



AGENDA
CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE
MEETING
THURSDAY, SEPTEMBER 20, 2012
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 THE AUGUST 30, 2012 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) M2012-0024: A Motion confirming the County Executive's appointment of individuals to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County, and declaring the necessity that this Motion become immediately effective:
 - 1) Stephanie J. FallCreek
 - 2) Mary O. Boyle
 - 3) William J. Tobin
 - 4) Elsie Caraballo
 - b) O2012-0025: An Ordinance amending Ordinance No. O2011-0028, which adopted the Cuyahoga County Human Resources Personnel Policies and Procedures Manual, to amend Section 6.12 to mandate the use of direct deposit for paying employees' compensation, effective 8/14/2012; and declaring the necessity that this Ordinance becomes immediately effective.

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, AUGUST 30, 2012

CUYAHOGA COUNTY JUSTICE CENTER

COUNCIL CHAMBERS – 1ST FLOOR

10:00 AM

1. CALL TO ORDER

The meeting was called to order by Chairwoman Conwell at 10:06 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. Councilmember Miller was also in attendance.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments were given.

4. APPROVAL OF MINUTES FROM THE AUGUST 23, 2012 MEETING

A motion was made by Ms. Conwell, seconded by Mr. Gallagher and approved by unanimous vote to approve the minutes of the August 23, 2012 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) Q2012-0023: 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; Sheriff Bob Reid; Ms. Elise Hara, Director of Human Resources; and Mr. Jeff Mowry, Chief Information Officer,

addressed the Committee regarding Ordinance No. O2012-0023. Discussion ensued.

Committee members asked questions of Mr. Bouchahine, Sheriff Reid, Ms. Hara and Mr. Mowry pertaining to the item, which they answered accordingly.

On a motion by Mr. Rogers with a second by Mr. Gallagher, Ordinance No. O2012-0023 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) O2012-0024: An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Salary Schedules; and declaring the necessity that this Ordinance become immediately effective.

Mr. Bouchahine and Ms. Hara addressed the Committee regarding Ordinance No. O2012-0024. Discussion ensued.

Committee members asked questions of Mr. Bouchahine and Ms. Hara pertaining to the item, which they answered accordingly.

On a motion by Mr. Rogers with a second by Mr. Gallagher, Ordinance No. O2012-0024 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.

6. MISCELLANEOUS BUSINESS

Ms. Conwell reported that the next meeting will be held on Thursday, September 20th.

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 10:48 a.m., without objection.

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2012-0024

Sponsored by: Council President Connally

A Motion confirming the County Executive's appointment of individuals to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County, and declaring the necessity that this Motion become immediately effective.

WHEREAS, Ohio Revised Code Section 340.02 establishes the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County; and,

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 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 individuals appointed will be appointed to fill vacancies and shall have a term commencing immediately upon signature of this Motion; 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 has nominated the following individuals, to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County:

- a) Stephanie J. FallCreek, D.S.W.
- b) Mary O. Boyle
- c) William J. Tobin
- d) Elsie Caraballo; and,

First Reading/Referred to Committee: September 11, 2012
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0025

Sponsored by: County Executive FitzGerald/Fiscal Officer/ Department of Human Resources	An Ordinance amending Ordinance No. O2011-0028, which adopted the Cuyahoga County Human Resources Personnel Policies and Procedures Manual, to amend Section 6.12 to mandate the use of direct deposit for paying employees' compensation, effective 8/14/2012; and declaring the necessity that this Ordinance becomes immediately effective.
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WHEREAS, the County Executive/Fiscal Office/Department of Human Resources on behalf of the Human Resource Commission has recommended to amend Ordinance No. O2011-0028, which adopted the Cuyahoga County Human Resources Personnel Policies and Procedures Manual, to amend Section 6.12 to mandate the use of direct deposit for paying employees' compensation, effective 8/14/2012; and,

WHEREAS, Ohio Revised Code Section 124.15(B)(1) provides for mandatory direct deposit for the compensation of all employees hired on or after June 5, 2002:

The compensation of any employee who is paid by warrant of the director of budget and management shall be paid by direct deposit. Each such employee shall provide to the appointing authority a written authorization for payment by direct deposit. The authorization shall include the designation of a financial institution equipped to accept direct deposits and the number of the account into which the deposit is to be made. The authorization shall remain in effect until withdrawn in writing by the employee or until dishonored by the financial institution. The director of administrative services shall provide by rule adopted under Chapter 119. of the Revised Code for the direct deposit in a financial institution of the compensation of an employee who fails to provide to the appointing authority a written authorization for payment by direct deposit; and,

WHEREAS, Ohio Administrative Code Section 123:1-35-05 also mandates the use of direct deposit for certain employees; and,

Whereas, in addition to the State, most public and private employers mandate the use of direct deposit for paying employee compensation; and,

WHEREAS, the County has negotiated with its largest union, AFSCME 1746, to provide for mandatory direct deposit of employees' compensation; and,

WHEREAS, Section 6.12 in its current format may be confusing to employees in making it appear that the use of direct deposit is not mandatory; and,

WHEREAS, it is necessary to clarify Section 6.12 to make it make the use of direct deposit mandatory to comply with ORC 124.15(B)(1) and OAC 123:1-35-05 and to standardize benefits with the County's unionized employees who are now subject to mandatory direct deposit requirements; 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 departments, offices, and agencies.

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

SECTION 1. Ordinance No. O2011-0028, adopting the Cuyahoga County Human Resources Personnel Policies and Procedures Manual, is hereby amended to modify Section 6.12 to read as follows:

Direct Deposit Program: Effective 8/14/2012, in lieu of paper paychecks, the County shall electronically transfer net pay into an employee's checking or savings account at the financial institution of the employee's choice. Employees shall contact the Payroll Division at (216) 443-7380 for more information to complete a Direct Deposit Authorization Form on the County's electronic system (currently MyHR) and submit it to the Payroll Division.

SECTION 2. It is hereby found and determined necessary for this Ordinance to become immediately effective, for the reason that this Ordinance provides for the usual daily and necessary operations of Cuyahoga County government in accordance with the requirements of the Cuyahoga County Charter; therefore, this Ordinance, provided it receives the affirmative vote of at least eight members of County Council, shall become effective immediately; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

SECTION 3. 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:

