



AGENDA
CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY
COMMITTEE MEETING
TUESDAY, JANUARY 17, 2017
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
10:00 AM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE DECEMBER 20, 2016 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2017-0003: A Resolution confirming the County Executive's reappointment of Michael Abouserhal to serve on the Cuyahoga County Audit Committee for the term 1/1/2017 - 12/31/2020, and declaring the necessity that this Resolution become immediately effective.
 - b) R2017-0004: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga County Board of Developmental Disabilities for various terms, and declaring the necessity that this Resolution become immediately effective:
 - 1) Appointment for the term 2/1/2017 - 1/31/2021:
 - a. Cynthia Schulz
 - 2) Reappointments for the term 3/1/2017 - 2/28/2021:
 - a. Steven Licciardi
 - b. Tania Younkin

6. MISCELLANEOUS BUSINESS

7. OTHER PUBLIC COMMENT

8. ADJOURNMENT

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

***Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*



MINUTES

**CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY
COMMITTEE MEETING
TUESDAY, DECEMBER 20, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
10:00 AM**

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 10:02 a.m.

2. ROLL CALL

Ms. Conwell asked Assistant Deputy Clerk Culek to call the role. Committee members Conwell, Germana, Miller and Brown were in attendance and a quorum was determined. Committee member Gallagher was absent from the meeting.

A motion was made by Ms. Conwell, seconded by Mr. Miller and approved by unanimous vote to excuse Mr. Gallagher from the meeting.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments were given.

4. APPROVAL OF MINUTES FROM THE DECEMBER 6, 2016 MEETING

A motion was made by Mr. Miller, seconded by Mr. Germana and approved by unanimous vote to approve the minutes from the December 6, 2016 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2016-0232: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.

Mr. Albert Bouchahine, Manager of Classification and Compensation for the Personnel Review Committee, and Ms. Amy Marquit Renwald, Assistant Law Director, addressed the Committee regarding Resolution No. R2016-0232. Discussion ensued.

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

On a motion by Mr. Miller with a second by Mr. Germana, Resolution No. R2016-0232 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- b) R2016-0235: A Resolution confirming the County Executive's appointment of The Honorable Pamela E. Bobst to serve on the Cuyahoga County Planning Commission representing the Westshore Region for an unexpired term ending 12/31/2019, and declaring the necessity that this Resolution become immediately effective.

Ms. Lindy Burt, Boards Administrator, addressed the Committee regarding Resolution No. R2016-0235. Discussion ensued.

Committee members asked questions of Ms. Burt pertaining to the item, which she answered accordingly.

The Honorable Pamela Bobst addressed the Committee regarding her nomination to serve on the Cuyahoga County Planning Commission. Discussion ensued.

Committee members asked questions of Mayor Bobst pertaining to her experience, expertise and qualifications, which she answered accordingly.

On a motion by Mr. Miller with a second by Ms. Brown, Resolution No. R2016-0235 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

6. MISCELLANEOUS BUSINESS

Ms. Burt addressed the Committee regarding upcoming board appointments.

Mr. Germana announced this was his last Human Resources, Appointments & Equity Committee meeting and it was a pleasure serving on the Committee.

7. OTHER PUBLIC COMMENT

No public comments were given.

8. ADJOURNMENT

With no further business to discuss, Chairwoman Conwell adjourned the meeting at 10:26 a.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0003

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s reappointment of Michael Abouserhal to serve on the Cuyahoga County Audit Committee for the term 1/1/2017 - 12/31/2020, and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, the Cuyahoga County Audit Committee was created pursuant to the provisions of Article XI, Section 11.01 of the Cuyahoga County Charter, in order to “provide internal auditing to assist the County Executive, Fiscal Officer, the Council, and other county officers and departments, institutions, boards, commissions, authorities, organizations and agencies of County government funded in whole or in part by County funds in providing taxpayers of the County with efficient and effective services;” and

WHEREAS, pursuant to the Cuyahoga County Charter, the Cuyahoga County Audit Committee is comprised of the County Executive; the Fiscal Officer, who shall serve as the chair of the committee; the President of Council; and two County residents who are appointed by the County Executive and confirmed by Council; 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 Michael Abouserhal to serve on the Cuyahoga County Audit Committee for the term 1/1/2017 - 12/31/2020; and

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

SECTION 1. The Cuyahoga County Council hereby confirms the County Executive's reappointment of Michael Abouserhal to serve on the Cuyahoga County Audit Committee for the term 1/1/2017 - 12/31/2020.

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 eight (8) members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and 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

Clerk of Council

Date

First Reading/Referred to Committee: January 10, 2017

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

Journal _____
_____, 2017



ARMOND BUDISH
Cuyahoga County Executive

January 3, 2017

TO: Dan Brady, President
Cuyahoga County Council
2079 E. Ninth Street
Cleveland, OH 44115

RE: Cuyahoga County Audit Committee Reappointment

Dear President Brady,

Pursuant to Article XI, Section 11.01 of the Cuyahoga County Charter, I submit the following nominee for reappointment to the Cuyahoga County Audit Committee:

Michael Abouserhal

The Charter broadly stipulates that the Audit Committee shall provide internal auditing in order to assist the County in providing taxpayers of the County with efficient and effective services. It also directs the functioning of the County's Department of Internal Auditing.

The Committee is comprised of five voting members. Four members are appointed by the County Executive, with the President of County Council or a member of Council appointed by the President serving as the fifth voting member. The County Executive and the County Fiscal Officer serve as ex-officio, non-voting members. The four members appointed by the County Executive shall be residents of the County with experience in the field of auditing, accounting, government operations, or financial reporting. As shown in the attached resume, Mr. Abouserhal is a Certified Public Accountant with thirty years of public-sector experience in the fields of financial administration and auditing.

Mr. Abouserhal's current appointment was confirmed by County Council in April of 2014 to fill a vacancy for a term that expired December 31, 2016. Upon confirmation, his term of office will run for four years, expiring December 31, 2020. Since joining the Committee, he has attended all meetings and also presided as Chairperson during 2016.

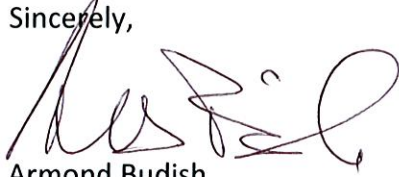
No other individuals have submitted applications to the County Executive's Office expressing interest in service on the Audit Committee.

Mr. Abouserhal is a resident of the City of Westlake. He does not currently serve on any other government, private, or non-profit boards or commissions.

We are extremely grateful for his past service, and look forward to retaining his expertise in guiding the agency in fulfillment of its mission to help the County accomplish objectives, identify improvements, and reduce risk in operations.

Thank you for your consideration of this appointment. If you need further information, please contact Boards Administrator Lindy Burt at 216-698-2064.

Sincerely,

A handwritten signature in black ink, appearing to read 'Armond Budish', written in a cursive style.

Armond Budish
Cuyahoga County Executive

Copy:

Cory Swaisgood, Director, Department of Internal Auditing

MICHAEL ABOUSERHAL, CPA

Executive Leadership/Chief Financial Officer

Chief Financial/Administrative Officer with comprehensive knowledge of government finances and government operations. Proven ability to oversee all facets of large, complex and diverse organizations with solid policy making and policy implementation skills. Skilled at partnering financial and budgetary practices with core business operations. Results driven leader with record of improving financial performance and turning around problem organizations with key strengths including:

- Visionary leadership
- Budget development and execution
- Change management and organizational designs
- Operational assessments and improvements
- Strategic and tactical business planning and development
- Debt issuances and bond ratings
- Financial analysis and CAFR development
- Human resources management
- Major software implementation and oversight
- Understanding of internal auditing and financial auditing

PROFESSIONAL EXPERIENCE

Cuyahoga Community College

Vice President of Finance and Business Services

January 2012-Present

High level position responsible for overseeing all financial functions within the College including budgeting, general and grants accounting, payroll, student business services, procurement and accounts payable, cash and risk management, student financial aid matters and student business services.

Key Accomplishments:

- Balancing of the College's operating budget for 7 consecutive years
- Assigned to task force that developed a 100% outcome based funding formula for state support to higher education
- Successfully oversaw the issuance of a debt refinancing while maintaining current bond rating

Executive Director of Accounting and Financial Operations

November 2008-January 2012

Oversaw all accounting and reporting responsibilities including general and grant accounting, account reconciliations, student billing and collections, budgeting, payroll and foundation reporting. Also oversaw the preparation of all required financial reports including CAFR, PAFR and GFOA budget book.

Key Accomplishments:

- Developed the College's first CAFR, PAFR and budget book, all that have received the GFOA awards
- Significantly reduced audit comments
- Implemented college wide red flags initiative, fund clean up process, developed key budget and payroll tools, involved in Collegewide strategic planning process

Cleveland Public Power

Chief Financial Officer

May 2007-November 2008

High level position responsible for overseeing all financial matters within Cleveland Public Power including budgeting, financial reporting, billing, collection, procurement and metering; developing policies, procedures and ensuring implementation; member of team redesigning rates and analyzing rate proposals by competitor; generating new ideas to improve collection efforts; position Cleveland Public Power to handle upcoming deregulation.

Key Accomplishments:

- Improved budgetary fund balance by \$4 million through the development of a budgetary forecasting tool.

- Successfully completed 2006 and 2007 financial audit. Eliminated all internal control weaknesses and management letter comments.
- Issued \$96 million of revenue bonds in April 2008 and eliminated "negative outlook" portion of rating

Ohio Lottery Commission**January 2005 – May-2007****Executive Director****August 2006 – May 2007**

Cabinet level Director responsible for overseeing entire agency including establishing mission, goals, policies and objectives; interacting with Governor's Office and legislature; representing agency at commission meetings; appointing authority for all personnel actions; and generating new ideas to increase agency revenues and improve operations.

Key Accomplishments:

- Exceeded LPEF commitment for FY 2006 by \$8.3 million while also funding the Deferred Prize Fund with additional Lottery profits of \$5.8 million
- Established a new forecasting system pertaining to the LPEF transfer process and established a new Lottery budget reporting system
- Successfully renegotiated several vendor contracts providing a financial benefit exceeding \$10 million.

Assistant Director**January 2005 – August 2006**

Oversaw the Division of Finance and Administration including the Offices of Finance, Information Technology, General Services, Internal Audit and Human Resources. Other responsibilities included coordination with the Division of Gaming; decision making on and execution of Ohio Lottery Commission policies; preparation and execution of Ohio Lottery Commission budget; and analysis and preparation of monthly LPEF transfer.

City of Cleveland**April 2002 – December 2004****Assistant Director of Finance**

Oversaw 9 diverse divisions within the Department of Finance including the Central Collection Agency (CCA), Information Technology and Services, Purchasing, Financial Reporting and Control, and Treasury. The Department of Finance has approximately 200 employees with a budget of \$20 million. Other responsibilities included policy creation and execution, management of overall City of Cleveland budget, implementation of numerous operational improvements, implementation of citywide technology applications, and communication with all levels of City personnel including the Mayor, City Council and the Municipal Court Operations.

Key Accomplishments:

- Restored financial integrity to the City of Cleveland
- Assisted in balancing 3 budgets during a challenging financial period
- Successfully implemented ADP payroll system within budget and on time
- Implemented GASB 34, issued all required financial documents including the CAFR on time and reduced overall audit comments by 75 percent in two years
- Stabilized the PeopleSoft accounting system

Auditor of State of Ohio**April 1995 – April 2002****Senior Deputy Auditor****July 1996 – April 2002**

Created and managed newly formed performance audit organization within Auditor of State's Office. This organization is responsible for performing operational assessments, reviews and various consulting projects on all levels of government within the State of Ohio. Primary function is to develop recommendations to assist organizations in improving their economy, efficiency and effectiveness. Performance audit methodology was developed to help effectively perform operational assessments. Client service and marketing functions were key to the organization's success. Because of the organization's success, staffing grew from 10 professionals to approximately 40. Organization and specific projects have received numerous rewards.

Key Accomplishments:

- Created the performance audit organization

- Completed 21 urban district performance audits
- Urban district performance audit project received many awards
- Developed expertise to perform similar functions on other diverse organizations

Assistant Senior Deputy Auditor**April 1995 – July 1996**

Managed staff of 75 professionals whose primary functions were to conduct financial audits in accordance with generally accepted government auditing standards. Specific job responsibilities included reviewing and approving all financial audit reports; determining appropriate audit opinion; overseeing all controversial special audits; and providing the primary interface with clients.

City of Cleveland**August 1982 – April 1995*****City Controller*****June 1986 – April 1995**

Prepared numerous financial reports including the Comprehensive Annual Financial Report (CAFR), supervised and planned audit process, oversaw and implemented accounting system, performed assessments of operational results; oversaw cash and investment reconciliation process, numerous billing functions and internal audit division.

Key Accomplishments:

- Attained 9 Certificates of Achievement for Excellence in Financial Reporting for CAFR's
- Implemented state of the art accounting system and assisted in implementation of payroll system
- Involved in upgrading City's bond rating
- Involved in issuing General Obligation and Mortgage Revenue Bonds

Asst. City Controller, Accounting Supervisor & Staff Accountant**August 1982 – June 1986**

PROFESSIONAL AFFILIATIONS

- Ohio Society of Certified Public Accountants
- American Institute of Certified Public Accountants
- Governmental Finance Officers Association
- Association of Government Accountants
- Commissioners Association and Lakewood Jaycees - Past Treasurer
- Barton Center - Past Board Member

EDUCATION

- *Bachelor's degree in Business Administration* - Cleveland State University - Major: Accounting

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0004

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga County Board of Developmental Disabilities for various terms, and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, pursuant to Ohio Revised Code Section 5126.02, the County of Cuyahoga shall have its own county board of developmental disabilities; and

WHEREAS, pursuant to the provisions in Ohio Revised Code Section 5126.021, the Cuyahoga County Board of Developmental Disabilities consists of seven members. Five members are appointed by the County and two members are appointed by the Probate Court; and

WHEREAS, members appointed to fill a vacancy in the Cuyahoga County Board of Developmental Disabilities shall serve a term of four years; and

WHEREAS, 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 for appointment and reappointment to serve on the Cuyahoga County Board of Developmental Disabilities for various terms:

- 1) Appointment for the term 2/1/2017 - 1/31/2021:
 - a) Cynthia Schulz
- 2) Reappointments for the term 3/1/2017 - 2/28/2021:
 - a) Steven Licciardi
 - b) Tania Younkin; and

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

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga County Board of Developmental Disabilities for various terms as follows:

- 1) Appointment for the term 2/1/2017 - 1/31/2021:
 - a) Cynthia Schulz

- 2) Reappointments for the term 3/1/2017 - 2/28/2021:
 - a) Steven Licciardi
 - b) Tania Younkin

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 eight members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and 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

Clerk of Council

Date

First Reading/Referred to Committee: January 10, 2017

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

Journal _____
_____, 2017



ARMOND BUDISH
Cuyahoga County Executive

January 3, 2017

TO: Dan Brady, President
Cuyahoga County Council
2079 E. Ninth Street
Cleveland, OH 44115

RE: Cuyahoga County Board of Developmental Disabilities appointment

Dear President Brady,

Pursuant to Section 5126.021 of the Ohio Revised Code, I submit the following nominee for appointment to the Cuyahoga County Board of Developmental Disabilities:

Cynthia Schulz

The mission of the Board of Development Disabilities is *to support and empower people with developmental disabilities to live, learn, work and play in the community*. Functionally, the Board oversees the agency's overall operations.

The Board is comprised of seven voting members. Five members are appointed by the County Executive, and two members are appointed by the senior Probate Court Judge. Ohio Revised Code requires that Board members be residents of Cuyahoga County and U.S. Citizens. They must also be interested and knowledgeable in the field of developmental disabilities, and, to the maximum extent possible, have professional training and experience in business management, finance, law, health care practice, personnel administration, or government service. Ms. Schulz is a resident of Middleburgh Heights and, as shown in the attached biography, has built an accomplished career as business executive specializing in the field of public relations, communications and strategic planning.

She has also served as a leader of a number of local nonprofit Boards, and currently chairs the Board of Trustees of Southwest General Health Center.

The length of term for each member is four years, and the position is uncompensated. Ms. Schulz will replace outgoing Board member David Crampton, with a term that runs from February 1, 2017 through January 31, 2021.

We are extremely grateful for Cynthia's willingness to bring her expertise and commitment to the agency, and appreciate your consideration of this appointment. If you need further information, please contact Boards Administrator Lindy Burt at 216-698-2064.

Sincerely,

A handwritten signature in black ink, appearing to read 'Armond Budish', written in a cursive style.

Armond Budish
Cuyahoga County Executive

Copy:

Kelly Petty, Superintendent, Board of Developmental Disabilities
Sharon Sobol-Jordan, Chief of Staff, Office of the County Executive



Cynthia Schulz
216-622-8449
216-406-2728 (mobile)
cschulz@calfeesolutions.com

CYNTHIA is Director of Calfee Solutions in Cleveland, a business communication and public affairs firm of senior-level strategists, affiliated with the corporate law firm of Calfee, Halter & Griswold.

Cindy brings clients the deep and diverse knowledge and practice of an accomplished executive and community leader, with 35 years of directing strategic communication for public and private companies, professional service firms, and nonprofit organizations.

Her well-rounded experience and skills range from advising CEOs, to leading high-stakes communication during mergers, acquisitions, and crises, to writing speeches and annual reports.

She spent eight years as director of public affairs and strategy for the Cleveland Foundation, and 15 years at investor and public relations firm Dix & Eaton, rising to senior managing director and the first woman to serve on its leadership committee. Her early career flourished at Diamond Shamrock Corp. as the key public relations executive for Cleveland-based operations.

Active in the community, Cindy has served on numerous nonprofit boards and currently chairs the board of Southwest General Health Center. She is immediate past president of the Union Club of Cleveland, founding chair of In Counsel With Women, and founder of Adapted Sports for Kids.

Among her honors, she is a YWCA Woman of Achievement and recipient of the Public Relations Society of America Lighthouse Award for lifetime achievement.

She writes a special-needs blog at BaloneyMacaroni.com, featuring a collection of stories on living a wonderful life with special needs – and not taking *no* for an answer!



Principal Practices

- Business Communication
 - Corporate
 - Financial
 - Employee
 - Crisis
- Strategic Planning and Implementation
- Community Affairs
- Writing and Editing

Education

- Kent State University
B.A., Journalism, *Magna cum laude*, 1976

Calfee Solutions
Cleveland Columbus Cincinnati



ARMOND BUDISH
Cuyahoga County Executive

January 3, 2017

TO: Dan Brady, President
Cuyahoga County Council
2079 E. Ninth Street
Cleveland, OH 44115

RE: Cuyahoga County Board of Developmental Disabilities (BDD) reappointment

Dear President Brady,

Pursuant to Section 5126.021 of the Ohio Revised Code, I submit the following nominee for reappointment to the Cuyahoga County Board of Developmental Disabilities:

Steven Licciardi

The mission of the Board of Development Disabilities is *to support and empower people with developmental disabilities to live, learn, work and play in the community*. Functionally, the Board oversees the agency's overall operations.

The Board is comprised of seven voting members. Five members are appointed by the County Executive, and two members are appointed by the senior Probate Court Judge. Ohio Revised Code requires that Board members be residents of Cuyahoga County and U.S. Citizens. They must also be interested and knowledgeable in the field of developmental disabilities, and, to the maximum extent possible, have professional training and experience in business management, finance, law, health care practice, personnel administration, or government service. Mr. Licciardi is a resident of Westlake and, as shown in the attached resume, has 25 years of experience in the finance and banking industry.

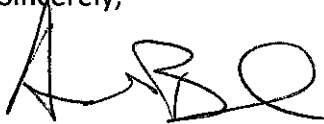
During his current term on the Board, he has demonstrated consistent attendance, having missed only one meeting.

Steven is active in the community. He was recently elected to the Ohio Association of County Boards. In addition, he serves as a Board member and Officer for the Rocky River Adult Activity Center's Parent Teacher Community United (PTCU) Foundation, the PTCU Foundation Council Board, and is on the Board of the Plexus Education Foundation. He is also a member of University Hospitals Health System's Diamond Advisory Group.

The length of term for each BDD member is four years, and the position is uncompensated. Mr. Licciardi's appointment was confirmed by County Council in February of 2013. Upon confirmation, his term will run through February 28, 2021.

We are extremely grateful for Steven's willingness to bring his expertise and commitment to the agency, and appreciate your consideration of this appointment. If you need further information, please contact Boards Administrator Lindy Burt at 216-698-2064.

Sincerely,

A handwritten signature in black ink, appearing to read 'ARBQ', written over a horizontal line.

Armond Budish
Cuyahoga County Executive

Copy:

Kelly Petty, Superintendent, Board of Developmental Disabilities
Sharon Sobol-Jordan, Chief of Staff, Office of the County Executive

STEVEN MICHAEL LICCIARDI

EXPERIENCE

January 1999 to Present

Morgan Stanley / Cleveland, OH

Vice President / Senior Portfolio Manager / Financial Advisor

- Design and monitor investment portfolios utilizing the principles of Asset Allocation and Modern Portfolio Theory.
- Rebalance client portfolios in response to economic, market and lifestyle changes.
- Assist clients with long-term financial Planning, Estate Planning and the development of Investment Policy Statements.
- Utilize Morningstar software to generate analysis for a client's mutual fund holdings.
- Assist clients with credit management tools tailored to meet sophisticated financial objectives.
- Assist businesses with Cash Management, Business Valuation, Commercial Real Estate Financing, Cashless Option Exercise Programs, Brokerage Services, Commercial Lending Services, Business Advisory Services, Insurance Services, Retirement Planning Services and Employee Stock Ownership Programs.
- Liaison with Morgan Stanley *Investment Banking* Department for the procurement of venture capital and/or potential Initial Public Offering.
- Study current Hedging Strategies; *including Zero-Premium Collars, Block Trading, Private Placements, Covered Call Writing, Put Purchases, Variable Pre-Paid Forwards and Exchange Funds.*
- Liaison with Morgan Stanley *Risk Management* to research and introduce Hedging Strategies to assist clients holding heavily concentrated equity positions.
- Act as Mentor to *Financial Advisor Associates.*
- Successfully introduced privately held, Cleveland Corporation to representatives of Morgan Stanley's *Princes Gate* for venture capital placement.
- Achieved *Pacesetter* status, being ranked in the top 200 of Financial Advisors nationally and in top 50 Financial Advisors regionally.
- Developed and managed largest brokerage relationship in the Cleveland office in 2004.
- Ranked #1 in Branch *New Assets Acquisition* in 2004.
- Obtained designation of *Portfolio Manager* through Morgan Stanley's *Custom Portfolio* program.
- Revamped and aggressively promoted Branch's marketing system for Morgan Stanley's proprietary fee-based trading program and Morgan Stanley's proprietary portfolio management program.
- Appointed *Branch Coordinator* for Morgan Stanley's proprietary fee-based trading program and Morgan Stanley's proprietary portfolio management program.
- Developed over 90 proprietary marketing modules, letters, and presentations (prior to firm wide versions being made available by national marketing department.)
- Maintained first quartile status on a national level in Morgan Stanley's *Graduate Performance Assessment* program first two years in the business.
- Achieved *National Sales Director* status first two years in the business.
- Developed and managed second largest fee-based relationship in the Cleveland office in 2000.
- Doubled new assets goal in first year.
- Received *Excellence in Financial Planning* award.
- Obtained Rule 144 Specialist designation.
- Successfully completed Morgan Stanley's Financial Advisor training program.

December 1993 to September 1994

Corestates Bank, NA / New Brunswick, NJ

Conversion Specialist

- Reported directly to Regional Manager and led three bank conversions.
- Managed Customer Retention Programs.
- Assisted clients with inquiries and promoted bank products and services.
- Restructured retail banking branches for Signature Look.
- Streamlined and unified retail banking policies and procedures.
- Assisted and directed management and staff in all aspects of consumer banking.
- Trained staff in core values and quality customer service.
- Assisted in branch closings and transfer of accounts.
- Chosen to tour newly developed region for extended conversion coverage.

December 1991 to July 1993

Corestates Bank, NA / Short Hills, NJ

Personal Banker

- Provided personal banking services to high net-worth individuals.
- Opened and maintained new accounts (#1 in new account acquisitions.)
- Customized Retail Banking Packages.
- Solicited interest in relationship banking products.
- Opened discount brokerage accounts and called in sales and purchases of stocks and bonds.
- Advanced and paid credit lines.
- Reconciled client account statements.
- Converted, purchased, and sold foreign currencies and foreign checks.
- Prepared international and domestic drafts and wires.
- Redeemed registered and bearer bonds.
- Directed monthly compliance meetings.
- Conducted innovative Sales and Fraud Prevention seminars.
- Acted as liaison with Private Banking, Trust, Cash Management, Small Business Banking and Capital Markets.
- Developed high level of proficiency in on-line computer systems, including general ledger, overdraft, customer information and account information data bases, Currency Transaction Reporting, Total Office Support System, Financial Information System, Credit Authorization System, and Case Tracking and Investigations.

EDUCATION

June 1998

Baldwin-Wallace University/Berea, OH

- Bachelor of Arts, Business Administration with an emphasis in Finance.
- Minor in French.
- Dean's List.
- Vice President – Financial Management Association.

COMMUNITY INVOLVEMENT

- S.A.W. Inc Board of Trustees; Past Treasurer.
- Plexus Educational Foundation; Secretary.
- Welcome House Inc.; Past Member Governance Committee.
- Profiled in WVIZ's Make a Difference documentary.
- West Haven Foundation; Past Member Investment Policy Committee.
- Wesco Housing Corporation Board of Trustees; Past Member.
- Chair of Morgan Stanley's Northeast Ohio Diversity Council.
- Bundts Road Housing Corporation Board of Trustees; Past Member.
- Recipient; West Haven Foundation Board Leadership Award (2009).
- University Hospitals Health System *Diamond Advisory Group*; Member.
- Recipient; Ohio Provider Resource Association's Outstanding Volunteer Award (2009).

- Nominee; the Center for Community Solutions Most Treasured Volunteer Award (2008).
- Rocky River Adult Activities Center Parent Teacher Community United Board of Trustees; Treasurer.
- Cuyahoga County Board of Developmental Disabilities; Board President, Activities Volunteer and Parent Delegate to the Board.



ARMOND BUDISH
Cuyahoga County Executive

January 3, 2017

TO: Dan Brady, President
Cuyahoga County Council
2079 E. Ninth Street
Cleveland, OH 44115

RE: Cuyahoga County Board of Developmental Disabilities (BDD) reappointment

Dear President Brady,

Pursuant to Section 5126.021 of the Ohio Revised Code, I submit the following nominee for reappointment to the Cuyahoga County Board of Developmental Disabilities:

Tania Younkin

The mission of the Board of Development Disabilities is *to support and empower people with developmental disabilities to live, learn, work and play in the community*. Functionally, the Board oversees the agency's overall operations.

The Board is comprised of seven voting members. Five members are appointed by the County Executive, and two members are appointed by the senior Probate Court Judge. Ohio Revised Code requires that Board members be residents of Cuyahoga County and U.S. Citizens. They must also be interested and knowledgeable in the field of developmental disabilities, and, to the maximum extent possible, have professional training and experience in business management, finance, law, health care practice, personnel administration, or government service. Ms. Younkin is a resident of Shaker Heights. As shown in the attached resume, she has 18 years of experience in business operations, research and development, and possesses a master's degree in business administration.

During her current term on the Board, she has demonstrated consistent attendance, having missed an average of only one meeting per year.

Tania also currently serves as a member of the Board of Trustees for the non-profit Nature Center at Shaker Lakes.

The length of term for each BDD member is four years, and the position is uncompensated. Ms. Younkin's appointment was confirmed by County Council in February of 2013. Upon confirmation, her term will run through February 28, 2021.

We are extremely grateful for Tania's willingness to bring her expertise and commitment to the agency, and appreciate your consideration of this appointment. If you need further information, please contact Boards Administrator Lindy Burt at 216-698-2064.

Sincerely,



Armond Budish

Cuyahoga County Executive

Copy:

Kelly Petty, Superintendent, Board of Developmental Disabilities

Sharon Sobol-Jordan, Chief of Staff, Office of the County Executive

Tania J. Younkin, MBA

SUMMARY OF QUALIFICATIONS

18 years of progressive global leadership experience in CPG/Manufacturing

Diversified and accomplished analytics, product development, business systems, and operations professional with broad experiences. Acknowledged for keen analytic and insightful decision-making and problem-solving expertise, continuous improvement initiative, and the ability to build successful relationships to drive results. Excellent communication skills and ability to effectively prioritize goals to achieve results.

- Expertly uses data to drive initiatives, streamline business processes, and pinpoint growth opportunities
- Excellent program and department manager with proficiency in team building and performance management
- Proven track record of successful strategic project initiation and leadership often exceeding project deadlines

PROFESSIONAL EXPERIENCE

ColemanWick - Customized Market Research and Analytics, Cleveland, OH, 2015-2016

Associate Partner

Lead client management activities, including lead generation, proposal development, and project execution for numerous clients within the manufacturing, healthcare, attractions, and education verticals. Successfully managed six key accounts.

- Consult with prospects, leads and clients to translate sales and marketing requirements into clear, cost-effective and sound objectives from which to develop and recommend custom research methodology. Obtained 60% proposal win rate.
- Design, execute, analyze, interpret, and present relevant research materials and data to business executives. Synthesize data into actionable recommendations to direct and drive successful sales and marketing strategies.
- Key player in business development and strategic planning to meet business growth objectives, resulting in 3x revenue growth within one year. Acquired three new key clients for the business.

Energizer Battery Manufacturing, Inc., Westlake, OH

Manager/Engineer – Operations, Manufacturing, Quality, and Lean Project Leader, 2011 - 2015

Acted as internal consultant while leading Consumer Returns and Quality Systems department and staff. Lead the operations organization in the evaluation and implementation of continuous improvement initiatives, including master data management, workflow optimization and outsourcing, and global standardization of MES systems.

- Completed complex evaluation, analysis, and recommendation for global multi-site disparate system through metric identification, critical data gathering, and justification of compelling business case, initiating the opportunity for ~\$3.1MM annual soft and \$313K hard cost savings, with a global headcount reduction of 5 colleagues through outsourcing.
- Established and maintain improved and integrated quality system, with focus on document control, including Quality Manual, Product Specifications, and Operational Procedures. Reduced workflow and turnaround time for quality event and document change management by 40%, while increasing user experience.
- Sponsored business team to evaluate and implement new Consumer Returns software product resulting in improved VOC reporting capabilities to trend consumer complaints, and reduced entry processing time both through call centers and on-site processing. Reduced consumer returns backlog from 6 weeks to 1 week.
- Serve as Program Manager leading colleagues from varying functional disciplines (design, manufacturing, supply base, assembly) to address material or process quality issues, both internally and with 3rd party international co-suppliers.

Strategic Project Leader: Global MRO Procurement, 2008 - 2010

Develop and lead global MRO inventory reduction efforts focusing on continuous improvements to centralize global spare parts processes, provide global visibility to inventory, identify inventory sharing opportunities, eliminate cross-location duplication of master data, and standardize nomenclature and master data record numbers. Support implementation of initiatives by leveraging consulting, project and change management framework, and training development. Responsible for achieving Global Purchasing strategic objectives through identification and reporting of financial opportunities such as reverse engineering of manufactured parts.

- Identified and consulted with strategic business partner to consolidate master data information across 17 global manufacturing locations and 8 unique database systems, including 1.8MM unique fields of information with multiple languages.
- Effectively led complex global software implementation project to interface with SAP and MP2 systems, overcoming imbedded processes, culture, and language barriers to achieve aggressive project timeline of 16 months.
- Obtained \$157K annual procurement cost savings, and an additional \$54K inventory reduction through the early identification of duplicated inventory. Additional \$100K inventory reduction and \$1.2M annual procurement savings identified through de-duplication efforts.
- Reduced slow moving inventory by 13%.

Package Development Value Stream Manager, 2004 - 2007

Managed the package design and development lifecycle, including development of technical and production specifications and bill of materials for over 300 new global SKU's annually. Worked directly with marketing, global manufacturing, and vendors to determine product feasibility, cost, and ensure aggressive development timelines were consistently met. Provided strategic focus and managerial support to seven packaging development specialists, both exempt and non-exempt, within packaging development, which included coaching, employee relations, compensation execution, performance management, succession planning, and organization design and development.

- Led the Packaging Development management team to develop and deploy a 3-year strategic plan and organizational re-design to more effectively meet the needs of the growing globally sourced product business.
- Developed system and process improvements that led to increased customer value through the reduction in package development cycle time, hand-offs, and re-work (increased quality output) to handle 3X increase in SKU volume with fixed headcount.
- Assisted in the creation and implementation of an internally developed software package to manage new package development, resulting in improved cycle time, from over 200 days to less than 60 days.
- Successfully identified and led initiative to reduce blister card artwork and printing costs by \$1M annually.
- Supported project execution through qualification of raw materials and manufactured goods. Upheld quality standards and ensured conformance.

Senior Technology Engineer, Product Research and Design/Development, 1998 - 2003

Progressive roles held in R&D. Led global cross-functional product development and implementation teams through the Stage Gate process. Responsible for the design, development, and implementation of new products, battery improvements, material qualifications, and cost reduction to maintain technological leadership in the market. Researched and disseminated fundamental information into recommended, cost-effective improvements specific to the product brand, geometry, and design. Performed benchmarking analysis of competing products and new technologies. Tracked and controlled project schedules and budgets and communicated significant events and results in management forums.

- Used Advanced Experimental Research and Design techniques to increase product performance in AA and 3A-size product by 5% to inhibit competition from making superiority claim. Improvement allowed introduction of "Best Ever" claim.
- **New Product Introduction** - designed and implemented debut e² C-size product resulting in 30% increase in battery performance and 2% increase in market share. *Recipient of Two Energizer XTRA Awards for significant contribution to the company, 1999 and 2000.*
- Applied Project Management philosophies to facilitate the new product development and implementation of the C-size e² in improved time to market. Product implementation was vital to Energizer's product portfolio.
- Completed prove-in of new raw material saving company \$300K annually.
- Exceeded timing objectives for critical new product release, allowing increased market exposure.
- Developed and instructed design of experiments and data analysis course to educate staff.

EDUCATION

Weatherhead School of Management, Case Western Reserve University, Cleveland, OH
MBA, Marketing Concentration

- Nominee, Rita Kicher Award for exceptional part-time student

University of North Dakota, Grand Forks, ND

Bachelor of Science in Chemical Engineering, Graduated Magna Cum Laude. Academic All-American

OTHER ACTIVITIES AND HONORS

Cuyahoga County Board of Developmental Disabilities, Board Member/Vice President, 2013-present

Nature Center at Shaker Lakes, Board Member/Marketing and Programs Committees, 2015- present

United Cerebral Palsy of Greater Cleveland, Triathlon Committee Co-Chair, Development Committee Member, 2010

- Led \$100K+ of fundraising efforts through direct solicitation and events.
- Awarded 2010 United Way Spotlight Volunteer

Greater Cleveland YWCA, Member, Women's Leadership Alumni Committee, 2008-2009

Greater Cleveland YWCA, Graduate, Women's Leadership Bootcamp, 2008

Diversity Center of NE Ohio, Graduate, LeadDiversity, 2006

Big Brothers Big Sisters of Lorain County, Big Sister, 1999 - 2005

University of North Dakota Varsity Swimming Team

- 16-time All-American
- 2-time National Champion NCAA Division II
- Female Athlete of the Year, University of North Dakota
- Female Athlete of the Year, Nominee, Midwest Sports Channel