Pittsburgh, Pennsylvania 15222  
Telephone: (412) 201-4111

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** George Junior Republic in Pennsylvania

**Contract/Agreement No.:** CE1500026-07    **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$25,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

**Performance Indicators:**

1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been two (2) youth placed at this facility. Both of these youth are still receiving treatment at the facility.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** At this time, the vendor is on track to meet their contract requirements.

Sarah Baker  
User Department

4/13/18  
Date

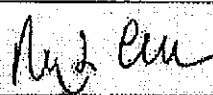
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	George Junior Republic in Pennsylvania
Principal Owner's Name (The legal name of the owner(s) of the business):	(* ) Richard L. Losasso
Owner/Officer's Title:	Chief Executive Officer
Business Address:	233 George Junior Road, P. O. Box 1058, Grove City, PA 16127
Phone Number:	724-458-9330
Name of Person Completing Form:	Richard L. Losasso
Signature:	
Title:	Chief Executive Officer

(\* ) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Saran Baker

Date: 5/8/13

Printed Name: Saran Baker

IG Number: 12-1364

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** The Glen Mills Schools

**Contract/Agreement No.:** CE1500026 -08      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$409,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been eight (8) youth placed at this facility. All eight (8) of these youth are still receiving treatment at the facility.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, the vendor is on track to meet their contract requirements.

Sarah Balew  
User Department

4/13/15  
Date


s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	<b>Glen Mills Schools</b>
Principal Owner's Name (The legal name of the owner(s) of the business):	(*)
Owner/Officer's Title:	<b>Dr. Randy A. Ireson, Executive Director</b>
Business Address:	<b>P.O. Box 5001 Concordville, PA 19331</b>
Phone Number:	<b>(610) 459-8100</b>
Name of Person Completing Form:	<b>Donald A. McNeal</b>
Signature:	
Title:	<b>Business Manager</b>

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: 

Date: 5/8/15

Printed Name: Sarah Baker

IG Number: 12-1378

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Keystone Richland Center, LLC dba Foundations for Living

**Contract/Agreement No.:** CE1500026 -10      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

**Performance Indicators:**

1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have not been any new youth sent to the facility.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, no new youth have been sent to this facility for treatment during this new contract period.

Baran Baker  
User Department

4/15/15  
Date

s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	KEYSTONE RICHLAND CENTER LLC., dba: FOUNDATIONS FOR LIVING
Principal Owner's Name (The legal name of the owner(s) of the business):	UNIVERSAL HEALTH SERVICES INC, 367 S. GULPH RD KING of PRUSSIA, PA
Owner/Officer's Title:	ALAN MILLER/CHAIRMAN OF THE BOARD
Business Address:	1451 LUCAS ROAD, MANSFIELD, OHIO 44903
Phone Number:	419-589-5511
Name of Person Completing Form:	KAREN SPIRES
Signature:	<i>Karen Spires</i>
Title:	INTERIM CHIEF EXECUTIVE OFFICER

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Saran Baker*

Date: 3/8/18

Printed Name: Saran Baker

IG Number: 12-0239

Cuyahoga County  
(Principal Owner Form, 01-16-2015)



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Muskegon River Youth Home, Inc.

**Contract/Agreement No.:** CE1500026-11      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the current contract, there have not been any new youth sent to the facility. The Court has sent youth to this facility in the past.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, no new youth have been sent to this facility for treatment during this new contract period.

Sarah Baker  
User Department

4/15/18  
Date

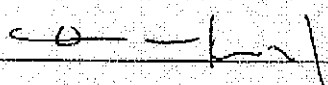
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"


Company Name (Legal name of the business):	Muskegon River Youth Home
Principal Owner's Name (The legal name of the owner(s) of the business):	(* )Ronald D Hunter
Owner/Officer's Title:	CEO
Business Address:	3030 Long Lane Ewart, MI 49631
Phone Number:	231-734-6254
Name of Person Completing Form:	Dawn Kruihoff
Signature:	
Title:	Director

(\* ) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: 

Date: 4/20/15

Printed Name: Dawn Kruihoff

IG Number: 13-0467

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** New Directions, Inc.

**Contract/Agreement No.:** CE1500026-12      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the current contract, there has been one (1) youth sent to this facility for treatment services. This youth is still at the facility receiving treatment.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, one (1) new youth has been sent to this facility for treatment during this new contract period.

Sarah Baker  
User Department

4/15/18  
Date

s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

<b>Company Name</b> (Legal name of the business):	<i>New DIRECTIONS, INC</i>
<b>Principal Owner's Name</b> (The legal name of the owner(s) of the business):	<i>(*) MIKE MASONAY</i>
<b>Owner/Officer's Title:</b>	<i>CEO</i>
<b>Business Address:</b>	<i>70800 Chagrin Blvd</i>
<b>Phone Numbers:</b>	<i>216.591.0324</i>
<b>Name of Person Completing Form:</b>	<i>MIKE MASONAY</i>
<b>Signature:</b>	<i>Mike Masonay</i>
<b>Owner/Officer's Title:</b>	<i>CEO</i>
<b>Title:</b>	<i>CEO</i>

**(\*)** If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

Signature: \_\_\_\_\_

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Title: \_\_\_\_\_

Signature: *Saran Baker*

Printed Name: Saran Baker

Date: 5/8/15

IG Number: 12-2017

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** OhioGuidestone

**Contract/Agreement No.:** CE1500026 -13      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the current contract, there have not been any new youth sent to this facility for treatment services.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, no new youth have been sent to this facility for treatment services.

Saran Babu  
User Department

4/15/15  
Date

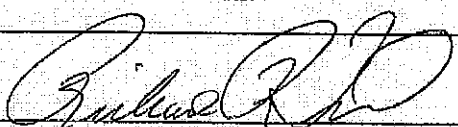
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	OhioGuidestone
Principal Owner's Name (The legal name of the owner(s) of the business):	David Zentkovich (* )
Owner/Officer's Title:	Board of Directors' Chairperson
Business Address:	202 East Bagley Road, Berea, Ohio 44017
Phone Number:	440/234-2006
Name of Person Completing Form:	Richard R. Frank
Signature:	
Title:	President and CEO

(\* ) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Saran Baker

Date: 5/8/15

Printed Name: Saran Baker

IG Number: 12-06116

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Summit School, Inc. dba Summit Academy

**Contract/Agreement No.:** CE1500026 -15      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the current contract, there have been three (3) youth referred to this vendor for treatment services. All three (3) youth are currently still at the facility.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, the vendor is on track to meet all of their contract requirements.

Sarah Baker  
User Department

4/10/18  
Date



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Summit School, Inc. d/b/a Summit Academy
Principal Owner's Name (The legal name of the owner(s) of the business):	John McCloud
Owner/Officer's Title:	Executive Director
Business Address:	839 Herman Road, Herman, PA 16039
Phone Number:	724-282-1995
Name of Person Completing Form:	Leo Robert
Signature:	<i>Leo Robert</i>
Title:	CFO

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Saran Baker*

Date: 01/8/15

Printed Name: Saran Baker

IG Number: 12-2631

Cuyahoga County  
*(Principal Owner Form, 01-16-2015)*



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** The Village Network

**Contract/Agreement No.:** CE1500026-16      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

**Performance Indicators:**

1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the current contract, there has been one (1) youth referred to this vendor for treatment services. The youth is currently still at the facility receiving treatment.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, the vendor is on track to meet all of their contract requirements.

Sarah Baker  
User Department

4/15/18  
Date

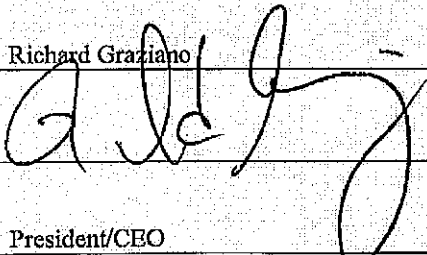
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	The Village Network
Principal Owner's Name (The legal name of the owner(s) of the business):	(*)
Owner/Officer's Title:	Richard Graziano, President/CEO
Business Address:	2000 Noble Drive, Wooster, OH 44691
Phone Number:	330-264-3232
Name of Person Completing Form:	Richard Graziano
Signature:	
Title:	President/CEO

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Saran Baker

Date: 5/8/15

Printed Name: Saran Baker

IG Number: 12-2765

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Cleveland Christian Home

**Contract/Agreement No.:** CE1300268-06      **Time Period:** 2/1/13-1/31/15

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$120,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract added in an additional \$75,000.00 and the second amendment added in an additional \$150,000.00.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the last contract, there were one (7) youth referred to this vendor for treatment services. There are three (3) youth still at the facility receiving treatment.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** This vendor has provided us with positive services in the past.

Sarah Baker  
**User Department**

4/15/13  
**Date**

s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Cleveland Christian Home, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) James McCafferty
Owner/Officer's Title:	James McCafferty, CEO
Business Address:	1400 W. 25th St. Cleveland, OH 44113
Phone Number:	216.688.7214
Name of Person Completing Form:	Mary S. Manik
Signature:	<i>Mary S. Manik</i>
Title:	Executive Administrative Assistant

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Saran Baker*

Date: 5/8/15

Printed Name: Saran Baker

IG Number: 12-0940

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Safehouse Residential Services Division

**Contract/Agreement No.:** CE1300268-13      **Time Period:** 2/1/13-1/31/15

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$5,000.00

**Prior Amendment(s) Amount(s):** The first amendment to this contract added in an additional \$5,000.00 and the second amendment added in another additional \$5,000.00.

**Performance Indicators:**

1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the last contract, there were no youth referred to this vendor for services.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** This vendor has provided us with positive services in the past.

*Sarah Baker*  
User Department

*4/18/18*  
Date

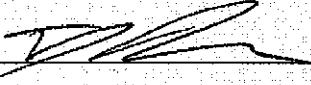
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

<b>Company Name</b> (Legal name of the business):	Safehouse Ministries, Inc. d.b.a. Safehouse Residential Services Division
<b>Principal Owner's Name</b> (The legal name of the owner(s) of the business):	(* Board Governed: President of the Board, Robert Denen
<b>Owner/Officer's Title:</b>	President of the Board/CEO
<b>Business Address:</b>	100 Broadway Ave Youngstown Ohio 44505
<b>Phone Number:</b>	330-743-9595
<b>Name of Person Completing Form:</b>	TJ Perkins
<b>Signature:</b>	
<b>Title:</b>	Administrator

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Saran Baker

Date: 5/8/18

Printed Name: Saran Baker

IG Number: 12-2454

Cuyahoga County  
(Principal Owner Form, 01-16-2015)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Tri-State Youth Authority, LTD DBA - Mohican Youth Academy
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Rocky M. Hall
Owner/Officer's Title:	Executive Director
Business Address:	1012 ODNR Mohican St Perrysville, Ohio 44864
Phone Number:	419-994-0300
Name of Person Completing Form:	Dawn Maneese
Signature:	<i>Dawn Maneese</i>
Title:	Intake Coordinator

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Saran Baker*  
 Printed Name: Saran Baker

Date: 5/14/18  
 IG Number: not assigned

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Carrington Youth Academy, LLC

**Contract/Agreement No.:** CE1500026 -04      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$15,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

**Performance Indicators:**

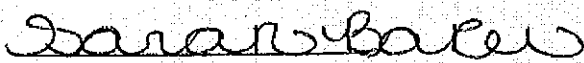
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been no youth placed at this facility.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** At this time, no youth have been placed at this facility.

  
User Department

4/13/18  
Date

s: evaluation





## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Carrington Youth Academy, LLC
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Bernard F Pawlikowsky
Owner/Officer's Title:	Administrator
Business Address:	2114 Noble Rd, Cleveland, OH 44112
Phone Number:	216-570-5564 (Cell) or 216-268-2400 (main)
Name of Person Completing Form:	Bernard F Pawlikowsky
Signature:	<i>B.F. Pawlikowsky</i>
Title:	Administrator

(\* **If there is more than one (1) principal owner**, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Saran Baker*

Date: 5/8/18

Printed Name: Saran Baker

IG Number: 18-0746

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** Community Specialists Corporation dba The Academy

**Contract/Agreement No.:** CE1500026-05      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

**Performance Indicators:**

1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the contract, there have been no youth placed at this facility.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, no youth have been placed at this facility.

*Sarah Baker*  
User Department

4/13/15  
Date

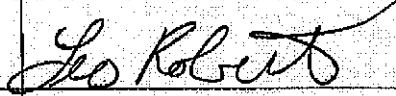
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

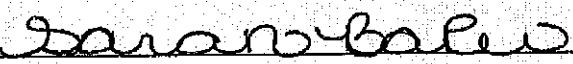
Company Name (Legal name of the business):	Community Specialists Corporation d/b/a The Academy
Principal Owner's Name (The legal name of the owner(s) of the business):	Frank Wentzel
Owner/Officer's Title:	Executive Director
Business Address:	900 Agnew Road, Pittsburgh PA 15227
Phone Number:	412-885-5200
Name of Person Completing Form:	Leo Robert
Signature:	
Title:	CFO

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: 

Date: 5/8/15

Printed Name: Sarah Baker

IG Number: 13-0450

Cuyahoga County  
*(Principal Owner Form, 01-16-2015)*

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Rite of Passage, Inc.

**Contract/Agreement No.:** CE1500026-14      **Time Period:** 2/1/15-1/31/17

**Service Description:** Traditional Residential Treatment Services

**Original Contract/Agreement Amount:** \$50,000.00

**Prior Amendment(s) Amount(s):** There have been no amendments completed for this contract as of this date.

- Performance Indicators:**
1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.
  2. 100% of the YOUTH and/or their families will be contacted within 48 hours of youth's admission to the program.
  3. 100% of the YOUTH will be assessed and will have Individualized Service Plans developed for them within 30 days of admission to the program.
  4. 85% of youth admitted to the program will demonstrate an improvement, via comparison of pre-test and post-test scores, on the vendor identified outcome measure(s) at the time of discharge.
  5. 100% of youth will demonstrate a decrease in criminogenic risk factors as measured by the OYAS after successful program completion.
  6. 75% of youth who are successfully discharged from the program will remain in a community setting for twelve (12) months after their discharge.

**Actual performance versus performance indicators (include statistics):** During the time frame of the current contract, there have not been any new youth sent to this facility for treatment services.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** At this time, no new youth have been sent to this facility for treatment services.

Daraw Batew  
User Department

4/15/15  
Date

s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Rite of Passage, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	S. James Broman (*)
Owner/Officer's Title:	CEO
Business Address:	2560 Business Parkway Suite A Minden, NV 89423
Phone Number:	(775) 392-2636
Name of Person Completing Form:	Lynda Kyhl
Signature:	<i>Lynda Kyhl</i>
Title:	Business Manager

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Saran Baker*

Date: 5/8/18

Printed Name: Saran Baker

IG Number: 13-0017

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0142

Sponsored by: <b>County Executive Budish/Department of Workforce Development</b>	<b>A Resolution</b> authorizing amendments to agreements and contracts with various providers for Workforce Investment Act Youth Training for the period 7/1/2014 - 6/30/2015 to extend the time period to 6/30/2016, to change the scope of services, effective 7/1/2015, and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, the County Executive/Department of Workforce Development has recommended amendments to agreements and contracts with various providers for Workforce Investment Act Youth Training for the period 7/1/2014 - 6/30/2015 to extend the time period to 6/30/2016, to change the scope of services, effective 7/1/2015, and for additional funds; and

WHEREAS, the amendments are as follows:

- 1) Agreements:
  - a) No. AG1400132-02 with Cuyahoga Community College District – Youth Technology Academy in the amount not-to-exceed \$200,000.00.
  - b) No. AG1400133-02 with Cuyahoga Community College District – Advanced Technology Academy in the amount not-to-exceed \$300,000.00.
  - c) No. AG1400134-02 with Mayfield City School District in the amount not-to-exceed \$155,000.00.
  
- 2) Contracts:
  - a) No. CE1400308-02 with Esperanza, Incorporated in the amount not-to-exceed \$50,000.00.
  - b) No. CE1400309-04, 05, 06 with OhioGuidestone in the amount not-to-exceed \$875,000.00.
  - c) No. CE1400310-02 with Linking Employment, Abilities and Potential in the amount not-to-exceed \$50,000.00.

- d) No. CE1400311-02 with Open Doors Academy in the amount not-to-exceed \$150,000.00.
- e) No. CE1400312-02 with Towards Employment in the amount not-to-exceed \$225,000.00.
- f) No. CE1400313-02 with Youth Opportunities Unlimited, Incorporated in the amount not-to-exceed \$225,000.00.
- g) No. CE1400314-02 with Youth Opportunities Unlimited, Incorporated in the amount not-to-exceed \$315,000.00.

WHEREAS, the goal of this project is to continue to serve Workforce Investment Act eligible youth between the ages of 14-21 who face barriers to employment by providing a coordinated set of activities that will enable youth to improve basic skills, develop work readiness skills, receive post-secondary education, secure and retain employment and progressively increase earnings; and

WHEREAS, this project is funded 100% from Workforce Innovation Opportunity Act (WIOA) and TANF funds; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes amendments to agreements and contracts with various providers for Workforce Investment Act Youth Training for the period 7/1/2014 - 6/30/2015 to extend the time period to 6/30/2016, to change the scope of services, effective 7/1/2015, and for additional funds as follows:

- 1) Agreements:
  - a) No. AG1400132-02 with Cuyahoga Community College District – Youth Technology Academy in the amount not-to-exceed \$200,000.00.
  - b) No. AG1400133-02 with Cuyahoga Community College District – Advanced Technology Academy in the amount not-to-exceed \$300,000.00.
  - c) No. AG1400134-02 with Mayfield City School District in the amount not-to-exceed \$155,000.00.

2) Contracts:

- a) No. CE1400308-02 with Esperanza, Incorporated in the amount not-to-exceed \$50,000.00.
- b) No. CE1400309-04, 05, 06 with OhioGuidestone in the amount not-to-exceed \$875,000.00.
- c) No. CE1400310-02 with Linking Employment, Abilities and Potential in the amount not-to-exceed \$50,000.00.
- d) No. CE1400311-02 with Open Doors Academy in the amount not-to-exceed \$150,000.00.
- e) No. CE1400312-02 with Towards Employment in the amount not-to-exceed \$225,000.00.
- f) No. CE1400313-02 with Youth Opportunities Unlimited, Incorporated in the amount not-to-exceed \$225,000.00.
- g) No. CE1400314-02 with Youth Opportunities Unlimited, Incorporated in the amount not-to-exceed \$315,000.00.

**SECTION 2.** That the County Executive is authorized to execute the amendments and all other documents consistent with said awards and this Resolution.

**SECTION 3.** 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 4.** 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:



\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



4a-5

**Item Details:**

<b>Agency/Dept. Name:</b>	Department Workforce Development	<b>of Agency/Dept. Head Name:</b>	Grace Kilbane
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Candace James	<b>Telephone No.</b>	216-698-2510
<b>SUMMARY OF REQUESTED ACTION:</b>			
Justification for this amendment request was approved by OPD on 04/30/15.			
A. Scope of Work Summary:			
1. Submitting amended contracts with various youth providers to extend the time period from 7/1/2015 to 6/30/2016, and to add additional funds in an amount not to exceed \$2,545,000.00, and incorporate new workforce legislation requirements and income guidelines for the continued provision of youth education and training services. Program eligibility, scope, and performance expectations will be revised to reflect requirements of the Workforce Innovation Opportunity Act, the re-authorization of workforce legislation, which takes effect July 1, 2015.			
Youth providers include:			
Cuyahoga Community College Advanced Technology Academy - AG1400133			
Cuyahoga Community College Youth Technology Academy - AG1400132			
Esperanza - CE1400308			
Linking Employment Ability and Potential (LEAP) - CE1400310			
Mayfield City School District - AG1400134			
OhioGuidestone - CE1400309			
Open Doors Academy - CE1400311			
Towards Employment - CE1400311			
Youth Opportunities Unlimited (Y.O.U.) CE1400313			
Youth Opportunities Unlimited (Y.O.U.) CE1400314			
2. The primary goal of the project is to provide a coordinated set of activities that will			

enable youth to improve basic skills, develop work readiness skills, receive post-secondary education, secure and retain employment, and progressively increase earnings.

3. The project is federally funded through Workforce Innovation Opportunity Act (WIOA) and TANF funds

B. Procurement:

1. Workforce Development procured these providers during its 2014 WIA Youth RFP

C. Contractor and Project Information:

Cuyahoga Community College  
700 Carnegie Avenue, Cleveland OH 44115  
Dr. Alex Johnson, President

Esperanza  
3104 W. 25th Street, Cleveland OH 44109  
Victor Ruiz, Executive Director

Linking Employment Abilities and Potential (LEAP)  
2545 Lorain Avenue, Cleveland OH 44102  
Melanie Hogan, Executive Director

Mayfield City School District  
1111 SOM Center Road, Mayfield Heights, Ohio 44124  
Dr. Keith Kelly, Superintendent

OhioGuidestone (previously called Berea Children's Home)  
202 East Bagley Road, Berea, OH 44017  
Dr. Richard Frank, President and CEO

Open Doors Academy  
3311 Perkins Avenue, Cleveland OH 44114  
Dr. Annemarie Grassi, Executive Director

Towards Employment  
1255 Euclid Avenue, Suite 300, Cleveland OH 44115  
Jill Rizika, Executive Director

Youth Opportunities Unlimited  
1361 Euclid Avenue, Cleveland OH 44115  
Carol Rivchun, President and CEO

2. The Principal Owners are as follows:

Cuyahoga Community College - Dr. Alex Johnson, President  
Esperanza - Victor Ruiz, Executive Director

Linking Employment Abilities and Potential (LEAP) - Melanie Hogan, Executive Director  
Mayfield City School District, Dr. Keith Kelly, Superintendent  
OhioGuidestone - Richard Frank, Executive Director  
Open Doors Academy - Dr. Annemarie Grassi, Executive Director  
Towards Employment - Jill Rizika, Executive Director  
Youth Opportunities Unlimited - Carol Rivchun, Executive Director

**D. Project Status and Planning**

1. This project occurs year round for youth services

**E. Funding**

This project is federally funded by Workforce Innovation Opportunity Act (WIOA) funds and Temporary Aid for Needy Families (TANF)

2. Payments occur on a monthly cost-reimbursement basis

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

These services are necessary to continue education and training services to youth in need. Contracted services include developing service strategies and preparing youth for employment and/or post-secondary education through strong linkages between academic and occupational learning.

The recommended contractors are expected to continue successful performance. The key performance measures to be met include:

- Placement in unsubsidized employment or post-secondary education
- Retention in Employment, Education, or Training
- Certificate/Diploma attainment
- Skills gain attainment
- Earnings

The contracts will serve eligible, disadvantaged youth, ages 14 - 24, who live in Cuyahoga County, including the City of Cleveland.

The principal owners are as follows:

Cuyahoga Community College - Dr. Alex Johnson, President  
Esperanza, Incorporated - Victor Ruiz, Executive Director  
Linking Employment, Abilities, and Potential - Melanie Hogan, Executive Director  
OhioGuidestone - Dr. Richard Frank, President  
Open Doors Academy, Inc. - Annemarie Grassi, Executive Director  
Towards Employment - Jill Rizika, Executive Director  
Youth Opportunities Unlimited - Carol Rivchun, Executive Director

**Explanation for late submittal:**

Department could not finalize contract negotiations until the state allocation notice became available in late May 2015

**Contract/Agreement Information:**

**Procurement Method:**

Exempt from Competitive Bid Requirements

**Explanation for Increase/Decrease in \$ Amount for current request:**

Decrease of 24% to meet federal (WIOA) mandate to reduce expenditures to in-school contracts

**Financial Information:**

**Funding source:**

Federal

**Explanation:**

Workforce Innovation Opportunity Act and Temporary Aid for Needy Families

**Total Amount Requested:**

2,545,000.00

**ATTACHMENTS:**

Click to download

- [Esperanza Auditor Finding](#)
- [Esperanza SOS](#)
- [Esperanza Principal Owner](#)
- [Esperanza w-9](#)
- [Esperanza BWC](#)
- [Esperanza Signature Authority Verification](#)
- [Esperanza Signature Authority](#)
- [Esperanza Cover Sheet/Blue Back](#)
- [Esperanza Evaluation](#)
- [Esperanza Signed Amendment](#)
- [Esperanza Original Contract](#)
- [Esperanza COI](#)
- [Mayfield City School District Auditor Finding](#)
- [Mayfield City School District COI](#)
- [Mayfield City School District Principal Owner Form](#)
- [Mayfield City School District Signature Authority Verification](#)
- [Mayfield City School District Signature Authority](#)
- [Mayfield City School District W-9](#)
- [Mayfield City School District Cover Sheet/Blue Back](#)
- [Mayfield City School District BWC](#)
- [Mayfield City School District Evaluation](#)
- [Mayfield City School Signed Amendment](#)
- [Mayfield City School District Original Contract](#)
- [OhioGuidestone Auditor Finding](#)
- [OhioGuidestone SOS](#)
- [OhioGuidestone COI](#)
- [OhioGuidestone Principal Owner Form](#)
- [OhioGuidestone Signature Authority](#)
- [OhioGuidestone w-9](#)
- [OhioGuidestone BWC](#)
- [OhioGuidestone Original Contract](#)
- [OhioGuidestone Evaluation](#)
- [OhioGuidestone Amendment Signed](#)
- [OhioGuidestone Cover Sheet/Blue Back](#)
- [Open Doors Academy Auditor Finding](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
**(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)**

Contractor: Esperanza

Contract/Agreement No.: CE1400308

Time Period: 7/1/2015 – 6/30/2016

Service Description: Provide 50 eligible youth with educational services, work readiness training, supportive services, employment, and post-secondary education preparation

Original Contract/Agreement Amount: \$178,000.00

Prior Amendment(s) Amount(s): n/a

Performance Indicators: Diploma/certificate attainment; placement into employment or post-secondary education

Actual performance versus performance indicators (include statistics):

- 94% enrollment
- Progress in meeting performance outcomes of placement in employment or post-secondary education and attainment of a high school diploma, GED, or training certificate:  
Provider outcomes for this current contract period are lower than expected. However, this provider has historically performed very well during previous contract years. The department recommends a conditional extension as the provider has demonstrated their commitment to addressing low performance issues and expects significantly higher outcomes in the fall of 2015.

Rating of Overall Performance of Contractor (Check One):

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

Justification of Rating: Benchmarks are related to numbers served, matriculation/graduation, entry into post-secondary education/employment, and attainment of work-readiness/basic skill gains. Provider has historically exceeded performance standards

Workforce Development  
User Department

\_5/21/15\_\_\_\_\_  
Date

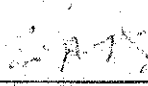
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Esperanza, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	(*Victor A. Ruiz.
Owner/Officer's Title:	Executive Director
Business Address:	3104 w. 25 <sup>th</sup> st. 4 <sup>th</sup> Floor Cleveland, OH 44109
Phone Number:	216-651-7178
Name of Person Completing Form:	Victor A. Ruiz
Signature:	
Title:	Executive Director

(\* If there is more than one (1) principal owner, complete information for that/ those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Candace Jones

Date: 4/30/15

Cuyahoga County  
*(Principal Owner Form, 01-16-2015)*

Printed Name: CANDACE JAMES

IG Number: 12-3386

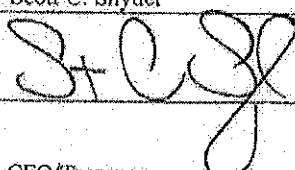




## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

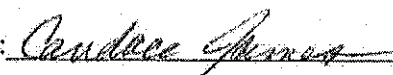
Company Name (Legal name of the business):	Mayfield City Schools
Principal Owner's Name (The legal name of the owner(s) of the business):	Mayfield Board of Education
Owner/Officer's Title:	Scott C. Snyder, CFO/Treasurer
Business Address:	1101 SOM Center Rd., Mayfield Heights, OH 44124-2006
Phone Number:	(440)995-7231
Name of Person Completing Form:	Scott C. Snyder
Signature:	
Title:	CFO/Treasurer

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: 

Date: 5/1/15

Printed Name: CANDACE JAMES

IG Number: 12-4086

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** OhioGuidestone

**Contract/Agreement No.:** CE1400309      **Time Period:** 7/1/2015 – 6/30/2016

**Service Description:** Provide 185 (30 in-school; 75 out-of-school; and 80 foster care) eligible youth with educational services, work readiness training, supportive services, employment, and post-secondary education preparation

**Original Contract/Agreement Amount:** \$1,142,659.00

**Prior Amendment(s) Amount(s):** n/a

**Performance Indicators:** Diploma/certificate attainment; placement into employment or post-secondary education; gains in math and reading

**Actual performance versus performance indicators (include statistics):**

- Exceeded enrollment by over 110%
- Placement at 89%
- Certificate/Diploma Attainment at 80%
- Literacy/Numeracy Attainment at 50%

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** Benchmarks are related to numbers served, matriculation/graduation, entry into post-secondary education/employment, and attainment of work-readiness/basic skill gains. Provider has historically exceeded performance standards

Workforce Development  
User Department

6/15/15  
Date

s: evaluation

WFD corrections made on 6/15/15 per OPD instructions



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	OhioGuidestone
Principal Owner's Name (The legal name of the owner(s) of the business):	(* )David Zentkovich
Owner/Officer's Title:	Board of Director's Chairperson
Business Address:	202 East Bagley Road, Berea, Ohio 44017
Phone Number:	440/234-2006
Name of Person Completing Form:	Donna Keegan
Signature:	<i>Donna M Keegan</i>
Title:	VP, Chief Operating officer

(\* ) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

### CUYAHOGA COUNTY STAFF:

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Candace James*

Date: *4/30/15*

Printed Name: CANDACE JAMES

IG Number: *12-0616*

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Open Doors Academy

**Contract/Agreement No.:** CE14000311

**Time Period:** 7/1/2015 – 6/30/2016

**Service Description:** Provide 50 eligible youth with educational services, work readiness training, supportive services, employment, and post-secondary education

**Original Contract/Agreement Amount:** \$250,000.00

**Prior Amendment(s) Amount(s):** n/a

**Performance Indicators:** Diploma/certificate attainment; placement into employment or post-secondary education; gains in math and reading

**Actual performance versus performance indicators (include statistics):**  
Provider is in the process of submitting outcome data. Preliminary reports indicate that the provider is on target to meet/exceed contract expectations. Provider correspondence dated 5/7/2015 states, "We have a 100% graduation rate among students who participate in at least 3 years of ODA programming. Of those graduates, 97% go on to post-secondary education."

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:** Benchmarks are related to numbers served, matriculation/graduation, entry into post-secondary education/employment, and attainment of work-readiness/basic skill gains.

**Workforce Development  
User Department**

5/29/15  
**Date**

s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Open Doors Inc
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) SOI(c)3
Owner/Officer's Title:	Annemarie Grassi Ph.D. C.E.O.
Business Address:	3311 Perkins Avenue Cleveland, OH 44114
Phone Number:	216.229.1900
Name of Person Completing Form:	Joshua Jones
Signature:	<i>[Handwritten Signature]</i>
Title:	Executive Assistant to C.E.O.

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Candace James*

Date: 4/30/15

Printed Name: CANDACE JAMES

IG Number: 12-2114

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor: Towards Employment CE1400311**

**Service Description: Provide 250 youth with supportive services and career counseling/case management services**

**Original Contract/Agreement Amount: \$100,000.00**

**Prior Amendment(s) Amount(s): n/a**

**Performance Indicators: 250 youth receive supportive services and career counseling through collaboration with Out-of-School Providers and on-site supports at Youth**

**Actual Performance versus performance indicators (include statistics):**  
**Exceeded number to serve by 120%**

**Rating of Overall Performance of Contractor (Check One):**

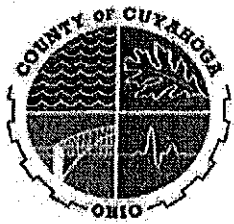
- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating: Benchmarks are related to numbers served**

**Workforce Development  
User Department**

6/15/15  
**Date**

**s: evaluation**



# Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Towards Employment
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) JILL RIZIKA
Owner/Officer's Title:	Executive Director
Business Address:	1255 Euclid Avenue, Cleveland, Ohio 44115
Phone Number:	216-696-5750
Name of Person Completing Form:	Jill Rizika
Signature:	
Title:	Executive Director

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Candace James

Date: 4/30/15

Printed Name: CANDACE JAMES

IG Number: 12-2802

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor: Youth Opportunities Unlimited (In-school)**

**Contract/Agreement No.: CE1400313                      Time Period: 7/1/2015 – 6/30/2016**

**Service Description:**  
**JUMP Contract – Provide 150 eligible, low-income youth with educational services, work-readiness training, and post-secondary education preparation**

**Original Contract/Agreement Amount: \$374,230.00**

**Prior Amendment(s) Amount(s): n/a**

**Performance Indicators: Diploma/certificate attainment; placement into employment or post-secondary education; gains in math and reading**

**Actual performance versus performance indicators (include statistics):**  
- 92% diploma attainment  
- 74% placement into employment/post-secondary education  
Served over 1,000 unique Youth Resource Center visitors

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating: Provider has consistently met/exceeded performance expectations**

**Workforce Development  
User Department**

6/15/15  
Date

s: evaluation



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor: Youth Opportunities Unlimited (Youth Resource Center)**

**Contract/Agreement No.: CE1400314                      Time Period: 7/1/2015 – 6/30/2016**

**Service Description:**  
**Youth Resource Center Contract – Provide employment and educational supports to  
at least 1,000 Youth Resource Center unique visitors annually**

**Original Contract/Agreement Amount: \$112,500.00**

**Prior Amendment(s) Amount(s): n/a**

**Performance Indicators: Diploma/certificate attainment; placement into employment  
or post-secondary education; gains in math and reading**

**Actual performance versus performance indicators (include statistics):**  
**Served over 1,000 unique Youth Resource Center visitors**

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating: Provider has consistently met/exceeded performance  
expectations**

**Workforce Development  
User Department**

**6/15/15  
Date**

s: evaluation

WFD made corrections on 6/15/15 per OPD's instructions



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Youth Opportunities Unlimited
Principal Owner's Name (The legal name of the owner(s) of the business):	(*Carol Rivchun
Owner/Officer's Title:	President
Business Address:	1361 Euclid Avenue
Phone Number:	216 566 5445
Name of Person Completing Form:	Carol Rivchun
Signature:	<i>Carol Rivchun</i>
Title:	President

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation, representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Candace James*

Date: 4/30/15

Printed Name: CANDACE JAMES

IG Number: 12-3706

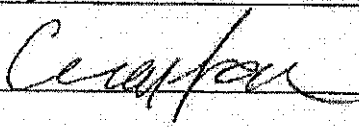
Cuyahoga County  
(Principal Owner Form, 01-16-2015)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Cuyahoga Community College District
Principal Owner's Name (The legal name of the owner(s) of the business): (*)	Dr. Alex Johnson
Owner/Officer's Title:	President
Business Address:	700 Carnegie Avenue, Cleveland, Ohio 44115
Phone Number:	216-987-4851
Name of Person Completing Form:	Dr. Craig Foltin
Signature:	
Title:	Executive Vice President, Administration and Finance

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Candace James

Date: 5/1/15

Printed Name: CANDACE JAMES

IG Number: 12-1026

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor: Linking Employment Abilities and Potential (LEAP) CE1400310**

**Service Description:** Provide 30 severely disabled youth with educational services, work readiness training, supportive services, employment, and post-secondary education

**Original Contract/Agreement Amount: \$105,700.00**

**Prior Amendment(s) Amount(s): n/a**

**Performance Indicators: Diploma/certificate attainment; placement into employment or post-secondary education**

Actual performance versus performance indicators (include statistics):

- 86% enrollment
- Progress in meeting performance outcomes of placement in employment or post-secondary education and attainment of a high school diploma, GED, or training certificate:
  - Outcomes are currently less than the contract standards, but expected to improve significantly within the next 90 – 120 days. Although this provider was awarded a contract in 2014, their proposal scored much lower than other awardees. As a result, their funding was reduced significantly and their number to serve decreased from 75 to 30 students. Given their funding limitations, the provider reduced their staffing levels and closed operations in two of four participating schools. Current outcomes reflect the impact of an unexpected closure. However, the provider's current cohort are primarily high school seniors on pace to graduate this summer and enter employment work-sites with a employers committed to hire.

**Rating of Overall Performance of Contractor (Check One):**

Superior

Above Average

Average

**Below Average** Contract is recommended for extension on a conditional basis

Poor

**Justification of Rating: Benchmarks are related to numbers served, matriculation/graduation, entry into post-secondary education/employment, and attainment of work-readiness/basic skill gains.**

Workforce Development  
User Department

5/21/15  
Date

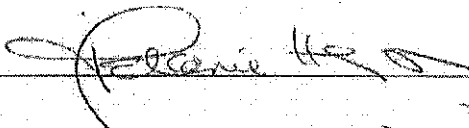
s: evaluation



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	LINKING EMPLOYMENT ABILITIES AND POTENTIAL
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) MELANIE HOGAN
Owner/Officer's Title:	EXECUTIVE DIRECTOR
Business Address:	2545 LORAIN AVE., CLEVELAND, OHIO 44113
Phone Number:	216-696-2716
Name of Person Completing Form:	
Signature:	 Melanie Hogan
Title:	Executive Director

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Candace James

Date: 4/30/15

Printed Name: CANDACE JAMES

IG Number: 12-3375

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0143

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Children and Family Services</b>	<b>A Resolution</b> authorizing amendments to contracts with various providers for community wraparound care coordination and family/youth advocacy services for the period 4/1/2012 - 3/31/2015 to extend the time period to 12/31/2015 and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the Cuyahoga Executive/Department of Health and Human Services/Division of Children and Family Services has recommended amendments to contracts with various providers for community wraparound care coordination and family/youth advocacy services for the period 4/1/2012 - 3/31/2015 to extend the time period to 12/31/2015 and for additional funds as follows:

- i) No. CE1200167-01 with Catholic Charities Corporation dba St. Martin de Porres Family Center in the amount not-to-exceed \$165,419.20.
- ii) No. CE1200168-01 with The East End Neighborhood House Association in the amount not-to-exceed \$175,745.08.
- iii) No. CE1200169-01 with University Settlement, Incorporated in the amount not-to-exceed \$178,943.45.
- iv) No. CE1200170-01 with West Side Community House in the amount not-to-exceed \$246,357.62.
- v) No. CE1200171-01 with Applewood Centers, Inc. in the amount not-to-exceed \$42,740.72.
- vi) No. CE1200172-01 with Beech Brook in the amount not-to-exceed \$311,570.81.
- vii) No. CE1200173-01 with Catholic Charities Corporation dba Parmadale in the amount not-to-exceed \$413,211.51.
- viii) No. CE1200343-01 with The Cleveland Christian Home Incorporated in the amount not-to-exceed \$41,937.38.

WHEREAS, the primary goals of the project are improved family and youth functioning, reduced recidivism in Child Welfare, reduced recidivism in Juvenile Justice, and increased effectiveness and efficiency of service delivery; and

WHEREAS, the funding for this project is 100% from the Health and Human Services Levy.

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** The Cuyahoga County Council hereby approves amendments to contracts with various providers for community wraparound care coordination and family/youth advocacy services for the period 4/1/2012 - 3/31/2015 to extend the time period to 12/31/2015 and for additional funds as follows:

- i) No. CE1200167-01 with Catholic Charities Corporation dba St. Martin de Porres Family Center in the amount not-to-exceed \$165,419.20.
- ii) No. CE1200168-01 with The East End Neighborhood House Association in the amount not-to-exceed \$175,745.08.
- iii) No. CE1200169-01 with University Settlement, Incorporated in the amount not-to-exceed \$178,943.45.
- iv) No. CE1200170-01 with West Side Community House in the amount not-to-exceed \$246,357.62.
- v) No. CE1200171-01 with Applewood Centers, Inc. in the amount not-to-exceed \$42,740.72.
- vi) No. CE1200172-01 with Beech Brook in the amount not-to-exceed \$311,570.81.
- vii) No. CE1200173-01 with Catholic Charities Corporation dba Parmadale in the amount not-to-exceed \$413,211.51.
- viii) No. CE1200343-01 with The Cleveland Christian Home Incorporated in the amount not-to-exceed \$41,937.38.

**SECTION 2.** The County Executive is authorized to execute the amendments and any and all other documents consistent with this Resolution.

**SECTION 3.** 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.







3/a-h

**Item Details:**

<b>Agency/Dept. Name:</b>	Department of Children and Family Services	<b>Agency/Dept. Head Name:</b>	Tom Pristow
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Freda Houchins	<b>Telephone No.:</b>	216-881-3109
<b>SUMMARY OF REQUESTED ACTION:</b>			
Title: DCFS 2015 Tapestry Contract Amendment #3, RQ 21780			
A. Scope of Work Summary			
<p>The Division of Children &amp; Family Services (DCFS) plans to amend contracts with all of the current eight (8) Tapestry service providers, which includes four (4) Care Coordination providers and four (4) Lead Family and Youth Involvement service providers: Applewood Centers, Inc., Beech Brook, Catholic Charities Services Corporation (Paramadale), The Cleveland Christian Home Incorporated, Catholic Charities Community Services Corporation dba St. Martin de Porres Family Center, East End Neighborhood House, University Settlement, and West Side Community House. This amendment will extend the period of the current contracts from July 1, 2015 to December 31, 2015 for all 8 providers with additional funding to all eight (8) providers for continued service provisions. Total award amount of \$1,575,925.77 will permit both Care Coordination and Family and Youth Involvement providers to continue serving families and will allow DCFS to issue a new RFP for Tapestry services.</p>			
<p>Service History:                  Original Contracted Time Period: April 1, 2012 to June 30, 2013; \$14,925,825.00                  First Amendment: July 1, 2013 to March 31, 2015; \$6,415,893.08                  Second Amendment for two (2) Catholic Charities contracts: Name Change Only                  Second Amendment: April 1, 2015 to June 30, 2015; \$244,655.14 (Third Amendment for two (2) Catholic Charities contracts only) <u>Current contract amount:CE1200167-01 - Catholic</u></p>			

Charities Community Services Corporation dba St. Martin de Porres Family Center - \$1,079,411.00

CE1200168-01 - East End Neighborhood House - \$1,140,004.00

CE1200169-01 - University Settlement, Incorporated - \$913,964.90

CE1200170-01 - West Side Community House - \$1,329,275.00

CE1200171-01 - Applewood Centers, Inc. - \$1,462,935.82

CE1200172-01 - Beech Brook - \$2,055,192.11

CE1200173-01 - Catholic Charities Services Corporation - \$2,243,177.06

CE1200343-01 - The Cleveland Christian Home - \$1,514,783.02 **Amended contract**

**amount:** CE1200167-01 - Catholic Charities Community Services Corporation dba St. Martin de Porres Family Center - Amendment #4

**Add \$165,419.20** – Extend time period to 12/31/15 – New Contract Amount - \$1,244,830.20 CE1200168-01 - East End Neighborhood House - Amendment #3

**Add \$175,745.08** – Extend time period to 12/31/15 – New Contract Amount - \$1,315,749.08 CE1200169-01 - University Settlement, Incorporated - Amendment #3

**Add \$178,943.45** – Extend time period to 12/31/15 - New Contract Amount - \$1,092,908.38 CE1200170-01 - West Side Community House - Amendment #3

**Add \$246,357.62** – Extend time period to 12/31/15 – New Contract Amount - \$1,575,632.62 CE1200171-01 - Applewood Centers, Inc. - Amendment #3

**Add \$42,740.72** – Extend time period to 12/31/15 – New Contract Amount - \$1,461,787.77 CE1200172-01 - Beech Brook - Amendment #3

**Add \$311,570.81** – Extend time period to 12/31/15 – New Contract Amount - \$2,366,762.92 CE1200173-01 - Catholic Charities Services Corporation - Amendment #4

**Add \$413,211.51** – Extend time period to 12/31/15 – New Contract Amount - \$2,656,388.75 CE1200343-01 - The Cleveland Christian Home - Amendment #3

**Add \$41,937.38** – Extend time period to 12/31/15 – New Contract Amount - \$1,556,720.40 Total amendment amount:

**\$1,575,925.77**

2. The primary goals of this project are:

To improve family and youth functioning

To reduce recidivism in Child Welfare

To reduce recidivism in Juvenile Justice

To increase effectiveness and efficiency of service delivery

3. N/A

**B. Procurement**

1. The procurement method was RFP 21780. The total value of this RFP was \$14,925,825.00.

2. The original RFP bid closed on 12/27/2011. The SBE goal was 0%.

3. There were ten (10) proposals received; eight (8) of those were awarded.

**C. Contractor and Project Information**

1. Due to the number of vendors, please see the attached list of vendors addresses and council district information.

**D. Project Status and Planning**

1. The project occurs every three years.

**E. Funding**

1. The project is funded 100% by the Health and Human Services Levy. The schedule payments will be by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

1. Family and youth involvement, advocacy and support services: In keeping with Tapestry's values, family and youth involvement are critical component of our system of care. Lead cluster agencies oversee family and youth involvement activities within their neighborhood collaboratives. Expected services include, but are not limited to: parent advocacy and support, youth involvement and development services, parent support resource activities and services, and community outreach, engagement, and resource development. All Family/Youth Involvement contract agencies partner with a care coordination agency to coordinate service delivery and meet families where they live. These same services need to be extended for the contract time period of July 1, 2015 to December 31, 2015. Index Code: CF135004/026 CE1200167-01 - Catholic Charities Community Services Corporation dba St. Martin de Porres Family Center  
CE1200168-01 - East End Neighborhood House  
CE1200169-01 - University Settlement, Incorporated  
CE1200170-01 - West Side Community House 2. Care Coordination: Tapestry's primary service is High Fidelity Wraparound Care Coordination. In essence, care coordination involves assembling a Child and Family Team that collaboratively creates an individualized service plan (Wraparound Plan) driven by the perspective and needs of the child and family. The plan includes accessing an array of services from formal clinical services to neighborhood and community supports. Care coordination is neighborhood-based and relies on a true partnership between the care coordination agencies and the communities in which the children reside. Care Coordination contracts provide Care Coordination for referrals from DCFS, Juvenile Court, and community and/or family referrals. There is also specialized Mental Health Court docket coordination. All Care Coordination agencies partner with a lead neighborhood collaborative to coordinate service delivery and meet families where they live. These same services need to be extended for the contract time period of July 1, 2015 to December 31, 2015. Index Code: CF135004/050 CE1200171-01 - Applewood Centers, Inc.  
CE1200172-01 - Beech Brook  
CE1200173-01 - Catholic Charities Services Corporation  
CE1200343-01 - The Cleveland Christian Home

**Explanation for late submittal:**

N/A

**Contract/Agreement Information:**

**Procurement Method:**

Other

**Explanation for Increase/Decrease in \$ Amount for current request:**

Extended, added funds to continue services this year and allow for new RFP in 2016

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
General Fund	100% Health and Human Services Levy
<b>Total Amount Requested:</b>	
\$1,575,925.77	

**ATTACHMENTS:**

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- [OPD Justification Approval - Tapestry Amend #3 RQ21780](#)
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- [Catholic Charities \(St. Martin de Porres\) Amendment #4 Principal Owner Form](#)
- [Catholic Charities \(St. Martin de Porres\) Amendment #4 Signature Authority E-mail Confirmation - signature authority is uploaded below](#)
- [CON2012-21 CE1200167 COBContract CATHOLIC CHARITIES DBA SIMARTIN](#)
- [CPB2013-330 CE1200167 \[COBCont\]CE1200167 CATH CHAR CORP AMEND CONT](#)
- [R2013-0116 CE1200167 \[COB Contract\] CATHOLIC CHARITIES ST MARTIN DEPORRES - EXECUTED](#)
- [BC2015-89 CE1200167 \[COB Contract\] CATHOLIC CHARITIES CORP - ST. MARTIN - AMENDMENT #3 - TAB - EXECU](#)
- [CON2012-21 CE1200169 \[COB Contract\] UNIVERSITY SETTLEMENT SD CONTRACT - PART 1 OF 2 TAB - EXECUTED](#)
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- [University Settlement Amendment #3 -TAB\(2\)](#)
- [2015 Tapestry SOC University Settlement W9](#)
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- [2015 Tapestry SOC University Settlement Certificate of Liability \(Exp 2-23-16\)rev](#)
- [University Settlement Amend #3 FR](#)
- [University Settlement Amend #3 Authorized Signature \(Derrick Fulton\); e-mail confirmation still active uploaded below](#)
- [University Settlement Amend #3 Principal Owner Form](#)
- [CON2012-21 CE1200170 \[COB Contract\] WESTSIDE COMM HOUSE SD CONTRACT - PART 1 OF 2 - TAB - EXECUTED](#)
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- [West Side Community House Amendment #3 - TAB\(2\)](#)
- [2015 Westside Community House W9](#)

**CONTRACT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract renewals or amendments.)

**Contractor:** Catholic Charities Community Services Corporation dba St. Martin de Porres  
Family Center

**Contract No.:** CE 1200167-01

**Time Period:** April 1, 2012 – June 30, 2015

**Service Description:** Family and Youth Involvement Activities

**Original Contract/Agreement Amount:** \$449,755.00

**Prior Amendment(s) Amount(s):** #1 – Name Change; #2 - \$629,656.00; #3 – Extend end  
date to 06/30/2015

**Performance Indicators:**

1. Agency will staff a Lead Parent Advocate to coordinate community outreach, training, and other advocacy work across cluster partnership.
2. Agency (or cluster partners) will employ Parent and Youth Advocates to participate on family teams to provide support and planning.
3. Service Provision for Family and Youth Involvement Activities are based on High Fidelity Wraparound, System of Care Principles and Family Voice and Choice.
4. Utilize Synthesis Management Information System to track Welcome and Graduation meetings.
5. Provide monthly Parent and Youth Support Groups, Family Orientation, 2 Annual Family events, and 1 Annual Youth Enrichment Event; all events are to relate to the CTSOC outcome goals.

**Actual performance versus performance indicators (include statistics):**

1. SMDP employs a Lead Parent Advocate who is engaged in the wraparound model and advocacy efforts.
2. Parent and Youth advocates are on staff and participating on family teams.
3. All Advocates have been provided with training in the areas of High Fidelity Wraparound, System of Care Principles, Ongoing Coaching and Specialized Topics related to the identified needs. SMDP has maintained strong relationships with their Collaborative Partners.
4. 100% of Welcome and Graduation meetings are tracked through Synthesis.
5. Monthly Parent and Youth Support Groups are occurring; the Family Orientation meetings occur on a monthly basis. Annual events and Youth events have been documented.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** St. Martin de Porres (SMDP) has established collaborative partnerships within the Northeast Cluster region with a demonstrated history of open communication and active engagement between the Cluster and their Care Coordination partners.

Cuyahoga Tapestry System of Care  
**User Department**

May 8, 2015  
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Catholic Charities Corporation / St. Martin de Porres Family Center
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Patrick GAAEAU
Owner/Officer's Title:	CEO / President
Business Address:	7911 Detroit Ave Cleveland, Ohio 44102
Phone Number:	216-334-2900
Name of Person Completing Form:	Kevin Hodges
Signature:	<i>Kevin Hodges</i>
Title:	Director

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Freda Houchins*  
 Printed Name: Freda Houchins

Date: 5/21/2015  
 IG Number: 12-0766

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)

**CONTRACT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract renewals or amendments.)

**Contractor: The East End Neighborhood House Association**

**Contract No.:** CE 1200168-01

**Time Period:** April 1, 2012 – June 30, 2015

**Service Description:** Family and Youth Involvement Activities

**Original Contract/Agreement Amount:** \$475,002.00

**Prior Amendment(s) Amount(s):** #1 - \$665,002.00; #2 – Extend end date to 06/30/2015

**Performance Indicators:**

1. Agency will staff a Lead Parent Advocate to coordinate community outreach, training, and other advocacy work across cluster partnership.
2. Agency (or cluster partners) will employ Parent and Youth Advocates to participate on family teams to provide support and planning.
3. Service Provision for Family and Youth Involvement Activities are based on High Fidelity Wraparound, System of Care Principles and Family Voice and Choice.
4. Utilize Synthesis Management Information System to track Welcome and Graduation meetings and other activity.
5. Provide monthly Parent and Youth Support Groups, Family Orientation, 2 Annual Family events, and 1 Annual Youth Enrichment Event; all events are to relate to the CTSOC outcome goals.

**Actual performance versus performance indicators (include statistics):**

1. EENH employs a Lead Parent Advocate who is highly engaged in the wraparound model and advocacy efforts.
2. Parent and youth advocates are on staff and participating on family teams.
3. All Advocates have been provided with training in the areas of High Fidelity Wraparound, System of Care Principles, Ongoing Coaching and Specialized Topics related to the identified needs.
4. 100% of Welcome and Graduation meetings and other activities are tracked through Synthesis.
5. Monthly Parent and Youth Support Groups are occurring; the Family Orientation meetings occur on a monthly basis; the Annual events and Youth events are documented.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** EENH continues to partner with the Division of Children and Family Services/System of Care and shows a willingness to collaborate within the South East Cluster region and with other Care Coordination Partner agencies.

Cuyahoga Tapestry System of Care  
**User Department**

May 8, 2015

**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	East End Neighborhood Horse
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Zulma Zabala
Owner/Officer's Title:	Zulma Zabala - CEO
Business Address:	2749 Woodhill Road, Cleveland, OH, 44104
Phone Number:	216-707-6002
Name of Person Completing Form:	Zulma Zabala
Signature:	<i>[Handwritten Signature]</i>
Title:	Chief Executive Officer

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *[Handwritten Signature]*

Date: 3/26/2015

Printed Name: Freda Houchins

IG Number: 12-1174



**CONTRACT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract renewals or amendments.)

**Contractor:** The University Settlement, Inc.

**Contract No.:** CE 1200169-01

**Time Period:** April 1, 2012 – June 30, 2015

**Service Description:** Family and Youth Involvement Activities

**Original Contract/Agreement Amount:** \$375,640.00

**Amendment(s) Amount(s):** #1 - \$525,895.00; #2 - \$12,429.90

**Performance Indicators:**

1. Agency will staff a Lead Parent Advocate to coordinate community outreach, training, and other advocacy work across cluster partnership.
2. Agency (or cluster partners) will employ Parent and Youth Advocates to participate on family teams to provide support and planning.
3. Service Provision for Family and Youth Involvement Activities are based on High Fidelity Wraparound, System of Care Principles and Family Voice and Choice.
4. Utilize Synthesis Management Information System to track Welcome and Graduation meetings.
5. Provide monthly Parent and Youth Support Groups, Family Orientation, 2 Annual Family events, and 1 Annual Youth Enrichment Event; all events are to relate to the CTSOC outcome goals.

**Actual performance versus performance indicators (include statistics):**

1. University Settlement employs a Lead Parent Advocate who is very much engaged in the local wraparound model and advocacy efforts as well as national initiatives.
2. Parent and youth advocates are on staff and participating on family teams.
3. All Advocates have been provided with training in the areas of High Fidelity Wraparound, System of Care Principles, Ongoing Coaching and Specialized Topics related to the identified needs. University Settlement has continued to focus on building relationships with their Collaborative Partner (Applewood Centers).
4. 100% of Welcome and Graduation meetings are tracked through Synthesis.
5. Monthly Parent and Youth Support Groups are occurring; the Family Orientation meetings occur on a monthly basis; the Annual events and Youth event are documented.

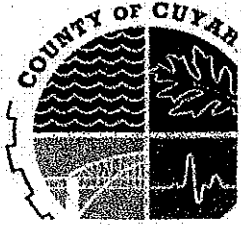
**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** University Settlement has continued to demonstrate a willingness to partner with the County in efforts to improve the outcomes for children and families living in and around the Central Cluster region.

Cuyahoga Tapestry System of Care  
**User Department**

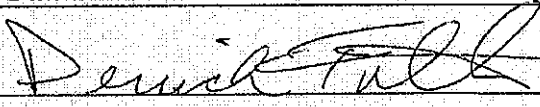
May 8, 2015  
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

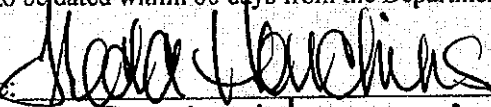
Company Name (Legal name of the business):	University Settlement Incorporated
Principal Owner's Name (The legal name of the owner(s) of the business):	(* ) Geoffrey Goss
Owner/Officer's Title:	Board of Directors President
Business Address:	4800 Broadway Ave. Cleveland, OH 44127
Phone Number:	216-641-8948
Name of Person Completing Form:	Derrick Fulton
Signature:	
Title:	Executive Director

(\* ) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature:   
 Printed Name: Fieda Houchins

Date: 5/22/2015  
 IG Number: 12-2872

**CONTRACT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract renewals or amendments.)

**Contractor:** West Side Community House

**Contract No.:** CE 1200170-01

**Time Period:** April 1, 2012 – June 30, 2015

**Service Description:** Family and Youth Involvement Activities

**Original Contract/Agreement Amount:** \$553,865.00

**Amendment(s) Amount(s):** #1 - \$775,410.00; #2 – Extend end date to 06/30/2015 only

**Performance Indicators:**

1. Agency will staff a Lead Parent Advocate to coordinate community outreach, training, and other advocacy work across cluster partnership.
2. Agency (or cluster partners) will employ Parent and Youth Advocates to participate on family teams to provide support and planning.
3. Service Provision for Family and Youth Involvement Activities are based on High Fidelity Wraparound, System of Care Principles and Family Voice and Choice.
4. Utilize Synthesis Management Information System to track Welcome and Graduation meetings.
5. Provide monthly Parent and Youth Support Groups, Family Orientation, 2 Annual Family events, and 1 Annual Youth Enrichment Event; all events are to relate to the CTSOC outcome goals.

**Actual performance versus performance indicators (include statistics):**

1. WSCH employs a Lead Parent Advocate who is highly engaged in the wraparound model and advocacy efforts.
2. Parent and youth advocates are on staff and participating on family teams.
3. All Advocates have been provided with training in the areas of High Fidelity Wraparound, System of Care Principles, Ongoing Coaching and Specialized Topics related to the identified needs. WSCH has continued to focus on building relationships with their Collaborative Partner (Cleveland Christian Home).
4. All Welcome and Graduation meetings are tracked through Synthesis.
5. Monthly Parent and Youth Support Groups are occurring; the Family Orientation meetings occur monthly; the Annual events and Youth event have been documented.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** The West Side Community House (WSCH) and the west side cluster partners share a commitment to building and maintaining collaborative partnerships to improve outcomes for children and families. WSCH continues to strive to improve relationships with other cluster providers and Care Coordination Partners.

Cuyahoga Tapestry System of Care  
**User Department**

May 8, 2015  
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	West Side Community House
Principal Owner's Name (The legal name of the owner(s) of the business):	Dawn Kolograt
Owner/Officer's Title:	Executive Director
Business Address:	9300 Lorain Ave Cleveland 44102
Phone Number:	(216) 771-7297 ex 325
Name of Person Completing Form:	Dawn Kolograt
Signature:	<i>Dawn Kolograt</i>
Title:	Executive Director

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Preda Houchins*  
 Printed Name: Preda Houchins

Date: 5/22/2015  
 IG Number: 12-2980

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)

**CONTRACT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract renewals or amendments.)

**Contractor:** Applewood Centers, Inc.

**Contract No.:** CE 1200171-01

**Time Period:** April 1, 2012 – June 30, 2015

**Service Description:** Care Coordination Services

**Original Contract/Agreement Amount:** \$669,486.72

**Amendment(s) Amount(s):** #1 - \$793,467.10; #2 - (\$43,888.77)

**Performance Indicators:**

1. Contractual expectation for Average Daily Census of 80 referrals per contract year.
2. Families served in the communities in which they live.
3. Service Provision based on High Fidelity Wraparound, System of Care Principles and Family Voice and Choice.
4. Utilize Synthesis Information Management System to record client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing).
5. All Plans of Care (updated quarterly) will be submitted to the CTSOC Administrative Services Organization for approval.
6. Utilization/Tracking Reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at the ASO and the Care Coordination Partner Agency.

**Actual performance versus performance indicators (include statistics):**

1. Average daily census for 2014 was 51 youth
2. Due to wait list challenges, families enrolled have not only been referred to Care Coordination Partners within their own neighborhoods, but other "overflow" agencies as needed.
3. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound, System of Care Principles, Ongoing Coaching and Specialized Topics related to the identified needs. Applewood Centers, Inc. continues to focus on building relationships with their Collaborative Partners.
4. Client records have been entered into Synthesis with required data.
5. 100 % of the Plans of Care were submitted to the ASO via Synthesis for quarterly approval.
6. ASO and Care Coordination Partners review administrative reports on a monthly basis and CQI reports quarterly with a goal of completing semi-annual individual site visits. As quality measures continue to focus on successful outcomes, Applewood remains dedicated to meeting expectations for improved face to face family contacts and timely data entry.

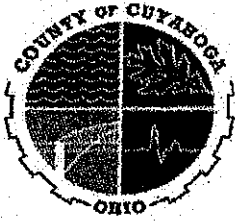
**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** Applewood has continued to partner with Tapestry on ways to increase the number of children and families served in their geographic region by serving as an "overflow" agency. Meeting the average daily census expectation continues to be an area of opportunity for improvement.

Cuyahoga Tapestry System of Care  
**User Department**

May 8, 2015  
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Applewood Centers, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	This is a non-profit. The President is Adam G. Jacobs
Owner/Officer's Title:	President
Business Address:	10427 Detroit Avenue, Cleveland, Ohio 44102-1645
Phone Number:	(216) 320-8222
Name of Person Completing Form:	Elizabeth A. Eisenberg
Signature:	<i>Elizabeth A. Eisenberg</i>
Title:	Paralegal

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Freda Houchins*  
 Printed Name: Freda Houchins

Date: 5/28/2015  
 IG Number: 12-0518

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)

**CONTRACT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract renewals or amendments.)

**Contractor:** Beech Brook

**Contract No.:** CE 1200172-01

**Time Period:** April 1, 2012 – June 30, 2015

**Service Description:** Care Coordination Services

**Original Contract/Agreement Amount:** \$836,858.40

**Prior Amendment(s) Amount(s):** #1 – 984,634.20; #2 - \$233,696.51

**Performance Indicators:**

1. Annual enrollment of 100 referrals per contract year.
2. Families served in the communities in which they live.
3. Service Provision based on High Fidelity Wraparound, System of Care Principles and Family Voice and Choice.
4. Utilize Synthesis Information Management System to record client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing).
5. All Plans of Care (updated on a quarterly) will be submitted to the CTSOC Administrative Services Organization for quality audit.
6. Utilization/Tracking Reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at the ASO and the Care Coordination Partner Agency.

**Actual performance versus performance indicators (include statistics):**

1. Average daily census for 2014 was 95 youth/families.
2. Due to wait list challenges,
3. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound, System of Care Principles, Ongoing Coaching and Specialized Topics related to areas of opportunity. Beech Brook has partnered with the ASO in training efforts.
4. Client records have been entered into Synthesis with required data.
5. 100 % of the Plans of Care are submitted to the ASO via Synthesis for quarterly approval.
6. ASO and Care Coordination Partners review reports monthly and CQI indicators quarterly. The ASO also conducts quarterly site visits with each agency. Beech Brook has remained flexible as quality measures have increased and continue to focus on improvement related to face to face time with families as well as timeliness of report completion.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** Beech Brook has been a collaborative partner with the Division of Children and Family Services and has contributed a great deal to the County's System of Care initiative. Beech Brook continues to work on building stronger community partnerships that would enhance the service provision to children and families.

Cuyahoga Tapestry System of Care  
**User Department**

May 8, 2015  
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Beech Brook
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Debra Rex
Owner/Officer's Title:	President + CEO
Business Address:	3737 Lander Rd Cleveland, OH 44124
Phone Number:	(216) 831-2255
Name of Person Completing Form:	Debra Rex
Signature:	<i>Debra Rex</i>
Title:	President + CEO

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Freda Houchins*

Date: 5/26/2015

Printed Name: Freda Houchins

IG Number: 12-0604

Cuyahoga County  
(Principal Owner Form, 01-16-2015)



**CONTRACT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract renewals or amendments.)

**Contractor: Catholic Charities Services Corporation**

**Contract No.:** CE 1200173-01     **Time Period:** April 1, 2012 – June 30, 2015

**Service Description:** Care Coordination Services

**Original Contract/Agreement Amount:** \$836,858.40

**Prior Amendment (s) Amount(s):** #1 – Name Change; #2 - \$1,320,012.39; #3 - \$86,306.27

**Performance Indicators:**

1. Annual enrollment of 120 referrals per contract year.
2. Families served in the communities in which they live.
3. Service Provision based on High Fidelity Wraparound, System of Care Principles and Family Voice and Choice.
4. Utilize Synthesis Information Management System to record client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing).
5. All Plans of Care (updated on a quarterly basis in the Family Team meeting) will be submitted to the CTSOC Administrative Services Organization for approval.
6. Utilization/Tracking Reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at the ASO and the Care Coordination Partner Agency.

**Actual performance versus performance indicators (include statistics):**

1. Average daily census for 2014 is 108 youth/families.
2. Due to wait list challenges, families enrolled have not only been referred to Care Coordination Partners within their own neighborhoods, but other "overflow" agencies as needed.
3. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound, System of Care Principles, Ongoing Coaching and Specialized Topics related to the identified needs.
4. Client records have been entered into Synthesis with required data.
5. 100 % of the Plans of Care are submitted to the ASO via Synthesis for quarterly approval.
6. ASO and Care Coordination Partners review reports regularly and CQI outcome data quarterly as well as at individual site visits. Catholic Charities updates their action plan quarterly to address any areas of improvement.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** Catholic Charities has been a collaborative partner with The Division of Children and Family Services/System of Care in efforts to improve youth and family outcomes. To help ensure a reduction in waitlist timeframes, the agency provides services outside of their geographic catchment area in the event other agencies reach capacity.

Cuyahoga Tapestry System of Care  
**User Department**

May 8, 2015

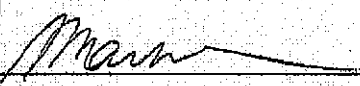
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

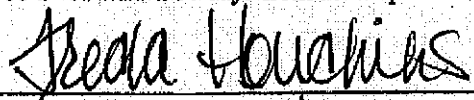
<b>Company Name</b> (Legal name of the business):	CATHOLIC CHARITIES CORPORATION
<b>Principal Owner's Name</b> (The legal name of the owner(s) of the business):	PATRICK GAREAU
<b>Owner/Officer's Title:</b>	PRESIDENT AND CHIEF EXECUTIVE OFFICER
<b>Business Address:</b>	7911 DETROIT AVENUE, CLEVELAND, OHIO 44102
<b>Phone Number:</b>	216 344 2900
<b>Name of Person Completing Form:</b>	MAUREEN DEE
<b>Signature:</b>	
<b>Title:</b>	EXECUTIVE DIRECTOR, TREATMENT, PREVENTION AND RECOVERY SVC

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: 

Date: 5/27/2015

Printed Name: Freda Houchins

IG Number: 12.0760

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

**CONTRACT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract renewals or amendments.)

**Contractor:** The Cleveland Christian Home

**Contract No.:** CE 1200343-01      **Time Period:** April 1, 2012 – June 30, 2015

**Service Description:** Care Coordination Services

**Original Contract/Agreement Amount:** \$836,858.40

**Amendment Amount(s):** #1 - \$721,813.39; #2 – (\$43,888.77)

**Performance Indicators:**

1. Annual enrollment of 85 referrals per contract year.
2. Families served in the communities in which they live.
3. Service Provision based on High Fidelity Wraparound, System of Care Principles and Family Voice and Choice.
4. Utilize Synthesis Information Management System to record client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing).
5. All Plans of Care (updated on a quarterly basis in the Family Team meeting) will be submitted to the CTSOC Administrative Services Organization for approval.
6. Utilization/Tracking Reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at the ASO and the Care Coordination Partner Agency.

**Actual performance versus performance indicators (include statistics):**

1. Average daily census for 2014 was 52 youth/families.
2. Due to wait list challenges, families enrolled have not only been referred to Care Coordination Partners within their own neighborhoods, but other "overflow" agencies as needed.
3. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound, System of Care Principles, Ongoing Coaching and Specialized Topics related to the identified needs. Cleveland Christian Home has hosted and participated in several forums with their collaborative partners.
4. Client records have been entered into Synthesis with required data.
5. 100 % of the Plans of Care are submitted to the ASO via Synthesis for quarterly approval.
6. ASO and Care Coordination Partners review reports and CQI outcome data on a quarterly basis at site visits and other meetings. Cleveland Christian Home has placed great emphasis on performance improvement with staff members.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:** Cleveland Christian Home has continued to serve as a leader in Care Coordination supports and has maintained collaborative partnerships aimed at serving children and families within the Westside cluster. Meeting the average daily census expectation is an area of opportunity for improvement for this agency.

Cuyahoga Tapestry System of Care  
**User Department**

May 8, 2015  
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Cleveland Christian Home, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) James McCafferty
Owner/Officer's Title:	CEO
Business Address:	1400 W. 25, 2nd Fl., Cleveland, OH 44113
Phone Number:	216 671-0971
Name of Person Completing Form:	Mary Manik
Signature:	<i>Mary Manik</i>
Title:	Executive Administrative Assistant

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Freda Houchins*  
 Printed Name: Freda Houchins

Date: 5/20/2015  
 IG Number: 12-0940

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0144

<b>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</b>	<b>A Resolution</b> making awards on RQ33034 to various providers for Universal Pre-Kindergarten Program services for the period 8/1/2015 - 7/31/2018; authorizing the County Executive to execute the agreements and contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood recommended awards on RQ33034 to various providers for Universal Pre-Kindergarten Program services for the period 8/1/2015 - 7/31/2018 as follows:

- i) Brooklyn City School District in the amount not-to-exceed \$199,520.16.
- ii) Catholic Charities Corporation - King Kennedy Head Start in the amount not-to-exceed \$320,001.00.
- iii) Catholic Charities Corporation - Riverside Head Start in the amount not-to-exceed \$155,460.00.
- iv) Catholic Charities Corporation - St. Philip Neri Head Start in the amount not-to-exceed \$485,721.00.
- v) Catholic Charities Corporation - St. Thomas Aquinas Head Start in the amount not-to-exceed \$22,521.00.
- vi) Cleveland Children's Daycare Academy, LLC in the amount not-to-exceed \$223,332.00.
- vii) Cleveland Municipal School District - Franklin D. Roosevelt Elementary School in the amount not-to-exceed \$107,654.40.
- viii) Cleveland Municipal School District - Marion-Sterling Elementary School in the amount not-to-exceed \$154,839.60.
- ix) Cleveland Municipal School District - Tremont Montessori School in the amount not-to-exceed \$267,315.00.
- x) Council for Economic Opportunities in Greater Cleveland - Louis Stokes Head Start Center in the amount not-to-exceed \$1,534,443.00.
- xi) Early Childhood Enrichment Center, Inc. in the amount not-to-exceed \$1,347,987.00.
- xii) East Cleveland City School District - Prospect Elementary School in the amount not-to-exceed \$71,400.00.
- xiii) East Cleveland City School District - Superior Elementary School in the amount not-to-exceed \$232,050.00.

- xiv) Ericka L. Elmore in the amount not-to-exceed \$46,623.00.
- xv) Ganon Gil Preschool of The Temple-Tifereth Israel, Inc. in the amount not-to-exceed \$341,736.00.
- xvi) Hanna Perkins School in the amount not-to-exceed \$126,822.00.
- xvii) Horizon Education Centers in the amount not-to-exceed \$401,010.00.
- xviii) JoAnna Adams in the amount not-to-exceed \$27,210.00.
- xix) Kiddie City Child Care Community, Inc. in the amount not-to-exceed \$349,932.00.
- xx) OhioGuidestone - Family Life Child Care Center of Berea in the amount not-to-exceed \$1,263,111.00.
- xxi) OhioGuidestone - Family Life Child Care Center of Brook Park in the amount not-to-exceed \$520,389.00.
- xxii) OhioGuidestone - Family Life Child Care Center of Lakewood in the amount not-to-exceed \$496,329.00.
- xxiii) OhioGuidestone - Family Life Child Care Center of Maple Heights in the amount not-to-exceed \$601,329.00.
- xxiv) Parma Preschool, Inc. in the amount not-to-exceed \$472,557.00.
- xxv) Sandy's Darlin' Munchkins Family Child Care Home and Universal Pre-Kindergarten in the amount not-to-exceed \$93,147.00.
- xxvi) The Centers for Families and Children - Bingham Early Learning Center in the amount not-to-exceed \$189,096.00.
- xxvii) The Centers for Families and Children - Debra Ann November Early Learning Center in the amount not-to-exceed \$157,221.00.
- xxviii) The Centers for Families and Children - Mather Early Learning Center in the amount not-to-exceed \$137,508.00.
- xxix) The Centers for Families and Children - McMillan Early Learning Center in the amount not-to-exceed \$269,733.00.
- xxx) The Centers for Families and Children - Ohio City Early Learning Center in the amount not-to-exceed \$120,000.00.
- xxxi) The Centers for Families and Children - Wade Early Learning Center in the amount not-to-exceed \$194,427.00.
- xxxii) The Cleveland Music School Settlement in the amount not-to-exceed \$250,500.00.
- xxxiii) The East End Neighborhood House Association in the amount not-to-exceed \$508,311.00.
- xxxiv) The Merrick House in the amount not-to-exceed \$672,996.00.
- xxxv) The Young Women's Christian Association of Greater Cleveland, Ohio in the amount not-to-exceed \$487,518.00.
- xxxvi) West Side Ecumenical Ministry – Gordon Square Early Learning Center in the amount not-to-exceed \$227,415.00.

WHEREAS, the purpose of this project is to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten; and

WHEREAS, this project is funded in part with Health and Human Services Levy funds and part with private grant funds; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** That the Cuyahoga County Council hereby makes awards on RQ33034 to various providers for Universal Pre-Kindergarten Program services for the period 8/1/2015 - 7/31/2018 as follows:

- i) Brooklyn City School District in the amount not-to-exceed \$199,520.16.
- ii) Catholic Charities Corporation - King Kennedy Head Start in the amount not-to-exceed \$320,001.00.
- iii) Catholic Charities Corporation - Riverside Head Start in the amount not-to-exceed \$155,460.00.
- iv) Catholic Charities Corporation - St. Philip Neri Head Start in the amount not-to-exceed \$485,721.00.
- v) Catholic Charities Corporation - St. Thomas Aquinas Head Start in the amount not-to-exceed \$22,521.00.
- vi) Cleveland Children's Daycare Academy, LLC in the amount not-to-exceed \$223,332.00.
- vii) Cleveland Municipal School District - Franklin D. Roosevelt Elementary School in the amount not-to-exceed \$107,654.40.
- viii) Cleveland Municipal School District - Marion-Sterling Elementary School in the amount not-to-exceed \$154,839.60.
- ix) Cleveland Municipal School District - Tremont Montessori School in the amount not-to-exceed \$267,315.00.
- x) Council for Economic Opportunities in Greater Cleveland - Louis Stokes Head Start Center in the amount not-to-exceed \$1,534,443.00.
- xi) Early Childhood Enrichment Center, Inc. in the amount not-to-exceed \$1,347,987.00.
- xii) East Cleveland City School District - Prospect Elementary School in the amount not-to-exceed \$71,400.00.
- xiii) East Cleveland City School District - Superior Elementary School in the amount not-to-exceed \$232,050.00.
- xiv) Ericka L. Elmore in the amount not-to-exceed \$46,623.00.
- xv) Ganon Gil Preschool of The Temple-Tifereth Israel, Inc. in the amount not-to-exceed \$341,736.00.
- xvi) Hanna Perkins School in the amount not-to-exceed \$126,822.00.
- xvii) Horizon Education Centers in the amount not-to-exceed \$401,010.00.
- xviii) JoAnna Adams in the amount not-to-exceed \$27,210.00.

- xix) Kiddie City Child Care Community, Inc. in the amount not-to-exceed \$349,932.00.
- xx) OhioGuidestone - Family Life Child Care Center of Berea in the amount not-to-exceed \$1,263,111.00.
- xxi) OhioGuidestone - Family Life Child Care Center of Brook Park in the amount not-to-exceed \$520,389.00.
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- xxiv) Parma Preschool, Inc. in the amount not-to-exceed \$472,557.00.
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- xxvii) The Centers for Families and Children - Debra Ann November Early Learning Center in the amount not-to-exceed \$157,221.00.
- xxviii) The Centers for Families and Children - Mather Early Learning Center in the amount not-to-exceed \$137,508.00.
- xxix) The Centers for Families and Children - McMillan Early Learning Center in the amount not-to-exceed \$269,733.00.
- xxx) The Centers for Families and Children - Ohio City Early Learning Center in the amount not-to-exceed \$120,000.00.
- xxxi) The Centers for Families and Children - Wade Early Learning Center in the amount not-to-exceed \$194,427.00.
- xxxii) The Cleveland Music School Settlement in the amount not-to-exceed \$250,500.00.
- xxxiii) The East End Neighborhood House Association in the amount not-to-exceed \$508,311.00.
- xxxiv) The Merrick House in the amount not-to-exceed \$672,996.00.
- xxxv) The Young Women's Christian Association of Greater Cleveland, Ohio in the amount not-to-exceed \$487,518.00.
- xxxvi) West Side Ecumenical Ministry – Gordon Square Early Learning Center in the amount not-to-exceed \$227,415.00.

**SECTION 2.** That the County Executive is authorized to execute agreements and contracts and all other documents consistent with said awards and this Resolution.

**SECTION 3.** 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







**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
<b>SUMMARY OF REQUESTED ACTION:</b>			
Submitting an agreement with Brooklyn City School District in the amount not-to-exceed \$199,520.16 for Universal Pre-Kindergarten Services (UPK) for the period August 1, 2015 - July 31, 2018 .			
<p><b>Title:</b> Office of Early Childhood/Invest in Children 2015 Brooklyn City School District Contract for UPK Services RQ#EC-15-33034 Part 1 of 23A. <b>Scope of Work Summary1.</b> Office of Early Childhood requesting approval of a contract(s) with <b>Brooklyn City School District</b> for the anticipated cost <b>\$199,520.16</b> not-to-exceed. The anticipated start-completion dates are (08/01/2015- 07/31/2018).2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.<b>B. Procurement1.</b> There was no procurement method for this vendor on this project. The Brooklyn City School District is a public entity.</p> <p>2a. N/A</p> <p>3a. N/A</p> <p>1b. The procurement method for this project for community-based providers was RFP. The total value of the RFP is \$3,500,000.00. 2b. The RFP was closed on March 2, 2015. 3b. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.</p> <p><b>C. Contractor and Project Information1.</b> The address(es) of all vendors and/or contractors is:<b>Brooklyn City School District</b></p>			

**9200 Biddulph Rd.  
Cleveland, OH44144**

Council District **32**. The signature authority for the contractor/vendor is **Cynthia J. Walker**3.a The address(es) or location of the project is/are: **Brooklyn City Schools  
9200 Biddulph Rd.**

**Brooklyn, OH, and 44144** 3.b. The project is located in Council District **3D**. **Project Status and Planning**1. The project reoccurs every three years. **E. Funding**1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds. 2. The schedule of payments is monthly.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

Principal Owner:  
Cynthia J. Walker  
Brooklyn City School District  
9200 Biddulph Rd.  
Cleveland, OH 44144

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

Exempt from Competitive Bid Requirements

**Explanation for Increase/Decrease in \$ Amount for current request:**

N/A

**Financial Information:**

<b>Funding source:</b>	<b>Explanation:</b>
Other	Health and Human Services Levy

**Total Amount Requested:**

\$199,520.16

**ATTACHMENTS:**

Click to download

- [Brooklyn CSD UPK Agreement - TAB](#)
- [UPK Contract Exhibits](#)
- [Brooklyn CSD Signature Authority](#)
- [Brooklyn CSD COI](#)
- [Law Department Brooklyn COI Opinion](#)
- [Brooklyn CSD Workers Comp](#)
- [Brooklyn CSD Evaluation](#)
- [Brooklyn CSD Auditor's Findings](#)
- [Brooklyn CSD Principal Owner's Form](#)
- [Brooklyn CSD Signature Authority](#)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Brooklyn City Schools
Principal Owner's Name (The legal name of the owner(s) of the business):	Brooklyn Board of Education (*)
Owner/Officer's Title:	Superintendent
Business Address:	9200 Biddulph Rd. Brooklyn, Ohio 44144
Phone Number:	216-485-8100
Name of Person Completing Form:	Cynthia Walker
Signature:	<i>Cynthia Walker</i>
Title:	Superintendent

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

### CUYAHOGA COUNTY STAFF:

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Mary T. Delaney*

Date: 5/12/15

Printed Name: *MARY T. Delaney*

IG Number: 12-0699

Cuyahoga County  
(Principal Owner Form, 01-16-2015)

Received to Dept: 3/3/2015  
 Received from Dept: 01/17/15  
 (S) Use Only



**CUYAHOGA COUNTY  
 TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME: Office of Early Childhood PROPOSAL DUE DATE: March 2, 2015

Number of Proposals Sent/Returned: 409/27

RFP TITLE: Universal Pre-Kindergarten RFP #: R033034 SBE: 0%

TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER				USER DEPT.
VENDOR NAME & ADDRESS	IG# 12-3680 Debarment - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OK	AWARD Y/N
Brownstone Private Child Care Inc 18325 Sloane Avenue Lakewood Ohio 44107-3109	IG# 12-0785 Debarment - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OK	N
Catholic Charities Corporation 7911 Detroit Avenue Cleveland Ohio 44102	IG# 12-0785 Debarment - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OK	Y
Centers for Families and Children 4500 Euclid Avenue Cleveland Ohio 44103	IG# N/A Debarment - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OK	Y
Cleveland Children's Daycare Academy 5739 Chevrolet Boulevard Parma Ohio 44130				Y

Department Director Name: Robert D. Doman

Department Director Signature of Approver: [Signature] Date: 06-16-15



**CUYAHOGA COUNTY**  
**TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME Office of Early Childhood

PROPOSAL DUE DATE March 2, 2015

Number of Proposals Sent/Returned: 409/27

RFP TITLE:

Universal Pre-Kindergarten

RFP #:

RO33034

SBE:

0%

VENDOR NAME & ADDRESS	IG# N/A Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OK OK OK	AWARD DEPT. Y/N
Cleveland Messerri 12009 Mayfield Road Cleveland Ohio 44106	IG# N/A Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OK OK OK	N
Council for Economic Opportunities 1228 Euclid Avenue Suite 700 Cleveland Ohio 44115	IG# 12-4036 Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OK OK OK	Y
Creative Kids Child Care and Preschool 4925 Pointe Parkway Warrensville Heights Ohio 44128	IG# 12-0998 Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OK OK OK	N
Early Childhood Enrichment Center Inc 19824 Sussex Drive Shaker Heights Ohio 44122	IG# 12-1172 Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OK OK OK	Y

Rebekah Dorman  
 Department Director Name  
 Job - Updated 10/15/2013

Department Director Signature of Approval

Date

06-16-15



**CUYAHOGA COUNTY  
 TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME Office of Early Childhood PROPOSAL DUE DATE March 2, 2015

Number of Proposals Sent/Returned: 409/27

RFP TITLE:

Universal Pre-Kindergarten

RFP #: RO33034

SBE

0%

VENDOR NAME & ADDRESS	IG#	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	AWARD Y/N
East End Neighborhood House 2749 Woodhill Road Cleveland Ohio 44104	IG# 12-1174	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	Y
Excell Learning Center 3031 Monticello Boulevard Cleveland Heights Ohio 44118	IG# N/A	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	N
Gannon Gil Preschool of the Temple-Tifereth Israel 26000 Shaker Boulevard Beachwood Ohio 44122	IG# 12-5687	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	Y
Hanna Perkins School 19910 Malvern Road Shaker Heights Ohio 44122	IG# 12-1446	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	Y

Rebekah Dorman  
 Department Director Name  
 itab - Updated 10/15/2013

Department Director Signature of Approval [Signature] Date 06-16-15



**CUYAHOGA COUNTY  
 TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME Office of Early Childhood

PROPOSAL DUE DATE March 2, 2015

Number of Proposals Sent/Returned: 409/27

RFP TITLE

Universal Pre-Kindergarten

RFP #:

R033034

SBE:

0%

VENDOR NAME & ADDRESS	IG# N/A Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OR	AWARD DEPT. Y/N
Horizon Child Development Center 1050 East 200 <sup>th</sup> Street Euclid Ohio 44117	IG# N/A Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OR	N
Horizon Education Centers 29510 Lorain Road North Olmsted Ohio 44070	IG# 12-1497 Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OR	Y
Kiddie City Child Care Community Inc 20110 Wilmore Avenue Euclid Ohio 44123	IG# 12-1671 Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OR	Y
Little Achievers Learning Center (Robbie-Lynn Lawrence-Willis) 16268 Oakhill Road Cleveland Heights Ohio 44112	IG# N/A Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OR	N

Rebekah Dorman  
 Department Director Name

[Signature]  
 Department Director Signature of Approval  
06-16-15  
 Date



the sent to Dept: 3/3/2015  
 the Received from Dept: 6/1/15  
 (PD Use Only)



**CUYAHOGA COUNTY  
 TABULATION OF PROPOSALS RECEIVED**

**DEPARTMENT NAME:** Office of Early Childhood      **PROPOSAL DUE DATE:** March 2, 2015

**Number of Proposals Sent/Returned:** 409/27

**RFP TITLE:**

Universal Pre-Kindergarten

**RFP #:** R033034

**SBE:**

0%

VENDOR NAME & ADDRESS	IG#	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	AWARD Y/N
Merrick House 1050 Starkweather Avenue Cleveland Ohio 44113	IG# 12-0137	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	Y
Murtis Taylor Human Services System 13422 Kinsman Road Cleveland Ohio 44120	IG# 12-1963	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	N
Music Settlement 11125 Magnolia Drive Cleveland Ohio 44106	IG# 12-3779	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	Y
OhioGuideStone 202 Bagley Road Berea Ohio 44017	IG# 12-0616	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	Y

Rebekah Dorman  
 Department Director Name

fpab - Updated 10/15/2013

Department Director Signature of Approval

Date

06-16-15

file sent to Dept: 3/3/2015  
 file Received from Dept: 6/12/15  
 (PD Use Only)



**CUYAHOGA COUNTY  
 TABULATION OF PROPOSALS RECEIVED**

**DEPARTMENT NAME:** Office of Early Childhood

**PROPOSAL DUE DATE:** March 2, 2015

**Number of Proposals Sent/Returned:** 409/27

**RFP TITLE:**

Universal Pre-Kindergarten

**RFP #:**

R033034

**SBE**

0%

VENDOR NAME & ADDRESS	IG#	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OL	AWARD Y/N
Parma Preschool 5280 Broadview Road Parma Ohio 44134	IG# 12-2158	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OL	Y
Precious Beginnings Family Child Care Home (Erica L. Simore) 10711 Tacoma Avenue Cleveland Ohio 44108	IG# 12-2245	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OL	Y
Sandy's Darin Munchkins (Cassandra Rene Thompson) 1065 Roanoke Road Cleveland Heights Ohio 44121	IG# 12-2467	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OL	Y
Sister J's Child Enrichment Program (JoAnna Adams) 14907 Millerton Road Cleveland, Ohio 44120	IG# N/A	Department - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OL	Y

**Rebekah Dormak**  
 Department Director Name

Department Director Signature of Approval

06-16-15  
 Date

We sent to Dept: 3/3/2015  
 We Received from Dept: 6/10/15  
 (PD Use Only)



**CUYAHOGA COUNTY  
 TABULATION OF PROPOSALS RECEIVED**

**DEPARTMENT NAME:** Office of Early Childhood

**PROPOSAL DUE DATE:** March 2, 2015

**Number of Proposals Sent/Returned:** 409/27

**RFP TITLE:**

Universal Pre-Kindergarten

**RFP #:**

RQ33034

**SBE:**

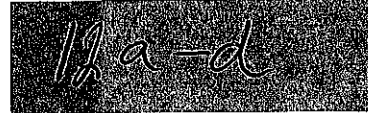
0%

VENDOR NAME & ADDRESS	IG# N/A Debarment - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OL	AWARD DEPT. Y/N
West Park Lutheran School 4260 Rocky River Drive Cleveland Ohio 44135	IG# 12-2981 Debarment - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (No)	OL	N
West Side/Ecumenical Ministry 4500 Euclid Avenue Cleveland Ohio 44103	IG# 12-3784 Debarment - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OL	Y
YWCA Greater Cleveland Early Learning Center 4019 Prospect Avenue Cleveland Ohio 44103	IG# 12-3784 Debarment - No Suspension - No	Non-Collusion Affidavit ✓ Mandatory Compliance Form ✓ Cooperative Purchasing Form ✓ (Yes)	OL	Y

Rebekah Dorman  
 Department Director Name  
 ftab - Updated 10/15/2013

[Signature]  
 Department Director Signature of Approval  
06-16-15  
 Date

Novus AGENDA



**Item Details:**

**Agency/Dept. Name:** Administrator's Office/Office of Early Childhood  
**Agency/Dept. Head Name:** Rebekah Dorman

**Type of Request:** Contract/Amendment

**Request Prepared by:** Nakiaa Robinson  
**Telephone No.:** 443-6573

**SUMMARY OF REQUESTED ACTION:**

Recommending an award on RQ33034 to Catholic Charities in the amount of \$983,703.00 for Universal Pre-Kindergarten services for the period August1, 2015 through July 31, 2018. (Resolution No. DC2015-12 authority to seek proposals.) **Title:**Office of Early Childhood/Invest in Children 2015 Catholic Charities Corporation - King Kennedy, Riverside, St. Philip Neri, and St.Thomas Aquinas Head Starts Contract for UPK Services RQ#EC-15-33034 Part 2 of 23**A. Scope of Work Summary** 1. Office of Early Childhood requesting approval of a contract(s) with **Catholic Charities Corporation** for the anticipated cost **\$983,703.00** not-to-exceed.The anticipated start-completion dates are (08/01/2015-07/31/2018). 2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten. **B. Procurement** 1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00. 2. The RFP was closed on March 2, 2015. 3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved. **C. Contractor and Project Information** 1. The address(es) of all vendors and/or contractors is: **Catholic Charities Corporation7911 Detroit Ave.Cleveland, OH44102** Council District **3**. 2. The signature authority for the contractor/vendor is Bernadette Washington 3.a The address(es) or location(s) of the project is/are: **King Kennedy Head Start2511 E. 61st St.Cleveland, OH, and 44104**The project is located in Council District **8Contract Amount: \$320,001.00Riverside Head Start17800 ParkmountCleveland, OH, and 44135** The project is located in Council District **2Contract Amount: \$155,460.00St. Philip Neri Head Start799 E. 82nd St.Cleveland, OH, and 44103** The project is located in Council District **7Contract**

**Amount: \$485,721.00** **St. Thomas Aquinas Head Start** **9101 Superior Ave. Cleveland, OH, and 44106** The project is located in Council District **7** **Contract Amount: \$22,521.00** **D. Project Status and Planning** 1. The project reoccurs every three years. **E. Funding** 1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds. 2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

Bernadette Washington  
Catholic Charities Corporation  
7911 Detroit Ave.  
Cleveland, OH 44102  
Council District 3

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

**Explanation for Increase/Decrease in \$ Amount for current request:**

Contract is for the provision of UPK services for 3 years and the provider will serve more children.

**Financial Information:**

**Funding source:**

**Explanation:**

Other

HHS Levy plus additional private grant dollars. Additional index codes attached.

**Total Amount Requested:**

\$983,703.00

**ATTACHMENTS:**

Click to download

- [Contract - King Kennedy - TAB](#)
- [Contract - Riverside - TAB](#)
- [Riverside - History](#)
- [Catholic Charities Riverside Contract Evaluation](#)
- [Contract - St. Philip Neri - TAB](#)
- [Catholic Charities St. Philip Neri Contract History](#)
- [Catholic Charities St. Philip Neri Contract Evaluation](#)
- [Contract - St. Thomas Aquinas - TAB](#)
- [Catholic Charities Contract Exhibits for ALL Contracts](#)
- [Catholic Charities Proposal Part 1 of 2](#)
- [Catholic Charities Proposal Part 2 of 2](#)
- [Catholic Charities Mandatory Vendo Compliance](#)
- [Catholic Charities Non collusion affidavit](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor: Catholic Charities Community Services Corporation- Riverside Head Start**

**Contract/Agreement No.: CE1200529-01      Time Period: 08/01/2012 – 07/31/2015**

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount: \$6,473.60**

**Prior Amendment(s) Amount(s):**

Amendment I Amount: \$35,562.60

Amendment II Amount: \$24,197.60

Amendment III Amount: \$1,951.90

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

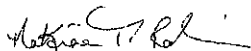
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.



\_\_\_\_\_  
User Department  
s: evaluation

\_\_\_\_\_  
6/1/15

\_\_\_\_\_  
Date

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Catholic Charities Community Services Corporation- St. Philip Neri Head Start

**Contract/Agreement No.:** CE1200536-01 31 **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$181,824.00

**Prior Amendment(s) Amount(s):**

Amendment I Amount: \$167,562.18

Amendment II Amount: \$158,035.36

Amendment III Amount: \$44,731.44

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

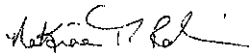
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.



6/1/15

**User Department**  
s: evaluation

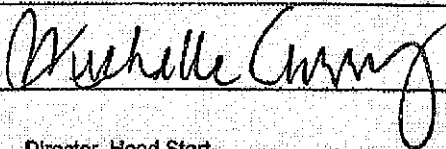
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

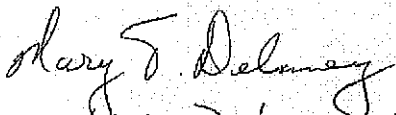
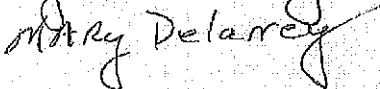
Company Name (Legal name of the business):	Catholic Charities Corporation
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Patrick Gareau
Owner/Officer's Title:	CEO & President Catholic Charities Corporation
Business Address:	7911 Detroit Avenue Cleveland, Ohio 44102
Phone Number:	(216) 334-2901
Name of Person Completing Form:	Michelle Curry
Signature:	
Title:	Director, Head Start

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

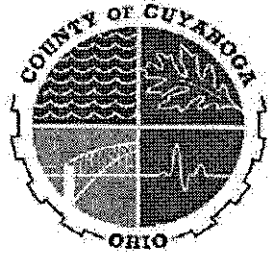
Signature:   
 Printed Name: 

Date: 5/11/15

IG Number: 12-0766

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)





13

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
<b>SUMMARY OF REQUESTED ACTION:</b>			
<b>Title:</b> Office of Early Childhood/Invest in Children 2015 Cleveland Children's Daycare Academy Contract for UPK Services RQ#EC-15-33034 Part 4 of 23			
<b>A. Scope of Work Summary</b>			
1. Office of Early Childhood requesting approval of a contract(s) with Cleveland Children's Daycare Academy for the anticipated cost not-to-exceed \$223,332.00 . The anticipated start-completion dates are (08/01/2015- 07/31/2018).			
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.			
<b>B. Procurement</b>			
1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.			
2. The RFP was closed on March 2, 2015.			
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.			
<b>C. Contractor and Project Information</b>			
1. The address(es) of all vendors and/or contractors is: Cleveland Children's Daycare Academy 5739 Chevrolet Blvd. Parma, OH 44136			

Council District 4

2. The signature authority for the contractor/vendor is Ashley Kelley

3.a The address(es) or location of the project is/are:

Cleveland Children's Daycare Academy

5739 Chevrolet Blvd.

Parma, OH, and 44136

3.b. The project is located in Council District 4

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Ashley Kelley Cleveland Children's Daycare Academy

5739 Chevrolet Blvd.

Parma, OH, and 44136

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

N/A

**Financial Information:**

**Funding source: Explanation:**

Other

Health and Human Services Levy

**Total Amount Requested:**

\$223,332.00

**ATTACHMENTS:**

Click to download

[Contract - TAB](#)

[Exhibit](#)

[Signature Authority](#)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Cleveland Children's Daycare Academy, LLC
Principal Owner's Name (The legal name of the owner(s) of the business):	c) Hayder Alabasi
Owner/Officer's Title:	OWNER
Business Address:	5739 Chevrolet Blvd. Parma, OH 44130
Phone Number:	440-884-5439
Name of Person Completing Form:	Ashley Kelley
Signature:	<i>Ashley Kelley</i>
Title:	Center Director

(\***) If there is more than one (1) principal owner**, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Henry T. Delaney*  
 Printed Name: *Henry T. Delaney*

Date: 5/14/15  
 IG Number: 15-012 a

Cuyahoga County  
*(Principal Owner Form, 01-16-2015)*

# NovusAGENDA



10 a-c

**Item Details:**

**Agency/Dept. Name:** Administrator's Office/Office of Early Childhood  
**Agency/Dept. Head Name:** Rebekah Dorman

**Type of Request:** Contract/Amendment

**Request Prepared by:** Nakiaa Robinson  
**Telephone No.:** (216) 443-6573

**SUMMARY OF REQUESTED ACTION:**

Submitting agreements with Cleveland Municipal School District in the amount not-to-exceed \$529,809.00 in the aggregate for Universal Pre-Kindergarten (UPK) for the period August 1, 2015 through July 31, 2018 .

**Title:** Office of Early Childhood/Invest in Children 2015 Cleveland Municipal School District - Franklin D. Roosevelt, Marion-Sterling, and Tremont Montessori Elementary Schools Contract for UPK Services RQ#EC-15-33034 Part 5 of 23  
**A. Scope of Work Summary**1. Office of Early Childhood requesting approval of a contract(s) with **Cleveland Municipal School District** for the anticipated cost **\$529,809.00** not-to-exceed. The anticipated start-completion dates are (08/01/2015- 07/31/2018).2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.  
**B. Procurement**1. The procurement method for this vendor is government purchase. The Cleveland Municipal School District is a public entity.

2a. N/A

3a. A justification form is to be submitted for this contract and will be approved by the time this contract is approved.

**C. Contractor and Project Information**1. The address(es) of all vendors and/or contractors is:**Cleveland Municipal School District  
1111 Superior Ave., E. Suite 1800**

**Cleveland, OH44114  
Council District 7**

2. The signature authority for the contractor/vendor is **Eric S. Gordon**3.The address(es) or location of the project is/are: **Franklin D. Roosevelt Elementary School**

**800 Linn Dr.**

**Cleveland, OH, and 44108**

**The project is located in Council District 7**

**\$107,654.00**

**Marion-Sterling Elementary School**

**3033 Central Ave.**

**Cleveland, OH, and 44115**

**The project is located in Council District 8**

**\$154,839.60**

**Tremont Montessori School**

**2409 West 10 Th Street**

**Cleveland, OH, and 44113**

**The project is located in Council District 7**

**\$267,315.00**

**D. Project Status and Planning**1. The project reoccurs every three years. **E. Funding**1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds. 2. The schedule of payments is monthly.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

Principal Owner:

Eric Gordon

CEO

1111 Superior Avenue, East

Suite 1800

Cleveland, OH 44114

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

Exempt from Competitive Bid Requirements

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:      Explanation:**

Other Health and Human Services levy

**Total Amount Requested:**

\$529,809.00

**ATTACHMENTS:**

Click to download

- [FDR Signed Contract Part 1 of 2-TAB](#)
- [Marion-Sterling Signed Contract Part 1 of 2 -TAB](#)
- [Tremont Signed Contract Part 1 of 2-TAB](#)
- [Contract Exhibit-Part 2 of 2](#)
- [CMSD Signature Authority \(for all 3 items\)](#)
- [CMSD COI](#)
- [CMSD BWC](#)
- [FDR History](#)
- [Marion-Sterling History](#)
- [Tremont History](#)
- [FDR Evaluation](#)
- [Marion-Sterling Evaluation](#)
- [Tremont Evaluation](#)
- [Auditor's Findings CMSD](#)
- [CMSD Principal Owners \(for all 3 items\)](#)
- [CMSD W-9](#)
- [CMSD - FDR Contract Cover](#)
- [CMSD - Marion Sterling Contract Cover](#)
- [CMSD - Tremont Contract Cover](#)
- [OBM approval email](#)

**History**

**Time**

7/1/2015 4:02 PM

**Who**

Office of Procurement &  
Diversity  
  
Clerk of the Board

**Approval**

Yes



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Cleveland Municipal School District- Franklin D. Roosevelt

**Contract/Agreement No.:** AG1400120-01

**Time Period:** 08/1/2014 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$35,884.80

**Prior Amendment(s) Amount(s):** N/A

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.

*Adrian P. Bell*

\_\_\_\_\_  
User Department

6/1/15

\_\_\_\_\_  
Date

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Cleveland Municipal School District- Marion Sterling

**Contract/Agreement No.:** AG1200340-01      **Time Period:** 08/22/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$22,428.00

**Prior Amendment(s) Amount(s):**

Amendment I Amount: \$48,703.79

Amendment II Amount: \$48,365.32

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

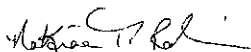
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.



\_\_\_\_\_  
User Department

6/1/15

\_\_\_\_\_  
Date



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Cleveland Municipal School District- Tremont

**Contract/Agreement No.:** AG1200341-01      **Time Period:** 08/22/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$58,301.00

**Prior Amendment(s) Amount(s):**  
Amendment I Amount: \$30,105.52  
Amendment II Amount: \$91,211.33

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.

*Antonia T. Red*

\_\_\_\_\_  
User Department

6/1/15

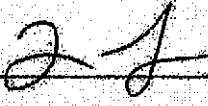
\_\_\_\_\_  
Date



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

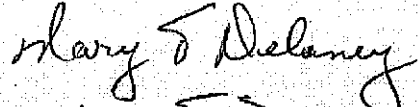
<b>Company Name</b> (Legal name of the business):	Cleveland Municipal School District
<b>Principal Owner's Name</b> (The legal name of the owner(s) of the business):	(*): Eric Gordon
<b>Owner/Officer's Title:</b>	Chief Executive Officer
<b>Business Address:</b>	1111 Superior Avenue Cleveland, Ohio 44114
<b>Phone Number:</b>	(216)838-0000
<b>Name of Person Completing Form:</b>	Qianna Tidmore
<b>Signature:</b>	
<b>Title:</b>	Early Childhood Manager

(\*): If there is more than one (1) principal owner, complete information for that/those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature:   
 Printed Name: MARY T. Delaney

Date: 5/18/15  
 IG Number: 12-0887

Cuyahoga County  
 (Principal Owner Form, 01-16-2013)



14

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
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**Type of Request:** Contract/Amendment

<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
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**SUMMARY OF REQUESTED ACTION:**

**Title:** Office of Early Childhood/Invest in Children 2015 CEOGC Louis Stokes Head Start Center Contract for UPK Services RQ#EC-15-33034 Part 6 of 23

**A. Scope of Work Summary**

1. Office of Early Childhood requesting approval of a contract(s) with Council for Economic Opportunities in Greater Cleveland - Louis Stokes Head Start Center for the anticipated cost not-to-exceed \$1,534,443.00. The anticipated start-completion dates are (08/01/2015-07/31/2018).
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**B. Procurement**

1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.
2. The RFP was closed on March 2, 2015.
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is:  
Council for Economic Opportunities in Greater Cleveland - Louis Stokes Head Start Center  
1228 Euclid Ave., Suite 700

Cleveland, OH 44115  
Council District 7

- 2. The signature authority for the contractor/vendor is Dr. Jacklyn A. Chisholm
- 3.a The address(es) or location of the project is/are:  
CEOGC - Louis Stokes Head Start Center  
4075 East 173rd St. Cleveland, OH, 44128
- 3.b. The project is located in Council District 9

**D. Project Status and Planning**

- 1. The project reoccurs every three years.

**E. Funding**

- 1. The project is funded .94% by Health and Human Services Levy funds and 6% private grant funds.
- 2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Dr. Jacklyn A. Chisholm CEOGC - Louis Stokes Head Start Center  
4075 East 173rd St.  
Cleveland, OH, 44128

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

N/A

**Financial Information:**

**Funding source:**

Other

**Explanation:**

Health and Human Services Levy

**Total Amount Requested:**

\$1,534,443.00

**ATTACHMENTS:**

Click to download

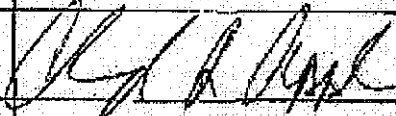
- [Contract - TAB](#)
- [Exhibits](#)
- [Signature Authority](#)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

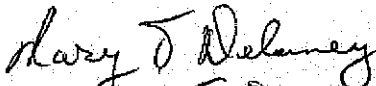
<b>Company Name</b> (Legal name of the business):	Council for Economic Opportunities in Greater Cleveland (CEOGC)
<b>Principal Owner's Name</b> (The legal name of the owner(s) of the business):	Dr. Jacklyn A. Chisholm (*)
<b>Owner/Officer's Title:</b>	President / CEO
<b>Business Address:</b>	1228 Euclid Avenue, Suite 700 Cleveland, OH 44115
<b>Phone Number:</b>	216-696-9077
<b>Name of Person Completing Form:</b>	Cheryl Ross Appline
<b>Signature:</b>	
<b>Title:</b>	V.P. Planning, Research, & Evaluation

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

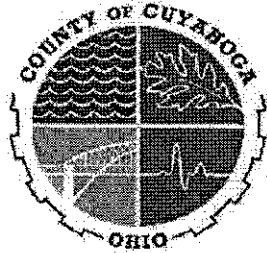
I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature:   
 Printed Name: MARY T. DELANEY

Date: 5/18/15  
 IG Number: 12-4036

**Novus AGENDA**



15

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
<b>SUMMARY OF REQUESTED ACTION:</b>			
<b>Title:</b> Office of Early Childhood/Invest in Children 2015 Early Childhood Enrichment Center Contract for UPK Services RQ#EC-15-33034 Part 7 of 23			
<b>A. Scope of Work Summary</b>			
1. Office of Early Childhood requesting approval of a contract(s) with Early Childhood Enrichment Center, Inc. for the anticipated cost not-to-exceed \$1,347,987.00. The anticipated start-completion dates are (08/01/2015- 07/31/2018).			
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.			
<b>B. Procurement</b>			
1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.			
2. The RFP was closed on March 2, 2015.			
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.			
<b>C. Contractor and Project Information</b>			
1. The address(es) of all vendors and/or contractors is: Early Childhood Enrichment Center, Inc. 19824 Sussex Dr. Shaker Hts., OH 44122			

Council District 9

2. The signature authority for the contractor/vendor is Beth Price or Michele Block

3.a The address(es) or location of the project is/are:

Early Childhood Enrichment Center, Inc.

19824 Sussex Dr.

Shaker Hts., OH, 44122

3.b. The project is located in Council District 9

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Beth Price or Michele Block

Early Childhood Enrichment Center, Inc.

19824 Sussex Dr.

Shaker Hts., OH, 44122

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

Contract is for the provision of UPK services for 3 years and the provider will serve more children.

**Financial Information:**

**Funding source:**

Other

**Explanation:**

Health and Human Services Levy

**Total Amount Requested:**

\$1,347,987.00

**ATTACHMENTS:**

Click to download

[Contract - TAB](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Early Childhood Enrichment Center, Inc.

**Contract/Agreement No.:** CE1200521-01,02      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$164,664.00

**Prior Amendment(s) Amount(s):**

Amendment I Amount: \$237,786.33

Amendment II Amount: \$525.30

Amendment III Amount: \$258,542.67

Amendment IV Amount: \$13,700.30

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.

*Handwritten signature*

\_\_\_\_\_  
User Department

6/1/15  
\_\_\_\_\_  
Date

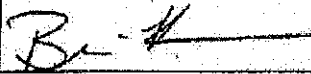




## Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"


Company Name (Legal name of the business):	EARLY CHILDHOOD ENRICHMENT CENTER
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) BETH PRICE
Owner/Officer's Title:	DIRECTOR
Business Address:	19824 SUSSEX RD, SHAKER HEIGHTS, OH 44122
Phone Number:	(216) 991-9761
Name of Person Completing Form:	BETH PRICE
Signature:	
Title:	DIRECTOR

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

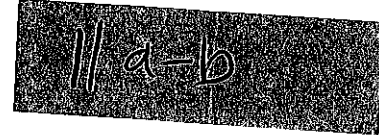
I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature:  Date: 5/15/15

Printed Name: Robert Stail IG Number: 12-1172

Cuyahoga County  
(Principal Owner Form, 01-16-2015)



**Item Details:**

**Agency/Dept. Name:** Administrator's Office/Office of Early Childhood  
**Agency/Dept. Head Name:** Rebekah Dorman

**Type of Request:**

**Request Prepared by:** Nakiaa Robinson  
**Telephone No.:** (216) 443-6573

**SUMMARY OF REQUESTED ACTION:**

Submitting agreements with East Cleveland City School District in the amount not-to-exceed \$303,450.00 in the aggregate for Universal Pre-Kindergarten (UPK) services for the period August 1, 2015 through July 31, 2018 .

**Title:** Office of Early Childhood/Invest in Children 2015 East Cleveland City School District - Prospect and Superior Elementary Schools Contract for UPK Services RQ#HS-15-34519/HS-15-34520 Part 8 of 23  
**A. Scope of Work Summary**1. Office of Early Childhood requesting approval of a contract(s) with **East Cleveland City School District** for the anticipated cost **\$303,450.00** not-to-exceed. The anticipated start-completion dates are (08/01/2015- 07/31/2018).2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.**B. Procurement**1. The procurement method for this vendor is government purchase. The East Cleveland City School District is a public entity.

2a. N/A

3a. N/A

1b. The procurement method for this project for community-based providers was RFP. The total value of the RFP is \$3,500,000.00. 2b. The RFP was closed on March 2, 2015. 3b. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.  
**C. Contractor and Project Information**1. The address(es) of all vendors and/or

contractors is:**East Cleveland City School District  
14305 Shaw Ave. - Chambers Modular Building  
East Cleveland, OH44112**

Council District **102**. The signature authority for the contractor/vendor is **Myrna Loy Corley**3.a The address(es) or location of the project is/are: **Prospect Elementary School**

**1843 Stanwood Rd.  
East Cleveland, OH 44112**

**\$71,400.00**

The project is located in Council District **10Superior Elementary School  
1865 Garfield Rd.**

**East Cleveland, OH, and 44112**

**The project is located in Council District 10**

**\$232,050.00D. Project Status and Planning**1. The project reoccurs every three years.

**E. Funding**1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds. 2. The schedule of payments is monthly.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

Principal Owner:

Myrna Loy Corley  
Superintendent

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

Other

**Explanation for Increase/Decrease in \$ Amount for current request:**

**Financial Information:**

**Funding source:**

Other

**Explanation:**

Health and Human Services levy

**Total Amount Requested:**

\$303,450.00

**ATTACHMENTS:**

Click to download

- [E Cleveland S.D. Prospect Contract Cover](#)
- [E Cleveland S.D. Superior Contract Cover](#)
- [East Cleveland - Prospect Agreement](#)
- [East Cleveland - Superior Agreement](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** East Cleveland City School District- Prospect Elementary

**Contract/Agreement No.:** AG1200342-01      **Time Period:** 08/31/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$23,800.00

**Prior Amendment(s) Amount(s):**

Amendment I Amount: \$16,367.60

Amendment II Amount: \$16,252.00

Amendment III Amount: \$16,252.00

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

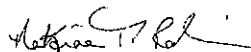
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.



\_\_\_\_\_  
User Department

\_\_\_\_\_  
6/1/15  
Date

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** East Cleveland City School District- Superior Elementary

**Contract/Agreement No.:** AG1200343-01      **Time Period:** 08/31/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$76,160.00

**Prior Amendment(s) Amount(s):**  
Amendment I Amount: \$67,979.60  
Amendment II amount: \$64,708.80

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

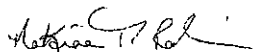
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor fulfilled the scope of work as set forth in the original contract. This is a new provider and we are working on proper implementation.



\_\_\_\_\_  
**User Department**  
s: evaluation

\_\_\_\_\_  
6/1/15

\_\_\_\_\_  
Date



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	<i>East Cleveland City Schools</i>
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) <i>Board of Education</i>
Owner/Officer's Title:	<i>Treasurer / CFO</i>
Business Address:	<i>1843 Starwood Road, East Cleve.</i>
Phone Number:	<i>(216) 268-6587</i>
Name of Person Completing Form:	<i>Mary Ann Nowak</i>
Signature:	<i>Mary Ann Nowak</i>
Title:	<i>Treasurer / CFO</i>

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

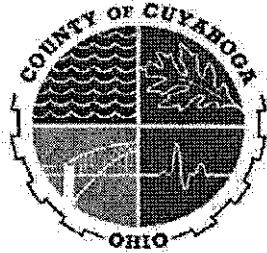
(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: \_\_\_\_\_

Date: 5/21/15

Printed Name: \_\_\_\_\_

IG Number: 12-3438



23

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
<b>SUMMARY OF REQUESTED ACTION:</b>			
<b>Title:</b> Office of Early Childhood/Invest in Children 2015 Precious <del>Beginnings Family Child Care Home</del> <b>Ericka L. Elmore</b> contract for UPK Services RQ#EC-15-33034 Part 18 of 23			
<b>A. Scope of Work Summary</b>			
1. Office of Early Childhood requesting approval of a contract(s) with <del>Precious-Beginnings Family Child Care Home</del> <b>Ericka L. Elmore</b> for the anticipated cost not-to-exceed \$46,623.00 . The anticipated start-completion dates are (08/01/2015- 07/31/2018).			
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.			
<b>B. Procurement</b>			
1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.			
2. The RFP was closed on March 2, 2015.			
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.			
<b>C. Contractor and Project Information</b>			
1. The address(es) of all vendors and/or contractors is: <b>Ericka L. Elmore</b> <del>Precious-Beginnings Family Child Care Home</del> 10711 Tacoma Ave. Cleveland, OH 44108			

Council District 7

2. The signature authority for the contractor/vendor is Ericka L. Elmore

3.a The address(es) or location of the project is/are:

Precious Beginnings Family Child Care Home  
10711 Tacoma Ave.

Cleveland, OH, and 44108

3.b. The project is located in Council District 7

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Ericka L. Elmore  
Precious Beginnings Family Child Care Home  
10711 Tacoma Ave.  
Cleveland, OH, and 44108

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

N/A

**Financial Information:**

**Funding source:      Explanation:**

Other                      Health and Human Services Levy

**Total Amount Requested:**

\$46,623.00

**ATTACHMENTS:**

Click to download

[Signed Contract](#)

[Signature Authority](#)



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Ericka L. Elmore

**Contract/Agreement No.:** CE1200533-01      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$20,045.00

**Prior Amendment(s) Amount(s):**  
Amendment I Amount: \$36,950.00  
Amendment II Amount: \$27,792.11  
Amendment III: \$596.47

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's early Learning Content Standards.
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

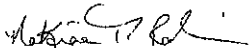
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELCS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

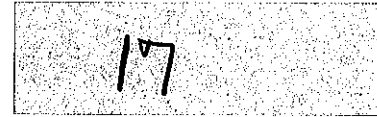
The contractor adequately fulfilled the scope of work as set forth in the original contract.



\_\_\_\_\_  
**User Department**  
s: evaluation

\_\_\_\_\_  
6/1/15

\_\_\_\_\_  
Date



**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
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**Type of Request:** Contract/Amendment

<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
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**SUMMARY OF REQUESTED ACTION:**

**Title:** Office of Early Childhood/Invest in Children 2015 Ganon Gil Preschool of The Temple Tifereth Israel Contract for UPK Services RQ#EC-15-33034 Part 10 of 23

**A. Scope of Work Summary**

1. Office of Early Childhood requesting approval of a contract(s) with Ganon Gil Preschool of The Temple Tifereth Israel for the anticipated cost not-to-exceed \$341,736.00 . The anticipated start-completion dates are (08/01/2015- 07/31/2018).
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**B. Procurement**

1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.
2. The RFP was closed on March 2, 2015.
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is:  
Ganon Gil Preschool of The Temple Tifereth Israel  
26000 Shaker Blvd.  
Beachwood, OH 44122

Council District 11

2. The signature authority for the contractor/vendor is Lori Kowit

3.a The address(es) or location of the project is/are:

Ganon Gil Preschool of The Temple Tifereth Israel  
26000 Shaker Blvd.

Beachwood, OH, 44122

3.b. The project is located in Council District 11

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Lori Kowit  
Ganon Gil Preschool of The Temple Tifereth Israel  
26000 Shaker Blvd.  
Beachwood, OH, 44122

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

Contract is for the provision of UPK services for 3 years and the provider will serve more children.

**Financial Information:**

**Funding source:**

Other

**Explanation:**

Health and Human Services Levy

**Total Amount Requested:**

\$341,736.00

**ATTACHMENTS:**

Click to download

Exhibits

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Ganon Gil Preschool of The Temple Tifereth Israel, Inc.

**Contract/Agreement No.:** CE1200537-01      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$46,407.00

**Prior Amendment(s) Amount(s):**  
Amendment I Amount: \$62,350.41  
Amendment II Amount: \$96,573.44  
Amendment III Amount: \$14,990.92

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

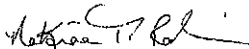
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.



\_\_\_\_\_  
User Department  
s: evaluation


\_\_\_\_\_  
6/1/15  
Date



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

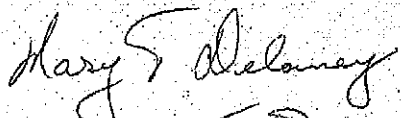
Company Name (Legal name of the business):	THE GARDNER PRESCHOOL OF THE TEMPLE THERIAH ISRAEL
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) N/A - NON-PROFIT SOI (2)(3)
Owner/Officer's Title:	FINANCE DIRECTOR
Business Address:	26000 STARKEN BLD, BOWTOWN, OH 44122
Phone Number:	(216) 831-3233
Name of Person Completing Form:	LOUIS INWENBERG
Signature:	
Title:	FINANCE DIRECTOR

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature:   
 Printed Name: MARY T. DELARREY

Date: 6/8/15

IG Number: 12-3687

Cuyahoga County  
(Principal Owner Form, 01-16-2015)



18

**Item Details:**

**Agency/Dept. Name:** Administrator's Office/Office of Early Childhood  
**Agency/Dept. Head Name:** Dr. Rebekah L. Dorman

**Type of Request:** Contract/Amendment

**Request Prepared by:** Nakiaa Robinson  
**Telephone No.:** 216-443-6573

**SUMMARY OF REQUESTED ACTION:**

**Title:** Office of Early Childhood/Invest in Children 2015 Hanna Perkins School Contract for UPK Services RQ#EC-15-33034 Part 11 of 23

**A. Scope of Work Summary**

1. Office of Early Childhood requesting approval of a contract(s) with Hanna Perkins School for the anticipated cost not-to-exceed \$126,822.00 . The anticipated start-completion dates are (08/01/2015- 07/31/2018).
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**B. Procurement**

1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.
2. The RFP was closed on March 2, 2015.
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is:  
 Hanna Perkins School  
 19910 Malvern  
 Shaker Hts., OH 44122

Council District 9

2. The signature authority for the contractor/vendor is Karen Ann Baer

3.a The address(es) or location of the project is/are:

Hanna Perkins School

19910 Malvern Rd.

Shaker Hts., OH, 44122

3.b. The project is located in Council District 9

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Karen Ann Baer

Hanna Perkins School

19910 Malvern Rd.

Shaker Hts., OH, 44122

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

Contract is for the provision of UPK services for 3 years and the provider will serve more children.

**Financial Information:**

**Funding source:**

Other

**Explanation:**

Health and Human Services Levy

**Total Amount Requested:**

\$126,822.00

**ATTACHMENTS:**

Click to download

[Contract - TAB](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Hanna Perkins Preschool

**Contract/Agreement No.:** CE1200538-01      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$36,433.00

**Prior Amendment(s) Amount(s):**

Amendment I Amount: \$80,057.57

Amendment II Amount: \$45,985.66

Amendment III Amount: \$4,913.91

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations

**Actual performance versus performance indicators (include statistics):**

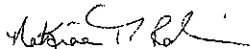
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.



\_\_\_\_\_  
**User Department**  
s: evaluation

\_\_\_\_\_  
**Date**





# Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

VENDOR: Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Hanna Perkins School
Principal Owner's Name (The legal name of the owner(s) of the business):	Karen Baer
Owner/Officer's Title:	CEO
Business Address:	19910 Malvern Rd. Shaker Hts, OH 44122
Phone Number:	216-991-4472
Name of Person Completing Form:	Jeannine Lehman
Signature:	Jeannine Lehman
Title:	Director of Finance & Human Resources

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

### CUYAHOGA COUNTY STAFF:

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Mary T. Delaney  
 Printed Name: MARY T. DELANEY

Date: 5/12/15  
 IG Number: 12-1446

**Novus AGENDA**



19

**Item Details:**

**Agency/Dept. Name:** Administrator's Office/Office of Early Childhood  
**Agency/Dept. Head Name:** Dr. Rebekah L. Dorman

**Type of Request:** Contract/Amendment

**Request Prepared by:** Nakiaa Robinson  
**Telephone No.:** 216-443-6573

**SUMMARY OF REQUESTED ACTION:**

**Title:** Office of Early Childhood/Invest in Children 2015 Horizon Education Centers Contract for UPK Services RQ#EC-15-33034 Part 12 of 23

**A. Scope of Work Summary**

1. Office of Early Childhood requesting approval of a contract(s) with Horizon Education Centers for the anticipated cost not-to-exceed \$401,010.00. The anticipated start-completion dates are (08/01/2015- 07/31/2018).
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**B. Procurement**

1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.
2. The RFP was closed on March 2, 2015.
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is:  
 Horizon Education Centers  
 29510 Lorain Rd.  
 North Olmsted, OH 44070

Council District 1

2. The signature authority for the contractor/vendor is David Smith

3.a The address(es) or location of the project is/are:

Horizon Education Centers

29510 Lorain Rd.

North Olmsted, OH, 44070

3.b. The project is located in Council District 1

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

David Smith

Horizon Education Centers

29510 Lorain Rd.

North Olmsted, OH, 44070

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

N/A

**Financial Information:**

**Funding source:      Explanation:**

Other                      Health and Human Services Levy

**Total Amount Requested:**

\$401,010.00

**ATTACHMENTS:**

Click to download

[Horizon Education Centers Contract - TAB](#)

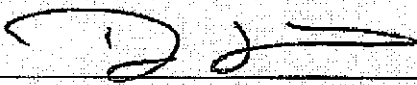
[Exhibit](#)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

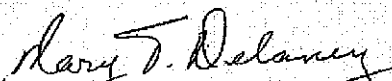
Company Name (Legal name of the business):	HORIZON EDUCATION CENTERS
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) DAVID H. SMITH
Owner/Officer's Title:	EXECUTIVE Director
Business Address:	29510 LOAN RD, N. OLINSTEAD OHIO 44070
Phone Number:	440-779-1930
Name of Person Completing Form:	DAVID H. SMITH
Signature:	
Title:	EXECUTIVE Director

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

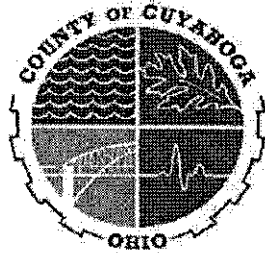
Signature: 

Date: 8/15/15

Printed Name: MARY T. DELANEY

IG Number: 12-1497

Cuyahoga County  
(Principal Owner Form, 01-16-2015)



25

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
<b>SUMMARY OF REQUESTED ACTION:</b>			
<b>Title:</b> Office of Early Childhood/Invest in Children 2015 <del>Sister J's Child Development Program</del> <b>JoAnna Adams</b> contract for UPK Services RQ#EC-15-33034 Part 20 of 23			
<b>A. Scope of Work Summary</b>			
1. Office of Early Childhood requesting approval of a contract(s) with <b>JoAnna Adams</b> for the anticipated cost not-to-exceed \$27,210.00. The anticipated start-completion dates are (08/01/2015- 07/31/2018).			
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.			
<b>B. Procurement</b>			
1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.			
2. The RFP was closed on March 2, 2015.			
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.			
<b>C. Contractor and Project Information</b>			
1. The address(es) of all vendors and/or contractors is:			
<b>JoAnna Adams</b> 14907 Milverton Rd. Cleveland, OH 44120			

Council District 9

2. The signature authority for the contractor/vendor is JoAnna Adams

3.a The address(es) or location of the project is/are:

14907 Milverton Rd.

Cleveland, OH, and 44120

3.b. The project is located in Council District 9

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

JoAnna Adams

~~Sister J's Child Development Program~~

14907 Milverton Rd.

Cleveland, OH, and 44120

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

N/A

**Financial Information:**

**Funding source:      Explanation:**

Other                      Health and Human Services Levy

**Total Amount Requested:**

\$27,210.00

**ATTACHMENTS:**

Click to download

[Signature Authority](#)

[Proposal from Provider](#)

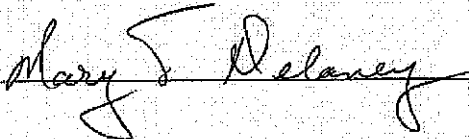
[Mandatory Vendor Compliance](#)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

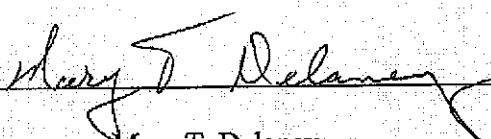
Company Name (Legal name of the business):	JoAnna Adams
Principal Owner's Name (The legal name of the owner(s) of the business):	(* ) JoAnna Adams
Owner/Officer's Title:	Administrator Teacher
Business Address:	14907 Milverton Rd., Cleveland OH 44120
Phone Number:	216-283-4638
Name of Person Completing Form:	Mary Delaney
Signature:	
Title:	Administrative Assistant

(\* ) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature:   
 Printed Name: Mary T. Delaney

Date: 6/30/15  
 IG Number: 15-0054



20

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
<b>SUMMARY OF REQUESTED ACTION:</b>			
<b>Title:</b> Office of Early Childhood/Invest in Children 2015 Kiddie City Child Care Community, Inc. Contract for UPK Services RQ#EC-15-33034 Part 13 of 23			
<b>A. Scope of Work Summary</b>			
1. Office of Early Childhood requesting approval of a contract(s) with Kiddie City Child Care Community, Inc. for the anticipated cost not-to-exceed \$349,932.00 . The anticipated start-completion dates are (08/01/2015- 07/31/2018).			
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.			
<b>B. Procurement</b>			
1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.			
2. The RFP was closed on March 2, 2015.			
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.			
<b>C. Contractor and Project Information</b>			
1. The address(es) of all vendors and/or contractors is: Kiddie City Child Care Community, Inc. 20110 Wilmore Ave. Euclid, OH 44123			



Council District 11

2. The signature authority for the contractor/vendor is Jennifer Boger

3.a The address(es) or location of the project is/are:

Kiddie City Child Care Community, Inc. 20110 Wilmore Ave.

Euclid, OH, 44123

3.b. The project is located in Council District 11

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Jennifer Boger

Kiddie City Child Care Community, Inc.

20110 Wilmore Ave.

Euclid, OH, 44123

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

N/A

**Financial Information:**

**Funding source: Explanation:**

Other

Health and Human Services Levy

**Total Amount Requested:**

\$349,932.00

**ATTACHMENTS:**

Click to download

[Signed Contract-Part 1 of 2-TAB](#)

[Exhibits-Part 2 of 2](#)

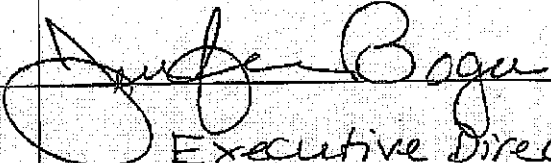
[Signature Authority](#)



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

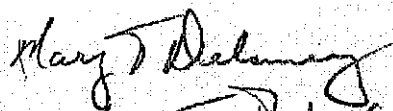
Company Name (Legal name of the business):	Kiddie City Child Care Community Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	Kiddie City Child Care Community Inc. (*)
Owner/Officer's Title:	Jennifer Boger Executive Director
Business Address:	20110 Wilmore Ave Euclid Oh 44123
Phone Number:	216-481-9044
Name of Person Completing Form:	Jennifer Boger
Signature:	
Title:	Executive Director

(\*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature:   
 Printed Name: MARY T. DELANEY

Date: 5/15/15  
 IG Number: 12-1671

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Kiddie City Child Care Community, Inc.

**Contract/Agreement No.:** CE1200523-01,02      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$175,530.00

**Prior Amendment(s) Amount(s):**

Amendment I Amount: \$217,916.85

Amendment II Amount: \$128,190.63

Amendment III Amount: \$2,893.14

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development.
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.

*Antonia T. Red*

\_\_\_\_\_  
User Department  
s: evaluation

\_\_\_\_\_  
6/1/15

\_\_\_\_\_  
Date



21a-d

**Item Details:**

**Agency/Dept. Name:** Administrator's Office/Office of Early Childhood  
**Agency/Dept. Head Name:** Rebekah Dorman

**Type of Request:** Contract/Amendment

**Request Prepared by:** Nakiaa Robinson  
**Telephone No.:** (216) 443-6573

**SUMMARY OF REQUESTED ACTION:**

Submitting a contract with Ohio Guidestone Family Life Child Care Centers in the amount not-to-exceed \$2,881,158.00 in the aggregate for Universal Pre-Kindergarten Services (UPK) for the period August 1, 2015 - July 31, 2018 .

**Title:** Office of Early Childhood/Invest In Children 2015 OhioGuidestone - Berea, Brook Park, Lakewood, and Maple Heights Family Life Child Care Centers Contract for UPK Services RQ#EC-15-33034 Part 16 of 23 **A. Scope of Work Summary**1. Office of Early Childhood requesting approval of a contract(s) with **OhioGuidestone** for the anticipated cost **\$2,881,158.00** not-to-exceed. The anticipated start-completion dates are (08/01/2015- 07/31/2018).2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.**B. Procurement**1. The procurement method for this project was RFP. The total value of the RFP is \$3,500,000.00. 2. The RFP was closed on March 2, 2015. 3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved. **C. Contractor and Project Information**1. The address(es) of all vendors and/or contractors is:**OhioGuidestone**

**202 East Bagley Rd. Berea, OH44017**Council District 5

2. The signature authority for the contractor/vendor is **Richard Frank**3.a The address(es) or location of the project is/are: **Family Life Child Care Center of Berea 555 W. Bagley Rd. Berea, OH, and 44017**

The project is located in Council District 5  
**\$1,263,111.00**

**Family Life Child Care Center of Brook Park**  
**17400 Holland Rd.**  
**Brook Park, OH, and 44142**

**The project is located in Council District 2**  
**\$520,389.00**

**Family Life Child Care Center of Lakewood**  
**13523 Detroit Ave.**  
**Lakewood, OH, and 44107**

**The project is located in Council District 2**  
**\$496,329.00**

**Family Life Child Care Center of Maple Heights**  
**18900 Libby Rd.**  
**Maple Hts., OH, and 44137**

**The project is located in Council District 8**  
**\$601,329.00**

**D. Project Status and Planning**1. The project reoccurs every three years. **E. Funding**1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds. 2. The schedule of payments is monthly.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

Principal Owner:  
Richard Frank  
202 East Bagley Rd.  
Berea, OH 44017

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**  
RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**  
Contract is for the provision of UPK services for 3 years and the provider will serve more children.

**Financial Information:**

**Funding source:**      **Explanation:**  
Other                      Health and Human Services levy

**Total Amount Requested:**

\$2,881,158.00

**ATTACHMENTS:**

Click to download

- [Berea Contract - TAB](#)
- [Brook Park Contract - TAB](#)
- [Lakewood Contract - TAB](#)
- [Maple Hts. Contract - TAB](#)
- [UPK Contract Exhibits](#)
- [Ohio Guidestone Signature Authority](#)
- [RFP](#)
- [Ohio Guidestone Proposal](#)
- [Ohio Guidestone Vendor Compliance](#)
- [Ohio Guidestone Non-collusion Affidavit](#)
- [Ohio Guidestone Intent to Award Letter](#)
- [Ohio Guidestone Award Letter](#)
- [Ohio Guidestone COI](#)
- [Ohio Guidestone BWC](#)
- [Ohio Guidestone SOS](#)
- [Ohio Guidestone Auditor's Findings](#)
- [Ohio Guidestone Principal Owners Form](#)
- [Ohio Guidestone W-9](#)
- [OhioGuidestone Berea Contract History](#)
- [OhioGuidestone Berea Contract Evaluation](#)
- [OhioGuidestone Brook Park History](#)
- [OhioGuidestone Brook Park Contract Evaluation](#)
- [OhioGuidestone Lakewood Contract Evaluation](#)
- [OhioGuidestone Lakewood History](#)
- [OhioGuidestone Maple Hts. History](#)
- [OhioGuidestone Maple Hts. Contract Evaluation](#)
- [UPK RFP Proposal Score Sheet](#)
- [Tab Sheet](#)
- [OBM Approval of Award Amounts](#)
- [CONFIDENTIAL FINANCIAL STATEMENT](#)
- [Contract Cover - Berea - TAB](#)
- [Contract Cover - Brook Park - TAB](#)
- [Contract Cover - Lakewood - TAB](#)
- [Contract Cover - Maple Heights - TAB](#)
- [Vouchers - 4](#)

**History**

Time	Who	Approval
6/18/2015 9:59 AM	Office of Procurement & Diversity	Yes
7/2/2015 2:18 PM	Clerk of the Board	Yes
7/6/2015 8:39 AM	County Auditor	Yes
	Department of Law	

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** OhioGuidestone- Family Life Child Care Center Berea

**Contract/Agreement No.:** CE1200516-01.02.03      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$250,084.00

**Prior Amendment(s) Amount(s):**  
Amendment I Amount: \$300,407.73  
Amendment II Amount: \$225,485.39

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.

*Antonia T. Bell*

6/1/15

User Department  
s: evaluation

Date

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** OhioGuidestone- Family Life Child Care Center Brook Park

**Contract/Agreement No.:** CE1200517-01      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$122,344.00

**Prior Amendment(s) Amount(s):**  
Amendment I Amount: \$99,807.09  
Amendment II Amount: \$119,180.17  
Amendment III Amount: \$7,114.61

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:**  
The contractor adequately fulfilled the scope of work as set forth in the original contract.

*Handwritten signature*

\_\_\_\_\_  
User Department  
s: evaluation

\_\_\_\_\_  
6/1/15      Date





## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

<b>Company Name</b> (Legal name of the business):	OhioGuidestone
<b>Principal Owner's Name</b> (The legal name of the owner(s) of the business):	(* ) David Zentkovich
<b>Owner/Officer's Title:</b>	Board of Director's Chairperson
<b>Business Address:</b>	202 East Bagley Road, Berea, Ohio 44017
<b>Phone Number:</b>	440/234-2006
<b>Name of Person Completing Form:</b>	Donna Keegan
<b>Signature:</b>	<i>Donna M Keegan</i>
<b>Title:</b>	VP, Chief Operating officer

(\* ) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

*I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.*

(Form is to be dated within 60 days from the Department approval (NOVUS and/or Buy/Speed) for the current purchase.)

Signature: *Mary T. Delaney*  
 Printed Name: Mary T. Delaney

Date: 5/19/15  
 IG Number: 12-0616

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

**Contractor:** OhioGuidestone- Family Life Child Care Center Maple Hts.

**Contract/Agreement No.:** CE1200519-01,02      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$73,886.00

**Prior Amendment(s) Amount(s):**  
Amendment I Amount: \$185,793.28  
Amendment II Amount: \$2,606.66  
Amendment III Amount: \$173,555.99  
Amendment IV Amount: \$3,064.66

- Performance Indicators:**
- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
  - Provide professional development opportunities for staff.
  - Develop and implement an Action Plan to engage families in the program.
  - Link families with the appropriate resources as needed.
  - Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

- Actual performance versus performance indicators (include statistics):**
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
  - Evidence of participation in on-going professional development was available during on-site monitoring.
  - The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
  - Referrals for service were documented in COPA in a timely manner.
  - Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.

*Handwritten signature*

\_\_\_\_\_  
**User Department**  
s: evaluation

6/1/15

\_\_\_\_\_  
**Date**



22

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
<b>SUMMARY OF REQUESTED ACTION:</b>			
<b>Title:</b> Office of Early Childhood/Invest in Children 2015 Parma Preschool, Inc. Contract for UPK Services RQ#EC-15-33034 Part 17 of 23			
<b>A. Scope of Work Summary</b>			
1. Office of Early Childhood requesting approval of a contract(s) with Parma Preschool, Inc. for the anticipated cost \$472,557.00 not-to-exceed. The anticipated start-completion dates are (08/01/2015- 07/31/2018).			
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.			
<b>B. Procurement</b>			
1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.			
2. The RFP was closed on March 2, 2015.			
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.			
<b>C. Contractor and Project Information</b>			
1. The address(es) of all vendors and/or contractors is: Parma Preschool, Inc. 5280 Broadview Road Parma, OH, and 44134			

Council District 4

2. The signature authority for the contractor/vendor is Kim Surniak

3.a The address(es) or location of the project is/are:

Parma Preschool, Inc.

5280 Broadview Road

Parma, OH, and 44134

3.b. The project is located in Council District 4

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is by invoice.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Kim Surniak

Parma Preschool, Inc.

5280 Broadview Road

Parma, OH, and 44134

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

N/A

**Financial Information:**

**Funding source:**

Other

**Explanation:**

Health and Human Services Levy

**Total Amount Requested:**

\$472,557.00

**ATTACHMENTS:**

Click to download

[Signed Contract Part 1 of 2-TAB](#)

[Signature Authority](#)

**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Parma Pre-School, Inc.

**Contract/Agreement No.:** CE1200524-01.02.03      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$171,185.00

**Prior Amendment(s) Amount(s):**

Amendment I Amount: \$164,535.03

Amendment II Amount: \$138,809.15

Amendment III Amount: \$9,184.57

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior  
 Above Average  
 Average  
 Below Average  
 Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.

*Antonia P. Bell*

\_\_\_\_\_  
**User Department**  
s: evaluation

\_\_\_\_\_  
6/1/15

\_\_\_\_\_  
**Date**



# Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Parma Preschool Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	Kimberly K. Surniak
Owner/Officer's Title:	President
Business Address:	5280 Broadview Rd Parma, Ohio 44134
Phone Number:	216-741-9094
Name of Person Completing Form:	Kimberly Surniak
Signature:	<i>Kimberly Surniak</i>
Title:	President

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

### CUYAHOGA COUNTY STAFF

I certify that I have checked the Department Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Department Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *[Signature]* Date: *1/15/15*  
 Printed Name: *Dale J. Delaney* ID Number: *10215*

Cuyahoga County  
(Principal Owner Form, 01-16-2013)



24

**Item Details:**

<b>Agency/Dept. Name:</b>	Administrator's Office/Office of Early Childhood	<b>Agency/Dept. Head Name:</b>	Dr. Rebekah L. Dorman
<b>Type of Request:</b>	Contract/Amendment		
<b>Request Prepared by:</b>	Nakiaa Robinson	<b>Telephone No.</b>	216-443-6573
<b>SUMMARY OF REQUESTED ACTION:</b>			
<b>Title:</b> Office of Early Childhood/Invest in Children 2015 Sandy's Darlin' Munchkins Family Child Care Contract for UPK Services RQ#EC-15-33034 Part 19 of 23			
<b>A. Scope of Work Summary</b>			
1. Office of Early Childhood requesting approval of a contract(s) with Sandy's Darlin' Munchkins Family Child Care for the anticipated cost not-to-exceed \$93,147.00 . The anticipated start-completion dates are (08/01/2015- 07/31/2018).			
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.			
<b>B. Procurement</b>			
1. The procurement method for this project was RFP, Universal Pre-Kindergarten in Cuyahoga County (RFP #33034). The total value of the RFP is \$3,500,000.00.			
2. The RFP was closed on March 2, 2015.			
3. There were 27 proposals pulled from OPD, 27 proposals submitted for review, 20 approved.			
<b>C. Contractor and Project Information</b>			
1. The address(es) of all vendors and/or contractors is: Sandy's Darlin' Munchkins Family Child Care 1063 Roanoke Rd. Cleveland, OH 44121			

Council District 10

2. The signature authority for the contractor/vendor is Cassandra R. Thompson

3.a The address(es) or location of the project is/are:

Sandy's Darlin' Munchkins Family Child Care  
1063 Roanoke Rd.

Cleveland, OH, and 44121

3.b. The project is located in Council District 10

**D. Project Status and Planning**

1. The project reoccurs every three years.

**E. Funding**

1. The project is funded 94% by Health and Human Services Levy funds and 6% private grant funds.

2. The schedule of payments is monthly.

**PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):**

The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

**Principal Owner:**

Cassandra R. Thompson  
Sandy's Darlin' Munchkins Family Child Care  
1063 Roanoke Rd.  
Cleveland, OH, and 44121

**Explanation for late submittal:**

**Contract/Agreement Information:**

**Procurement Method:**

RFP (Request for Proposal)

**Explanation for Increase/Decrease in \$ Amount for current request:**

Contract is for the provision of UPK services for 3 years and the provider will serve more children.

**Financial Information:**

**Funding source:**

Other

**Explanation:**

Health and Human Services Levy

**Total Amount Requested:**

\$93,147.00

**ATTACHMENTS:**

[Click to download](#)



**CONTRACT/AGREEMENT EVALUATION FORM**  
(To be completed in its entirety by user department for  
all contract/agreement renewals or amendments.)

**Contractor:** Sandy's Darlin Munckins Family Child Care Home And Universal Pre-Kindergarten

**Contract/Agreement No.:** CE1200532-01      **Time Period:** 08/01/2012 – 07/31/2015

**Service Description:** To assure that all 3- to 5-year-olds enrolled receive care at a level of quality that is high enough to promote their development and encourage their readiness to enter kindergarten including meeting specific standards of quality, professional development, parent and family engagement, coordination with related systems, and accountability as outlined in the UPK Strategic Plan.

**Original Contract/Agreement Amount:** \$28,752.00

**Prior Amendment(s) Amount(s):**  
Amendment I Amount: \$31,758.15  
Amendment II Amount: \$21,338.51  
Amendment III Amount: \$4,806.28

**Performance Indicators:**

- Provide developmentally appropriate activities and experiences that are aligned with Ohio's Early Learning and Development Standards (ELDS).
- Provide professional development opportunities for staff.
- Develop and implement an Action Plan to engage families in the program.
- Link families with the appropriate resources as needed.
- Develop and implement a program improvement plan based on the results of on-site monitoring and classroom observations.

**Actual performance versus performance indicators (include statistics):**

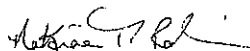
- The contractor completed developmentally appropriate lesson plans and indicated alignment with Ohio's ELDS.
- Evidence of participation in on-going professional development was available during on-site monitoring.
- The contractor developed an Action plan in collaboration with families and submitted the required reporting documentation on time.
- Referrals for service were documented in COPA in a timely manner.
- Corrective action plans were submitted as required and the program developed and implemented a program improvement plan.

**Rating of Overall Performance of Contractor (Check One):**

- Superior
- Above Average
- Average
- Below Average
- Poor

**Justification of Rating:**

The contractor adequately fulfilled the scope of work as set forth in the original contract.



\_\_\_\_\_  
**User Department**  
s: evaluation

\_\_\_\_\_  
**6/1/15**  
**Date**



## Principal Owner Form

*(Required Document for Award Recommendations/Purchases/Contracts)*

**VENDOR:** Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	SANDY'S DARLIN' MUNCHKINS FAMILY CHILD CARE HOME & UNIVERSAL PRE-KINDERGARTEN
Principal Owner's Name (The legal name of the owner(s) of the business):	CASSANDRA R. THOMPSON (*)
Owner/Officer's Title:	OWNER / DIRECTOR / TEACHER
Business Address:	1063 ROANOKE ROAD CLEVELAND HEIGHTS, OHIO 44121
Phone Number:	(216) 382-5046
Name of Person Completing Form:	CASSANDRA R. THOMPSON
Signature:	<i>Cassandra R. Thompson</i>
Title:	<i>owner / director</i>

(\* If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document MUST identify an individual(s) name.

**CUYAHOGA COUNTY STAFF:**

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Mary Delaney*  
 Printed Name: *Mary Delaney*

Date: 5/12/13

IG Number: 12-2467

Cuyahoga County  
 (Principal Owner Form, 01-16-2015)

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0119

Sponsored by: <b>County Executive Budish/County Sheriff</b>	<b>A Resolution</b> making awards on RQ29884 to various appraisers, in the total amount not-to-exceed \$266,000.00, for real estate appraisal services subject to Sheriff's sale for the period 8/1/2015 - 7/31/2017; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/County Sheriff has recommended awards on RQ29884 to various appraisers, in the total amount of \$266,000.00, for real estate appraisal services subject to Sheriff's Sale for the period 8/1/2015 - 7/31/2017; and

WHEREAS, the primary goal of this project is to award an agreement to the appraisers who possessed the qualifications and experience outlined in the RFQ; and

WHEREAS, the following is a list of the appraisers selected for the project:

- 1) Marilyn J. Fandrich
- 2) Cathleen Higgins
- 3) Edward D. Horton
- 4) John F. Lenehan
- 5) Paulette E. Moylan
- 6) James C. Paponetti
- 7) Gregory C. Williams; and

WHEREAS, James Bitterman, Chief Deputy of the Civil Division will serve as the Supervisor of the Appraisers, however, these appraisers will be contractors for Cuyahoga County; and

WHEREAS, the cost for this project is zero dollars because the appraisers will be paid from the proceeds of the Sheriff's sale; and

WHEREAS, the project is mandated by the ORC Sections 2329.17 through 2329.21 (the Statute) and Cuyahoga County Court of Common Pleas Rule 27 of the Rules of General Division (The Rule (Collectively, the "Project")).

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

**SECTION 1.** The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes awards on RQ29884 to various appraisers, in the total amount not-to-exceed \$266,000.00, for real estate appraisal services subject to Sheriff's sale for the period 8/1/2015 - 7/31/2017 as follows:

- 1) Marilyn J. Fandrich
- 2) Cathleen Higgins
- 3) Edward D. Horton
- 4) John F. Lenehan
- 5) Paulette E. Moylan
- 6) James C. Paponetti
- 7) Gregory C. Williams

**SECTION 2.** The County Executive is authorized to execute the contracts and all other documents required in connection with said awards and this Resolution.

**SECTION 3.** 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 4.** 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: June 23, 2015  
Committee(s) Assigned: Public Safety & Justice Affairs

Journal CC019  
July 14, 2015

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0120

<p>Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b></p>	<p><b>A Resolution</b> making an award on RQ33225 to Chagrin Valley Paving, Inc. in the amount not-to-exceed \$1,779,434.00 for 2015 Operations Resurfacing Program, Group 1, located in various municipalities; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund said contract; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer recommended an award on RQ33225 to Chagrin Valley Paving, Inc. in the amount not-to-exceed \$1,779,434.00 for 2015 Operations Resurfacing Program, Group 1, located in various municipalities; and

WHEREAS, the purpose of this project is for 2015 Operations Resurfacing Program, Group 1 as follows:

- a. East 250<sup>th</sup> Street from Lakeland Boulevard to Lake Shore Boulevard in the City of Euclid (located in Council District 11); and
- b. Noble Road from Euclid Avenue to 150 feet northwest of Rail Road Bridge in the City of East Cleveland (located in Council District 10); and

WHEREAS, this project is funded 100% using funds from the Cuyahoga County Motor Vehicle \$7.50 License Tax Funds; and

WHEREAS, this project is scheduled to begin 7/1/2015 and scheduled to be completed 10/30/2015; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ33225 to Chagrin Valley Paving, Inc. in the amount not-to-exceed \$1,779,434.00 for 2015 Operations Resurfacing Program, Group 1, located in various municipalities as follows:

- a. East 250<sup>th</sup> Street from Lakeland Boulevard to Lake Shore Boulevard in the City of Euclid; and
- b. Noble Road from Euclid Avenue to 150 feet northwest of Rail Road Bridge in the City of East Cleveland.

**SECTION 2.** That the County Executive is authorized to execute the contract and all other documents consistent with this Resolution.

**SECTION 3.** That the County Council hereby authorizes the County Engineer, on behalf of the County Executive, to make application for the allocation from the County Motor Vehicle \$7.50 License Tax Fund for said amount to fund said contract.

**SECTION 4.** 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 5.** 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: June 23, 2015

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC019

July 14, 2015



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0121

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> authorizing an amendment to Contract No. CE1200421-01 with El Barrio Incorporated for job readiness, job search, job placement and job retention services for Ohio Works First cash assistance and food stamp recipients for the period 7/1/2012 - 6/30/2015 to extend the time period to 12/31/2015 and for additional funds in the amount not-to-exceed \$632,429.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services has recommended an amendment to Contract No. CE1200421-01 with El Barrio Incorporated for job readiness, job search, job placement and job retention services for Ohio Works First cash assistance and food stamp recipients for the period 7/1/2012 - 6/30/2015 to extend the time period to 12/31/2015 and for additional funds in the amount not-to-exceed \$632,429.00.

WHEREAS, this amendment increases the total value of the contract in the amount not-to-exceed \$2,691,541.07; and

WHEREAS, this project is funded 85% by Federal TANF Funding and 15% by FAET Funding; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1200421-01 with El Barrio Incorporated for job readiness, job search, job placement and job retention services for Ohio Works First cash assistance and food stamp recipients for the period 7/1/2012 - 6/30/2015 to extend the time period to 12/31/2015 and for additional funds in the amount not-to-exceed \$632,429.00.



# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0109

Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ31427 to Michael Baker, Jr., Inc. in the amount not-to-exceed \$678,383.00 for design engineering services for replacement of Mastick Road Bridge No. 03.13 side hill structure in the City of Fairview Park; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ31427 to Michael Baker, Jr., Inc. in the amount not-to-exceed \$678,383.00 for design engineering services for replacement of Mastick Road Bridge No. 03.13 side hill structure in the City of Fairview Park; and

WHEREAS, the primary goal of this project is to provide engineering services for the rehabilitation and replacement of Mastick Road Bridge No. 0313 side hill structure located in the City of Fairview Park in Council District No. 1; and

WHEREAS, the project is funded as follows: (a) 40% from Issue I Funds and 60% from the County Road and Bridge Funds; 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 makes an award on RQ31427 to Michael Baker, Jr., Inc. in the amount not-to-exceed \$678,383.00 for design engineering services for replacement of Mastick Road Bridge No. 03.13 side hill structure in the City of Fairview Park.

**SECTION 2.** That the County Executive is authorized to execute the contract and all other documents consistent with this Resolution.

**SECTION 3.** 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 4.** 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: June 9, 2015

Committee(s) Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: June 23, 2015

Journal CC019

July 14, 2015

# County Council of Cuyahoga County, Ohio

## Resolution No. R2015-0114

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> making an award on RQ32092 to Northwoods Consulting Partners, Inc. in the amount not-to-exceed \$573,229.00 for software and professional services for maintenance and support of the Electronic Document Imaging System for the period 9/1/2015 - 8/31/2016; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/ Cuyahoga Job and Family Services has recommended an award on RQ32092 to Northwoods Consulting Partners, Inc. in the amount not-to-exceed \$573,229.00 for software and professional services for maintenance and support of the Electronic Document Imaging System for the period 9/1/2015 - 8/31/2016; and

WHEREAS, the goals of this project are to: (a) replace the existing CJFS-OCSS Electronic Document Imaging System (“EDIS”) to improve its functionality; (b) convert database back end from Oracle to MS SQL; (c) add OnBase Workflow product for additional functionality to support workflow; and (d) refresh servers and server operating systems; and

WHEREAS, the funding for this project is as follows: (a) 66% by Federal Financial Participation funds and (b) 34% by State Child Support Allocation, Federal Incentives, Program Income and Levy Funds; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ32092 to Northwoods Consulting Partners, Inc. in the amount not-to-exceed \$573,229.00 for software and professional services for maintenance and support of the Electronic Document Imaging System for the period 9/1/2015 - 8/31/2016.



Committee Report/Second Reading: June 23, 2015

Journal CC019

July 14, 2015

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2015-0011

Sponsored by: <b>County Executive Budish/Department of Public Works</b>	<b>An Ordinance</b> enacting Section 705.03 of the Cuyahoga County Code to establish sewer connection charges for the 2008 Bagley Road Sewer Project; amending County Resolution No. 052209 dated 6/2/2005, which established the charges payable for connection to the County's sanitary sewerage system in County Sewer District No. 14; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, in 1996 the Northeast Ohio Regional Sewer District ("NEORS D") commenced the construction of the Bagley Road Sewer Project; and

WHEREAS, due to reasons beyond its control, NEORS D completed only the first phase of the construction of the Bagley Road Sewer Project; and

WHEREAS, on June 2, 2005, Cuyahoga County adopted Resolution No. 052209, establishing certain sewer connection charges for County Sewer District No. 14, which includes Bagley Road; and

WHEREAS, in 2008 the County completed the construction of the second phase of the Bagley Road Sewer Project ("2008 Bagley Road Sewer Project"); and

WHEREAS, to alleviate the hardships imposed on the property owners by the delay in the construction of the second phase of the Bagley Road Sewer Project, the County desires that all property owners existing at the time the County constructed the 2008 Bagley Road Sewer Project should receive the benefit of the 2008 sewer connection charges set forth in Resolution No. 052209, dated June 2, 2005; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that sewer connections to the County's sewer facilities can be provided to the affected property owners.

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

**SECTION 1.** Section 705.03 of the Cuyahoga County Code is hereby enacted to read as follows:



**Section 705.03 Sewer Connection Charges for 2008 Bagley Road Sewer Project**

- A. All property owners converting from a septic system to a main sanitary line on Bagley Road, who connect to the 2008 Bagley Road Sewer Project, shall pay the 2008 sewer connection charge, as set forth in Resolution No. 052209, dated June 2, 2005.
- B. Any affected property owners on Bagley Road who connected to the 2008 Bagley Road Sewer Project and previously paid sewer connection charges under the 2009 - 2015 rates shall be refunded any amounts paid in excess of the 2008 rates as set forth in Resolution No. 052209, dated June 2, 2005.
- C. Section 705.03 of the Cuyahoga County Code is intended to alleviate the hardships on individual homeowners and property owners on Bagley Road who were existing property owners at the time the 2008 Bagley Road Sewer Project was constructed by the County. Property owners or developers who acquired or developed properties on Bagley Road subsequent to 2008 are ineligible to receive the sewer connection rates set forth in Section 705.03.
- D. All property owners connecting to the 2008 Bagley Road Sewer Project shall benefit from the payment procedures for County Sewer District No. 14 set forth in Section 705.01.
- E. Section 705.03 is applicable to the 2008 Bagley Road Sewer Project constructed by the County on Bagley Road in 2008, as indicated in the drawing attached as Exhibit A.
- F. Cuyahoga County Resolution No. 052209, dated 6/2/2005, which established the charges payable for connection to the County's sanitary sewerage system in County Sewer District No. 14, is hereby amended to reflect that property owners connecting to the 2008 Bagley Road Sewer Project from 2008 until 2015 will be responsible to pay the sewer connection charges established for 2008 fiscal year.

**SECTION 2.** It is necessary that this Ordinance 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 Ordinance 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.

