



AGENDA
CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY
COMMITTEE MEETING
TUESDAY, MARCH 2, 2021
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
10:00 AM

***Due to the COVID-19 pandemic, the Cuyahoga County Administration Building is closed for public meetings at this time. As this meeting is being conducted remotely, in accordance with HB 197, interested persons may access the meeting via livestream by using the following link:**
<https://www.youtube.com/CuyahogaCounty>

****Public comment for this meeting may be submitted in writing via email to the Assistant Deputy Clerk of Council at arjohnson@cuyahogacounty.us no later than 9:00 a.m. on Tuesday, March 2, 2021**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE FEBRUARY 16, 2021 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2021-0061: A Resolution confirming the County Executive's reappointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024; and declaring the necessity that this Resolution become immediately effective.
 - b) R2021-0062: A Resolution confirming the County Executive's appointment of Suzanne Hamilton to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term

3/10/2021 – 3/9/2024; and declaring the necessity that this Resolution become immediately effective.

- c) R2021-0063: A Resolution confirming the County Executive's appointment of Inajo Davis Chappell to serve on The MetroHealth System Board of Trustees for the term 3/10/2021 – 3/9/2027; and declaring the necessity that this Resolution become immediately effective.
- d) R2021-0064: A Resolution confirming the County Executive's appointment of Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term of 1/1/2021 – 12/31/2023; and declaring the necessity that this Resolution become immediately effective.
- e) O2021-0002: An Ordinance providing for modifications to and adoption of the Cuyahoga County Human Resources Personnel Policies and Procedures Manual to be applicable to all County employees; and declaring the necessity that this Ordinance become immediately effective.

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT



MINUTES

CUYAHOGA COUNTY HUMAN RESOURCES, APPOINTMENTS & EQUITY COMMITTEE MEETING

TUESDAY, FEBRUARY 16, 2021

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

10:00 AM

1. CALL TO ORDER

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

2. ROLL CALL

Ms. Brown asked Assistant Deputy Clerk Johnson to call the roll. Committee members Brown, Gallagher, Miller, Conwell, and Sweeney were in attendance and a quorum was determined.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE FEBRUARY 2, 2021 MEETING

A motion was made by Ms. Brown, seconded by Mr. Miller, and approved by unanimous vote to approve the minutes from the February 2, 2021 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2021-0043: A Resolution approving the appointment or reappointment of various individuals to serve on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees for 5-year terms of 1/1/2021 - 12/31/2025 and declaring the necessity that this Resolution become immediately effective as follows:

a) Appointments:

- a) The Honorable Donald C. Nugent
- b) Matt Previts

ii) Reappointments:

- a) William (“Bud”) T. Doyle
- b) Jon Silvis

Ms. Michele Pomerantz, Director of Regional Collaboration, addressed the Committee regarding Resolution No. R2021-0043. Discussion ensued.

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

Mr. Trevor McAleer, Legislative Budget Advisor, addressed the Committee regarding Resolution No. R2021-0043. Discussion ensued.

Committee members asked questions of Mr. McAleer pertaining to the item, which he answered accordingly.

Mr. Ted Prasse, President of the Cuyahoga County Soldiers’ and Sailors’ Monument addressed the Committee regarding Resolution No, R2021-0043. Discussion ensued.

Committee members asked questions of Mr. Prasse pertaining to the item, which he answered accordingly.

The Honorable Donald C. Nugent, Mr. Matt Previts, Mr. William T. Doyle, and Mr. Jon Silvis, addressed the Committee regarding their nomination to serves on the Cuyahoga County Soldiers’ and Sailors’ Monument Commission Board of Trustees. Discussion ensued.

Committee members asked questions of Messrs. Nugent, Previts, Doyle and Silvis pertaining to their experience, expertise, and qualifications, which they answered accordingly.

On a motion by Ms. Brown with a second by Mr. Gallagher, Resolution No. R2021-0043 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 the rules.

- b) R2021-0051: A Resolution confirming the County Executive's appointment of Andrew Jackson to serve on the Cleveland-Cuyahoga County Port Authority's Board of Directors for the term of 3/1/2021 – 2/28/2025, and declaring the necessity that this Resolution become immediately effective.

Ms. Pomerantz addressed the Committee regarding Resolution No. R2021-0051. Discussion ensued.

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

Mr. Andrew Jackson addressed the Committee regarding his nomination to serve on the Cleveland-Cuyahoga County Port Authority's Board of Directors. Discussion ensued.

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

On a motion by Ms. Brown with a second by Mr. Sweeney, Resolution No. R2021-0051 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 the rules.

- c) R2021-0052: A Resolution confirming the County Executive's reappointment of Carlin N. Culbertson to serve on the Child Abuse and Child Neglect Regional Prevention Council of the Ohio Children's Trust Fund representing the Great Lakes Region for the term 5/26/2020 – 5/25/2022, and declaring the necessity that this Resolution become immediately effective.

Ms. Pomerantz addressed the Committee regarding Resolution No. R2021-0052. Discussion ensued.

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

Mr. Carlin N. Culbertson addressed the Committee regarding his nomination to serve on the Child Abuse and Child Neglect Regional Prevention Council of the Ohio Children's Trust Fund. Discussion ensued.

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

A motion was then made by Mr. Miller seconded by Ms. Brown and approved by unanimous vote to amend Resolution No. R2021-0052 by deleting “5/26/2020-5/25/2022” and inserting “1/24/2021-1/23/2023”, throughout the Resolution.

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2021-0052 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 the rules, as amended.

- d) R2021-0053: A Resolution confirming the County Executive’s reappointment of Jennifer Rosich to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2020 – 12/31/2022, and declaring the necessity that this Resolution become immediately effective.

Ms. Pomerantz addressed the Committee regarding Resolution No. R2021-0053. Discussion ensued.

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

Ms. Jennifer Rosich addressed the Committee regarding her nomination to serve on the Cuyahoga County Advisory Board on Senior and Adult Services. Discussion ensued.

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

Ms. Tracey Mason, Administrator for the Division of Senior and Adult Services, addressed the Committee regarding Resolution No. R2021-0053. Discussion ensued.

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

On a motion by Ms. Brown with a second by Ms. Conwell, Resolution No. R2021-0053 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 the rules.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Chairwoman Brown adjourned the meeting at 10:55 a.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0061

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s reappointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Ohio Revised Code Chapter 3381, a regional arts and cultural district was established in Cuyahoga County to provide programs and activities in areas directly concerned with the arts or cultural heritage; and

WHEREAS, such regional arts and cultural district is governed by a Board of Trustees called the Cuyahoga Arts and Culture Board of Trustees consisting of five (5) members having broad knowledge and experience in the arts or cultural heritage and shall have other qualifications as outlined in the by-laws; and

WHEREAS, pursuant to Ohio Revised Code Section 3381.05, the Board of Trustees shall be appointed to a three (3) 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 Charna Sherman to be appointed to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024; 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 Council of Cuyahoga County hereby confirms the County Executive's appointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024.

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: February 23, 2021

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

Journal _____
_____, 20____



February 12, 2021

Pernel Jones, Jr., President
Cuyahoga County Council
2079 E. Ninth Street, 8th Floor
Cleveland, OH 44115

Re: Cuyahoga Arts and Culture (CAC) Board of Trustees

Dear President Jones,

I submit the following nomination for re-appointment to the Cuyahoga Arts and Culture (CAC) Board of Trustees:

- **Charna Sherman**, 3-year term, 4/1/2021 – 3/31/2024

Cuyahoga Arts & Culture (CAC) is authorized by Ohio Revised Code Chapter 3381. The CAC is the public funder for arts & culture events and, has awarded over 1,200 grants, to more than 300 organizations serving Cuyahoga County residents. The Board consists of five members appointed by the County Executive, subject to Council confirmation. ORC 3381.05 outlines the qualifications for trustees as a set of persons who:

- Have broad knowledge and experience in the arts or cultural heritage;
- At least two members...shall be persons who devote a major portion of their time to practicing, performing, or teaching any of the arts or who are professional administrators in any field of the arts or cultural heritage;
- Shall be qualified electors in Cuyahoga County.

A copy of Charna Sherman's bio is attached.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are no other candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish
County Executive

CHARNA SHERMAN BIO

A Cleveland native, Charna Sherman is an accomplished trial lawyer specializing in complex commercial litigation. In 2011, she left a partnership at one of Cleveland's highest profile law firms to found her own boutique.

Ms. Sherman is passionate about diversity, and has a national reputation for spearheading groundbreaking initiatives over her career to advance women in particular not only in the law, but other fields as well, including the arts. Her Ruby Shoes philanthropic fund with the Jewish Federation of Cleveland has helped fund both a recent installation by trans artist A.K. Burns as part of the FRONT Triennial, and the launch in Ohio for the first time of the highly acclaimed Women to Watch program of the National Museum of Women in the Arts. Committed to the transformative power of the arts, she also chaired a new effort to pull influential women in Cleveland together to support Cleveland Public Theater and the Gordon Square Arts District, and was nominated by CPT to serve as a Patron Ambassador of the National New Play Network.

An active participant in the arts community, she has served on the boards of FRONT International, DANCECleveland, the Cleveland Institute of Art, and the Executive Board of the Contemporary Art Society of the Cleveland Museum of Art. Ms. Sherman also traveled this year and in 2015 to Israel with the Jewish Community Federation's Israel Arts and Culture Initiative. A theater lover since childhood, Ms. Sherman's newest pursuit has been investing in and producing Broadway and West End shows.

Educated at Harvard and Georgetown, Ms. Sherman is the mother of two millennials; her daughter is attending the London Business School and her son is pursuing a medical career in infectious disease.

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0062

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s appointment of Suzanne Hamilton to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 3/10/2021 – 3/9/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Community Improvement Corporation (“CCCIC”) was incorporated in 1982 under the authority granted in ORC 1724; and

WHEREAS, the CCCIC serves the sole purpose of advancing, encouraging and promoting the industrial, economic, commercial and civil development in Cuyahoga County. The CCCIC serves as Cuyahoga County’s review agent of industrial revenue bond financing; and

WHEREAS, Article III of the CCCIC’s Code of Regulations provides that the Board of Trustees shall consist of two classes of Trustees. The “County Class”, which shall consist of five members appointed or elected officers of Cuyahoga County, and the “Private Class”, which shall be six members elected from persons nominated by the County Executive, in consultation with the Greater Cleveland Partnership; and

WHEREAS, the members of CCCIC Board of Trustees shall serve for three-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 Suzanne Hamilton (replacing Radhika Reddy) to serve on the CCCIC’s Board of Trustees for the term 3/10/2021 – 3/9/2024.

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.



February 12, 2021

Pernel Jones, Jr., President
Cuyahoga County Council
Cuyahoga County Administration Building
2079 E.9th, 8th Floor
Cleveland, OH 44115

Re: Cuyahoga County Community Improvement Corporation (CCCIC)

Dear President Jones:

Pursuant to Ohio Revised Code Section 1724, I am pleased to nominate the following individual for appointment to serve on the Cuyahoga County Community Improvement Corporation's Board of Trustees:

- **Suzanne Hamilton**, 3-year term, 03/10/2021 – 03/09/2024 (replacing Radhika Reddy)

The Cuyahoga County Community Improvement Corporation ("CCCIC") was incorporated in 1982, for the sole purpose of advancing, encouraging, and promoting, the industrial, economic, commercial, and civic development of Cuyahoga County. The Corporation serves as Cuyahoga County's review agent for industrial revenue bond financing and economic development lending activity. Members of the Board shall serve a three-year term.

I have attached a copy of the nominee's resume for your review.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are no other candidates on file that have applied for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish
Cuyahoga County Executive

SUZANNE E. HAMILTON

SUMMARY

Financial professional with specialty in commercial real estate sales, lending and relationship/portfolio management. Experienced in winning business, analyzing business opportunities, underwriting projects and closing deals. Effective in working across business lines and building a team rapport and cross selling products to generate expanded business and profits.

PROFESSIONAL EXPERIENCE

ERIEBANK, Cleveland, OH; A \$5 billion regional Bank 5/19-Present

SENIOR VICE PRESIDENT, COMMERCIAL REAL ESTATE

- Provide investment real estate loans to local and regional developers up to \$30 million/project.
- Cross-sell banking products and services to customers as needed to include deposit and investment accounts, Treasury services, swaps, etc.
- Coordinate closing process on all loans with closing and servicing teams.

First Federal Lakewood, Lakewood, OH; A \$2 billion Mutual Bank 12/13-5/19

VICE PRESIDENT, COMMERCIAL REAL ESTATE

- Provided investment real estate loans to local and regional developers up to \$7 million/project.
- Cross-sold banking products and services to customers as needed to include deposit and investment accounts, Treasury services, swaps, etc.
- Member of President's Club for meeting annual goals.

NAI Daus, Beachwood, OH; A global real estate firm member 9/11-12/13

DIRECTOR OF FINANCE

- Developed analyses and valuation on commercial properties and projects.
- Delivered expert opinion on partnerships and project investments.
- Coordinated group discussions on investment opportunities and analyses.
- Managed/coordinated bank relationships for company, principals, and projects.

Huntington National Bank, Cleveland, OH; A \$58 billion regional Bank 3/10-9/11

VICE PRESIDENT, COMMERCIAL REAL ESTATE SALES

Commercial team leader working as an advocate between bank lines of business to deepen core customer relationships across Bank footprint to drive revenue and profits.

- Implemented initiatives between CRE and Treasury Management which increased deposits by 27% in 2010.
- Developed process with Insurance that resulted in a pipeline of several million dollars and closed business of over one million dollars.

- Delivered model of Optimal Customer Relationship strategy to CRE teams and Champion for MAX (Salesforce.com).
- Coached regional managers in effective leadership and professional development of bankers.

Broadlands Financial Group, LLC, Cleveland, OH

4/09-2/10

A construction risk management and renewable energy organization.

VICE PRESIDENT OF SALES, MIDWEST

- Marketed full-service construction risk management products and services.
- Branded the organization to financial institutions and commercial real estate professionals in Ohio and established a regional office.
- Developed a pipeline of \$1.2 million and closed \$325,000 in revenues.
- Presented Broadlands to FDIC as part of RFP for failed bank management.

Charter One Bank, Cleveland, OH; A \$162 billion regional Bank

8/05-2/09

VICE PRESIDENT, COMMERCIAL REAL ESTATE

Senior relationship manager to middle market and larger developers and investors.

- Structured solutions to financial needs regarding loans, derivatives, deposits, and other banking products and services.
- Developed and managed a portfolio of \$300 million.
- Appraised projects and opportunities for profitability and presented business opportunities to credit officers and committees for approval resulting in annual new business of up to \$150 million.
- Succeeded in meeting goal annually by 200+%, including loans, cash management, derivatives, deposits, and retail referrals.

Huntington National Bank, Cleveland, OH; A \$58 billion regional Bank

5/02-8/05

VICE PRESIDENT, COMMERCIAL REAL ESTATE

Senior portfolio manager for institutional credits and relationship manager for middle market developers and investors.

- Created a loan portfolio for Real Estate Investment Trust's and REIT-sized companies of \$230 million.
- Arranged bank group deals closing first transactions with HNB Cleveland as the agent.
- Directed the loan closing process and managed the portfolio credit quality for accurate closings and internal and OCC audits contributing to pass ratings.

Provident Financial Group, Cleveland, OH

10/00-5/02

VICE PRESIDENT, COMMERCIAL REAL ESTATE

- Developed and managed a loan portfolio of \$56.5 million.
- Expanded portfolio by marketing various bank products and services from \$20 million to \$56.5 million.

KeyBank National Assoc., Cleveland, OH

6/98-10/00

ASSISTANT VICE PRESIDENT, COMMERCIAL REAL ESTATE

- Developed and managed a loan portfolio of \$100 million.

National City Bank, Columbus, OH
ASSISTANT VICE PRESIDENT, COMMERCIAL REAL ESTATE

6/91-6/98

EDUCATION

Master of Business Administration, Finance and Marketing, The Ohio State University, GPA 3.53

Bachelor of Science, Otterbein College, Magna Cum Laude, Departmental Honors
Majors in Accounting and Business, Administration/Finance, GPA 3.90

HONORS

Professional:

The Top 100 People in Real Estate, 2019
YWCA Woman of Prof. Excellence, 2008
CREW Member of the Year 2003 and 2006

CREW Exceptional Achievement, 2008
Biltmore "Who's Who" induction 2007
Various Bank Sales Awards

Ohio State:

GTE Scholarship, 1989-1990, 1990-1991

Otterbein University (Magna Cum Laude):

Torch and Key Honorary
Bus. Dept. Academic Leadership Award

Tau Pi Phi Business Honorary, President
Several scholarships

ACTIVITIES

Professional:

Comm. Real Estate Women (1993+), President 2002, Advisory Council (2003+)
Greater Cleveland Real Estate Assoc. (2001+), President 2005
Urban Land Inst. (2005+); Currently mentoring group of 15 young professionals
First American National Commercial Services Advisory Board (2012+)
NAIOP (2013+)

Other:

YWCA Advisory Council (2006-2008) Big Brothers/Big Sisters HRC national Board of Directors and local Steering Committee (2004+) Guest lecturer at Cleveland State University, College of Urban Affairs (2009+) United Church of Christ Coalition Board (2014-2017) Plymouth Church of Shaker Heights, Council (2014-2018) Gordon Square Arts District Board (2017-2019)

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0063

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s appointment of Inajo Davis Chappell to serve on The MetroHealth System Board of Trustees for the term 3/10/2021 – 3/9/2027; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Chapter 339 provides for the organization and operation of a county hospital; and

WHEREAS, Ohio Revised Code Section 339.02 provides for the creation of county hospital trustees and the means by which appointments are made; and

WHEREAS, Ohio Revised Code Section 339.02 further provides that such appointments to the board of trustees shall be for a six-year term; and

WHEREAS, pursuant to Ohio Revised Code 339.02(F)(1), the County Executive has sought and received approval from both the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service; 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 Inajo Davis Chappell to serve on The MetroHealth System Board of Trustees for the term 3/10/2021 – 3/9/2027; 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:



February 12, 2021

Pernel Jones, Jr., President
Cuyahoga County Council
2079 E.9th, 8th Floor
Cleveland, OH 44115

Re: *MetroHealth System Board of Trustees*

Dear President Jones:

Pursuant to Ohio Revised Code Chapter 339, I submit the following information for service on the MetroHealth System Board of Trustees:

New appointment

- **Inajo Davis Chappell**, 6-year term, 3/10/2021 – 3/09/2027

Candidates for this board shall:

1. "Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"
2. "...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas

The candidates have been jointly selected by the County Executive and the Judge, "of the most senior in point service" for the Common Pleas Court (the Honorable Daniel Gaul) and for the Probate Courts (the Honorable Anthony Russo). Correspondence from the Honorable Daniel Gaul and the Honorable Anthony Russo in support of these nominations will be sent separately.

For your review, I have attached the resume submitted by the candidate. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz at 216-258-8921. I thank you for your assistance.

Sincerely,

Armond Budish
Cuyahoga County Executive



Armond Budish
Cuyahoga County Executive

February 2, 2021

Judge Anthony Russo, Presiding Judge
Probate Court of Cuyahoga County
1 Lakeside Avenue
Cleveland, OH 44113

Re: MetroHealth System Board of Trustees

Dear Judge Russo,

Pursuant to Ohio Revised Code Chapter 339, I submit the following nomination for service on the MetroHealth System Board of Trustees:

- **Inajo Davis Chapelle**

Candidates for this board shall:

1. *"Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"*
2. *"...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service shall appoint or reappoint for a term of six years a sufficient number of members to replace those members whose terms have expired"*

Ms. Chapelle's resume is attached for your review and meets the qualifications to serve on this board.

Thank you for your consideration of this appointment. Should you have any questions, please feel free to contact Laura Roche in my office at 216-443-7181.

Sincerely,

Handwritten signature of Armond Budish in black ink.

Armond Budish
County Executive

Approved:

Handwritten signature of Judge Anthony Russo in black ink.

Judge Anthony Russo



February 2, 2021

Judge Daniel Gaul
Cuyahoga County Common Pleas Court
1200 Ontario Street
Cleveland, OH 44113

Re: MetroHealth System Board of Trustees

Dear Judge Gaul,

Pursuant to Ohio Revised Code Chapter 339, I submit the following nomination for service on the MetroHealth System Board of Trustees:

- **Inajo Davis Chappell**

Candidates for this board shall:

1. *"Members shall be electors and representative of the area served by the hospital, except that not more than two members may be electors of the area served by the hospital that is outside the county in which the hospital is located"*
2. *"...the board of county commissioners together with the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service shall appoint or reappoint for a term of six years a sufficient number of members to replace those members whose terms have expired"*

Ms. Chappelle's resume is attached for your review and meets the qualifications to serve on this board.

Thank you for your consideration of this appointment. Should you have any questions, please feel free to contact Laura Roche in my office at 216-443-7181.

Sincerely,

A handwritten signature in blue ink that reads "Armond Budish".

Armond Budish
County Executive

Approved:

A handwritten signature in blue ink, appearing to read "Daniel Gaul".

Judge Daniel Gaul

Inajo Davis Chappell

Partner | Group Leader, Nonprofit | Group Leader, School Law



Practices/Industries

- Nonprofit
- School Law
- Real Estate
- Employment & Labor

Education

Yale University
(B.A., 1982)

Columbia Law School
(J.D., 1985)



Overview

Inajo is the Group Leader of the firm's Nonprofit Group, which represents more than 100 exempt organizations, ranging from social service agencies to arts groups, health organizations, foundations, community development corporations, educational, and governmental institutions. In addition to her work representing nonprofit organizations and public institutions, Inajo handles a variety of legal matters for for-profit businesses. Her legal practice focuses on various aspects of corporate law and governance, general business transactions, and commercial real estate acquisition, development, construction, and financing. She has served as bond and company counsel to a variety of governmental and corporate clients. Inajo has particular expertise representing school districts in the provision and delivery of educational programming and services to disabled students. An active civic and community volunteer, Inajo serves on the boards of several nonprofits and was recently recognized for the positive impact she has had on her community by being named to *Savoy Magazine's* Most Influential Black Lawyers list.

Experience

Public Law/School Law and Special Education Law

- Experience representing school districts in the provision of educational programming and services to disabled students, providing counsel on a variety of legal issues related to the education of individuals with disabilities, defending placement and programming decisions of school districts, counseling clients relative to disciplinary and other issues impacting disabled students, participating in mediation, administrative hearings, and judicial proceedings relative to compliance with the federal statutes governing the education of disabled children, including the Individuals with Disabilities in Education Improvement Act (IDEIA), Section 504 of the Rehabilitation Act of 1973, Title II of the ADA of 1990, as amended by the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), and the No Child Left Behind Act (NCLBA).
- Experience handling Ohio Sunshine Law compliance, including public records request disputes, bidding requirements and bid protest matters, and a variety of public and school law issues.

Nonprofit

- Handles a variety of nonprofit matters, including: grantmaking and grant agreements; strategic collaboration, merger, and affiliation agreements; nonprofit director and trustee liability; tax aspects of charitable contributions; establishing and maintaining for-profit subsidiaries; nonprofit executive compensation issues; administration of endowment funds and other restricted gifts; private inurement and intermediate sanctions; self-dealing; charitable sales tax and property tax exemptions; conflict of interest policies; incorporating and obtaining exempt and "public charity" status for new charities; and limits on lobbying and participation in political campaigns.
- Provides training workshops to board members on governance issues and fiduciary obligations.

Inajo Davis Chappell

Partner | Group Leader, Nonprofit | Group Leader, School Law

Experience (Cont)

Nonprofit (Cont)

- Handled and documented tax-exempt financing projects for real estate/facility expansion projects for exempt organizations.
- Guided an entrepreneur and nonprofit as it grew from one school and two employees to nine schools and over 250 employees.

General Business

- Handles a variety of transactions for business owners, including sale and purchase of ownership interests.
- Prepares and negotiates a variety of business and employment agreements, including collective bargaining agreements.
- Counsels clients regarding competitive bidding compliance, tax and collection workouts, and general business matters.
- Prepares and negotiates license and lease agreements for use, sale, or other disposition of real estate, proprietary information, and personal property.

Real Estate & Commercial Lending

- Experienced in documenting real estate construction loans for lending institutions and borrowers.
- Represented owners and developers in securing acquisition and development loans and financing for both new construction and extensive rehabilitation/renovation projects, including residential, commercial, and recreational facilities.
- Documented and closed numerous real estate transactions, construction loans, and credit lines for acquisition, development, and construction of commercial real estate facilities (a big chain drugstore and strip mall facilities with national retail and restaurant tenants) in Florida, Pennsylvania, and West Virginia, as counsel to a national banking association.

Capital Markets/Municipal Securities

- Served as bond counsel, company counsel, trustee counsel, and underwriter/placement agent counsel to governmental, corporate, and bank clients, documenting a variety of bond financing transactions, including Industrial Revenue Bonds (IRBs) and Tax-Exempt Private Activity Bond Issues.
- Drafted all bond documents, legislation, and legal opinions, and reviewed and revised, as necessary or required, Bank and Underwriter counsel documents on letter of credit-enhanced bond financing transactions, where the proceeds from these tax-exempt 501(c)(3) bonds were used to acquire, develop, and construct office buildings, warehouse, and other facilities.

Middle Market Equipment Leasing

- Documented and closed tax-exempt municipal lease transactions for a local community college district, involving the acquisition and installation of telecommunications equipment.
- Documented and closed a tax-exempt municipal lease transaction for the largest school district in the State of Ohio that funded the acquisition of heating, cooling, lighting, and other equipment and improvements.
- Prepared and negotiated lease and equipment purchase agreements, legal opinions, and drafted or reviewed all ancillary documents required.

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Experience (Cont)

Employment & Labor

- Prepared separation and severance agreements, employment agreements, mediation agreements, and EEOC/OCRC position statements.
- Conducted and prepared numerous investigation reports.
- Represented clients in mediations, arbitrations, and grievance hearings.
- Appeared in numerous administrative hearings and defended clients against gender, race, disability, age discrimination, harassment, retaliation, and other employment claims.

Presentations

- "Legal Requirements for Voting, Protesting, and Administering the 2020 Election," Ulmer & Berne LLP Diversity, Equity, and Inclusion Committee (October 2020)
- "Your Vote Matters: Historical Perspectives on the Impact of Civil Unrest and Voting," Panelist, Women V.O.T.E., WKYC, and Karamu House (September 2020)
- "Decision 2020: Running Elections During a Pandemic," Panelist, Cleveland Metropolitan Bar Association (August 2020)
- United States House of Representatives Committee on House Administration Subcommittee on Elections, Ohio Field Hearing on Voting Rights and Election Administration, Witness (April 2019)
- "Duties of Nonprofit Board Members," Business Volunteers Unlimited (BVU) (September 2018)
- "Ask, Get, Give, Serve-(Cha-Ching): It's all about the Fundraising," 2017 Caritas Financial Nonprofit Summit (May 2017)
- "The Past, Present, and Future of Public Education," moderator, The Cleveland Foundation donor panel discussion (October 2016)
- "Grant-making for Private Foundations," St. Paul, Minnesota (June 2016)
- "Ohio Sunshine Laws," Client In-Service Training (February 2014)
- "Social Impact: Leading in Non-profit, Government and Judicial Arenas," Panelist, Case Western Reserve University School of Law's Women's Law & Leadership Conference (November 2013)
- "School Tax Levies," Client In-Service Training (May 2013)
- "Election Law Update," Norman S. Minor Bar Association Seminar (November 2012)
- "Duties of Non-Profit Directors," Greater Cleveland Dental Society (September 2012)
- "Managing the Delivery of FAPE and Challenging Student Behaviors: Review of MDRs/FBAs/BIPs," Client Training (August 2012)
- "Managing the Delivery of FAPE/Avoiding Disability Discrimination: Review of Section 504, Title II and Students with Disabilities in Public Schools," Client Training (August 2012)
- "Duties of Nonprofit Directors," SS&G Nonprofit Breakfast Series (September 2011)
- "Back to Basics: IDEIA Compliance," Client In-Service Training (May 2011)

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Presentations (Cont)

- "Managing the Delivery of FAPE (Special Education Programming and Services) and Challenging Student Behaviors," BASA New Superintendents In-Service (February 2010)
- "Legal and Legislative Update: Change and Solutions for Nonprofits," Ohio Society of CPAs 21st Annual Nonprofit Leadership Symposium (October 2008)
- Not-For-Profit Leadership Symposium, Ohio Society of CPAs and United Way Annual Not-For-Profit Conference (October 2008)
- "Policy Delivery: The Movers & Shakers," The Center for the Advancement of Women in Public Service (October 2008)
- "Women Make Your Mark' The Voting Process," panelist, Sponsored by the Flora Stone Mather Center for Woman and Case Western Reserve University (September 2008)
- "Planting the Seeds for Success: The Journey Toward Election Reform in Cuyahoga County," Yale Alumni Association of Cleveland (September 2008)
- "The Role of the Board," Business Volunteers Unlimited and Minority Board Member Pipeline Initiative (June 2008)
- "Why Northeast Ohio is a Great Environment for Professional Growth and Development," Cleveland Professional 20/30 Club (March 2008)
- "We Object! The Successes and Struggles of Female Attorneys," The City Club of Cleveland (August 2007)
- "Sister2Sister: How Powerful Women Get Their Way," YWCA Room Full of Sisters (June 2007)
- "How Powerful Women Get Their Way: Secrets for Negotiating – and Getting – What You Want," CCC Corporate College Bootcamp (February 2007)
- "Best Practices for Non-Profit Organizations in an Environment of Heightened Scrutiny, Distrust and Regulation," Key Note Speaker, 19th Annual Not-For-Profit Accounting and Financial Seminar (October 2006)
- "Grooming Another Generation of Women Leaders... Preparing our Community for Change!" panelist, Executive Women's Panel, 4th Annual Personal and Professional Development Retreat, Women of Color Foundation (April 2006)
- "The Accountability Movement Continues-Legislative Initiatives Impacting Nonprofits," Cincinnati Nonprofit Workshop (October 2005)
- "The Accountability Movement Continues for Not-For-Profit Organizations," Cohen & Company, Not-For-Profit Management Summit (September 2005)
- "Individuals With Disabilities in Education Act (IDEA) 2004: (Reconciling NCLB and IDEA)," Client In-Service (August 2005)
- "The Accountability Movement Impacts Not-For-Profit Organizations," Ohio Society of CPA's 17th Annual Not-For-Profit Accounting and Financial Seminar (November 2004)
- "Trusteeship: The Key to Nonprofit Governance," Nonprofit Practice Group Summer Workshop Series (June 2004)

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Presentations (Cont)

- "A Guide to the No Child Left Behind (NCLB) Act of 2001 in Ohio," Lorman Education Services (October 2003)

Publications

- "H.B. 153 Community School Summary," Ulmer & Berne LLP *White Paper* (October 2011)

Involvement

Professional Affiliations

- Cuyahoga County Economic-Inclusion Task Force (*Co-Chair, appointed by County Executive 2012*)
- Ohio State Bar Association
- Cleveland Metropolitan Bar Association
- In Counsel With Women
- Society of Benchers, Case Western Reserve University Law School (*Public Member, 2004-present*)
- Cleveland Bar Association (*Former Board Member and Executive Committee Member*)

Community Involvement

- The Cleveland Foundation (*Former Chair, Grantmaking and Community Engagement Committee; Former Vice Chair of the Board of Directors; Former Chair, Governance and Audit Committees*)
- ERIEBANK Ohio Advisory Board (*Board Member*)
- Say Yes Cleveland Scholarship, Inc. ("Say Yes to Cleveland Scholarship Board") (*Secretary and Chair of Governance Committee*)
- Medical Mutual of Ohio Charitable Foundation (MMOCF) (*Former Board Member*)
- Cuyahoga County Board of Elections (*Board Member; Former Chair*)
- Ohio Board of Voting Machine Examiners (*Former Member and Board Chair*)
- Barbara Byrd-Bennett Foundation for Cleveland's Children (*Former Board Member and Secretary*)
- Boys & Girls Clubs of Cleveland (*Former Board Chair and Board Member Emeritus*)
- American Red Cross Greater Cleveland Chapter (*Former Board Member and Secretary*)
- Hitchcock Center for Women, Inc. (*Former Board Member and Secretary*)
- Cleveland Leadership Center (*Former Board Member and Co-Chair, Selection Committee*)
- Hathaway Brown School (*Former Board Member; Chair, Trustee/Governance Committee*)
- Vocational Guidance Services of Cleveland (VGS) (*Former Board Member and Secretary*)
- Center for Community Solutions (CCS) (*Former Board Member*)
- United Black Fund (*Former Board Member*)
- Shoes & Clothes for Kids (*Former Board Member*)
- Collaborative To Organize Mount Pleasant (COMP) (*Former Board Member*)

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Involvement (Cont)

Community Involvement (Cont)

- Alcoholism Services of Cleveland, Inc. (Recovery Resources, Inc.) (*Former Board Member*)
- Delta Sigma Theta Sorority, Inc. – Greater Cleveland Alumnae Chapter (*Member*)
- United Way of Greater Cleveland Risk Management Committee (*Former Member*)
- Greater Cleveland Sports Commission (*Former Board Member*)

Firm Involvement

- Nonprofit Group, Group Leader
- School Law Group, Group Leader
- Diversity, Equity, and Inclusion Committee, Chair
- Finance Committee, Member

Honors & Distinctions

- Named to *The Best Lawyers in America*[®], Nonprofit/Charities Law (2011-2021)
- Designated the Best Lawyers[®] Non-Profit/Charities Law “Lawyer of the Year” in Cleveland (2015)
- Named to the Ohio Super Lawyers list (2007; 2016-2021)
- AV Preeminent[®] Peer Review Rated – Martindale-Hubbell[®]
- Named a “Black Leader Worth Watching” by Profiles in Diversity Journal (2020)
- “Notable Women in Law,” *Crain’s Cleveland Business* (2018)
- Named one of the Most Influential Women in Corporate America by *Savoy Magazine* (2019)
- Named one of the Most Influential Black Lawyers in America by *Savoy Magazine* (2015, 2018)
- Named a “Woman Worth Watching” by Profiles in Diversity Journal (2015)
- Cleveland Metropolitan Bar Association Women in Law Making a Difference Award (2014)
- Cleveland Metropolitan Bar Association Diversity & Inclusion Innovation Award (2014)
- Honored to be among the contributors featured in The Stephanie Tubbs Jones Art Gallery at Cleveland Hopkins Airport and the “Reflections – *The Many Facets of Stephanie Tubbs Jones*” tribute book
- *Crain’s Cleveland Business* “Women of Note” (2010)
- Helen K. Jones Woman of Strength Memorial Award (2009)
- Hathaway Brown School Alumnae Achievement Award (2008)
- *Northern Ohio Live* Rainmaker (Law) (2005)
- YWCA Women of Achievement Award (2001)
- Leadership Cleveland (Member, Class of 2001)

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Admissions

- State of Ohio
- U.S. Court of Appeals, Sixth Circuit
- U.S. District Court, Northern District of Ohio
- U.S. District Court, Southern District of Ohio
- Supreme Court of Ohio

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0064

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s appointment of Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term of 1/1/2021 – 12/31/2023; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Advisory Board on Senior and Adult Services shall provide a forum for senior, adults and adults with disabilities, consumers, elected officials, agency representatives and others interested in the concerns of senior and adults; 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, Cuyahoga County Advisory Board on Senior and Adult Services shall consist of no less than ten (10) and no more than twenty-five (25) appointed members; and

WHEREAS, members of the Cuyahoga County Advisory Board on Senior and Adult Services shall be appointed to serve a three-year term; and

WHEREAS, the County Executive has nominated Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2021 – 12/31/2023; 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 provides 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 reappointment of Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2021 – 12/31/2023.

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, 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: February 23, 2021
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____
_____, 20__



February 12, 2021

Pernel Jones, Jr., President
Cuyahoga County Council
2079 E. Ninth Street, 8th Floor
Cleveland, OH 44115

Re: Cuyahoga County Advisory Board on Senior and Adult Services

Dear President Jones,

Per Article III of the Code of Regulations of the Cuyahoga County Advisory Board on Senior and Adult Services, I submit the following nomination for appointment to the board:

- **Janet Montoya**, 3-year term, 1/1/2021 – 12/31/2023

There are no known conflicts of interest for which an advisory opinion has been requested. There is one additional candidate on file. This board is uncompensated.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish
County Executive

JANET MONTOYA

OBJECTIVE

Obtain a position where I can utilize my public relations experience, business experience, and community outreach and networking skills to its fullest potential. Serve as a catalyst in developing lasting partnerships with not for profit as well as public organizations and continue to foster my relationships with MHS's senior stakeholders, external community partners and stakeholders in an effort to create mutually beneficial community-oriented solutions and advance health system priorities to address and impact social determinants of health.

BACKGROUND SUMMARY

I have 22 years of experience in social services, public relations and community outreach. As a small business owner for over a decade, I have firsthand knowledge in operating, financial, and strategic domains, as well as leading and supporting individuals to achieve personal and organizational success. I have worked with and mentored individuals with different ethnic backgrounds, educational training and life experiences.

In 2013 I ran a successful and creative political and media campaign for Cleveland City Council in Ward 14 in which I attained Mayoral endorsement. The campaign bolstered my strong ties with my community and activated strategic partnerships with city, county and state government officials and other major stakeholders that should prove to be of value for future community-based projects at home and abroad.

EMPLOYMENT HISTORY

The MetroHealth System, Cleveland, Ohio
Community Health Advocacy Initiative, Manager

2014-Present

Awards & Recognitions: October 2014 Star IQ Genius Award for "Service to others"

- Address health disparities and improve the health status of the residents of Cuyahoga County through community change.
- Identify and cultivate relationships with key stakeholder groups from various sectors that impact community health, i.e. residents, community organizations, philanthropic organizations, stakeholder institutions, government departments and key policy makers and elected officials at the local, regional and national level.
- Supervise and manage the work of the Community Health Advocates, student interns, community volunteers and contracted consultants/partners.
- Link the work of Community Health Advocacy Project to the Health improvement Partnership Cuyahoga (HIP-C) and to the City of Cleveland Public Health Department, the Cuyahoga County Public Health Department, and Shaker Heights Public Health Department.
- Create opportunities to involve and work directly with local communities around healthy lifestyles and other social/economic conditions as identified and prioritized by residents.
- Oversee the development, strategic direction, and implementation of the Community Health Advocacy Project focused on addressing social contributors of health as identified by local communities.
- Maintain knowledge of community developments and trends in community health, engagement and equity practices by participating in and presenting at conferences, trainings, workshops, lectures, communities of practice, reading current literature and maintaining professional contacts within the community.

JANET MONTOYA

Janet Garcia Insurance Agency, LLC (American Family Insurance), Cleveland, OH 2009-2013
President

Awards & Recognitions: Life Honors; Financed Leader Award

- Sell life, property, casualty, health, automotive and other types of insurance.
- Customize insurance programs to address individual customer needs, often covering a variety of risks.
- Conduct direct mail campaigns with follow-up in-person sales consultations.
- Attend meetings, seminars and programs to advance knowledge and expertise
- Maintain bookkeeping systems and service-recovery system.
- Maintain confidential client personal and financial data.
- Attend community network events.

Janet Garcia Insurance Agency (Nationwide Ins. & Fin Services), Cleveland, OH 2004-2009
President

Awards & Recognitions: 2006 Entrepreneur of the Year by Hispanic Business Assoc.; 2007 Nationwide Insurance Conference of Champions

- Responsible for the management and administration of agency training programs.
- Integrated agency strategic and business plan into regional organizational planning and development program.
- Developed prospects through an organized agency direct solicitation program and referrals from present accounts
- Implemented target-marketing leads through community affairs, affiliations and other contacts.

Catholic Charities Employment and Services – Diocese of Cleveland, Cleveland, OH 1996-2004
Employment and Training Coordinator

- Assisted clients in preparation for job searches, including resume writing and job interview skills.
- Identified potential employers and assist in job placements.
- Served as a liaison between clients and county social workers.
- Assisted individuals with the most basic needs of food and shelter to move people beyond permanent crisis.
- Coordinated the welfare to work program – worked with individuals on public assistance to help them become self sufficient.
- Ex-Offender Coordinator - case managed and collaborated with local employers to assist with the hiring process of the formerly convicted.
- Collaborated with county and local businesses including other non-profit organizations to coordinate job fairs and workshops.
- Assisted grant writer in developing proposals for funding agencies.
- Raised money from local city councilmen for the purchase of computers for Catholic Charities employment program.

JANET MONTOYA

EDUCATION

Cuyahoga Community College: Associates of Applied Business 2013-2015
Western Governor University: BS Business Administration Healthcare Management 2019-present

CERTIFICATIONS

License: Property and Casualty insurance (September 01, 2004)
License: Life and Health insurance (June 14, 2005)

PROFESSIONAL AFFILIATIONS

Spanish American Committee: Board member

Assist Hispanics and Non-Hispanics alike with social service needs, including housing, employment, G.E.D., and English as a second language.

Hispanic Business Association: Board member

Promote and support the domestic and international economic development of Hispanic commerce and to serve as a liaison to the Hispanic market in Northeast Ohio.

HUMADAOP: Board member

Empower Hispanic/Latino community to eliminate the negative impact of HIV/AIDS, violence and the abuse of alcohol, tobacco, and other drugs through culturally sensitive prevention, education, intervention, and treatment services.

Democrats of Cuyahoga County: Executive Committee member

Evaluating and endorsing Democratic candidates for office, attend all endorsement meetings, both local and county-wide, attend all meetings required to fill Central Committee openings, adhere to the Constitution and Bylaws of the Party, participate in local Democratic club meetings and events.

Cuyahoga County Executive Armond Budish Transition Policy Working Group - The Quality of Life Working Group will focus on protecting and growing regional assets, like Lake Erie and fiber-optics, assessing challenges, and maximizing regional opportunities to make Cuyahoga County a destination points for companies and families

Coop – Council on Older Persons Committee - The Council On Older Persons (COOP) is an advisory committee of The Center for Community Solutions, COOP's mission is to promote a better understanding of aging and address the issues and concerns of older person in Greater Cleveland through citizen-led needs assessment, policy development, community education and advocacy.

United Way of Greater Cleveland Basic Needs Impact Committee – Review and approve requests for proposals submitted by community organizations providing services in Emergency Housing, Transportation, Food Security and medication assistance.

Mental Health Response Advisory Committee- Part of the US Dept. of Justice & City of Cleveland Consent Decree - produced a crisis intervention policy that foster positive interactions between our police and the communities they serve including people living with mental illness and addiction.

County Council of Cuyahoga County, Ohio

Ordinance No. O2021-0002

Sponsored by: Councilmembers Conwell, Jones, Stephens, Baker, Miller, Sweeney, Tuma, Gallagher, Schron, Brown, and Simon	An Ordinance providing for modifications to and adoption of the Cuyahoga County Human Resources Personnel Policies and Procedures Manual to be applicable to all County employees; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the County Council has reviewed the current Personnel Policies and Procedures Manual and, in consultation with the Cuyahoga County Department of Law, has determined that various amendments are required; and

WHEREAS, pursuant to Section 9.01 of the County Charter it is County Council's authority to establish personnel policies by ordinance, and Council has previously approved prior versions of the County's Personnel Policies and Procedure Manual, which is amended herein and may be amended in the future by Council; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. Adoption of Revised Human Resources Personnel Policies and Procedures Manual: Council hereby adopts the amended version of the County's Human Resources Personnel Policies and Procedures Manual as set forth in Exhibit A attached hereto, effective for all County employees, and shall remain in full force and effect and shall be followed by County employees under the authority of the County Council and the County Executive. The Department of Human Resources shall disseminate the amended manual to all employees subject to the manual in accordance with the Department's usual method of dissemination.

SECTION 2. Policies applicable to bargaining employees shall be effective as permitted under state law and the Collective Bargaining Agreements.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that

7.06 Notification of Criminal Arrest or Conviction

Any County employee that is arrested, charged and/or convicted for any crime, other than a minor traffic violation, must immediately report the incident to Human Resources. Examples of crimes that must be reported include, but are not limited to:

- Felonies (or being arrested for a crime punishable as a felony)
- A crime involving dishonesty, fraud, or theft (e.g., forgery, burglary, robbery, credit card fraud, perjury, bribery, tax evasion)
- Crimes of moral turpitude (e.g., sex offenses, pandering, prostitution, importuning, public indecency)
- Crimes involving physical violence (e.g., assault, patient abuse or neglect)
- Drug-related crimes (e.g., trafficking offenses, drug possession)

Criminal activity or an undisclosed criminal arrests or convictions may constitute cause for discipline. Determination of such action will be based on an analysis of the responsibilities of the position and the nature and time frame of the conviction.

7.06(A) Notification of Criminal Arrest, Charge, Indictment, or Conviction of a County Employee

The provisions detailed in this section apply to all employees of Cuyahoga County. Any County employee who is arrested, charged, indicted, and/or convicted of any crime that is not a minor traffic violation or citation, must immediately report the matter to the Department of Human Resources. Any employee who has questions about whether or not a matter is a “minor traffic violation or citation” should seek guidance from the Department of Human Resources as soon as possible. An employee’s failure to provide prompt notice of an arrest, criminal charge, indictment, and/or conviction may be cause for discipline separate and apart from any discipline resulting from the criminal matter and from the application of the provisions set forth in Section 7.06(B).

7.06(B) County’s Duties after Receiving Notice of Criminal Arrest, Charge, Indictment, or Conviction of a County Employee

The County recognizes that it must respect an employee’s presumption of innocence under the law while facing criminal charges. The County’s Director of Human Resources will engage in a case-by-case analysis to determine what actions, if any, are required when an employee has been arrested, charged with, and/or convicted of a crime.

In accordance with applicable law, if the circumstances of a pending criminal charge could adversely affect the health or safety of an employee or any county property entrusted to the employee, and the pending charge is not punishable as a felony, the Director of Human Resources may place an employee on administrative leave with pay while the charge is pending. If an employee has been charged with a

crime that is punishable as a felony, the Director of Human Resources may place the employee on unpaid administrative leave for up to two months (and administrative leave with pay thereafter) while the charge is pending. If the employee does not plead guilty to or is found not guilty of a felony for which the employee was charged or any other felony, the employee will be paid for the period of unpaid administrative leave at the employee's base rate of pay, plus interest.

At the conclusion of the employee's criminal case, the Director of Human Resources shall make a final determination as to whether the employee may return to work and what modifications to the employee's duties, if any, need to be made. This determination shall include an analysis of all relevant factors, including, but not limited to, the duties performed by the employee and the nature of the criminal charges. The analysis shall be undertaken on a case-by-case basis. Should the Director of Human Resources determine that an employee may not return to his or her previous employment, the County is under no obligation to place the employee in another position.