



**AGENDA**  
**CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE**  
**MEETING**  
**THURSDAY, JULY 12, 2012**  
**CUYAHOGA COUNTY JUSTICE CENTER**  
**COUNCIL CHAMBERS – 1<sup>ST</sup> FLOOR**  
**10:00 AM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE JUNE 21, 2012 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
  - a) M2012-0021: A Motion confirming the County Executive's appointment of individuals to serve on the District One Public Works Integrating Committee of Cuyahoga County, and declaring the necessity that this Motion become immediately effective:
    - 1) Bonita Teeuwen
    - 2) Stanley Kosilesky
  - b) R2012-0115: A Resolution authorizing an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014; 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.
  - c) R2012-0127: A Resolution authorizing an agreement with Village of Glenwillow for participation in the Cuyahoga County Benefits

Regionalization Program for the period 7/1/2012 - 12/31/2014; 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.

- d) R2012-0128: A Resolution amending Resolution No. R2011-0277 dated 9/27/2011, which made awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services with Kaiser Foundation Health Plan of Ohio to change the amount from \$26,113,651.00 to \$8,191,200.00, to change the time period from 1/1/2012 - 12/31/2014 to 1/1/2012 - 12/31/2012 and to change the terms effective 5/1/2012; 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.
- e) O2012-0005: An Ordinance prohibiting inquiries about or consideration of criminal convictions of applicants for Cuyahoga County employment positions until the applicant has been offered conditional employment; establishing the criterion under which criminal records may be considered, and establishing exceptions.
- f) O2012-0014: An Ordinance adopting an Equity Plan for Cuyahoga County.

## 6. MISCELLANEOUS BUSINESS

## 7. OTHER PUBLIC COMMENT

## 8. ADJOURNMENT

\*In accordance with Ordinance No. O2011-0020, complimentary parking in the Huntington Park Garage will be available for the public **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, JUNE 21, 2012**

**CUYAHOGA COUNTY JUSTICE CENTER**

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

**10:00 AM**

**1. CALL TO ORDER**

**The meeting was called to order by Chairwoman Conwell at 10:02 a.m.**

**2. ROLL CALL**

**Ms. Conwell asked Deputy Clerk Barnhill to call the roll. Committee members Conwell and Gallagher were in attendance and a quorum was determined. Committee member Rogers entered the meeting shortly after the roll call was taken. Councilmembers Greenspan and Miller were also in attendance.**

**3. PUBLIC COMMENT RELATED TO THE AGENDA**

**No public comments were given.**

**4. APPROVAL OF MINUTES FROM THE MAY 17, 2012 MEETING**

**A motion was made by Mr. Gallagher, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes of the May 17, 2012 meeting.**

**5. MATTERS REFERRED TO COMMITTEE**

- a) M2012-0019: A Motion confirming the County Executive's appointment of individuals to serve on the Gateway Economic Development Corporation of Greater Cleveland Board of Trustees, and declaring the necessity that this Motion become immediately effective:

- 1) William J. Reidy
- 2) Timothy Offtermatt

**Mr. Jim Boyle, Special Assistant to County Executive FitzGerald, addressed the Committee regarding Motion No. M2012-0019. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Boyle pertaining to the item, which he answered accordingly.**

**In lieu of their attendance, Mr. William Reidy and Mr. Timothy Offtermatt submitted written statements which were distributed to Committee members and Councilmembers.**

**On a motion by Mr. Rogers with a second by Mr. Gallagher, Motion No. M2012-0019 was considered and approved by unanimous vote to be referred to the full Council agenda for consideration with a recommendation for passage under second reading suspension of rules.**

- b) M2012-0020: A Motion confirming the County Executive's reappointment of Patricia Carey to serve on the Western Reserve Resource Conservation and Development Council, and declaring the necessity that this Motion become immediately effective.

**Mr. Boyle addressed the Committee regarding Motion No. M2012-0020. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Boyle pertaining to the item, which he answered accordingly.**

**Ms. Patricia Carey addressed the Committee regarding her nomination to serve on the Western Reserve Resource Conservation and Development Council. Discussion ensued.**

**Committee members and Councilmembers asked questions of Ms. Carey pertaining to her experience, expertise and qualifications for the position, which she answered accordingly.**

**On a motion by Mr. Gallagher with a second by Mr. Rogers, Motion No. M2012-0020 was considered and approved by unanimous vote to be referred to the full Council agenda for consideration with a recommendation for passage under second reading suspension of rules.**

- c) R2012-0114: A Resolution making awards on RQ23233 to various providers for SAP Human Capital Management professional services; 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:

- 1) Sage Group Consulting, Inc. in the amount not-to-exceed \$890,000.00 for the period 7/2/2012 - 7/1/2014.
- 2) Unify Solutions, Inc. in the amount not-to-exceed \$110,000.00 for the period 7/2/2012 - 7/1/2013.

**Mr. Jeff Mowry, Chief Information Officer, and Ms. Debbie Davtovitch, Administrator for the Information Services Center, addressed the Committee regarding Resolution No. R2012-0114. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Mowry and Ms. Davtovitch pertaining to the item, which they answered accordingly.**

**On a motion by Ms. Conwell with a second by Mr. Gallagher, Resolution No. R2012-0114 was considered and approved by unanimous vote to be referred to the full Council agenda for consideration with a recommendation for passage under second reading suspension of rules.**

- d) R2012-0115: A Resolution authorizing an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014; 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.

**Ms. Elise Hara, Director of Human Resources addressed the Committee regarding Resolution No. R2012-0015. Discussion ensued.**

**Committee members and Councilmembers asked questions of Ms. Hara pertaining to the item, which she answered accordingly.**

**No legislative action was taken on Resolution No. R2012-0115 at this time.**

- e) O2012-0014: An Ordinance adopting an Equity Plan for Cuyahoga County.

**No legislative action was taken on Ordinance No. O2012-0014 at this time.**

- f) O2012-0016: An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.

**Mr. Albert Bouchahine, Personnel Manager, and Mr. Keith Hurley, Chief Deputy Clerk of Courts, addressed the Committee regarding Ordinance No. O2012-0016. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Bouchahine and Mr. Hurley pertaining to the item, which they answered accordingly.**

**On a motion by Ms. Conwell with a second by Mr. Rogers, Ordinance No. R2012-0016 was considered and approved by unanimous vote to be referred to the full Council agenda for consideration for second reading.**

**6. MISCELLANEOUS BUSINESS**

**Ms. Conwell reported that the Human Resources, Appointments & Equity Committee will meet once a month through the summer. The next scheduled meetings will be held on Thursday, July 12<sup>th</sup> and Thursday, August 23<sup>rd</sup>.**

**7. OTHER PUBLIC COMMENT**

**No public comments were given.**

**8. ADJOURNMENT**

**With no further business to discuss, the meeting was adjourned by Chairwoman Conwell at 11:04 a.m., without objection.**

**COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO**

**MOTION NO. M2012-0021**

**SPONSORED BY: COUNCIL PRESIDENT CONNALLY**

**A Motion confirming the County Executive's appointment of individuals to serve on the District One Public Works Integrating Committee of Cuyahoga County, and declaring the necessity that this Motion become immediately effective.**

WHEREAS, the District One Public Works Integrating Committee of Cuyahoga County evaluates capital improvement projects submitted by its local subdivisions using a project selection criteria based on criteria listed in the Ohio Revised Code Section 164; and,

WHEREAS, the District One Public Works Integrating Committee seeks to preserve the functional integrity of existing infrastructure in Cuyahoga County, and uses the allocations of funds to improve public health and safety while enhancing economic development and overall wellness for the County; and,

WHEREAS, pursuant to the Ohio Revised Code Section 164.04, the District One Public Works Integrating Committee is composed of seven members who represent both the public and private sectors; and,

WHEREAS, members of the District One Public Works Integrating Committee shall be appointed to serve a three year term; and,

WHEREAS, 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 has nominated Bonita Teeuwen for reappointment, and Stanley Kosilesky to serve on the District One Public Works Integrating Committee; and,

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Motion 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 APPROVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** The Council of Cuyahoga County, Ohio, hereby confirms the reappointment of Bonita Teeuwen, Director of Public Works and the appointment of Stanley Kosilesky, Planning and Finance Administrator for the Department of Public Works to serve on the District One Public Works Integrating Committee of Cuyahoga County, commencing immediately.

**SECTION 2.** It is necessary that this Motion become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of the County. Provided that this Motion receives the affirmative vote of eight members of Council, this Motion shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and relating to the passage of this Motion were passed in an open meeting of this 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, and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Motion was duly approved.

Yeas:

Nays:

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

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

First Reading/Referred to Committee: June 26, 2012  
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal \_\_\_\_\_  
\_\_\_\_\_, 2012



# County Council of Cuyahoga County, Ohio

## Resolution No. R2012-0115

Sponsored by: <b>County Executive FitzGerald/Department of Human Resources</b>	<b>A Resolution</b> authorizing an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014; and 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 County Executive/Office of Human Resources has submitted an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014; and,

WHEREAS, the Cuyahoga County's Benefits Regionalization Program will allow smaller political entities to have access to the County's Benefits program; and,

WHEREAS, the purpose of the Benefits Regionalization Program is to provide these entities rate stabilization, potential rate reductions and bargaining leverage for health benefits; and,

WHEREAS, the participation of Mayfield Village in the Benefits Regionalization Program shall be operated on a cost-neutral basis to the County and Mayfield Village shall pay the fees and costs as set forth in the agreement; and,

WHEREAS, the project is funded through self-insurance funds; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term began June 12, 2012, and in order to ensure that critical services provided by Cuyahoga County can continue.

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

**SECTION 1.** The Cuyahoga County Council hereby authorizes an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014.

**SECTION 2.** The County Executive is hereby authorized to execute the agreement and all other documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective because the project's term began June 12, 2012. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective up the signature of the County Executive.

**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 12, 2012

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 2012

# County Council of Cuyahoga County, Ohio

## Resolution No. R2012-0127

Sponsored by: <b>County Executive FitzGerald/Office of Human Resources</b>	<b>A Resolution</b> authorizing an agreement with Village of Glenwillow for participation in the Cuyahoga County Benefits Regionalization Program for the period 7/1/2012 - 12/31/2014; 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 County Executive/Office of Human Resources has recommended that the County enter into an agreement of cooperation with the Village of Glenwillow for participation in the Cuyahoga County Benefits Regionalization Program; and

WHEREAS, the County's Benefits Regionalization Program will allow smaller political entities to have access to the County's Benefits program; and

WHEREAS, the purpose of this project is to provide these smaller political entities rate stabilization, potential rate reductions and bargaining leverage for health benefits; and

WHEREAS, the funding for this project will come from the County's Self-Insurance Fund.

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

**SECTION 1.** That the County Executive is hereby authorized to enter into and execute an agreement of cooperation with the Village of Glenwillow for participation in the Cuyahoga County Benefits Regionalization Program.

**SECTION 2.** That the County Executive is authorized to execute all documents required in connection with said agreement.

**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

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: June 26, 2012

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 2012

# County Council of Cuyahoga County, Ohio

## Resolution No. R2012-0128

Sponsored by: <b>County Executive FitzGerald/Office of Human Resources</b>	<b>A Resolution</b> amending Resolution No. R2011-0277 dated 9/27/2011, which made awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services with Kaiser Foundation Health Plan of Ohio to change the amount from \$26,113,651.00 to \$8,191,200.00, to change the time period from 1/1/2012 - 12/31/2014 to 1/1/2012 - 12/31/2012 and to change the terms effective 5/1/2012; 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 FitzGerald/Office of Human Resources has recommended to amend Resolution R2011-0277 dated 9/27/2011, which made awards on RQ20292 to various providers for healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services by changing the amount not-to-exceed for Kaiser Foundation Health Plan of Ohio from \$26,113,651.00 to \$8,191,200.00, by changing the time period from 1/1/2012 – 12/31/2014 to 1/1/2012 – 12/31/2012, and to change the terms, effective 5/1/2012; and

**WHEREAS**, on May 1, 2012 the group healthcare benefits include Domestic Partnerships; and

**WHEREAS**, the propose of this project is to provide medical and prescription drug benefits to County employees and their eligible dependents; and

**WHEREAS**, this project is funded from the County’s General Fund.

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

**SECTION 1.** The Cuyahoga County Council hereby approves the amendments to amend Resolution R2011-0277 dated 9/27/2011, which made

awards on RQ20292 to various providers for healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services by changing the amount not-to-exceed for Kaiser Foundation Health Plan of Ohio from \$26,113,651.00 to \$8,191,200, by changing the time period from 1/1/2012 – 12/31/2014 to 1/1/2012 – 12/31/2012, and to change the terms, effective 5/1/2012.

**SECTION 2.** That the County Executive is hereby authorized to execute the contracts and all other documents consistent with this Resolution.

**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 any of its committees that resulted 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

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

First Reading/Referred to Committee: June 26, 2012  
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal \_\_\_\_\_  
\_\_\_\_\_, 2012

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2012-0005

Sponsored by: <b>Councilmembers Connally, Rogers, Miller, Jones, Brady and Conwell</b>	<b>An Ordinance</b> prohibiting inquiries about or consideration of criminal convictions of applicants for Cuyahoga County employment positions until the applicant has been offered conditional employment; establishing the criterion under which criminal records may be considered; and establishing exceptions.
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WHEREAS, Cuyahoga County has promoted numerous re-entry initiatives, designed to encourage the successful reintegration of formerly incarcerated persons back into the community; and

WHEREAS, numerous local, state and national studies have indicated that the removal of collateral consequences, including removing barriers to employment are among the most significant factors leading to successful reintegration; and

WHEREAS, the Ohio Department of Rehabilitation and Correction is encouraging employers, including governments, to evaluate and reform hiring practices, with the purpose of ensuring that applicants are considered on the basis of qualifications and abilities, and not eliminated solely on the basis of criminal history; and

WHEREAS, prohibiting inquiries about criminal background on the Cuyahoga County job application, unless otherwise required by law; and prohibiting inquiries about criminal background until the time of final interview, and establishing the criteria under which criminal backgrounds may be considered promotes the fair consideration of all applicants for employment and contributes to the County's reentry efforts; and

WHEREAS, this Ordinance has been submitted to the Human Resource Commission for its review and recommendation.

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

**SECTION 1. Removal of Criminal Background Question from Employment Application and During Initial Screening/Interview Process.**

- (a) Cuyahoga County may not ask about criminal background on applications for County employment, whether on-line or on paper.
- (b) Cuyahoga County may not inquire into the criminal background of any applicant for employment, until such time as the applicant has been offered conditional employment.

**SECTION 2. Conditions Under Which the County May Consider Criminal History When Making Employment Determinations.**

- (a) The County may inquire into and consider the criminal history of an applicant for employment:
  - 1. When required by law to use such criteria in making a hiring decision.
  - 2. At the time of or once the applicant has been offered conditional employment.
- (b) When the County inquires into and considers the criminal history of a candidate under Section 2(a)2, the following shall be considered in determining whether such history may be used as a criteria for rejecting the applicant:
  - 1. The age of the applicant at the time of the crime and the length of time that has passed since the offense.
  - 2. The seriousness of the offense.
  - 3. The relationship of the offense to the duties and responsibilities of the position for which the candidate is being considered for employment.

**SECTION 3. Exceptions.**

The provisions of Section 1 above shall not apply if the inquiries or actions prohibited are specifically required by any other applicable law.

**SECTION 4. Instructions to the Department of Human Resources.**

The Department of Human Resources shall make whatever changes are necessary to existing human resource policies and practices to ensure compliance with this Ordinance by all departments, agencies, offices, boards and commissions under the direction of the County Executive or County Council.





# County Council of Cuyahoga County, Ohio

## Ordinance No. O2012-0014

Sponsored by: <b>Councilmembers Conwell, Miller and Rogers</b>	<b>An Ordinance</b> adopting an Equity Plan for Cuyahoga County.
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WHEREAS, the Preamble of the Charter of Cuyahoga County states that one benefit of a reformed Cuyahoga County government should be "an improved focus on equity for all our communities and citizens;" and

WHEREAS, Cuyahoga County desires to demonstrate such a focus on equity in its internal operations and in the manner in which the County promotes the economic, educational, health and social progress of the county and its residents; and

WHEREAS, implementation of a focused, well-defined approach to equity in Cuyahoga County is necessary for successful performance of the County's economic development role as stated in Article 7, Section 1 of the Cuyahoga County Charter that "the County shall have as a primary responsibility the promotion of the economic well-being and prosperity of the County and all of its residents;" and

WHEREAS, Article 12, Section 7 of the Cuyahoga County Charter states that "[i]t shall be the policy of the County that

- (1) all officers and members of boards, agencies, commissions and authorities appointed by the County Executive, the Council or other County elected officials;
- (2) all members of each Charter Review Commission; and
- (3) all County employees

shall be appointed, employed, promoted, and compensated without regard to their race, color, religion, sex, national origin, sexual orientation, disability, age, or ancestry;" and

WHEREAS, Article 9, Section 4 requires that 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."

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

**SECTION 1. Adoption of Plan.** Cuyahoga County's Equity Plan is hereby adopted. A copy of the plan is attached hereto as Exhibit A and incorporated herein by reference.

**SECTION 2. Open Meetings.** It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance 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 Ordinance was duly enacted.

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: June 12, 2012

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 2012

# Cuyahoga County Equity Plan

## I. VISION OF EQUITY

Purpose: Cuyahoga County embraces the ideal of one united community, committed to equality of opportunity for all of our citizens. As part of our equity plan, the county will work to increase awareness of and remove barriers that limit the ability of some in our community to fulfill their potential. The county will do so by ensuring that best practices in equity are being implemented by all county departments and agencies and by measuring progress on an ongoing basis. In addition, the county will work with community partners to influence other important domains that reinforce the economic, educational, health and social progress of Cuyahoga County and its citizens.

Definition of Equity – Equity is fairness, justice and inclusion by and among people and across all social, economic, and political classifications regardless of race, color, religion, sex, national origin, sexual orientation, gender identity, disability, age, or ancestry. An equitable community is a fair, just and healthy community, one that cares that income, race, and neighborhood are often major predictors of high school graduation rates, incarceration rates, general health and life expectancy. An equitable community is a connected community, one that links more people to better opportunities – among those being job opportunities, educational opportunities, business development and wellness opportunities.

## II. DOMAINS OF EQUITY

Promoting equity requires efforts in many domains. Some of these domains relate to internal county department and agency operations; others revolve around external areas over which the county may exert influence. Many domains involve both internal and external operations and influences. Areas over which the county expects to require or influence equity efforts include:

Human Resources: Hiring and Promotion: Consistent with the county's equal opportunity policies, Cuyahoga County will be an employer committed to equity and diversity in all of its employment practices, with an emphasis on equity, merit, and diversity in hiring and promotion in accordance with Section 9.04 of the Cuyahoga County Charter.

Health and Human Services: Cuyahoga County will ensure that access to basic health and human services offered by the county is available based on need. The county will promote health and wellness initiatives for its employees and citizens, supporting those area organizations that contribute to a healthy community.

Contracting & Procurement: When issuing competitive bid requests/request for proposals or qualifications and when purchasing services, Cuyahoga County will strive to encourage and invite participation by qualified vendors from all geographic parts of the county, including minority, female, and small business enterprises.

Public Works and Infrastructure: Cuyahoga County will prioritize projects that are most needed in order to promote safety, inclusion and economic development across the county when determining the schedule and location of public works and infrastructure projects.

Public Safety and Justice Services: Cuyahoga County will provide access to a public safety and justice system that is fair to all of our citizens. Justice system advocacy efforts will ensure that all victims are treated with compassion. To the extent permitted by grant conditions and guidelines, the County will award public safety grants based on overall community needs. Emergency management coordination will ensure that all areas of the county are involved in planning, preparedness and response.

Partnerships & Public Participation: Cuyahoga County will work with public and private partners, including local governments, businesses, institutions and organizations to promote the county as a place of inclusion, fairness, health and economic growth.

Education: Cuyahoga County will encourage, promote and support efforts to improve our educational system from early childhood through college and beyond. The county will support efforts designed to ensure that citizens have access to resources that improve skills and contribute to lifelong learning.

Economic Development: In accordance with the County's approved Economic Development Plan, Cuyahoga County will strengthen its collaboration with all County stakeholders, coordinating its economic development efforts through productive and transformative partnerships. The county will consider how it allocates resources, balancing factors, including the efficient use of resources, in areas of greatest need, where inequitable concentration of resources exist, and on issues that require immediate attention.

Workforce Development: Cuyahoga County will foster job and vocation preparation, with a view to increasing employment opportunities and labor force participation, particularly among the poor and marginalized in our community.

Environmental: Cuyahoga County will demonstrate a commitment to a sustainable community, one that appreciates its natural assets and seeks to preserve those assets for future generations.

Any and all actions taken by the County to promote any of these objectives shall be done subject to and in accordance with all legal requirements, including all applicable state and federal laws and the Cuyahoga County Charter.

### **III. EQUITY GOALS/VALUES**

Cuyahoga County will establish equity objectives reflecting the following values:

Inclusiveness: Cuyahoga County seeks to be a place of welcome for all people, encouraging interaction across the geographic and economic sectors of the county, and reflecting the diversity of cultures among us.

Comprehensiveness: Cuyahoga County will promote equity across all the domains, both internal and external, setting an example for both public and private partners.

Collaboration: Partnerships among the county and other political subdivisions, private sector businesses and nonprofit organizations, and other community institutions will be the norm as the county acts on this equity plan.

Community Outreach: Cuyahoga County will demonstrate efforts to reach out to the entire community when acting under this equity plan.

Measurement, Reporting & Transparency: As the county acts in the domains and reflects the values expressed in this equity plan, it will develop a system for collecting, recording, analyzing, encouraging community participation and publicly reporting information regarding the County's policies and initiatives in the area of equity through transparent and accountable means based on objective data and benchmarks.

#### **IV. CUYAHOGA COUNTY EQUITY COMMISSION**

Composition: To oversee the County's equity efforts, there shall be a Cuyahoga County Equity Commission consisting of the Directors of Development, Human Resources, Health and Human Services, Procurement & Diversity, and Public Safety and Justice Services. The County shall use its internal resources to assist the Equity Commission with data collection and analysis.

Leadership and Staffing: The County Executive shall designate a Chairperson of the Commission and shall provide staff resources sufficient for the Commission to fulfill its duties.

Duties: The Commission's duties shall include:

- a. Developing and implementing a system for the collection of baseline equity data relating to the domains and goals/values of this equity plan
- b. Developing equity plan objectives, after collection of baseline data and completion of a disparity study
- c. Assisting departments and agencies in developing and implementing equity plans, including objectives, measurement of outcomes, and revision of objectives when needed. When feasible, the Commission shall collaborate with county boards and commissions in developing and implementing equity plans.
- d. Coordinating with the Citizens' Advisory Council on Equity
- e. Developing and implementing a plan for community outreach on equity
- f. Maintaining a page on the County's website to provide information on its activities
- g. Issuing an Annual Equity Report not later than January 31.

#### **V. CITIZENS' ADVISORY COUNCIL ON EQUITY**

Composition: The Citizens' Advisory Council on Equity shall be composed of fifteen (15) citizens, appointed by the Executive, and confirmed by Council, of which not more than three (3) may be employees of Cuyahoga County. At least one member shall represent each of the following communities: faith-based, labor, African American, Hispanic or Latino, and LGBT. Members will serve without compensation, except for actual expenses.

Leadership and Staffing: The Council shall choose its own leaders and develop its own rules of procedure, consistent with this ordinance, other County ordinances, and the County Charter. The Executive shall provide staff support as needed.

Duties: The Council's duties shall include:

- a. Acting as a resource for information and advice for the Equity Commission
- b. Encouraging community outreach and public participation in the development of equity goals, strategies and programs

- c. Providing recommendations and input to the Executive and Council regarding the development of equity goals, strategies and programs
- d. Meeting publicly on a quarterly basis to provide a forum for the public to offer ideas and recommendations regarding equity, and to hear and discuss updates on the progress of actions undertaken by the Cuyahoga County Equity Commission
- e. Providing a semi-annual report of recommendations for policies and programs from the Advisory Council and collected from the public regarding equity to the Executive and the Council. This report shall also be made available to the public online.

## **VI. ANNUAL EQUITY REPORT**

The annual equity report shall include, at a minimum:

- a. a review and summary of the County's equity initiatives, organized by domain
- b. a summary of where and how resources dedicated to equity initiatives were allocated
- c. an analysis of equity results as measured against benchmarks
- d. a description of how the county collected the reported data and made it accessible to the public
- e. an update on benchmarks and a description of changes in equity initiatives for the coming year