



AGENDA
CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE
MEETING
TUESDAY, AUGUST 6, 2013
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 JULY 2, 2013 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) M2013-0022: A Motion confirming the County Executive's appointment of individuals to serve on the Cuyahoga County Debarment Review Board, and declaring the necessity that this Motion become immediately effective:
 - 1) Brandon D. Cox
 - 2) Roland J. DeMonte
 - 3) Evan T. Byron
 - b) M2013-0023: 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) Steve Killpack
 - 2) Eileen Saffran
 - c) M2013-0024: 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) Gwendolyn Bragg
- 2) Susan DiCocco
- 3) Melissa Federman
- 4) Jefferrey Hall
- 5) Richard Jason
- 6) Bryan Jones
- 7) Charles Mitchell
- 8) James Stevenson
- 9) Leisha Yarbrough-Franklin
- 10) Kimberlin Dennis

- d) R2013-0173: A Resolution approving the adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.

6. MISCELLANEOUS BUSINESS

7. OTHER PUBLIC COMMENT

8. ADJOURNMENT

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



MINUTES

CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING

TUESDAY, JULY 2, 2013

CUYAHOGA COUNTY JUSTICE CENTER

COUNCIL CHAMBERS – 1ST FLOOR

10:00 AM

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 10:03 a.m.

2. ROLL CALL

Ms. Conwell asked Deputy Clerk Muller to call the roll. Committee members Conwell, Rogers and Germana were in attendance and a quorum was determined. Committee members Gallagher and Simon entered the meeting shortly after the roll call was taken.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments related to the agenda were given.

4. APPROVAL OF MINUTES FROM THE MAY 21, 2013 MEETING

A motion was made by Mr. Germana, seconded by Mr. Rogers and approved by unanimous vote to approve the minutes of the May 21, 2013 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2013-0126: A Resolution establishing that the County's Non-Bargaining Classification Plan shall continue uninterrupted by Council's amendment of the procedures in which it will exercise its approval rights over the Classification Plan for purposes of codification, and declaring the necessity that this Resolution become immediately effective.

Mr. Majeed Makhoulf , Director of Law, and Mr. Albert Bouchahine, Personnel Manager, Department of Human Resources; addressed the Committee regarding Resolution No. R2013-0126. Discussion ensued.

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

On a motion by Mr. Germana with a second by Mr. Gallagher, Resolution No. R2013-0126 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of rules.

- b) O2013-0016: An Ordinance establishing the Council's approval of the County's Non-Bargaining Classification Plan, which shall be accomplished by Resolution and published on the Department of Human Resources' website; and declaring the necessity that this Ordinance become immediately effective.

Mr. Makhoulf and Mr. Bouchahine addressed the Committee regarding Ordinance No. O2013-0016. Discussion ensued.

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

On a motion by Mr. Germana with a second by Mr. Gallagher, Ordinance No. O2013-0016 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of rules.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. OTHER PUBLIC COMMENT

No other public comments were given.

8. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Vice-Chairman Rogers at 10:32 a.m., without objection.

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2013-0022

Sponsored by: Councilmembers Connally and Conwell

A Motion confirming the County Executive's appointment of individuals to serve on the Cuyahoga County Debarment Review Board, and declaring the necessity that this Motion become immediately effective.

WHEREAS, on December 11, 2012, Cuyahoga County Council enacted Ordinance No. O2012-0026 which established the Cuyahoga County Debarment Law and Procedures and Review Board; and,

WHEREAS, the Cuyahoga County Debarment Board is set forth and codified in Cuyahoga County Code Section 205.06; and,

WHEREAS, the Cuyahoga County Debarment Law referencing the Cuyahoga County Debarment Review Board is now codified in Chapter 505 of the Cuyahoga County Code; and,

WHEREAS, the Cuyahoga County Debarment Review Board reviews decisions rendered by the Cuyahoga County Inspector General concerning contractors who seek to perform work on behalf of Cuyahoga County; and,

WHEREAS, pursuant to the Cuyahoga County Code Section 205.06, the Cuyahoga County Debarment Review Board consists of five (5) members: the Cuyahoga County Fiscal Officer, a member of the Cuyahoga County Council, and three residents of Cuyahoga County appointed by the County Executive and confirmed by the Cuyahoga County Council; and,

WHEREAS, members of the Cuyahoga County Debarment Review Board who are appointed by the County Executive and confirmed by the Cuyahoga County Council shall be appointed to serve a five (5) year staggered term; and,

WHEREAS, pursuant to the Cuyahoga County Code Section 205.06, "of the terms for the initial appointees, one shall be appointed for a term of five years commencing on February 1, 2013, and expiring on January 31, 2018, one shall be appointed for a term of four years commencing on February 1, 2013, and expiring on January 31, 2017, and one shall be appointed for a term of three years commencing on February 1, 2013, and expiring on January 31, 2016"; 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 Cuyahoga County Debarment Review Board:

- a) Brandon D. Cox for a term commencing February 1, 2013, and expiring January 31, 2018;
- b) Roland J. DeMonte for a term commencing February 1, 2013, and expiring January 31, 2017;
- c) Evan T. Byron for a term commencing February 1, 2013, and expiring January 31, 2016; 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 hereby confirms the appointment of the following individuals to serve on the Cuyahoga County Debarment Review Board:

- a) Brandon D. Cox for a term commencing February 1, 2013, and expiring January 31, 2018;
- b) Roland J. DeMonte for a term commencing February 1, 2013, and expiring January 31, 2017;
- d) Evan T. Byron for a term commencing February 1, 2013, and expiring January 31, 2016.

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

Clerk of Council

Date

First Reading/Referred to Committee: July 23, 2013

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

Journal _____
_____, 2013

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2013-0023

Sponsored by: Councilmembers Connally and Conwell

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 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, the County Executive has nominated the following individuals to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County:

- a) Steve Killpack to fill a vacancy in an unexpired term ending June 30, 2016;
- b) Eileen Saffran to fill a vacancy in an expired term ending June 30, 2017; 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 hereby confirms the appointment of the following individuals to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County, commencing immediately:

- a) Steve Killpack to fill a vacancy in an unexpired term ending June 30, 2016;
- b) Eileen Saffran to fill a vacancy in an expired term ending June 30, 2017.

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

Clerk of Council

Date

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

Journal _____
_____, 2013

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2013-0024

Sponsored by: Councilmembers Connally and Conwell

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.

WHEREAS, the goal of the 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 the Transitional Grant Area of Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties; and,

WHEREAS, the Cuyahoga Regional HIV Health Services Planning Council recommended 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 thirty-five (35) member body serving three (3) year staggered terms; 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 Cuyahoga Regional HIV Health Services Planning Council, commencing immediately:

- a) Gwendolyn Bragg to fill a vacancy for a term expiring July 2016
- b) Susan DiCocco to fill a vacancy for a term expiring July 2016
- c) Melissa Federman to fill a vacancy for a term expiring July 2016
- d) Jefferrey Hall to fill a vacancy for a term expiring July 2016

- e) Richard Jason to fill a vacancy for a term expiring July 2016
- f) Bryan Jones to fill a vacancy for a term expiring July 2016
- g) Charles Mitchell to fill a vacancy for a term expiring July 2016
- h) James Stevenson to fill a vacancy for a term expiring July 2016
- i) Leisha Yarbrough-Franklin to fill a vacancy for a term expiring July 2016
- j) Kimberlin Dennis as Consumer Co-Chair for a term expiring July 2016;
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 hereby confirms the appointment of the following individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council, commencing immediately:

- a) Gwendolyn Bragg to fill a vacancy for a term expiring July 2016
- b) Susan DiCocco to fill a vacancy for a term expiring July 2016
- c) Melissa Federman to fill a vacancy for a term expiring July 2016
- d) Jefferrey Hall to fill a vacancy for a term expiring July 2016
- e) Richard Jason to fill a vacancy for a term expiring July 2016
- f) Bryan Jones to fill a vacancy for a term expiring July 2016
- g) Charles Mitchell to fill a vacancy for a term expiring July 2016
- h) James Stevenson to fill a vacancy for a term expiring July 2016
- i) Leisha Yarbrough-Franklin to fill a vacancy for a term expiring July 2016
- j) Kimberlin Dennis as Consumer Co-Chair for a term expiring July 2016.

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

Clerk of Council

Date

First Reading/Referred to Committee: July 23, 2013

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

Journal _____
_____, 2013

County Council of Cuyahoga County, Ohio

Resolution No. R2013-0173

Sponsored by: County Executive FitzGerald/Department of Human Resources on behalf of Human Resource Commission	A Resolution approving the adoption of 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 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; and,

WHEREAS, the Human Resource 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 June 5, 2013, the Human Resource Commission met and recommended the classification changes (attached hereto as Exhibits A through D), and recommend 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 approves the adoption of the following changes to the Cuyahoga County Non-Bargaining Classification Plan:

New Classifications: (See Attached Classification Specifications)

Exhibit A: Class Title: *Sewer Maintenance Superintendent*
Number: 1042514
Pay Grade: 15

Exhibit B: Class Title: *Chief Section Architect*
Number: 1063113
Pay Grade: 17

Revised Classifications: (See Attached Classification Specifications)

Exhibit C: Class Title: *Sewer Maintenance Supervisor*
Number: 1043121
Pay Grade: 11

Exhibit D: Class Title: *Senior Sewer Maintenance Supervisor*
Number: 1043122
Pay Grade: 12

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: July 23, 2013

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

Journal _____

_____, 20__