



AGENDA
CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING
THURSDAY, OCTOBER 27, 2011
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
10:00 AM

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT RELATED TO THE AGENDA
4. APPROVAL OF MINUTES FROM OCTOBER 20, 2011
5. APPROVAL OF MINUTES FROM OCTOBER 21, 2011
6. MATTERS REFERRED TO COMMITTEE
 - a) **O2011-0051**: An Ordinance establishing the Department of Communications, and declaring the necessity that this Ordinance become immediately effective.
 - b) **O2011-0050**: An Ordinance providing for the adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.
7. MISCELLANEOUS BUSINESS
8. OTHER PUBLIC COMMENT
9. ADJOURNMENT

*In accordance with Ordinance No. O2011-0020, complimentary parking for the public will be available **beginning at 4:00 p.m.** on any day when the Council or any of its committees holds evening meetings. Please see the Clerk to obtain a parking pass.



MINUTES

CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING
THURSDAY, OCTOBER 20, 2011
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
10:30 AM

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 10:42 a.m.

2. ROLL CALL

The Clerk called the roll. Committee members Conwell, Gallagher and Rogers were in attendance and a quorum was determined.

3. PUBLIC COMMENT RELATED TO THE AGENDA

There was no public comment.

4. APPROVAL OF MINUTES FROM OCTOBER 6, 2011

A motion was made by Mr. Rogers, seconded by Mr. Gallagher and approved by unanimous vote to approve the minutes of the October 6, 2011 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) M2011-0049: A Motion confirming the County Executive's appointment of individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council, and declaring the necessity that this Motion become immediately effective:

- 1) Ann Avery
- 2) Chris Ritter
- 3) Miriam Ampeire
- 4) Maridell Couture
- 5) Michael Formen
- 6) Thomas Blackenship

Ms. Laurie Atkins, Grant Manager for the Ryan White Part A Project, addressed the Committee regarding Motion No. 2011-0049. Discussion ensued. Ms. Atkins indicated

that Ms. Maridell Couture and Mr. Thomas Blackenship will not be serving on the Regional HIV Health Services Planning Council at this time and that their nominations should be removed from consideration. Ms. Atkins also stated that six more nominations would be forthcoming.

A motion was made by Ms. Conwell, seconded by Mr. Rogers and approved by unanimous vote to remove the nomination of Ms. Maridell Couture from consideration.

A motion was made by Ms. Conwell, seconded by Mr. Gallagher and approved by unanimous vote to remove the nomination of Mr. Thomas Blackenship from consideration.

Mr. Chris Ritter, Ms. Miriam Ampeire and Mr. Michael Formen addressed the Committee regarding their nominations to the Cuyahoga Regional HIV Health Services Planning Council. Discussion ensued.

Councilmembers asked questions of the nominees pertaining to their experience and expertise, which each answered accordingly.

On a motion by Ms. Conwell with a second by Mr. Rogers, Motion No. M2011-0049 was considered and approved by unanimous vote to be referred to the full Council agenda under second reading suspension of rules, as amended.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. OTHER PUBLIC COMMENT

There was no public comment.

8. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Chairwoman Conwell at 10:58 a.m., without objection.



MINUTES

**CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING
FRIDAY, OCTOBER 21, 2011
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
11:30 AM**

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 11:30 am

2. ROLL CALL

The Clerk called the roll. Committee members Conwell, Gallagher and Rogers were in attendance and a quorum was determined.

3. PUBLIC COMMENT RELATED TO THE AGENDA

The following citizens addressed the Committee regarding issues of concern to them regarding Ordinance No. O2011-0042.

- 1. Steve Bennett**
- 2. Suzanne Redhead**
- 3. Ilona Frank**
- 4. Horatiu Lungu**
- 5. Doris Durica**
- 6. Hanna Gereby**
- 7. Rev. Michael Franz**
- 8. Bennie Christian**
- 9. Leslye M. Huff, Esq.**
- 10. Mary Osterdorf**

4. MATTERS REFERRED TO COMMITTEE

- a) O2011-0042: An Ordinance providing for adoption of a policy granting health benefits to domestic partners of County employees, and declaring the necessity that this Ordinance become immediately effective.

Ms. Elise Hara, Director of Human Resources and Ms. Lisa Durkin, Deputy Director of Operations for Human Resources, addressed the Committee regarding Ordinance No. O2011-0042. Discussion ensued.

On a motion by Ms. Conwell with a second by Mr. Gallagher, Motion No. M2011-0042 was considered and approved by unanimous vote to be referred to the full Council agenda for a second reading.

5. MISCELLANEOUS BUSINESS

There was no miscellaneous business

6. OTHER PUBLIC COMMENT

There was no public comment

7. ADJOURNMENT

With no further business to discuss and on a motion by Ms. Conwell with a second by Mr. Gallagher, the meeting was adjourned at 12:34 p.m., without objection.

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0051

Sponsored by: County Executive FitzGerald	An Ordinance establishing the Department of Communications, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Charter Section 3.09, subsection 2, gives Cuyahoga County Council the authority “[t]o establish departments, and divisions and sections within departments, under the supervision of the County Executive, and such boards, agencies, commissions, and authorities, in addition to or as part of those provided for in this Charter, as the Council determines to be necessary for the efficient administration of the County;” and,

WHEREAS, formally establishing a Department of Communications will enable the County to more efficiently and effectively communicate with the public, employees and the media; and,

WHEREAS, the Council has determined that the creation of a Department of Communications is necessary for the efficient administration of the County; and,

WHEREAS, this Council determines that 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 Department.

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

SECTION 1. The Department of Communications is hereby officially established, and it shall be its own appointing authority pursuant to Section 9.04 of the Cuyahoga County Charter.

SECTION 2. The specific goals, duties, and other communications-related activities of the Department of Communications shall be further determined by the County Executive who shall employ and supervise a Director and such number of deputies, assistants, and employees as shall be reasonably necessary in carrying out the duties of the Department of Communications. Nothing in this Ordinance is intended to limit the ability of the County Executive and the Director of the Department of Communications to abolish positions for the purpose of enhancing the efficiency of operations or for any other reason permitted by general law.

SECTION 3. It is necessary that this Ordinance become immediately effective in order that critical services being provided by Cuyahoga County can continue without interruption, and to continue the usual daily operation of the County. Provided that

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0050

Sponsored by: County Executive FitzGerald/Human Resource Commission	An Ordinance providing for the adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 9.01 of the Charter of Cuyahoga County states that the County's human resources policies and systems shall be established by ordinance and shall be administered in such a 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; and,

WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Human Resource 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 2.10 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 Director of Human Resources submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan to the Human Resource Commission; and,

WHEREAS, the Human Resource Commission held several public meetings on 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 November 2, 2011, the Human Resource Commission will meet for their final review of the classification changes (attached hereto as Exhibits A through X), and it is anticipated that the Commission may make further modification to the classification changes prior to submitting their final recommendation to County Council for formal adoption and implementation; 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 agency.

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

SECTION 1. Council hereby adopts the following changes to the Cuyahoga County Non-Bargaining Classification Plan:

New Classifications

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|------------|--------------|--|
| Exhibit A: | Class Title: | <i>Accountant 3</i> |
| | Number: | to be provided |
| | Pay Grade: | 10 |
| Exhibit B: | Class Title: | <i>Accounting Manager</i> |
| | Number: | to be provided |
| | Pay Grade: | 15 |
| Exhibit C: | Class Title: | <i>Administrative Clerk</i> |
| | Number: | to be provided |
| | Pay Grade: | 3 |
| Exhibit D: | Class Title: | <i>Appraisal Systems Analyst</i> |
| | Number: | to be provided |
| | Pay Grade: | 13 |
| Exhibit E: | Class Title: | <i>Budget Commission Manager</i> |
| | Number: | to be provided |
| | Pay Grade: | 11 |
| Exhibit F: | Class Title: | <i>Appraisal Manager - Commercial/Industrial</i> |
| | Number: | to be provided |
| | Pay Grade: | 15 |
| Exhibit G: | Class Title: | <i>Commercial/Industrial Appraiser</i> |
| | Number: | to be provided |
| | Pay Grade: | 10 |
| Exhibit H: | Class Title: | <i>Data Collector</i> |
| | Number: | to be provided |
| | Pay Grade: | 4 |
| Exhibit I: | Class Title: | <i>Director of Appraisal</i> |
| | Number: | to be provided |
| | Pay Grade: | 17 |
| Exhibit J: | Class Title: | <i>Fiscal Office Senior Supervisor</i> |
| | Number: | to be provided |
| | Pay Grade: | 11 |

Exhibit K:	Class Title:	<i>Fiscal Office Supervisor</i>
	Number:	to be provided
	Pay Grade:	9
Exhibit L:	Class Title:	<i>GIS Analyst</i>
	Number:	to be provided
	Pay Grade:	10
Exhibit M:	Class Title:	<i>Hotel/Motel Tax Supervisor</i>
	Number:	to be provided
	Pay Grade:	10
Exhibit N:	Class Title:	<i>Inspector</i>
	Number:	to be provided
	Pay Grade:	5
Exhibit O:	Class Title:	<i>Manager, Accounts Payable</i>
	Number:	to be provided
	Pay Grade:	13
Exhibit P:	Class Title:	<i>Map Room Supervisor</i>
	Number:	to be provided
	Pay Grade:	9
Exhibit Q:	Class Title:	<i>Microfilm Technician</i>
	Number:	to be provided
	Pay Grade:	3
Exhibit R:	Class Title:	<i>Payroll Manager</i>
	Number:	to be provided
	Pay Grade:	14
Exhibit S:	Class Title:	<i>Residential/Agricultural Appraiser</i>
	Number:	to be provided
	Pay Grade:	8
Exhibit T:	Class Title:	<i>Senior Commercial/Industrial Appraiser</i>
	Number:	to be provided
	Pay Grade:	11
Exhibit U:	Class Title:	<i>Senior Payroll Officer</i>
	Number:	to be provided
	Pay Grade:	8
Exhibit V:	Class Title:	<i>Senior Residential/Agricultural Appraiser</i>
	Number:	to be provided
	Pay Grade:	9

Exhibit W: Class Title: *Tax Assessment Manager*
Number: to be provided
Pay Grade: 12

Exhibit X: Class Title: *Weights and Measures Supervisor*
Number: to be provided
Pay Grade: 9

SECTION 2. It is necessary that this Ordinance 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 agency. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

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: October 25, 2011

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

Journal _____
_____, 2011