



AGENDA
CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE
MEETING
TUESDAY, SEPTEMBER 17, 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

- a) August 6, 2013
- b) September 3, 2013

5. MATTERS REFERRED TO COMMITTEE

- a) M2013-0028: A Motion confirming the County Executive's appointment of Matt Carroll to serve on the Group Plan Commission for the term ending 4/8/2017, and declaring the necessity that this Motion become immediately effective.
- b) M2013-0029: A Motion confirming the County Executive's appointment of various individuals to serve on the Western Reserve Area Agency on Aging Board of Trustees for the term ending 1/31/2017, and declaring the necessity that this Motion become immediately effective:
 - 1) Carol Dayton
 - 2) BJ Brown
 - 3) Constance Hill-Johnson

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, AUGUST 6, 2013
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
10:00 AM**

1. CALL TO ORDER

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

2. ROLL CALL

Ms. Conwell asked Deputy Clerk Muller to call the roll. Committee members Conwell, Rogers, Gallagher, Germana and Simon were in attendance and a quorum was determined. Councilmember Miller was also in attendance.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments related to the agenda were given.

4. APPROVAL OF MINUTES FROM THE JULY 2, 2013 MEETING

A motion was made by Mr. Germana, seconded by Mr. Gallagher and approved by unanimous vote to approve the minutes of 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

In lieu of her attendance, Ms. Nailah Byrd, Inspector General, sent in a written statement to the Committee regarding the role of the Office of the Inspector General as it relates to the debarment process in accordance with Chapter 505 of the Cuyahoga County Code, which was read into the record by Deputy Clerk Muller.

Mr. Brandon D. Cox and Mr. Roland J. DeMonte addressed the Committee regarding their nominations to serve on the Cuyahoga County Debarment Review Board. Mr. Evan T. Byron was unable to attend the meeting. Discussion ensued.

Committee members asked questions of Mr. Cox and Mr. DeMonte pertaining to their experience, expertise and qualifications, which they answered accordingly.

On a motion by Mr. Germana with a second by Ms. Simon, Motion No. M2013-0022 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) 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

Ms. Lindy Burt, Special Assistant to County Executive FitzGerald, and Mr. David Merriman, Deputy Chief of Staff for Health and Human Services; addressed the Committee regarding Motion No. M2013-0023. Discussion ensued.

Mr. Steve Killpack addressed the Committee regarding his nomination to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County. Discussion ensued.

Committee members asked questions of Mr. Killpack pertaining to his experience, expertise and qualifications, which he answered accordingly.

In lieu of her attendance, Ms. Eileen Saffran sent in a written statement to the Committee, which was read into the record by Deputy Clerk Muller.

On a motion by Mr. Germana with a second by Mr. Rogers, Motion No. M2013-0023 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.

- 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

Ms. Gwendolyn Bragg, Mr. Richard Jason, Mr. Bryan Jones, Mr. James Stevenson, Ms. Leisha Yarbrough-Franklin and Ms. Kimberlin Dennis addressed the Committee regarding their nominations to serve on the Cuyahoga Regional HIV Health Services Planning Council. Discussion ensued.

Committee members asked questions of Ms. Bragg, Mr. Jason, Mr. Jones, Mr. Stevenson, Ms. Franklin and Ms. Dennis pertaining to their experience, expertise and qualifications, which they answered accordingly.

In lieu of their attendance, Ms. Susan DiCocco, Ms. Melissa Federman, Mr. Jefferrey Hall and Mr. Charles Mitchell sent in written statements to the Committee.

On a motion by Mr. Germana with a second by Ms. Simon, Motion No. M2013-0024 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.

- 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.

Ms. Elise Hara, Director of Human Resources, and Ms. Bonnie Teeuwen, Director of Public Works; addressed the Committee regarding Resolution No. R2013-0173. Discussion ensued.

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

On a motion by Mr. Germana with a second by Ms. Conwell, Resolution No. R2013-0173 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

Ms. Conwell asked that Deputy Clerk Muller coordinate with Ms. Hara to have the Human Resource Analysts throughout the various County departments attend the September 17th Human Resources, Appointments & Equity Committee meeting.

7. OTHER PUBLIC COMMENT

No other public comments were given.

8. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Chairwoman Conwell at 11:26 a.m., without objection.



MINUTES

CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING

**TUESDAY, SEPTEMBER 3, 2013
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
10:00 AM**

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 10:01 a.m.

2. ROLL CALL

Ms. Conwell asked Assistant Deputy Clerk Carter to call the roll. Committee members Conwell and Germana were in attendance. Committee members Rogers and Gallagher were absent from the meeting. Committee member Simon entered the meeting shortly after the roll call was taken. A quorum could not be determined. Council President Connally was also in attendance.

In accordance with Rule 12F of the County Council Rules, Council President Connally appointed herself as a Member Pro Tem. A quorum was then determined.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments related to the agenda were given.

4. APPROVAL OF MINUTES FROM THE AUGUST 6, 2013 MEETING

No action was taken on the August 6, 2013 meeting minutes at this time.

5. MATTERS REFERRED TO COMMITTEE

- a) M2013-0025: A Motion confirming the County Executive's appointment of David Crampton to serve on the Cuyahoga County

Board of Developmental Disabilities, and declaring the necessity that this Motion become immediately effective.

Mr. James Boyle, Special Assistant to County Executive FitzGerald, addressed the Committee regarding Motion No. M2013-0025. Discussion ensued.

Mr. David Crampton addressed the Committee regarding his nomination to serve on the Alcohol, Cuyahoga County Board of Developmental Disabilities. Discussion ensued.

Committee members asked questions of Mr. Crampton pertaining to his experience, expertise and qualifications, which he answered accordingly.

On a motion by Ms. Conwell with a second by Mr. Germana, Motion No. M2013-0025 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) M2013-0027: A Motion confirming the County Executive's reappointment of Matthew A. Charboneau to serve on the Cuyahoga Arts and Culture Board of Trustees for the term ending 3/31/2016, and declaring the necessity that this Motion become immediately effective.

Mr. Boyle and Ms. Karen Gahl-Mills, Executive Director of Cuyahoga Arts & Culture, addressed the Committee regarding Motion No. M2013-0027. Discussion ensued.

Committee members asked questions of Mr. Boyle and Ms. Gahl-Mills pertaining to the item, which they answered accordingly.

Mr. Matthew A. Charboneau addressed the Committee regarding his nomination to serve on the Cuyahoga Arts and Culture Board of Trustees. Discussion ensued.

Committee members asked questions of Mr. Charboneau pertaining to his experience, expertise and qualifications, which he answered accordingly.

On a motion by Mr. Germana with a second by Ms. Simon, Motion No. M2013-0027 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

Ms. Radine Brown, Human Resources Personnel Administrator, introduced the following Human Resources Analysts representing the Office of the Fiscal Officer, Clerk of Courts and the Board of Revision to the Committee:

- a) Cheanna Hudson
- b) Yolanda Guzman
- c) Aliya Johnson
- d) Danelle Musil

7. OTHER PUBLIC COMMENT

No other public comments were given.

8. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Chairwoman Conwell at 10:46 a.m., without objection.

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2013-0028

Sponsored by: Councilmembers Connally and Conwell

A Motion confirming the County Executive's appointment of Matt Carroll to serve on the Group Plan Commission for the term ending 4/8/2017, and declaring the necessity that this Motion become immediately effective.

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 (4) members are appointed by Cuyahoga County, four (4) are appointed by the City of Cleveland, one (1) is appointed by the Greater Cleveland Partnership, one (1) is appointed by MMPI (or its successor organization), and one (1) is appointed by the Richard E. Jacobs Group, Inc.; and,

WHEREAS, members of the Group Plan Commission shall be appointed to serve a four (4) 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 Matt Carroll to be appointed to serve on the Group Plan Commission, to fill a vacancy for an unexpired term commencing immediately, and expiring April 8, 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 Matt Carroll to serve on the Group Plan Commission, to fill a vacancy for an unexpired term commencing immediately, and expiring April 8, 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: August 27, 2013

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

Journal _____
_____, 2013

Matthew P. Carroll

216.698.7704

mpcarroll@cuyahogacounty.us

WORK EXPERIENCE

Chief of Staff, Office of the Cuyahoga County Executive

2011-present

The Cuyahoga County Executive administers a \$1.2 billion budget and manages over 4,500 employees, with a broad area of responsibilities, including economic development, human services, county justice operations and regional government initiatives; the Chief of Staff oversees the office, including direct supervisory responsibility for Deputy Chiefs of Staff who are responsible for four functional areas of county government – operations, justice, development and human services; county appointee to Gateway Economic Development Corporation.

Department of Public Health, City of Cleveland Director

2002 - 2010

Directed 180 employee department, including divisions of Health, Environment, Air Quality and Administration, with a budget of \$21 million. Department was responsible for some regional health programs and all City of Cleveland public health initiatives, including air pollution control, food safety and other health related inspection services and childhood lead testing and abatement; department operated three neighborhood health centers and a nursing staff; grant programs in specialized health services included health promotion, infant mortality reduction, HIV/AIDS prevention and education, cardiovascular health and substance abuse treatment; appointed Adjunct Assistant Professor at CWRU School of Medicine.

Department of Health & Nutrition, Cuyahoga County Manager, Administrative Operations

1998 - 2002

Managed Administrative Operations division of 150 employees, which included budget administration (\$50 million departmental budget), fiscal operations, performance measurement, human resources, fraud investigations and customer service operations.

ParkWorks, Inc. Deputy Director

1994 - 1998

Project manager of 40,000 street tree planting in contract with the City of Cleveland; wrote grant and managed program for Lila Wallace urban parks project; designed and implemented City of Cleveland vacant lot maintenance program; responsible for green space maintenance operations, supervising 10 employees.

Department of Law, City of Cleveland Assistant Director of Law

1993 - 1994

Attorney in Labor and Employment section; represented the City in employment litigation, including trials, arbitrations, civil service hearings, and charges of discrimination; advised departments on human resources and labor related questions; Chairperson of OSHA task force.

**Fingerhut for Congress
Director of Field and Administration**

1992 - 1993

Responsible for all field, volunteer and administrative functions of this successful campaign for Congress; coordinated literature distribution, event coverage and volunteer assignment; maintained fund database.

**Baker & Hostetler
Associate**

1989 - 1992

Attorney practicing in the labor and litigation areas; represented clients in depositions, arbitrations; performed legal research and wrote briefs, arbitrations and memoranda on a variety of legal topics; appointed as firm Loaned Executive to United Way, 1989.

EDUCATION

Brown University

B.A., Political Science, 1986

Student Government President and Vice-President; Chairperson, Faculty-Student Committee on South African Divestment; Color Guard for 1986 Commencement (one of two students selected); Joslin Award winner for service to the Brown community; Resident Counselor and Head Counselor.

Georgetown University Law Center

J.D., 1989

Member of National Moot Court team and Constitutional Law team; Law Fellow – legal writing section instructor for first-year students; Criminal Justice Clinic participant – student attorney representing indigent criminal defendants in D.C. Superior Court, 1988-89.

COMMUNITY ACTIVITIES

**Hunger Network of Greater Cleveland
Board President (1995-2001)**

1989 - 2002

**Brown University Alumni Schools Committee
Regional Director (2001-2004)**

1989 - present

**Merrick House
Board President (2000-2002)**

1998 - 2002

**Neighborhood Centers Association
Executive Committee Member (2000-2002)**

1999 - 2002

**Project: LEARN
Tutor (1990-1992); Board Member (1991-1997)**

1990 - 1997

**Ohio City Near West Development Corporation
Board Member and Treasurer**

1992 - 1995

**Northeast Ohio Coalition for the Homeless
Board Member and Treasurer**

1989 - 1992

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2013-0029

Sponsored by: Councilmembers Connally and Conwell

A Motion confirming the County Executive's appointment of various individuals to serve on the Western Reserve Area Agency on Aging Board of Trustees for the term ending 1/31/2017, and declaring the necessity that this Motion become immediately effective.

WHEREAS, Ohio Revised Code Section 173.011 provides for the designation of a private nonprofit entity as an "area agency on aging" to administer programs granted under the Older Americans Act of 1965; and,

WHEREAS, the Western Reserve Area Agency on Aging ("WRAAA") is a private non-profit corporation organized and designated by the State of Ohio to be the planning, coordinating, administrative agency for federal and state aging programs in Cuyahoga, Geauga, Lake, Lorain, and Medina Counties and is one of twelve (12) Area Agencies on Aging that the State organized together with local service provider organizations and the Ohio Department of Aging to form the State's public aging network; and,

WHEREAS, the Western Reserve Area on Aging Board of Trustees is composed of twenty one (21) members who serve three (3) year 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 be appointed to serve on the Western Reserve Area on Aging Board of Trustees:

- a) Carol Dayton, ACSW, LISW-S, to fill a vacancy for a term commencing immediately and expiring January 31, 2017;
- b) BJ Brown, to fill a vacancy for a term commencing immediately, and expiring January 31, 2017;

- c) Constance Hill-Johnson, to fill a vacancy for a term commencing immediately, and expiring January 31, 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 Western Reserve Area on Aging Board of Trustees:

- a) Carol Dayton, ACSW, LISW-S, to fill a vacancy for a term commencing immediately and expiring January 31, 2017;
- b) BJ Brown, to fill a vacancy for a term commencing immediately, and expiring January 31, 2017; and,
- c) Constance Hill-Johnson, to fill a vacancy for a term commencing immediately, and expiring January 31, 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: August 27, 2013

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

Journal _____
_____, 2013