



**AGENDA**  
**CUYAHOGA COUNTY COUNCIL REGULAR MEETING**  
**TUESDAY, JUNE 6, 2023**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR**  
**5:00 PM**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **SILENT MEDITATION**
5. **PUBLIC COMMENT**
6. **APPROVAL OF MINUTES**
  - a) May 23, 2023 Committee of the Whole Meeting [See Page 15]
  - b) May 23, 2023 Regular Meeting [See Page 17]
7. **ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
8. **MESSAGES FROM THE COUNTY EXECUTIVE**
9. **LEGISLATION INTRODUCED BY COUNCIL**
  - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
    - 1) R2023-0153: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas in the Watershed Divide

Conservation Initiative in the City of Broadview Heights and City of Brecksville; and declaring the necessity that this Resolution become immediately effective. [See Page 38]

Sponsor: Councilmember Simon on behalf of Cuyahoga County Planning Commission

**b) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING**

- 1) R2023-0127: A Resolution awarding a total sum, not to exceed \$15,000, to the Friendly Inn Settlement, Inc. for the Friendly Inn Signage Project from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 43]

Sponsor: Council President Jones

Committee Assignment and Chair: Community Development – Stephens

- 2) R2023-0141: A Resolution awarding a total sum, not to exceed \$150,000, to the Village of Brooklyn Heights for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 46]

Sponsor: Council President Jones

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 3) R2023-0142: A Resolution awarding a total sum, not to exceed \$34,500, to the CREW Foundation for the Ginn Academy Summer Filming Cohort from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 50]  
[See Page 53]

Sponsor: Councilmember Turner

Committee Assignment and Chair: Community Development – Stephens

c) **CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR THIRD READING ADOPTION**

- 1) R2023-0124: A Resolution awarding a total sum, not to exceed \$12,851.65, to the City of Rocky River for the replacement of Automated External Defibrillators from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 56]

Sponsor: Councilmember Kelly

Committee Assignment and Chair: Public Safety & Justice Services – Gallagher

- 2) R2023-0125: A Resolution awarding a total sum, not to exceed \$100,000, to the Harvard Community Services Center for the Students of Promise Exposure Field Trip and College Tour Transportation Project from the District 3 & District 8 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective. [See Page 59]

Sponsors: Councilmembers Jones, Sweeney, Turner, Stephens and Simon

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 3) R2023-0126: A Resolution awarding a total sum, not to exceed \$70,000, to the Greater Cleveland Faith Based Initiative Group for the purpose of Project Reach Anti-Violence Program from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 63]

Sponsors: Councilmembers Jones, Turner, Tuma, Simon and Stephens

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

- 4) R2023-0128: A Resolution awarding a total sum, not to exceed \$10,000, to Seeds of Literacy for the Building Capacity to Support Increased Enrollment Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that

this Resolution become immediately effective. [See Page 67]

Sponsors: Councilmembers Turner, Stephens and Conwell

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 5) R2023-0129: A Resolution awarding a total sum, not to exceed \$15,000, to the Village of Healing for the Culturally-Sensitive Mental Health Care for Cuyahoga County’s Black Women from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 71]

Sponsors: Councilmember Turner, Stephens and Conwell

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

- 6) R2023-0130: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective. [See Page 75]

Sponsor: Councilmember Turner on behalf of Cuyahoga County Personnel Review Commission

Committee Assignment and Chair: Human Resources, Appointments & Equity – Turner

## **10. LEGISLATION INTRODUCED BY EXECUTIVE**

### **d) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2023-0154: A Resolution amending the 2022/2023 Biennial Operating Budget for 2023 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2023-0101 dated 4/11/2023 and Resolution No. R2023-0113 dated 4/25/2023; and declaring the necessity that this Resolution become immediately effective. [See Page 120]



Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

- 2) R2023-0155: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and the Ohio Patrolmen's Benevolent Association ("OPBA"), representing approximately six hundred one (601) employees in the classification of Correction Officer in the Cuyahoga County Sheriff's Department for the period 1/1/2023-12/31/2025; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 128]

Sponsor: County Executive Ronayne/Department of Law/Sheriff's Department

**e) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2023-0156: A Resolution amending the 2022/2023 Biennial Operating Budget for 2023 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective. [See Page 131]

Sponsor: County Executive Ronayne/Office of Budget and Management

- 2) R2023-0157: A Resolution making an award on RQ12375 to Schirmer Construction, LLC in the amount not-to-exceed \$8,281,397.65 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights; authorizing the County Executive to execute Contract No. 3384 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount [See Page 135]

\$3,262,870.67 to fund said contract; and declaring the necessity that this Resolution become immediately effective:

Sponsor: County Executive Ronayne/Department of Public Works

- 3) R2023-0158: A Resolution making an award on RQ12193 to C&K Industrial Services, Inc. in the amount not-to-exceed \$3,991,950.00 for cleaning and televising sanitary sewers in various communities for the period 6/1/2023 – 6/1/2026; authorizing the County Executive to execute the Contract No. 3387 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 140]

Sponsor: County Executive Ronayne/Department of Public Works

- 4) R2023-0159: A Resolution authorizing an amendment to Contract No. 2958 with The Kaiser Group, LLC dba Dynamic Workforce Solutions for Title I Business Services in connection with the Federal Workforce Innovation and Opportunity Act for the period 1/1/2023 – 6/30/2024, for additional funds in the amount not-to-exceed \$1,650,960.44; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 144]

Sponsor: County Executive Ronayne/Department of Workforce Development

- 5) R2023-0160: A Resolution authorizing an amendment to Contract No. 3345 (fka Contract No. 78) with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program and the Federal Reemployment Services and Reemployment Services Eligibility Assessment (RESEA) program for the period 7/1/2019 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$4,138,362.31; and declaring the necessity that this Resolution become immediately effective. [See Page 148]

Sponsor: County Executive Ronayne/ Department of Workforce Development

- 6) R2023-0161: A Resolution authorizing an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 – 1/31/2023, to extend the time period to 12/31/2023, to revise the per diem rates, effective 2/1/2023 and for additional funds in the amount not-to-exceed \$1,100,000.00; and declaring the necessity that this Resolution become immediately effective: [See Page 154]
- a) Contract No. 3348 (fka 1164) with Applewood Centers, Inc. in an anticipated amount not-to-exceed \$20,952.39.
  - b) Contract No. 3310 (fka 1165) with Bellefaire Jewish Children’s Bureau in an anticipated amount not-to-exceed \$20,952.39.
  - c) Contract No. 3311 (fka 1166) with The Cleveland Christian Home, Inc. in an anticipated amount not-to-exceed \$20,952.39.
  - d) Contract No. 3312 (fka 1167) with Community Specialists Corporation dba The Academy in an anticipated amount not-to-exceed \$20,952.39
  - e) Contract No. 3313 (fka 1168) with The Cornell Abraxas Group, LLC in an anticipated amount not-to-exceed \$261,904.75
  - f) Contract No. 3314 (fka 1169) with George Junior Republic in PA in an anticipated amount not-to-exceed \$104,761.90.
  - g) Contract No. 3315 (fka 1170) with Keystone Richland Center, LLC dba Foundations for Living in an anticipated amount not-to-exceed \$157,142.85
  - h) Contract No. 3316 (fka 1171) with Crossroads Health dba New Directions in an anticipated amount not-to-exceed \$20,952.39.

- i) Contract No. 3254 (fka 1172) with Summit School, Inc. dba Summit Academy in an anticipated amount not-to-exceed \$366,666.65.
- j) Contract No. 3317 (fka 1173) with The Village Network in an anticipated amount not-to-exceed \$104,761.90

Sponsor: County Executive Ronayne, on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division

- 7) R2023-0162: A Resolution authorizing a master revenue generating agreement with various County Coroner's Offices in the anticipated amount of \$6,444,000.00 for performance of autopsies and other scientific testing services by the Cuyahoga County Medical Examiner's Office for the period 1/1/2023 – 12/31/2028; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 162]
  - a) Agreement No. 3236 Ashtabula County in the anticipated amount of \$420,000.00.
  - b) Agreement No. 3282 Carroll County in the anticipated amount of \$72,000.00.
  - c) Agreement No. 3303 Columbiana County in the anticipated amount of \$348,000.00.
  - d) Agreement No. 3295 Erie County PA in the anticipated amount of \$60,000.00.
  - e) Agreement No. 3297 Geauga County in the anticipated amount of \$660,000.00.
  - f) Agreement No. 3398 Harrison County in the anticipated amount of \$120,000.00.
  - g) Agreement No. 3393 Jefferson County in the anticipated amount of \$144,000.00.

- h) Agreement No. 3300 Lake County in the anticipated amount of \$720,000.00.
- i) Agreement No. 3301 Mahoning County in the anticipated amount of \$1,920,000.00.
- j) Agreement No. 3346 Medina County in the anticipated amount of \$480,000.00.
- k) Agreement No. 3305 Portage County in the anticipated amount of \$240,000.00.
- l) Agreement No. 3306 Stark County in the anticipated amount of \$600,000.00
- m) Agreement No. 3307 Tuscarawas County in the anticipated amount of \$540,000.00.
- n) Agreement No. 3371 Wayne County in the anticipated amount of \$120,000.00.

Sponsor: County Executive Ronayne/Office of the Medical Examiner

- 8) R2023-0163: A Resolution authorizing a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$501,362.93 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute the Agreement No. 3381 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 193]

Sponsor: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services

**f) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING**

- 1) R2023-0146: A Resolution confirming the appointment of Natasha M. Pietrocola, upon her taking the oath of office, as Director of the Division of Senior and Adult Services in the

Department of Health and Human Services, and declaring the necessity that this Resolution become immediately effective. [Pending referral from Committee] [See Page 198]

Sponsor: County Executive Ronayne/Department of Health and Human Services

Committee Assignment and Chair: Committee of the Whole – Jones

- 2) R2023-0150: A Resolution authorizing an agreement with City of Lakewood in the amount not-to-exceed \$523,506.00 for HOME funded activities for the period 5/1/2023 - 4/30/2025; authorizing the County Executive to execute Agreement No. 3292 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 205]

Sponsors: County Executive Ronayne/Department of Housing and Community Development and Councilmember Miller

Committee Assignment and Chair: Community Development – Stephens

**g) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2023-0147: A Resolution authorizing amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022, to extend the time period to 12/31/2025, to change the terms, effective 1/1/2023; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 210]

i) With SAW, Inc.:

- a) For the Beachwood Adult Activities Center, located at 23750 Mercantile Road, Beachwood, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$633,924.00 for the period 1/1/2023 – 12/31/2025;

- b) For the Maple Heights Adult Activities Center, located at 14775 Broadway Avenue, Maple Heights, amending the Leased Premises to a total 16,171 square feet and a total rent of \$511,464.00 for the period 1/1/2023 – 12/31/2025;
- c) For the Parma Adult Activities Center, located at 12660 Plaza Drive, Parma, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$574,584.00 for the period 1/1/2023 – 12/31/2025;
- d) For the Rocky River Adult Activities Center, located at 20120 Detroit Road, Rocky River, amending the Leased Premises to a total of 12,504 square feet and a total rent of \$424,968.00 for the period 1/1/2023 – 12/31/2025;

ii) With Vocational Guidance Services:

- a) For the Southwest Adult Activities Center, located at 4720 Hinckley Industrial Parkway, Cleveland, amending the Leased Premises to a total of 13,601 square feet and a total rent of \$489,636.00 for the period 1/1/2023 – 12/31/2025;

Sponsor: County Executive Ronayne/Department of Public Works on behalf of Cuyahoga County Board of Developmental Disabilities

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 2) R2023-0148: A Resolution making an award on RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026; authorizing the County Executive to execute Contract No. 3341 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 216]

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 3) R2023-0149: A Resolution making an award on RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center, effective upon signatures of all parties for a period of four years; authorizing the County Executive to execute Contract No. 3383 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 220]

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 4) R2023-0152: A Resolution authorizing an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46; and declaring the necessity that this Resolution become immediately effective. [See Page 223] [Pending referral from Committee]

Sponsor: County Executive Ronayne/Department of Information Technology

Committee Assignment and Chair: Finance & Budgeting – Miller

#### **h) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION**

- 1) R2023-0116: A Resolution adopting the Annual Alternative Tax Budget for the year 2024, and declaring the necessity that this Resolution become immediately effective. [See Page 228]

Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

Committee Assignment and Chair: Finance & Budgeting – Miller



- 2) R2023-0139: A Resolution authorizing an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing services for the period 1/1/2022 – 12/31/2023 to extend the time period to 6/30/2024, to change the terms, and for additional funds in the amount not-to-exceed \$902,677.31; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 238]

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

**i) CONSIDERATION OF AN ORDINANCE FOR THIRD READING ADOPTION**

- 1) O2023-0010: An Ordinance amending Chapter 705 of the County Code to provide a uniform procedure for collection of charges for connecting to the County’s water and sewer facilities throughout County Sewer District 14; and declaring the necessity that this Ordinance become immediately effective. [See Page 244]

Sponsor: County Executive Ronayne/Department of Development and Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**11. MISCELLANEOUS COMMITTEE REPORTS**

**12. MISCELLANEOUS BUSINESS**

**13. ADJOURNMENT**

NEXT MEETING

REGULAR MEETING:

TUESDAY, JUNE 20, 2023  
5:00 PM / COUNCIL CHAMBERS

*\*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 5<sup>th</sup> 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 COUNCIL COMMITTEE OF THE WHOLE MEETING

TUESDAY, MAY 23, 2023

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR

4:30 PM

### 1. CALL TO ORDER

**Council Vice-President Stephens called the meeting to order at 4:31 p.m.**

### 2. ROLL CALL

**Council Vice-President Stephens asked Clerk Richardson to call the roll. Councilmembers Simon, Kelly, Miller, Sweeney, Tuma, Gallagher, Schron, Conwell, Turner and Stephens were in attendance and a quorum was determined. Council President Jones was absent.**

### 3. PUBLIC COMMENT

**Maurice Rhoades addressed Council regarding various non-agenda items.**

### 4. EXECUTIVE SESSION

#### a) Collective bargaining matters, including:

- 1) a Collective Bargaining between the Cuyahoga County Board of Developmental Disabilities and the Association of Cuyahoga County Employees for Special Students, an affiliate of National Education Association and Ohio Education Association, covering approximately 112 employees in various position titles for the period 3/1/2023 – 12/31/2025.

**A motion was made by Mr. Sweeney, seconded by Ms. Conwell, and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing a collective bargaining matter and for no other purpose whatsoever. Executive Session was then called to order by Council Vice-President Stephens at 4:37 p.m. The following**

**Councilmembers were present: Simon, Kelly, Miller, Sweeney, Tuma, Gallagher, Schron, Conwell, Turner and Stephens.**

**The following additional attendees were present: Law Director Gregory Huth; Assistant Law Director; Christina Brown, Human Resources Director, Board of Developmental Disabilities; Amber Gibbs, Chief Administrative Officer, Board of Developmental Disabilities; Council Chief of Staff Joseph Nanni; Legislative Budget Advisor Trevor McAleer and Special Counsel Michael King.**

**5. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business.**

**6. ADJOURNMENT**

**With no further business to discuss, Council President Jones adjourned the meeting at 4:53 p.m., without objection.**



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING  
TUESDAY, MAY 23, 2023  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
5:00 PM**

**1. CALL TO ORDER**

**Council Vice-President Stephens called the meeting to order at 5:02 p.m.**

**2. ROLL CALL**

**Council Vice-President Stephens asked Clerk Richardson to call the roll. Councilmembers Turner, Simon, Kelly, Miller, Sweeney, Tuma, Schron and Gallagher were in attendance and a quorum was determined. Council President Jones was absent.**

**A motion was made by Mr. Miller, seconded by Mr. Sweeney and approved by unanimous vote to excuse Council President Pernel Jones from the meeting.**

**3. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was recited.**

**4. SILENT MEDITATION**

**Council Vice-President Stephens asked for a moment of silent meditation in recognition of former NFL player, Jim Brown, for his contributions to our community, our country, professional football, civil rights issues and youth-oriented programs.**

**5. PUBLIC COMMENT**

**The following individuals addressed Council regarding Ordinance No. O2023-0009,**

**An Ordinance amending Sections 501.15, 501.19, and 505.03 of the Cuyahoga County Code to provide that Wage Theft committed by current or prospective contractors shall be grounds for debarment:**

- a) Grace Heffernan
- b) Matthew Ahn

**Loh addressed Council regarding various non-agenda items.**

**6. APPROVAL OF MINUTES**

- a) May 9, 2023 Committee of the Whole Meeting
- b) May 9, 2023 Regular Meeting

**A motion was made by Ms. Simon, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes from the May 9, 2023 Committee of the Whole and Regular meetings.**

**7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**

**There were no announcements from Council Vice-President Stephens.**

**8. MESSAGES FROM THE COUNTY EXECUTIVE**

**County Executive Chris Ronayne was absent. Mr. Eric Wobser, Chief of Staff to County Executive Ronayne, conveyed messages from Mr. Ronayne that he has met with the Mayor of Dublin and the Ireland U.S. Ambassador and will bring back valuable insights and ideas for future connections to promote growth in Cuyahoga County; thanked Councilman Miller for his leadership on the Wage Theft Ordinance and is honored to co-sponsor the legislation and looks forward to working with County Council to implement the Ordinance upon passage; extended an invitation to all to walk at this year's Pride Parade on June 3<sup>rd</sup>, and said that he is proud that the County's workplace is inclusive to all and looks forward to celebrating our programs and services that support the diverse LGBTQ+ community.**

**9. LEGISLATION INTRODUCED BY COUNCIL**

- a) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES
  - 1) R2023-0140: A Resolution approving a Collective Bargaining Agreement between the Cuyahoga County Board of Developmental Disabilities and the Association of Cuyahoga County Employees for Special Students, an affiliate of National Education Association and Ohio Education Association,

covering approximately 112 employees in various position titles for the period 3/1/2023 – 12/31/2025; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Jones on behalf of Cuyahoga County Board of Developmental Disabilities

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2023-0140.**

**Clerk Richardson read Resolution No. R2023-0140 into the record. No further legislative action was taken by Council.**

b) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2023-0141: A Resolution awarding a total sum, not to exceed \$150,000, to the Village of Brooklyn Heights for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Jones

**Council Vice-President Stephens referred Resolution No. R2023-0141 to the Public Works, Procurement & Contracting Committee.**

- 2) R2023-0142: A Resolution awarding a total sum, not to exceed \$34,500, to the CREW Foundation for the Ginn Academy Summer Filming Cohort from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

**Council Vice-President Stephens referred Resolution No. R2023-0142 to the Community Development Committee.**

- 3) R2023-0143: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner on behalf of Cuyahoga  
County Personnel Review Commission

**Council Vice-President Stephens referred Resolution No. R2023-0143 to the Human Resources, Appointments & Equity Committee.**

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF  
COUNCIL FOR SECOND READING

- 1) R2023-0124: A Resolution awarding a total sum, not to exceed \$12,851.65, to the City of Rocky River for the replacement of Automated External Defibrillators from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Kelly

Committee Assignment and Chair: Public Safety & Justice  
Services – Gallagher

**Clerk Richardson read Resolution No. R2023-0124 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

- 2) R2023-0125: A Resolution awarding a total sum, not to exceed \$100,000, to the Harvard Community Services Center for the Students of Promise Exposure Field Trip and College Tour Transportation Project from the District 3 & District 8 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Jones, Sweeney, **Turner, Stephens and Simon**

Committee Assignment and Chair: Education, Environment &  
Sustainability – Simon

**Clerk Richardson read Resolution No. R2023-0125 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

- 3) R2023-0126: A Resolution awarding a total sum, not to exceed \$70,000, to the Greater Cleveland Faith Based



Initiative Group for the purpose of Project Reach Anti-Violence Program from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Jones, **Turner, Tuma, Simon and Stephens**

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

**Clerk Richardson read Resolution No. R2023-0126 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

- 4) R2023-0128: A Resolution awarding a total sum, not to exceed \$10,000, to Seeds of Literacy for the Building Capacity to Support Increased Enrollment Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Turner, **Stephens and Conwell**

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**Clerk Richardson read Resolution No. R2023-0128 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

- 5) R2023-0129: A Resolution awarding a total sum, not to exceed \$15,000, to the Village of Healing for the Culturally-Sensitive Mental Health Care for Cuyahoga County's Black Women from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Turner, **Stephens and Conwell**

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

**Clerk Richardson read Resolution No. R2023-0129 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

- 6) R2023-0130: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner on behalf of Cuyahoga County Personnel Review Commission

Committee Assignment and Chair: Human Resources, Appointments & Equity – Turner

**Clerk Richardson read Resolution No. R2023-0130 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

- d) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2023-0097: A Resolution awarding a total sum, not to exceed \$40,000, to The Literacy Cooperative for the Dolly Parton Imagination Library from the District 3, District 9 and District 11 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Turner, Simon, Sweeney, **Schron, Conwell, Tuma, Kelly, Miller and Gallagher**

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Simon with a second by Ms. Turner, Resolution No. R2023-0097 was considered and adopted by unanimous vote.**

- 2) R2023-0110: A Resolution awarding a total sum, not to exceed \$25,000, to Global Cleveland for the Welcoming Workforce Project from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Sweeney, **Turner and Stephens**

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Mr. Sweeney with a second by Ms. Simon, Resolution No. R2023-0110 was considered and adopted by unanimous vote.**

- 3) R2023-0111: A Resolution awarding a total sum, not to exceed \$30,000, to the Brenda Glass Multipurpose Trauma Center for general operating support from the District 3 & District 9 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Turner, Sweeney, **Stephens and Kelly**

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

**On a motion by Ms. Turner with a second by Ms. Conwell, Resolution No. R2023-0111 was considered and adopted by unanimous vote.**

- 4) R2023-0112: A Resolution awarding a total sum, not to exceed \$75,000 to the Diversity Center of Northeast Ohio for the Stronger Together Project from the District 3, District 9, District 10 & District 11 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Simon, Turner, Sweeney and Stephens

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Simon with a second by Ms. Conwell, Resolution No. R2023-0112 was considered and adopted by unanimous vote.**

e) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR THIRD READING ADOPTION

- 1) O2023-0009: An Ordinance amending Sections 501.15, 501.19, and 505.03 of the Cuyahoga County Code to provide that Wage Theft committed by current or prospective contractors shall be grounds for debarment; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Miller, Sweeney, Kelly, Turner, Stephens, Simon, Tuma, Jones and County Executive Ronayne

Committee Assignment and Chair: Council Operations, Intergovernmental Relations & Public Transportation – Sweeney

**On a motion by Mr. Miller with a second by Ms. Turner, Ordinance No. O2023-0009 was considered and adopted by majority vote, with Councilmember Gallagher recusing and Councilmember Schron casting a dissenting vote.**

**Council Vice-President Stephens thanked Mr. Miller for bringing forward the Wage Theft legislation and for his commitment to our working-class residents of Cuyahoga County, to ensure they have a way to announce what needs to be done on their behalf, as they are the ones who pay the most and do the most lifting collectively of our organizations and our communities.**

10. LEGISLATION INTRODUCED BY EXECUTIVE

f) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2023-0144 & R2023-0145.**

- 1) R2023-0144: A Resolution amending the 2022/2023 Biennial Operating Budget for 2023 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2023-0101 dated 4/11/2023 and Resolution No. R2023-0113 dated 4/25/2023; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2023-0144 was considered and adopted by unanimous vote.**

- 2) R2023-0145: A Resolution extending the appointment of Joseph S. Greiner as Interim Sheriff to July 31, 2023; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Sheriff's Department  
**and Councilmembers, Simon, Turner, Tuma and Kelly**

**On a motion by Ms. Simon with a second by Ms. Turner, Resolution No. R2023-0145 was considered and adopted by unanimous vote.**

**Mr. Eric Wobser, Chief of Staff to County Executive Ronayne, and Councilmembers Simon, Tuma and Kelly thanked Interim Sheriff Greiner for his professionalism, hard work and outstanding service as Interim Sheriff during a difficult transition period.**

- g) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2023-0146: A Resolution confirming the appointment of Natasha M. Pietrocola, upon her taking the oath of office, as Director of the Division of Senior and Adult Services in the Department of Health and Human Services, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Health and Human Services

**Council Vice-President Stephens referred Resolution No. R2023-0146 to the Committee of the Whole.**

- 2) R2023-0147: A Resolution authorizing amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022, to extend the time period to 12/31/2025, to change the terms, effective 1/1/2023; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

i) With SAW, Inc.:

- a) For the Beachwood Adult Activities Center, located at 23750 Mercantile Road, Beachwood, amending the Leased Premises to a total of 17,609 square feet and a

total rent of \$633,924.00 for the period 1/1/2023 – 12/31/2025;

- b) For the Maple Heights Adult Activities Center, located at 14775 Broadway Avenue, Maple Heights, amending the Leased Premises to a total 16,171 square feet and a total rent of \$511,464.00 for the period 1/1/2023 – 12/31/2025;
- c) For the Parma Adult Activities Center, located at 12660 Plaza Drive, Parma, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$574,584.00 for the period 1/1/2023 – 12/31/2025;
- d) For the Rocky River Adult Activities Center, located at 20120 Detroit Road, Rocky River, amending the Leased Premises to a total of 12,504 square feet and a total rent of \$424,968.00 for the period 1/1/2023 – 12/31/2025;

ii) With Vocational Guidance Services:

- a) For the Southwest Adult Activities Center, located at 4720 Hinckley Industrial Parkway, Cleveland, amending the Leased Premises to a total of 13,601 square feet and a total rent of \$489,636.00 for the period 1/1/2023 – 12/31/2025;

Sponsor: County Executive Ronayne/Department of Public Works on behalf of Cuyahoga County Board of Developmental Disabilities

**Council Vice-President Stephens referred Resolution No. R2023-0147 to the Public Works, Procurement & Contracting Committee.**

- 3) R2023-0148: A Resolution making an award on RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026; authorizing the County Executive to execute Contract No. 3341 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public

Works

**Council Vice-President Stephens referred Resolution No. R2023-0148 to the Public Works, Procurement & Contracting Committee.**

- 4) R2023-0149: A Resolution making an award on RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center effective upon signatures of all parties for a period of four years; authorizing the County Executive to execute Contract No. 3383 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

**Council Vice-President Stephens referred Resolution No. R2023-0149 to the Public Works, Procurement & Contracting Committee.**

- 5) R2023-0150: A Resolution authorizing an agreement with City of Lakewood in the amount not-to-exceed \$523,506.00 for HOME funded activities for the period 5/1/2023 - 4/30/2025; authorizing the County Executive to execute Agreement No. 3292 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Housing and Community Development **and Councilmember Miller**

**Council Vice-President Stephens referred Resolution No. R2023-0150 to the Community Development Committee.**

- 6) R2023-0151: A Resolution amending Resolution No. R2022-0445 dated 12/8/2022, which authorized an Economic Development Loan in the amount not-to-exceed \$1,700,000.00 to FMCFP LLC, or its designee, to assist with funding project costs of a mixed-use development project located at 10300 Cedar Avenue, in the City of Cleveland, to amend the terms of the loan as originally presented; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Development

**Council Vice-President Stephens referred Resolution No. R2023-0151 to the Economic Development & Planning Committee.**

- 7) R2023-0152: A Resolution authorizing an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Information Technology

**Council Vice-President Stephens referred Resolution No. R2023-0152 to the Finance & Budgeting Committee.**

h) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2023-0116: A Resolution adopting the Annual Alternative Tax Budget for the year 2024, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

Committee Assignment and Chair: Finance & Budgeting – Miller

**Clerk Richardson read Resolution No. R2023-0116 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

- 2) R2023-0139: A Resolution authorizing an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing services for the period 1/1/2022 – 12/31/2023 to extend the time period to 6/30/2024, to change the terms, and for additional funds in the amount not-to-exceed



\$902,677.31; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

**Clerk Richardson read Resolution No. R2023-0139 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

- i) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and to place on final passage Resolution No. R2023-0118; R2023-0119; R2023-0120; R2023-0121; R2023-0134; R2023-0135; R2023-0136; R2023-0137 & R2023-0138.**

- 1) R2023-0118: A Resolution confirming the County Executive’s reappointment of Keith J. Libman to serve on the Cuyahoga County Audit Committee for the term 1/1/2023 – 12/31/2026, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

Committee Assignment and Chair: Human Resources, Appointments & Equity – Turner

**On a motion by Ms. Turner with a second by Ms. Conwell, Resolution No. R2023-0118 was considered and adopted by unanimous vote.**

- 2) R2023-0119: A Resolution confirming the County Executive’s appointment of Meltrice Sharp to serve on the Cuyahoga County Audit Committee for an unexpired term ending 12/31/2025, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

Committee Assignment and Chair: Human Resources,  
Appointments & Equity – Turner

**On a motion by Ms. Turner with a second by Ms. Conwell, Resolution No. R2023-0119 was considered and adopted by unanimous vote.**

- 3) R2023-0120: A Resolution authorizing an amendment to Resolution No. R2019-0034 dated 2/12/2019, which authorized Department of Public Works, to acquire the necessary Rights-of-Way to proceed with the reconstruction and widening of Sprague Road-Phase 1 from Webster Road to West 130<sup>th</sup> Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville; to change Parcel No. 90-WD, CH & T (Warranty Deed, Channel Easement & Temporary Easement) to Parcel 90WD, CH, A & T (Warranty Deed, Channel Easement, Aerial Easement & Temporary Easement); directing the County Executive, through the Department of Public Works, to proceed with the acquisition of real property required for public highway purposes; authorizing the Fiscal Officer to issue the monetary warrants to be deposited with the Probate Court of Cuyahoga County in an amount that is equal to the fair market value of the property; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works **and Councilmember Gallagher**

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0120 was considered and adopted by unanimous vote.**

- 4) R2023-0121: A Resolution making an award on Purchase Order No. 23001668 to National Office Services in an amount not-to-exceed \$1,053,570.50 for a state contract purchase of office furniture for the Jane Edna Hunter Building; authorizing the County Executive to execute all documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**On a motion by Mr. Tuma with a second by Ms. Turner, Resolution No. R2023-0121 was considered and adopted by unanimous vote.**

- 5) R2023-0134: A Resolution authorizing an amendment to Contract No. 1126 with Union Industrial Contractors, Incorporated for rehabilitation of Cedar Point Bridge No. 00.49 over the Rocky River located in the Cleveland Metropolitan Park District in the City of North Olmsted and for additional funds in the amount not-to-exceed \$2,274,161.73; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works/Division of County Engineer **and Councilmember Kelly**

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0134 was considered and adopted by unanimous vote.**

- 6) R2023-0135: A Resolution authorizing an amendment to a revenue generating lease agreement with Eaton Corporation for lease of land and a hangar facility at the Cuyahoga County Airport, located at 26340 Curtiss Wright Parkway, Richmond Heights, for the period 6/1/2003 – 5/31/2023 to exercise an option to extend the time period to 5/31/2028, to change the terms, effective 6/1/2023, and to generate additional revenue in the amount not-to-exceed \$775,080.00; authorizing the County Executive to execute Agreement No. 3092 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0135 was considered and adopted by unanimous vote.**

- 7) R2023-0136: A Resolution making an award on RQ11900 to Tri Mor Corporation in the amount not-to-exceed \$657,875.00 for rehabilitation of Aprons D1, D2, and D3 at Cuyahoga County Airport located at 26340 Curtiss Wright Parkway, Richmond Heights; authorizing the County Executive to execute Contract No. 3285 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**On a motion by Mr. Tuma with a second by Ms. Turner, Resolution No. R2023-0136 was considered and adopted by unanimous vote.**

- 8) R2023-0137: A Resolution making an award on RQ11914 to Perk Company, Inc. in the amount not-to-exceed \$2,560,100.42 for resurfacing of Hilliard Road (CR-69) from Warren Road to Riverside Drive in the City of Lakewood in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 3299 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount \$256,010.04 to fund said contract; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works/Division of County Engineer and Councilmember Miller

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**On a motion by Mr. Tuma with a second by Ms. Turner, Resolution No. R2023-0137 was considered and adopted by unanimous vote.**

- 9) R2023-0138: A Resolution making an award on RQ12027 to Northeast Ohio Trenching Service, Inc. in the amount not-to-exceed \$2,163,750.00 for installation of 785 feet of new concrete for East 26<sup>th</sup> Street roadway between Community College Avenue and Central Avenue in the City of Cleveland; authorizing the County Executive to execute Contract No. 3304 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount \$973,687.50 to fund said contract; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works/Division of County Engineer and Councilmember Conwell

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**On a motion by Mr. Tuma with a second by Ms. Turner, Resolution No. R2023-0138 was considered and adopted by unanimous vote.**

j) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2023-0117: A Resolution confirming the County Executive's appointment of Richard D. Manoloff, upon his taking the oath of office, as Cuyahoga County Director of Law, and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne and Councilmembers Simon and Turner

Committee Assignment and Chair: Committee of the Whole – Jones

**On a motion by Ms. Simon with a second by Ms. Turner, Resolution No. R2023-0117 was considered and adopted by unanimous vote.**

- 2) R2023-0122: A Resolution making awards to various municipalities, in the total amount of \$3,004,930.00, for

various projects or programs in connection with the 2022 & 2023 Community Development Block Grant Program for the period 4/1/2023 - 9/30/2023; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) City of Bedford in the amount not-to-exceed \$150,000.00 for Bedford Gazebo and Train Station Repair Project.
- b) City of Berea in the amount not-to-exceed \$150,000.00 for Emerson Avenue Improvement Project.
- c) City of Brooklyn in the amount not-to-exceed \$150,000.00 for Brooklyn Recreation Center Natatorium Roof and Skylight Replacement.
- d) City of Brooklyn Heights in the amount not-to-exceed \$150,000.00 for ADA Restroom Project.
- e) Village of Cuyahoga Heights in the amount not-to-exceed \$150,000.00 for East 71<sup>st</sup> Street Stabilization Project.
- f) City of Fairview Park in the amount not-to-exceed \$150,000.00 for Public Facility Regional Environmental Improvement Project.
- g) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for Dan Kostel Recreation Center Infrastructure and Accessibility Improvement Project.
- h) Village of Highland Hills in the amount not-to-exceed \$150,000.00 for Comprehensive Plan Update.
- i) City of Maple Heights in the amount not-to-exceed \$150,000.00 for Stafford Park Restoration Project-Phase 2: Construction of Shelter and Bandstand.
- j) City of Mayfield Heights in the amount not-to-exceed \$150,000.00 for installation of ADA Playground Equipment and Surfacing.

- k) City of Middleburg Heights in the amount not-to-exceed \$150,000.00 for Bardbury Avenue Resurfacing Project.
- l) Village of Newburgh Heights in the amount not-to-exceed \$69,930.00 for Master Planning services.
- m) City of North Olmsted in the amount not-to-exceed \$150,000.00 for Brookpark Road Underpass Pedestrian Safety Enhancement Project.
- n) Village of North Randall in the amount not-to-exceed \$150,000.00 for Housing Rehabilitation and Preservation Program.
- o) Village of Oakwood in the amount not-to-exceed \$150,000.00 for Tryon Road Pedestrian Safety Improvement Project.
- p) Olmsted Township in the amount not-to-exceed \$150,000.00 for Cook Road Sidewalk Project.
- q) City of Parma Heights in the amount not-to-exceed \$150,000.00 for purchase of Fire Paramedic Vehicle.
- r) City of Richmond Heights in the amount not-to-exceed \$150,000.00 for Richmond Heights Fire Station No. 1 Roof Replacement.
- s) City of South Euclid in the amount not-to-exceed \$150,000.00 for South Belvoir Boulevard Phase 2: Concrete Repair Project.
- t) City of Warrensville Heights in the amount not-to-exceed \$150,000.00 for Granada Boulevard Reconstruction: Street and Road Repair Project – Phase 4.
- u) Village of Woodmere in the amount not-to-exceed \$85,000.00 for Exterior Home Maintenance Grant Program.

Sponsors: County Executive Ronayne/Department of Development **and Councilmembers Turner, Tuma, Sweeney,**

**Kelly, Simon and Gallagher**

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Ms. Stephens with a second by Mr. Sweeney, Resolution No. R2023-0122 was considered and adopted by unanimous vote.**

k) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING

- 1) O2023-0010: An Ordinance amending Chapter 705 of the County Code to provide a uniform procedure for collection of charges for connecting to the County’s water and sewer facilities throughout County Sewer District 14; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Ronayne/Department of Development and Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

**Clerk Richardson read Ordinance No. O2023-0010 into the record.**

**This item will move to the June 6, 2023 Council meeting agenda for consideration for third reading adoption.**

11. MISCELLANEOUS COMMITTEE REPORTS

**Mr. Miller reported that Finance & Budgeting will meet on Monday, June 5 at 1:00 p.m.**

**Mr. Tuma reported that Public Works, Procurement & Contracting will meet on Wednesday, May 31 at 10:00 a.m.**

**Ms. Conwell reported that Health, Human Services & Aging and Invited Members of the City of Cleveland Health, Human Services & The Arts Committee will meet on Wednesday, May 31 at 1:00 pm to discuss Service provisions for shelter resistant individuals.**

**Ms. Turner reported that Human Resources, Appointments & Equity will not meet next week.**



**Ms. Simon reported that Education, Environment & Sustainability will not meet next week.**

**12. MISCELLANEOUS BUSINESS**

**Ms. Conwell recognized her mother, Gail, who celebrates her 80<sup>th</sup> birthday and her son, Kevin, who shares a birthday with his grandmother.**

**Ms. Simon thanked former County Executive, Armond Budish, whose leadership helped to bring Aer Lingus airline to northeast Ohio.**

**Mr. Gallagher, Mr. Miller and Ms. Turner reflected upon their personal and professional memories of Jim Brown.**

**Mr. Tuma thanked Ms. Stephens for a good job in filling in for Council President Jones at the meeting.**

**13. ADJOURNMENT**

**With no further business to discuss, Council Vice-President Stephens adjourned the meeting at 6:07 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0153

<p>Sponsored by: <b>Councilmember Simon on behalf of Cuyahoga County Planning Commission</b></p>	<p><b>A Resolution</b> supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas in the Watershed Divide Conservation Initiative in the City of Broadview Heights and City of Brecksville; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, Cuyahoga County has received a request from West Creek Conservancy for a Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas in the Watershed Divide Conservation Initiative in the City of Broadview Heights and City of Brecksville; pursuant to Ohio Revised Code Section 164.23; and

**WHEREAS**, West Creek Conservancy seeks acquisition of fee simple interest of approximately 75 acres of greenspace within the two communities; a precipice region straddling the Furnace Run and Chippewa Creek watersheds; delineated within each respective Balanced Growth Initiatives and inclusive of high quality headwater streams, forestland and wetlands; and

**WHEREAS**, the project is known as “Watershed Divide Conservation Initiative” and is located in County Council District No. 6; and

**WHEREAS**, the total estimated project cost is \$1,350,000.00, of which \$900,000.00 is estimated for the Clean Ohio application; and

**WHEREAS**, Ohio Revised Code Section 164.23 provides that “an entity seeking a grant for a project that is eligible for funding shall submit an application to the natural resources assistance council with geographical jurisdiction over the proposed project area;” and, Ohio Revised Code Section 164.23(B) further provides that “in addition to the application, an applicant for a grant for a project shall include a copy of a resolution supporting the project from each county in which the proposed project is to be conducted;” and

**WHEREAS**, the Ohio Public Works Commission provides financial assistance to Natural Resources Assistance Councils for the purpose of preserving open spaces, sensitive ecological areas, and stream corridors; and

**WHEREAS**, the applications for the fifteenth-round funding under the Clean Ohio Fund Green Space Conservation Program are due on July 14, 2023 to the Cuyahoga County Natural Resources Assistance Council; and,

**WHEREAS**, it is necessary that this Resolution become immediately effective in order to meet the application deadline required by the Cuyahoga County Natural Resources Assistance Council.

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

**SECTION 1.** That the Cuyahoga County Council hereby supports the submission of an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas in Watershed Divide Conservation Initiative; pursuant to Ohio Revised Code Section 164.23 and known as “Watershed Divide Conservation Initiative” Project.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 3.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.





**CUYAHOGA COUNTY**  
Natural Resources Assistance Council

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**CUYAHOGA COUNTY COUNCIL RESOLUTION**

The Clean Ohio Green Space Conservation program provides grants to preserve open spaces, sensitive ecological areas, and stream corridors. The District One (Cuyahoga County) Natural Resources Assistance Council (NRAC), an eleven-member committee, is organized by the Ohio Revised Code to evaluate and recommend projects for Clean Ohio Conservation funds.

Fiscal Year 2024 of the Clean Ohio Green Space Conservation program starts on Monday, April 3, 2023 and applications are due on July 14, 2023.

Ohio Statute, ORC 164.23(B) and 164.23(C), requires that certain project applications include Resolutions of Support. If the applicant is a county, township or municipality and the project is located wholly within the applicant's boundaries, then no resolutions are needed from any other local government. Park districts, regardless of the location of the property, are not required to obtain any resolutions but must consult with each county, township, and municipality in which the project is located.

All other applicants must obtain a county resolution for each county in which the project is located and from the impacted township or municipality. If the project is in two to four townships or municipalities, then resolutions are needed from at least one-half. If the project is in five or more communities, then resolutions are needed from at least three-fifths. Resolutions of Support are due along with the application.

If your application requires a Resolution of Support from Cuyahoga County Council, please submit a completed Cuyahoga County Council Resolution of Support Request Form to Ms. Alison Ball at [aball@cuyahogacounty.us](mailto:aball@cuyahogacounty.us).

Resolutions of Support will be read into the record and then assigned to a Council Committee for further consideration and recommendation back to the full Council.<sup>1</sup> A representative who is able to answer questions about the application must be present at any Committee meeting as determined. Applicants will be notified of the date and time of these Committee meetings as they are scheduled.

In order to receive a resolution of support prior to the application due date the resolutions must be on the County Council's agenda for the June 6, 2023 Council Meeting. Please fill out the attached request form and **submit it to Alison Ball by Tuesday, May 23, 2023 at 4:30PM.**

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<sup>1</sup> Under the County Charter, resolutions are required to have three readings.

# CUYAHOGA COUNTY COUNCIL RESOLUTION OF SUPPORT REQUEST FORM

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**PROJECT NAME:**

**SPONSORING ORGANIZATION:**

**ADDRESS:**

**CONTACT PERSON:**

**PHONE:**

**EMAIL:**

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**ESTIMATED PROJECT COST:**

**CLEAN OHIO GRANT REQUEST:**

**LOCATION OF PROJECT (provide a brief description below and attach a map):**

**COUNCIL DISTRICT(S) OF PROPOSED PROJECT LOCATION:**

**PRIMARY PROJECT GOALS:**

**SUBMIT THIS REQUEST FORM TO ALISON BALL AT [ABALL@CUYAHOGACOUNTY.US](mailto:ABALL@CUYAHOGACOUNTY.US) BY MAY 23, 2023, AT 4:30PM.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0127

Sponsored by: <b>Councilmember Jones</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$15,000, to the Friendly Inn Settlement, Inc. for the Friendly Inn Signage project from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 8 ARPA Community Grant Fund in the amount of \$15,000 to the Friendly Inn Settlement, Inc. for the Friendly Inn Signage project; and

**WHEREAS**, the Friendly Inn Settlement, Inc. estimates approximately 4,000 people will be served annually through this award; and

**WHEREAS**, the Friendly Inn Settlement, Inc. estimates the total cost of the project is \$20,976.80; and

**WHEREAS**, the Friendly Inn Settlement, Inc. indicates the other funding source(s) for this project includes:

- A. \$5,500 from the City of Cleveland, Councilman Starr Ward 5
- B. \$476.80 from Friendly Inn; and

**WHEREAS**, the Friendly Inn Settlement, Inc. is estimating the start date of the project will be June 2023 and the project will be completed by July 2023; and

**WHEREAS**, the Friendly Inn Settlement, Inc. requested \$15,000 from the District 8 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$15,000 to the Friendly Inn Settlement, Inc. to ensure this project is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$15,000 to the Friendly Inn Settlement, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Friendly Inn Signage project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of





# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0141

Sponsored by: <b>Council President Jones</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$150,000, to the Village of Brooklyn Heights for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 8 ARPA Community Grant Fund in the amount of \$150,000 to the Village of Brooklyn Heights for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center; and

**WHEREAS**, the Village of Brooklyn Heights estimates approximately 15,000 people will be served annually through this award; and

**WHEREAS**, the Village of Brooklyn Heights estimates the total cost of the project is \$315,430; and

**WHEREAS**, the Village of Brooklyn Heights indicates the other funding source(s) for this project includes:

- A. \$138,793 from the Village of Brooklyn Heights;
- B. \$25,637 from surplus ARPA funds previously requested and approved for the Brooklyn Heights Community Services Bus Replacement Project; and

**WHEREAS**, the Village of Brooklyn Heights requested \$150,000 from the District 8 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$150,000 to the Village of Brooklyn Heights, and to reallocate funding previously awarded pursuant to Resolution R2022-0306 in the amount of \$25,637, to ensure this project is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$150,000 to the Village of Brooklyn Heights from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center.

**SECTION 2.** The Village of Brooklyn Heights is hereby authorized to reallocate \$25,637 in surplus funding previously awarded pursuant to Resolution R2022-0306 for the Community Services Bus Replacement Project and utilize those dollars for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center.

**SECTION 3.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 4.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 5.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 6.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.



First Reading/Referred to Committee: May 23, 2023  
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0142

Sponsored by: <b>Councilmember Turner</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$34,500, to the CREW Foundation for the Ginn Academy Summer Filming Cohort from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$34,500 to the CREW Foundation for the Ginn Academy Summer Filming Cohort; and

**WHEREAS**, the CREW Foundation estimates approximately 10 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, the CREW Foundation estimates the total cost of the project is \$34,500; and

**WHEREAS**, the CREW Foundation is estimating the start date of the project will be June 2023 and the project will be completed by August 2023; and

**WHEREAS**, the CREW Foundation requested \$34,500 from the District 9 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$34,500 to the CREW Foundation to ensure this project is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$34,500 to the CREW Foundation from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Ginn Academy Summer Filming Cohort.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.





# Proposed Substitute

## County Council of Cuyahoga County, Ohio

### Resolution No. R2023-0142

Sponsored by: <b>Councilmembers</b> <b>Turner, Jones, and Stephens</b>	A <b>Resolution</b> awarding a total sum, not to exceed <del>\$34,500</del> <u>\$45,000</u> , to the CREW Foundation for the Ginn Academy Summer Filming Cohort from the District <u>8, District 9 &amp; District 10</u> ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$5,250 from the District 8 ARPA Community Grant Fund, \$34,500 from the District 9 ARPA Community Grant Fund, and \$5,250 from the District 10 ARPA Community Grant Fund, for a total amount of \$45,000~~in the amount of \$34,500~~ to the CREW Foundation for the Ginn Academy Summer Filming Cohort; and

**WHEREAS**, the CREW Foundation estimates approximately 10 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, the CREW Foundation estimates the total cost of the project is ~~\$34,500~~\$45,000; and

**WHEREAS**, the CREW Foundation is estimating the start date of the project will be June 2023 and the project will be completed by August 2023; and

**WHEREAS**, the CREW Foundation originally requested \$34,500 from the District 9 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of ~~\$34,500~~45,000 to the CREW Foundation to ensure this project is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of ~~\$34,500~~45,000 to the CREW Foundation from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Ginn Academy Summer Filming Cohort.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of



# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0124

Sponsored by: <b>Councilmember Kelly</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$12,851.65, to the City of Rocky River for the replacement of Automated External Defibrillators from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 1 ARPA Community Grant Fund in the amount of \$12,851.65 to the City of Rocky River for the replacement of Automated External Defibrillators; and

**WHEREAS**, the City of Rocky River estimates approximately 21,137 people will be served annually through this award; and

**WHEREAS**, the City of Rocky River estimates the total cost of the project is \$12,851.65; and

**WHEREAS**, the City of Rocky River is estimating the project will begin immediately upon funding; and

**WHEREAS**, the City of Rocky River requested \$12,851.65 from the District 1 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$12,851.65 to the City of Rocky River to ensure this project is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$12,851.65 to the City of Rocky River from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the replacement of Automated External Defibrillators.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.



# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0125

<p>Sponsored by: <b>Councilmembers Jones and Sweeney</b></p> <p>Co-sponsored by: <b>Councilmembers Turner, Stephens and Simon</b></p>	<p><b>A Resolution</b> awarding a total sum, not to exceed \$100,000, to the Harvard Community Services Center for the Students of Promise Exposure Field Trip and College Tour Transportation Project from the District 3 &amp; District 8 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 3 ARPA Community Grant Fund in the amount of \$17,500 and the District 8 Community Grant Fund in the amount of \$82,500 for the total amount of \$100,000 to the Harvard Community Services Center for the Students of Promise Exposure Field Trip and College Tour Transportation Project; and

**WHEREAS**, the Harvard Community Services Center estimates approximately 350 people will be served annually through this award; and

**WHEREAS**, the Harvard Community Services Center estimates approximately 3 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, the Harvard Community Services Center estimates the total cost of the project is \$220,000; and

**WHEREAS**, the Harvard Community Services Center indicates the other funding source(s) for this project includes:

- A. \$357,000 in Cuyahoga County CTAG Grant Funding;
- B. \$350,000 from Congressionally Directed Spending; and

**WHEREAS**, the Harvard Community Services Center is estimating the start date of the project will be April 2023 and the project will be continuing; and

**WHEREAS**, the Harvard Community Services Center requested \$82,500 from the District 8 ARPA Community Grant Fund and \$17,500 from the District 3 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$100,000 to the Harvard Community Services Center to ensure this project is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$100,000 to the Harvard Community Services Center from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Students of Promise Exposure Field Trip and College Tour Transportation Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.





First Reading/Referred to Committee: May 9, 2023  
Committee(s) Assigned: Education, Environment & Sustainability

Additional Sponsorship Requested on the Floor: May 23, 2023

Journal \_\_\_\_\_  
\_\_\_\_\_, 20 \_\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0126

<p>Sponsored by: <b>Council President Jones</b></p> <p>Co-sponsored by: <b>Councilmembers Turner, Tuma, Simon and Stephens</b></p>	<p><b>A Resolution</b> awarding a total sum, not to exceed \$70,000, to the Greater Cleveland Faith Based Initiative Group for the purpose of Project Reach Anti-Violence Program from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 8 ARPA Community Grant Fund in the amount of \$70,000 to the Greater Cleveland Faith Based Initiative Group for the Project Reach Anti-Violence Program; and

**WHEREAS**, the Greater Cleveland Faith Based Initiative Group estimates approximately 36,000 to 50,000 people will be served annually through this award; and

**WHEREAS**, the Greater Cleveland Faith Based Initiative Group estimates approximately 150 to 200 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, the Greater Cleveland Faith Based Initiative Group estimates the total cost of the project is \$87,500; and

**WHEREAS**, the Greater Cleveland Faith Based Initiative Group indicates the other funding source(s) for this project includes funding for summer food programs from Catholic Charities, payroll for summer jobs from Youth Opportunities Unlimited, and in-kind services from the ten faith based organizations; and

**WHEREAS**, the Greater Cleveland Faith Based Initiative Group is estimating the start date of the project will be June 2023 and the project will be completed by June 2024; and

**WHEREAS**, the Greater Cleveland Faith Based Initiative Group requested \$70,000 from the District 8 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$70,000 to the Greater Cleveland Faith Based Initiative Group to ensure this project is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$70,000 to the Greater Cleveland Faith Based Initiative Group from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Project Reach Anti-Violence Program.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.



First Reading/Referred to Committee: May 9, 2023  
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: May 23, 2023

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0128

<p>Sponsored by: <b>Councilmember Turner</b></p> <p>Co-sponsored by: <b>Councilmembers Stephens and Conwell</b></p>	<p><b>A Resolution</b> awarding a total sum, not to exceed \$10,000, to Seeds of Literacy for the Building Capacity to Support Increased Enrollment Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$10,000 to the Seeds of Literacy for the Building Capacity to Support Increased Enrollment Project; and

**WHEREAS**, Seeds of Literacy estimates approximately 1,200 students will be served annually through this award; and

**WHEREAS**, Seeds of Literacy estimates the total cost of the project is \$153,394; and

**WHEREAS**, Seeds of Literacy indicates the other funding source(s) for this project includes:

- A. \$20,000 from the Harvard Business School Club

- B. \$7,400 from the Cleveland Foundation;
- C. \$75,000 from Special Events;
- D. \$10,000 from other foundation revenue;
- E. \$13,794 from Individual Gifts;
- F. \$17,200 in in-kind advertising grants; and

**WHEREAS**, Seeds of Literacy is estimating the start date of the project will be July 2023 and the project will be completed by June 2024; and

**WHEREAS**, Seeds of Literacy requested \$10,000 from the District 9 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$10,000 to Seeds of Literacy to ensure this project is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to Seeds of Literacy from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Building Capacity to Support Increased Enrollment Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.



**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** 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

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: May 9, 2023  
Committee(s) Assigned: Education, Environment & Sustainability

Additional Sponsorship Requested on the Floor: May 23, 2023

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0129

Sponsored by: <b>Councilmember Turner</b>  Co-sponsored by: <b>Councilmembers Stephens and Conwell</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$15,000, to the Village of Healing for the Culturally-Sensitive Mental Health Care for Cuyahoga County’s Black Women from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$15,000 to the Village of Healing for the Culturally-Sensitive Mental Health Care for Cuyahoga County’s Black Women; and

**WHEREAS**, the Village of Healing estimates approximately 80 people will be served annually through this award; and

**WHEREAS**, the Village of Healing estimates approximately 1 permanent and temporary jobs will be created or retained through this funding; and

**WHEREAS**, the Village of Healing estimates the total cost of the project is \$99,000; and

**WHEREAS**, the Village of Healing indicates the other funding source(s) for this project includes:

- A. \$15,000 from Peg’s Foundation (pending);
- B. \$99,000 from the Mt. Sinai Foundation (pending); and

**WHEREAS**, the Village of Healing is estimating the start date of the project will be May 2023 and the project will be completed by December 2023; and

**WHEREAS**, the Village of Healing requested \$15,000 from the District 9 ARPA Community Grant Fund to complete this funding; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$15,000 to the Village of Healing to ensure this funding is completed; 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 critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$15,000 to the Village of Healing from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Culturally-Sensitive Mental Health Care for Cuyahoga County’s Black Women.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** 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

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: May 9, 2023  
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: May 23, 2023

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0130

Sponsored by: <b>Councilmember Turner on behalf of Cuyahoga County Personnel Review Commission</b>	<b>A Resolution</b> adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Personnel Review Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and

**WHEREAS**, the Personnel Review Commission submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan; and

**WHEREAS**, the Personnel Review Commission considered this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Classification Plan; and

**WHEREAS**, on April 12, 2023, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through K) and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby adopts the following changes to the Cuyahoga County Non-Bargaining Classification Plan:

Modifications of the following Classifications: (See attached Classification Specifications)

Revised Classifications:

Exhibit A: Class Title: *C.A.D. Technician 1*  
Class Number: 18021

Pay Grade: 5A/Non-Exempt (No change)

\* Request from the department to change the minimum qualifications from two (2) years of CAD/GIS specific experience to one (1) year of general computer technology experience.

Exhibit B: Class Title: *Clinical Coordinator*

Class Number: 13161

Pay Grade: 14A/Exempt

\* Position updated at the department's request. Updated made to essential job functions, language, and formatting. A technology requirements sections was added. Pay grade increased from 13A to 14A.

Exhibit C: Class Title: *Contract Compliance Officer*

Class Number: 21061

Pay Grade: 8A/Exempt (No change)

\* PRC routine maintenance. Classification last revised in 2016. Changes were made to classification functions, essential functions, language and formatting. A technology requirements section was added. No change to the pay grade or FLSA status.

Exhibit D: Class Title: *Early Childhood Mental Health Therapist*

Class Number: 13171

Pay Grade: 10A/Exempt

\* Position updated at the department's request. Updates made to essential job functions, language, and formatting. A technology requirements section was added. Pay grade increased from 9A to 10A.

Exhibit E: Class Title: *Environmental Health & Safety Specialist*

Class Number: 19101

Pay Grade: 12A/Exempt

\* PRC routine maintenance. Classification last revised in 2018. Changes were made to the essential functions, distinguishing characteristics, minimum qualifications, language and formatting. A technology requirements section was added. The pay grade has increased from PG 10A to PG 12A.

Exhibit F: Class Title: *Senior Contract Compliance Officer*

Class Number: 21062

Pay Grade: 11A/Exempt (No change)

\* PRC routine maintenance. Classification last revised in 2016. Changes were made to classifications functions, essential functions, language and formatting. A technology section was added. No change to pay grade or FLSA status.



Exhibit G: Class Title: *Supervisor, Principal Support Officer*  
Class Number: 13191  
Pay Grade: 13A/Exempt (No change)  
\* PRC routine maintenance. Classification last revised in 2018. Updates were made to the distinguishing characteristics, essential job functions, and language and formatting. A technology requirements section was added. No change to pay grade or FLSA status.

Exhibit H: Class Title: *Supervisor, Sign Shop*  
Class Number: 15151  
Pay Grade: 10A/Non-Exempt  
\* PRC routine maintenance. Classification last revised in 2019. Changes made to physical requirements, language and formatting. The pay grade has increased from PG 9A to PG 10A.

Deleted Classifications:

Exhibit I: Class Title: *Manager, Corrections Food Service*  
Class Number: 12001  
Pay Grade: 10A/Exempt  
\* The classification is vacant, and the department has no intentions to utilize this classification as the duties have been assumed by a food service vendor.

Exhibit J: Class Title: *Manager, Security*  
Class Number: 12331  
Pay Grade: 15A/Exempt  
\*The classification is vacant, and the department has no intentions to utilize this classification as the duties have been redistributed to other classifications in the department.

Exhibit K: Class Title: *Mental Health Intake Specialist*  
Class Number: 10181  
Pay Grade: 7A/Non-Exempt  
\*The classification is vacant, and the department has no intentions to utilize this classification as the duties have been redistributed to other classifications in the department and/or stakeholders involved with the Central Booking Process.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the





Deborah Southerington, Chairwoman  
 Thomas Colaluca, Commissioner  
 F. Allen Boseman, Commissioner

**CUYAHOGA COUNTY  
 PERSONNEL REVIEW COMMISSION  
 MEMORANDUM**

Date: April 19, 2023

To: Cuyahoga County Council President Pernel Jones Jr.  
 Council Members, Human Resources, Appointments & Equity  
 Committee

From: Deborah Southerington, Chairwoman  
 Cuyahoga County Personnel Review Commission

Re: Recommending Modifications to Class Plan

Please be advised that on April 12, 2023, the Personnel Review Commission considered and approved recommending modifications to the County’s classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC’s website before any formal action was taken on them. Details of the recommended changes are below:

<b>PROPOSED REVISED CLASSIFICATIONS</b>			
<b>REVISED CLASSIFICATIONS (Revised Title)</b>	<b>CURRENT PAY GRADE &amp; FLSA</b>	<b>RECOMMENDED PAY GRADE &amp; FLSA</b>	<b>DEPARTMENT</b>
C.A.D. Technician 1 18021	5A Non-Exempt	5A Non-Exempt (No Change)	Fiscal Office
Clinical Coordinator 13161	13A Exempt	14A Exempt	Health and Human Services
Contract Compliance Officer 21061	8A Exempt	8A Exempt (No Change)	Department of Equity and Inclusion
Early Childhood Mental Health Therapist 13171	9A Exempt	10A Exempt	Health and Human Services
Environmental Health and Safety Specialist 19101	10A Exempt	12A Exempt	Human Resources

Senior Contract Compliance Officer 21062	11A Exempt	11A Exempt (No Change)	Department of Equity and Inclusion
Supervisor, Principal Support Officer 13191	13A Exempt	13A Exempt (No Change)	Job and Family Services
Supervisor, Sign Shop 15151	9A Non-Exempt	10A Non-Exempt	Public Works

**PROPOSED DELETED CLASSIFICATIONS**

<b>Classification Title</b>	<b>Classification Number</b>	<b>Pay Grade</b>	<b>Department</b>
Manager, Corrections Food Service	12001	10A Exempt	Sheriff's Department
Manager, Security	12331	15A Exempt	Sheriff's Department
Mental Health Intake Specialist	10181	7A Non-Exempt	Sheriff's Department

cc: Thomas Colaluca, Commissioner  
 F. Allen Boseman, Commissioner  
 Rebecca Kopcienski, PRC Director  
 Sarah A. Nemastil, Administrator of HR  
 Andria Richardson, Clerk of Council

Joseph Nanni, Council Chief of Staff  
 Sheba Marshall, Interim HR Director  
 Kelli Neale, Program Officer 4



Deborah Southerington, Chairwoman  
 Thomas Colaluca, Commissioner  
 F. Allen Boseman, Commissioner

**CUYAHOGA COUNTY  
 PERSONNEL REVIEW COMMISSION  
 MEMORANDUM**

Date: April 19, 2023

To: Cuyahoga County Council President Pernel Jones Jr.  
 Council Members, Human Resources, Appointments & Equity  
 Committee

From: Deborah Southerington, Chairwoman  
 Cuyahoga County Personnel Review Commission

Re: Recommending Modifications to Class Plan

Please be advised that on April 12, 2023, the Personnel Review Commission considered and approved recommending modifications to the County’s classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC’s website before any formal action was taken on them. Details of the recommended changes are below:

<b>PROPOSED REVISED CLASSIFICATIONS</b>			
<b>REVISED CLASSIFICATIONS (Revised Title)</b>	<b>CURRENT PAY GRADE &amp; FLSA</b>	<b>RECOMMENDED PAY GRADE &amp; FLSA</b>	<b>DEPARTMENT</b>
C.A.D. Technician 1 18021	5A Non-Exempt	5A Non-Exempt (No Change)	Fiscal Office
Clinical Coordinator 13161	13A Exempt	14A Exempt	Health and Human Services
Contract Compliance Officer 21061	8A Exempt	8A Exempt (No Change)	Department of Equity and Inclusion
Early Childhood Mental Health Therapist 13171	9A Exempt	10A Exempt	Health and Human Services
Environmental Health and Safety Specialist 19101	10A Exempt	12A Exempt	Human Resources

Senior Contract Compliance Officer 21062	11A Exempt	11A Exempt (No Change)	Department of Equity and Inclusion
Supervisor, Principal Support Officer 13191	13A Exempt	13A Exempt (No Change)	Job and Family Services
Supervisor, Sign Shop 15151	9A Non-Exempt	10A Non-Exempt	Public Works

**PROPOSED DELETED CLASSIFICATIONS**

<b>Classification Title</b>	<b>Classification Number</b>	<b>Pay Grade</b>	<b>Department</b>
Manager, Corrections Food Service	12001	10A Exempt	Sheriff's Department
Manager, Security	12331	15A Exempt	Sheriff's Department
Mental Health Intake Specialist	10181	7A Non-Exempt	Sheriff's Department

cc: Thomas Colaluca, Commissioner  
 F. Allen Boseman, Commissioner  
 Rebecca Kopcienski, PRC Director  
 Sarah A. Nemastil, Administrator of HR  
 Andria Richardson, Clerk of Council

Joseph Nanni, Council Chief of Staff  
 Sheba Marshall, Interim HR Director  
 Kelli Neale, Program Officer 4

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	C.A.D. Technician 1	<b>Class Number:</b>	18021
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	5A
<b>Dept:</b>	Fiscal Office	<b>EXHIBIT A</b>	

### Classification Function

The purpose of this classification is to digitize and create hardcopies of documents and maps needed to update, prepare, and maintain County tax maps update, prepare, and maintain the tax maps to review legal descriptions, plats of surveys, maps of official records, annexations, vacations, and dedications.

### Distinguishing Characteristics

This is an entry level, technical classification that utilizes a computer aided drafting program to digitize and create hardcopies of documents and maps. This classification works under direct supervision of the Supervisor, Engineering Maps. This class requires limited exercise of judgment and performs recurring projects using standard methods and techniques and consults with a supervisor as new or unusual situations arise. This class is distinguished from the Supervisor, Engineering Maps in that the latter oversees the work of this class and requires a higher level of education and experience.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 50% +/- 10%
- Updates, prepares, and maintains County tax maps; digitally captures data from various sources including C.A.D. design or drawing files, geocoded point data, field surveys, and hardcopy drawings using G.I.S software; assigns new permanent parcel numbers to newly created parcels from recorded plats using C.A.D. software; draws plats using C.A.D. software; measure's acreage using C.A.D. software to verify deed information; assists with reviews of survey plats for accuracy and compliance with Ohio Revised Code (ORC) and conveyance standards.
- 40% +/- 10%
- Performs plat database queries and analysis using C.A.D software; updates plat database for the Fiscal Office; review's subdivision plats, condominium plats, lot split and consolidation plats, as well as boundary survey drawings to verify compliance with conveyance standards; runs queries and expressions to update database; runs data validations and checks for errors.
- 30% +/- 10%
- Assists the public and other County agencies in reviewing real property legal descriptions prior to recording/foreclosure; answers questions from the public regarding legal descriptions via phone call; receives legal descriptions from the legal department via email or hard copy; reviews deeds to confirm legal descriptions and location of parcels prior to recording/foreclosure; denotes any errors or changes within the legal description to make legal team aware; approves correct legal descriptions using a verification stamp; emails verified legal description back to legal department to be swapped into deeds or reviewed.

### **Experience Required to Perform Essential Job Functions**

- High School diploma or equivalent and one (1) year of computer technology experience; or any equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate variety of office machines and equipment including a computer and multifunction printer.

#### **Technology Requirements**

- Ability to operate a variety of software including word processing software (Microsoft Word), electronic mail software (Microsoft Outlook), spreadsheet software (Microsoft Excel), PDF Software (NitroPro, Adobe), and C.A.D. Software (Microstation, AutoCAD).

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform basic algebra and geometry.

#### **Language Ability & Interpersonal Communication**

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate, and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including plats, legal descriptions, and City ordinances.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, County Conveyance Standards, departmental and county policy manuals, reference and computer manuals, aerial photos, plats, and legal documents.
- Ability to prepare tax maps and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret basic engineering and geographic terminology and language.



## C.A.D. Technician I

- Ability to communicate with supervisor, co-workers, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Clinical Coordinator	<b>Class Number:</b>	13161
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	14A
<b>Dept:</b>	Health and Human Services	<b>EXHIBIT B</b>	

## Classification Function

The purpose of this classification is to manage all aspects of the administration of in-home therapeutic services and supervise licensed therapists in the provision of clinical social services and ensure adherence to evidence based practices utilized within the unit.

## Distinguishing Characteristics

This is a supervisory-level classification with responsibility for managing all aspects of in-home therapeutic services and supervising licensed therapists in the provision of clinical social services. Incumbents work under general supervision and are expected to utilize judgment in performing work. Incumbents in this classification exercise discretion in following and ensuring adherence to protocol, procedures, laws, and regulations in the performance of duties.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

55% +/- 10%

- Manages administration of the evidence based clinical programming; conducts weekly group supervision sessions with staff members; conducts monthly individual supervision and clinician development with staff members; reviews all client cases/records weekly and provides written feedback to therapists; reviews taped sessions to provide clinical feedback for therapists; attends sessions and court with staff for observation and support; onboards and trains new employees; reviews correspondence sent out by staff; assists staff in creating clinician development plans and monitors goal achievement; facilitates therapist’s acquisition and implementation of conceptual and behavioral skills required in Multi-Systemic Therapy (MST); fills in for staff as needed; remains on call 24/7 to assist staff as necessary; consults with staff, caregivers, and other providers for case conceptualization and to identify treatment needs and resources for children and youth; provides direct MST Consultation and Therapeutic services to children and their families when needed.

15% +/- 5%

- Manages referral process to MST Program; speaks to parents/guardians about MST services to engage them in participating in the program; evaluates appropriateness of referrals; follows up with Division of Children and Family Services (DCFS) staff when a referral is not accepted and assists with finding appropriate service options; assigns accepted referrals to MST Therapists and ensures follow-up and administration of screening tools within required timeframe.

15% +/- 5%

- Performs administrative responsibilities to support MST Program; monitors and ensures MST adherence data collection utilizing the Therapist Adherence Measure – Revised (TAM-R); maintains client information and data in the MST website; tracks program data (e.g., referrals, clients served, client outcomes); develops and maintains working relationships with community stakeholders; promotes the MST program; prepares various reports, records and other documents; responds to emails and phone calls; serves as a liaison with both internal staff and external partners (i.e. contract

Effective Date: 1993  
Last Modified: 01.29.2020

## Clinical Coordinator

agency providers, public systems, community resources, families); attends various meetings; attends required training to keep professional licensing up to date; attends training and conducts research to stay current on evidenced based practices in the field; maintains knowledge of available community resources and services; identifies annual supervisory goals and works toward goal achievement; generates, reviews, and approves staff mileage reports.

10% +/- 5%

- Supervises and directs the work of MST Therapists; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; prepares employee on-call schedule and ensures staff coverage for cases; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including recruitment, selection, promotion, transfer, discipline, or discharge.

5% +/- 2%

- Develops and oversees continuous quality improvement process for MST services; develops benchmarks and goals to evaluate service performance and progress toward best practices; collects, analyzes, and reports program and therapist outcome data; collaborates with MST experts and MST program manager on methods to overcome barriers and effectively implement the MST model; participates in Program Implementation Reviews.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Master's degree in social work, clinical counseling, psychology, or related field with three (3) years of social work or counseling experience; or any equivalent combination of education, training, and experience.
- Must be one of the following: Licensed Social Worker (LSW), Licensed Independent Social Worker (LISW), Licensed Professional Counselor (LPC), Licensed Professional Clinical Counselor (LPCC), Licensed Marriage and Family Therapist (LMFT), or Licensed Independent Marriage and Family Therapist (LIMFT) in the State of Ohio. License must be maintained throughout the life of employment.
- Valid driver's license and proof of automobile insurance.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.

### **Technology Requirements**

- Ability to operate a variety of software including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), electronic mail software (Microsoft Outlook), and database software (MSTI Services, SharePoint).

### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including program data, MST Program referrals, data on provided services, clinician intake assessments and development plans, client records, correspondence, memos, logs, attendance records, requests for leave and overtime, timesheets, mileage reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including MST Model, CSWMFT board of regulation and ethics, DCFS policies, Ohio Administrative Code (OAC), Ohio Revised Code (ORC), evidenced based practice program guidelines, social work reference books, and the Employee Handbook.
- Ability to prepare weekly case summaries, monthly program reports, referrals, billing reports, expense reports, written evaluation of case plans, client log spreadsheet, coverage and on-call schedules, performance evaluations, employee development plans, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to manage and supervise others, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret counseling and related legal terminology and language.

## Clinical Coordinator

- Ability to communicate effectively with employees, supervisor, co-workers, social workers, clients, clients' families, community providers and partners, Court staff, consultants, and other County employees.

### **Environmental Adaptability**

- Work is typically performed in an office environment and in clients' homes.
- Work may involve exposure to temperature or weather extremes, strong odors, smoke, dust, animals, disease, bodily fluids, violence, and traffic hazards.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Contract Compliance Officer	<b>Class Number:</b>	21061
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	8A
<b>Dept:</b>	Department of Equity and Inclusion	<b>EXHIBIT C</b>	

## Classification Function

The purpose of this classification is to assist with the process of enhancing equity in program and policy development with County government, which includes the areas of supplier diversity, workforce equity, and policy/program equity, to review and evaluate applications for Cuyahoga County's various diversity and inclusion programs and to monitor contracts for compliance with program requirements.

## Distinguishing Characteristics

This is an entry level classification with responsibilities for performing technical activities to facilitate the County's various diversity, equity, and inclusion programs. This class works under general supervision from a Senior Contract Compliance Officer and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of established regulations, policies, and procedures.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 25% +/- 10%
- Monitors contracts for compliance and investigates alleged violations; monitors contracts for compliance with established diversity/inclusion participation goals, policies, and procedures; re-evaluates goals as needed when scope of work or funding is amended; investigates alleged violations of the program; completes tabulation sheets; conducts on-site audits to verify compliance with contract terms; confirms that the certified vendor of the County's diversity/inclusion programs is providing the goods and services indicated on the owner's application; monitors payments to vendors and records in database software.

- 25% +/- 10%
- Reviews and evaluates applications for certification/re-certification for the County's various diversity/inclusion programs; determines eligibility and verifies that the applicant is the true business owner; reviews and verifies business information and activity (i.e., license agreements, tax returns, insurance, payroll documentation, ownership documentation, etc.); substantiates race and gender of owners to verify small business MBE/WBE designation (Minority-Owned or Woman-Owned); reviews, critiques, and evaluates financial statements; conducts on-site audits to verify accuracy of reported business information in the application; reviews past contracts; researches business relationships to ensure that business owner is not improperly connected to the owners of another business; notifies businesses of expiring certifications.

10% +/- 5%

Effective Date: 1993  
Last Modified: 10.13.2016

## Contract Compliance Officer

- Provides technical assistance to County personnel with businesses, private organizations, and governmental agencies on diversity requirements; attends pre-bid conferences to present diversity goal requirements for County projects; provides technical support to all bidders on the identification of the County's diversity/inclusion program participants in pre-bid meetings; provides information and assistance to County personnel looking for certified vendors; meets with clients and directors to inform them of certification.

15% +/- 5%

- Performs related administrative responsibilities; prepares reports, forms, memos, and associate correspondence; attends grievance hearings; answers diversity/inclusion program requirements and process questions via email, phone call, and mail; enters, maintains, and reports on data collected for certification; assists with compiling data for required reports; participates in training.

15% +/- 5%

- Supports leadership in the development and implementation of organizational initiatives, objectives, and strategies related to the advancement of diversity, equity and inclusion; works with the Human Resources Department to develop and implement programs, training, and assessments to build a culture of equity with respect to race, gender and sexual orientation throughout County government; models the use of equity strategies and tools to evaluate programs, policies, and practices with County staff and key community partners in order to improve service delivery; supports County departments with the design and implementation of diversity, equity, and inclusion initiatives; serves as a liaison to County departments and key stakeholders during decision-making and other processes to adapt policies and services to meet the needs of various groups; manages correspondence and communicates the County's equity-related goals to different audiences, including County employees across departments, key community stakeholders, and others; assists in the collection and analysis of data to inform strategies and tactics for increased diversity, equity, and inclusion in County programs and services.

10% +/- 5%

- Hosts and attends various outreach events and diversity trainings; hosts training and Town Halls for county staff; attends community and internal outreach events to provide information on County's diversity guidelines and initiatives and programs in the area; sets up visual aids for DEI training.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Bachelor's degree in business administration, public administration, marketing, or related field with one (1) year of related experience; or any equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.

Effective Date: 1993  
Last Modified: 10.13.2016

### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word), and database software (Access).

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

### **Language Ability & Interpersonal Communication**

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including business taxes, office lease, invoices, bid tabulation sheets, Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Small Business Enterprise (SBE) applications, Cuyahoga County Business Based/Cuyahoga County Business Economic Inclusion Preference (CCBB/CCBEIP) applications, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the employee handbook, software manuals, Bidder's Manual, and the Ohio Revised Code.
- Ability to prepare Diversity Inclusion reports, site visit reports, grievance hearing minutes, denial letters, information letters, on site audit reviews, equity report, mileage reports and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret accounting and marketing terminology and language.
- Ability to communicate with the Director, business owners, community representatives, other County employees, large companies, consultants, contractors, and the general public

### **Environmental Adaptability**

- Work is typically performed in an office environment and various off-site visits.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Early Childhood Mental Health Therapist	<b>Class Number:</b>	13171
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	9A
<b>Dept:</b>	Children and Family Services	<b>EXHIBIT D</b>	

## Classification Function

The purpose of this classification is to provide a full range of Early Childhood Mental Health Services to children at risk for social, emotional, or behavioral difficulties and their caregivers in the child’s home.

## Distinguishing Characteristics

This is a journey-level classification that is responsible for providing a full range of direct mental health services to children ages 6 and under and their families including assessment, treatment planning, individual child therapy, parent coaching and feedback, ongoing case management, crisis intervention, consultation, and advocacy. This class works under general supervision of the ECMH Resource and Training Coordinator. The employee utilizes judgment in working within a framework of policies, procedures, and regulations and ensures that activities are performed in a timely and efficient manner.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

45% +/- 10%

- Implements a variety of evidence-based therapeutic interventions that may include, but are not limited to, Attachment and Bio-behavioral Catch-Up (ABC), Keys to Caregiving, Infant Massage, Child-Parent Psychotherapy (CPP) and TF-CBT for children between the ages of 0-6 and their current caregivers via in-home counseling services; conducts pre- and post-assessments; identifies and administers appropriate child and adult screening and assessment tools or other evaluation tools; provides appropriate service and treatment planning based on assessment and clinical judgment; reviews previous session content in preparation to determine focus for upcoming sessions; prepares supplies and materials needed for session activities; monitors and adjusts service and treatment plan as indicated; links families with additional resources and provides referrals as needed; attends juvenile court hearings for children on caseload as requested in order to support families and provides an update on service participation.

25% +/- 5%

- Collaborates with DCFS staff, family, substitute caregivers, childcare providers, school staff, and other collateral service providers as necessary; communicates regularly with clients and collateral service providers to provide updates and feedback; communicates and coordinates with DCFS staff and biological parents to obtain consent forms for children’s participation in the Early Childhood Metal Health (ECMH) program; tracks and shares progress in services and overall case plan goals with DCFS staff regarding needs and concerns of children 6 and under involved with the agency; communicates with the ECMH System Coordinator to ensure appropriate services are secured for children and their families; attends Team Decision Making meetings for children on the caseload, prospective clients, and as requested by other DCFS staff.

## Early Childhood Mental Health Therapist

15% +/- 5%

- Tracks data and prepares reports on activities and outcomes; completes, prints, and files progress notes; provides weekly, monthly, and quarterly updates and reports on active clients, referrals, and closed or incomplete cases; maintains caseload logs and clinical documentation to document case activities according to policies and procedures; review pre- and post-assessments; records screening and assessment scores online; tracks data in spreadsheets.

5% +/- 2%

- Completes duties related to process improvement and supervision; prepares cases and attends supervision sessions with supervisor; participates in program development projects.

10% +/- 5%

- Performs supporting administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; initiates contact after referrals, confirms appointments, and reschedules appointments as needed; completes monthly expense reports; travels to sessions and meetings; gives educational trainings; attends community outreach opportunities.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Bachelor's degree in social work, psychology, child welfare, or related field with three (3) years of experience in child clinical counseling, child welfare, or related field; or any equivalent combination of education, training, and experience.
- Must hold License of Social Worker (LSW), License of Independent Social Worker (LISW), License of Professional Counselor (LPC), License of Marriage and Family Therapist (LMFT) License of Independent Marriage and Family Therapist (LIMFT), or License of Professional Clinical Counselor (LPCC) in the State of Ohio.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **Additional Requirements**

- Must obtain and maintain Ohio Early Childhood Mental Health Professional Credential within twelve (12) months of hire date.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer, video camera, and multifunction printer.

#### **Technology Requirements**

- Ability to operate a variety of software including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), presentation and publishing software (Microsoft PowerPoint), and business communication platform (Zoom, Microsoft TEAMS).

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including reports, various mental health assessment tools and scores, monthly statistics report, department reports, referral forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including clinical/service implementation guidelines and standards, the Employee Handbook, DCFS Policy and Procedures, Ohio Administrative Code, Ohio Revised Code, and Ohio Counselor, Social Worker and Marriage and Family Therapist (CSWMFT) Board regulations.
- Ability to prepare statistical reports, graphs, basic spreadsheets, lists, case documentation, expense reports, mileage reports, caseload logs, staffing notes and documentation, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to counsel clients, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret counseling and basic legal and medical terminology and language.
- Ability to communicate with supervisors, coworkers, child clients, caregivers, parents, community service providers, and other County employees.

### **Environmental Adaptability**

- Work is typically performed in an office environment and in client's homes.
- Work may involve exposure to smoke, dust, animals, and violence.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Environmental Health and Safety Specialist	<b>Class Number:</b>	19101
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	12A
<b>Department:</b>	Human Resources	<b>EXHIBIT E</b>	

## Classification Function

The purpose of this classification is to identify, investigate, resolve, and prevent environmental, health, and safety (EHS) hazards in County buildings and operations. Execute EHS programs in accordance with local, State, and Federal regulations through training, EHS audits, corrective actions, and implementation of best practices.

## Distinguishing Characteristics

This is a journey-level classification that is responsible for coordinating all aspects of EHS compliance for various County departments, including Public Works and Sheriff departments. Responsibilities include EHS program maintenance, coordination of training, regular facility and field inspections, and investigations of incidents and complaints, with the goal to resolve risk, and ensure compliance with applicable regulations. The incumbent is responsible for overseeing projects under a framework policies, procedures, regulations, and guidelines. Employees in this classification work under general supervision of the Manager, Environmental Health and Safety and exercise discretion in applying policies and procedures to resolve health and safety issues.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

30% +/- 10%

- Develops, plans, and coordinates employee safety program policies and procedures; coordinates and documents maintenance of equipment; monitors safety program compliance; conducts field checks to verify policy compliance; investigates injury/illness; identifies and informs employees of hazards in the workplace; determines safe work methods and ensures that employees are notified of new and modified methods;

20% +/- 10%

- Designs, develops, and implements various employee EHS trainings on subjects such as safe lifting, traffic control, CPR, tow motor, respiratory protection, and trenching and excavating; engage external training contractors as applicable. Conducts emergency drills at County buildings.

10% +/- 5%

- Develops and manages a variety of programs to control, eliminate, and prevent disease or injury caused by chemical, physical, and biological agents, including: asbestos management and maintenance; bed bug cases; pest management; air quality concerns, environmental site investigation and remediation; hazardous waste disposal; and underground storage tank programs. Compiles project information and prepares reports; maintains project records and files.

10% +/- 5%

- Performs environmental inspections and permit applications; responds to, investigates, evaluates, and resolves environmental/occupational health hazards and complaints; conducts health site surveys of work sites to identify potential health hazards; recommends appropriate corrective

## Environmental Health and Safety Specialist

measures to ensure compliance with safety standards and government regulations. Examines permits, licenses, and applications to ensure compliance with requirements. Calibrates, operates, and maintains a variety of environmental testing equipment. Prepares reports and documents detailing environmental conditions.

10% +/- 5%

- Prepares and reviews technical specifications for bids and contracts related to the remediation of asbestos, hazardous/non-hazardous waste materials, lead, indoor air quality, and mold; reviews scope of work from consulting engineers for conformance to laws and standards for removal of asbestos and hazardous materials; interprets air and bulk reviews; manages assigned safety contracts; approves contractor invoices and payment applications.

20% +/- 10%

- Performs related administrative duties; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; assists with development of health and safety policies and procedures; responds to inquiries concerning regulations for assigned areas or requests for information; communicates with various County departments as well as outside agencies regarding safety matters; stays up to date on changes and development with occupational safety, health, and environmental laws and regulations.

### Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in environmental, Health, and Safety or related field \_\_\_\_with three (3) years of occupational safety, environmental, health and compliance, or related experience; or any equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### Additional Requirements

- Must obtain course licenses or certification in the following within 6 months of employment - CPR Instructor, Occupational Safety and Health Administration (OSHA) 30-Hour Safety, Hazardous Waste Operations, and Asbestos Awareness.

### Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

#### Physical Requirements

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer. Ability to operate a variety of automated office machines including computer and copier.
- Ability to operate a variety of industrial hygiene and environmental equipment and tools such as air quality meter, asbestos sampling tools, respirators, combustible gas meter, fit testing equipment, CPR dummies, etc.
- Ability to stand and walk for a prolonged period and ability to lift to 25lbs.

#### Technology Requirements

- Ability to operate a variety of software and databases including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), and electronic mail software (Microsoft Outlook).

## Environmental Health and Safety Specialist

### **Supervisory Responsibilities**

- No supervisory responsibilities required.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including lab results, accident investigation reports, work repair reports, vehicle inspection reports, safety equipment reports, certifications, ADA accommodations, surveys, bid specifications, proposals, billing invoices, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Employee Handbook, OSHA regulations, EPA Building Regulations, Ohio Environmental Law Handbook, Ohio Revised Code, Ohio Administrative Code, and Ohio Environmental Law Handbook.
- Ability to prepare requests for bids and proposals, accident reports, activity reports, training reports, vehicle cost reports, environmental reports, notifications, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to conduct and/or recommend training of Cuyahoga County Employees in environmental health and safety fields including Respiratory Protection, Confined Spaces, Traffic Control, Tool & Equipment Safety, Trenching & Excavation, Bedbug Awareness, Integrated Pest Management, Mold Awareness, and Asbestos Awareness.
- Ability to convince and influence others, record, and deliver information, to explain procedures and to follow instructions.
- Ability to use and interpret safety, mechanical, environmental, and related legal terminology and language.
- Ability to communicate effectively with supervisor, directors, field personnel, consultants, representatives from other government agencies, and other County employees.

### **Environmental Adaptability**

- Work is typically performed in an office environment and in the field.
- Work may involve exposure to temperature/weather extremes, strong odors, smoke/dust/pollen, wetness/humidity, bright lights, noise extremes, vibrations, and machinery.

Environmental Health and Safety Specialist

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Senior Contract Compliance Officer	<b>Class Number:</b>	21062
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	11A
<b>Dept:</b>	Department of Equity and Inclusion <span style="float: right;"><b>EXHIBIT F</b></span>		

## Classification Function

The purpose of this classification is to manage the process of enhancing equity in program and policy development within County government in the areas of supplier diversity, workforce equity, and policy/programming, and to manage the process of vendor certification/re-certification for Cuyahoga County's various diversity and inclusion programs, and to monitor contracts for compliance.

## Distinguishing Characteristics

This is a supervisor level classification responsible for supervising the work of Contract Compliance Officers and for planning, organizing, coordinating, and supervising activities that facilitate the County's various diversity, equity, and inclusion programs. This class works under general direction and the incumbent evaluates and recommends changes to, or develops new policies and procedures for operations of the assigned functional areas within required standards and regulations. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 50% +/- 10%
- Supervises Contract Compliance Officers and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.
  
- 10% +/- 5%
- Manages the certification and re-certifications process for determining eligibility for County diversity and inclusion programs; reviews applications for becoming a certified or re-certified diversity business; verifies that the business owner listed on the application is the true business owner; reviews and verifies business information and activity (i.e., license agreements, tax returns, insurance, payroll documentation, ownership documentation, etc.); reviews and critiques financial statements; conducts on-site interviews to verify accuracy of reported business information in the application; reviews past contracts; researches business relationships to ensure that business owner is not improperly connected to the owners of another business.
  
- 10% +/- 5%
- Monitors contracts for compliance and investigates alleged violations; reviews submitted proposals to ensure diversity goals will be met; reviews and calculates tabulations sheets; monitors contracts for compliance with established diversity/inclusion participation goals, policies, and procedures; reviews and evaluates cancelled checks, invoices, and AIA statements by prime contractors for the



## Senior Contract Compliance Officer

small companies; conducts on-site audits to verify to verify compliance with contract terms; reviews reports from contractors to confirm that the work in the contract is paid for; collects and enters payroll information of pertinent projects being monitored; collects and enters payments made to certified vendors from the prime contractor; attends pre-bid conferences with contractors; provides technical support to all bidders on the identification of certified vendors of the County's diversity and inclusion programs.

5% +/- 2%

- Coordinates and promotes the County's various equity, diversity and inclusion programs; provides information and outreach to the local business community about the purpose and benefits of the programs; offers orientation and guidance to businesses on how to get certified with the programs; attends and plans outreach events; prepares and gives presentations to explain diversity goals and requirements to potential contractors or organizations; updates promotional materials.

15% +/- 5%

- Supports leadership in the development and implementation of organizational initiatives, objectives, and strategies related to the advancement of diversity, equity and inclusion; works with the Human Resources Department to develop and implement programs, training, and assessments to build a culture of equity with respect to race, gender and sexual orientation throughout County government; models the use of equity strategies and tools to evaluate programs, policies, and practices with County staff and key community partners in order to improve service delivery; supports County departments with the design and implementation of diversity, equity, and inclusion initiatives; serves as a liaison to County departments and key stakeholders during decision-making and other processes to adapt policies and services to meet the needs of various groups; manages correspondence and communicates the County's equity-related goals to different audiences, including County employees across departments, key community stakeholders, and others; assists in the collection and analysis of data to inform strategies and tactics for increased diversity, equity, and inclusion in County programs and services.

10% +/- 5%

- Performs supporting administrative responsibilities; prepares and submits annual reports; reviews database to ensure information is entered in accordance with County policies and procedures; reviews diversity tab sheets for Requests for Proposals (RFPs) and Requests for Qualification (RFQs); prepares contract awarded letters; coordinates and prepares materials for the SBE, WBE, and MBE Grievance hearings and rejection appeal hearings.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Bachelor's degree in business administration, public administration, marketing, or related field with three (3) years of related experience; or any equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.

### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word), and database software (Access).

### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend the discipline or discharge of employees.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and use routine statistics.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Small Business Enterprise (SBE) certification and recertification applications, tax reports, financial statements, Articles of Incorporation, Corporate by-laws, Partnership or LLC agreements, leases, certified payrolls, bid specifications, tab sheets, BOC and Council approvals, Cuyahoga County Business Based/Cuyahoga County Business Economic Inclusion Preference (CCBB/CCBEIP) applications, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, software manuals, and the Ohio Revised Code.
- Ability to prepare determination forms, SBE participation reports, site visit reports, bid tabulation sheets, SBE database and spreadsheets, Certificates for CCBB Program, prepare mileage report, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to represent the department when dealing with external organizations, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting and marketing terminology and language.

## Senior Contract Compliance Officer

- Ability to communicate with the Director, SBE owners, community representatives, other County employees, large companies, consultants, contractors, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment and various off-site visits to business seeking certification.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Supervisor, Principal Support Officer	<b>Class Number:</b>	13191
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	13A
<b>Department:</b>	Job and Family Services	<b>EXHIBIT G</b>	

### Classification Function

The purpose of this classification is to supervise Support Officers and clerical support employees who provide case management services to customers.

### Distinguishing Characteristics

This is a supervisory-level classification that is responsible for supervising Support Officers and other assigned staff and overseeing case management service activities including establishing paternity and child support orders, collecting regular and consistent current child support, collecting child support arrears, modifying child support orders, providing findings and recommendations for termination of support, and conducting investigations to locate individuals, assets, and income sources. This position works under general supervision from a management-level position. The employee exercises discretion in applying policies and procedures to resolve issues and to ensure that assigned activities are completed in a timely, accurate, and efficient manner.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

40% +/- 10%

- Oversees and coordinates delivery of child and family support services to clients and oversees related data management activities; prioritizes and delegates unit work; monitors and manages maintenance and updates of data tracking and filing systems; manages, reviews, completes and/or processes case management documentation and information through case management systems, databases, trackers, logs, and forms; reviews, sorts, and processes incoming and outgoing documents and ensures proper distribution to the appropriate destination; shares and re-routes case documentation for internal/external departmental review; reviews staff work product and supporting documentation for accuracy and approves appropriate next administrative, civil, or criminal actions based upon individual case circumstances; compiles data and creates, updates, and analyzes reports; ensures daily operations, case management, and data management are in compliance with County, state, and federal guidelines; ensures work is completed by the required deadlines; assists other agency staff and supervisors with issues regarding case management services, data management, and auditing; mediates and de-escalates difficult situations and problems with internal staff and clients; provides recommendations to court officials upon request to proceed with judicial action; provides testimony at civil and criminal court proceedings upon request.

30% +/- 10%

- Supervises a unit of employees responsible for providing child support case management services to customers; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards;

Effective Date: 07.01.2009  
Last Modified: 03.29.2018

## Supervisor, Principal Support Officer

monitors and provides for employee training needs; meets with employees individually and as a unit; facilitates grievance meetings with employees; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

10% +/- 5%

- Monitors and evaluates unit operations, policies, and procedures to identify areas for improvement; analyzes operations and researches methods, special projects, and initiatives to improve operations or policies; gathers, maintains, and analyzes data for department reporting requirements and policy and procedure updates; interprets federal and state rules, regulations, laws, and requirements to assess impact on local policy and procedures and existing operations; develops, drafts, and recommends new and/or updated policies and procedures and develops plans for implementation; coordinates with management and other agency departments to coordinate work flows, develop and implement policies and procedures, and clarify issues.

10% +/- 5%

- Acts as a liaison for the department; receives and responds to requests for information from various agencies, court personnel, upper management, and the general public; coordinates services with community agencies and local organizations; conducts face-to-face interviews for walk-in clients; provides agency outreach services and information to clients and other agencies; participates in community education and makes presentations to various groups.

10% +/- 5%

- Participates in development and presentation of training materials; conducts training via in-person or video conference for unit, new hires, agency members, partner agencies, and external customers; attends and presents at meetings and conferences.

5% +/- 2%

- Participates in the development and implementation of initiatives and programs; researches, tests, and plans new services and programs; coordinates work with internal groups and develops reports and plans for service and program implementation.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Bachelor's degree with five (5) years of human services experience; or any equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.

#### **Technology Requirements**

- Ability to operate a variety of software including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel, Access), database software (SETS), presentation and

Supervisor, Principal Support Officer

publishing software (Microsoft PowerPoint), and business communication platform (Microsoft TEAMS).

### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend the discipline or discharge of other employees.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including agency data reports, Control-D and Web Reports, agency department statistics, legislative documents (i.e., code, law, rule descriptions), legal documents (i.e., court orders, affidavits), workflows, flowcharts, time sheets, performance evaluations, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, Ohio Administrative Code, the Employee Handbook, agency policies and procedures, state and federal Child Support Enforcement Manuals, County codes and regulations, and union contracts.
- Ability to prepare special project reports, monthly stats reports, unit meeting minutes, support order enforcement documents (i.e., state forms, agency documents, court documents), monthly reports, logs, supply requisitions, expense reports, case tracking reports, court related documents, training materials, performance evaluations, memos, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret relevant legal and counseling related terminology and language.
- Ability to communicate effectively with managers, executive leadership, subordinates, clients, Court personnel, union representatives, State systems personnel, public service agencies, law enforcement personnel, contracted partners, other County employees, and the general public.

Supervisor, Principal Support Officer

**Environmental Adaptability**

- Work is typically performed in an office environment.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Supervisor, Sign Shop	<b>Class Number:</b>	15151
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	10A
<b>Dept:</b>	Public Works	<b>EXHIBIT H</b>	

## Classification Function

The purpose of this classification is to manage and supervise the Sign Shop operations and personnel for the Department of Public Works.

## Distinguishing Characteristics

This is a supervisory classification with responsibility for oversight of the Sign Shop unit of the Maintenance section of the Department of Public Works. The incumbent receives direction from management in the form of broad objectives and receives instruction or assistance as new or unusual situations arise. Employee is expected to become/remain up to date regarding methods, protocols, procedures, and applicable regulations. The incumbent supervises and coordinates the work of technical maintenance staff and ensures that assigned activities are completed according to applicable standards and in a timely and efficient manner. The work of this position affects public safety if not performed correctly.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 30% +/- 10%
- Plans, coordinates, supervises, and inspects the fabrication, installation, repair, and maintenance of County street markings and traffic regulatory, warning, guide, and construction signs; ensures compliance with the Ohio Manual of Uniform Traffic Control Devices (OMUTCD) in the fabrication and installation of all street markings and traffic signs completed by the unit; inspects traffic control at worksites; reviews and evaluates quality and accuracy of signs and sign installations and locations; inspects facilities and yards and job sites; gathers and compiles information on work operations and activities for reporting purposes.
  
- 20% +/- 10%
- Supervises Sign Shop personnel; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to payroll, timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; ensures safe working practices within unit by enforcing OMUTCD safety guidelines; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.
  
- 20% +/- 10%
- Checks road plans for potential problems (including private property, access issues, rights of way) as needed; reviews detour plans and Maintenance of Traffic (MOT) plans to establish needs for construction projects; paints layouts on roads for land and road closures; draws prints for land and road closures for installers; marks ground and calls utility hotline for digging to ensure utility lines are not hit.



## Supervisor, Sign Shop

10% +/- 5%

- Tracks and maintains inventory of Sign Shop materials including paint, chemicals, signs, posts, and trucks; schedules vehicle maintenance and equipment repair; issues work orders to other departments.

20% +/- 10%

- Performs related administrative responsibilities; compiles estimates of labor, materials, and equipment needed to perform projects; participates in the preparation of the annual budget by submitting budget recommendations and monitoring expenditures; makes recommendations for changes and improvements to existing standards and procedures; stays abreast of new technologies and changes to the OMUTCD; provides information regarding road closures and other projects of concern to police, fire and service departments, city halls, plants, and businesses.

### **Experience Required to Perform Essential Job Functions**

- Associate degree in engineering or a related field and five (5) years of experience in the fabrication, installation, and/or repair of traffic signs or related experience; or any equivalent combination of education, training, and experience.
- Valid driver's license and proof of automobile insurance.

### **Additional Requirements**

- Occupational Safety and Health Administration 10 Hour and 30 Hour Construction Courses must be completed within six (6) months of hire date.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including computer and multifunction printer.
- Ability to operate a variety of sign construction equipment including auger, hammer drill, band saw, pain striper, utility truck, and drill punch.
- Ability to stand, walk, climb and balance, bend and twist, and push, pull, and lift up to 50 pounds.

#### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word), and data entry software (EAM).

#### **Supervisory Responsibilities**

- Ability to assign, review, plan, and coordinate the work of other employees, and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to solve and act on employee problems.

Effective Date: 07.10.2012  
Last Modified: 10.23.2019

## Supervisor, Sign Shop

- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and apply the basic principles of algebra and geometry.

### **Language Ability & Interpersonal Communication**

- Ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including forms, work orders, invoices, performance evaluations, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including the OMUTCD, Employee Handbook, departmental policy manuals, reference manuals, Harvard Standard Operating Procedure manual, OSHA rules, standards, and specifications.
- Ability to prepare memos, performance appraisals, correspondence, plans, work orders, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with staff, directors of other sections, consultants, departmental employees, municipalities personnel, and administrators.

### **Environmental Adaptability**

- Work is typically performed in an office environment and in the field.
- Work may involve exposure to temperature/weather extremes, strong odors, smoke, dust, pollen, wetness/humidity, bright/dim lights, noise extremes, vibrations, machinery, and traffic hazards.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, Corrections Food Service	<b>Class Number:</b>	12001
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	10A
<b>Dept:</b>	Sheriff's Office	<b>EXHIBIT I</b>	

### Classification Function

The purpose of this classification is to plan, organize, coordinate, and supervise the food service operations and employees for the Cuyahoga County Regional Corrections Center.

### Distinguishing Characteristics

This is a management level classification responsible for planning, organizing, coordinating, and supervising the operations and activities of the food services unit for the Cuyahoga County Corrections Center as well as supervising employees and inmates working in food services. This class works under general direction and the incumbent evaluates and recommends changes to or develops new policies and procedures for operations of the assigned functional areas within required standards and regulations. The incumbent ensures that assigned activities are completed in a timely and efficient manner.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 35% +/- 10%
- Coordinates and organizes food service operations; ensures that dining service, food preparation areas, and equipment are maintained in a clean and sanitary manner; assists in establishing food service regulations, procedures, and standards; inspects incoming food products to determine that they meet purchase order specifications; inspects food for quality and temperature and ensures appropriate storage procedures; conducts inventory of products and supplies for cooking operations; monitors compliance with sanitation, safety, and health laws and regulations.
- 35% +/- 5%
- Supervises staff and inmate workers; directs staff to ensure work completion and maintenance of standards; plans, assigns and reviews work; provides training and instruction in the operation of kitchen equipment, sanitation, and food preparation; evaluates employee performance; responds to employee questions, concerns, and problems; establishes and promotes employee morale; conducts investigations into employee misconduct; assesses staffing requirements; recommends hiring, promotions, discharges, and disciplinary actions; maintains standards.
- 25% +/- 10%
- Calculates monthly, quarterly, semi-annual, and annual food budget requirements; estimates and plans for needed supplies and food items for the preparation of meals; prepares and approves requisitions for food items, supplies, and equipment; completes related documents and reports.
- 5% +/- 2%
- Determines, recommends, and implements facilities, equipment, and personnel requirements; recommends layout designs for food service facilities; plans menus according to requirements and standards; directs the selection, placement, use, and maintenance of food service equipment; make recommendations for process flow improvement and implementation.

Effective Date: 04.11.2019  
Last Modified: 04.11.2019

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Associates degree in food services or related field with four (4) years of experience in institutional food preparation, commercial food service operations, or food services management including two years of supervisory experience; or any equivalent combination of training and experience.

### **Additional Requirements**

- Must obtain ServSafe Certification within one year after hire date.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.
- Ability to use a variety of food service and sanitation tools, equipment, and supplies.

#### **Supervisory Responsibilities**

- Ability to schedule, assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and perform routine statistics.

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including invoices, time sheets, budgets, disciplinary reports, and incident reports.
- Ability to comprehend a variety of reference books and manuals including Employee Handbook, OSHA standards, FDA Food Code, safety and sanitation manuals, menus, and food service hygiene standards.

## Manager, Corrections Food Service

- Ability to prepare billing statements, monthly and annual reports, performance appraisals, schedules, assignments, tracking sheets, menus, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to communicate with management, subordinates, inmates, and Metrohealth staff.

### **Environmental Adaptability**

- Work is performed indoors.
- Work may involve exposure to strong odors, smoke, dust, violence, and machinery.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, Security	<b>Class Number:</b>	12331
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15A
<b>Dept:</b>	Sheriff's Office	<b>EXHIBIT J</b>	

## Classification Function

The purpose of this classification is to manage, coordinate, supervise, assign, control, and review the work of security personnel in the Protective Services division and to assist the Sheriff with the Protective Services division in the overall planning and organizing of the unit.

## Distinguishing Characteristics

This is a management level classification responsible for planning, coordinating, and supervising the Protective Services division of the Sheriff's Department directly and through subordinate supervisors. This class works under direction and the incumbents are expected to study, evaluate, and recommend changes to, or to develop of new policies and procedures for the division's operations. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner. This position remains on call to assist in emergency situations.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

45% +/- 10%

- Manages, coordinates, and evaluates the activities of the Protective Services division; analyzes, plans, and directs a comprehensive security program; coordinates with Agency Directors to ensure agencies' security needs are met; assesses division's efficiency and effectiveness; develops and updates security policies and procedures; confers regularly with the Sheriff on the implementation of policies, programs, and procedures for the division; conducts daily security inspections of facilities and grounds; oversees installation of new equipment; coordinates and oversees inspection and maintenance of equipment.

35% +/- 10%

- Supervises the division's functions through subordinate supervisors; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; takes immediate command of personnel in emergencies and under special conditions, and directs their specific assignments; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

10% +/- 5%

- Stays abreast of new trends, requirements, technology, and innovations in the field; implements and maximizes the use of technology to ensure effective and efficient use of resources.

10% +/- 5%

- Performs related ancillary responsibilities; represents the department by attending and participating in meetings, seminars, and training; assists other departments and personnel with security needs through consultative review and recommendations; prepares the division budget and coordinates fiscal affairs.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Bachelor's degree in criminal justice, industrial security or related field and five (5) years of security experience including two (2) years of experience in a supervisory capacity; or any equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special licenses or certifications required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment and audio-visual equipment.
- Ability to use a variety of law enforcement tools and equipment including various restraining devices.

#### **Supervisory Responsibilities**

- Ability to schedule, assign, review, plan, and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, and divide, and to calculate decimals and percentages.

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define impact and develop alternatives.
- Ability to comprehend a variety of informational documents including incident reports, safety violations, shift reports, invoices, attendance reports, disciplinary reports, grievances, proposals, vacation requests, and video recordings.

## Manager, Security

- Ability to comprehend a variety of reference books and manuals including Employee Handbook, departmental and county policy manual, manuals, websites, municipal ordinances, union contracts, and the Ohio Revised Code (ORC).
- Ability to prepare memos, reports, performance appraisals, disciplinary reports, schedules, time slips, orders, audits, investigations, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to manage, supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret basic legal and security related terminology and language.
- Ability to communicate with staff, departmental employees and administrators, employees of outside agencies and departments/divisions, and the general public.

### **Environmental Adaptability**

- Work is primarily performed indoors.
- Work involves responding to emergency situations and may involve exposure to violence.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Mental Health Intake Specialist	<b>Class Number:</b>	10181
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	7A
<b>Dept:</b>	Sheriff's Office	<b>EXHIBIT K</b>	

## Classification Function

The purpose of this classification is to identify and refer incarcerated individuals who have mental health, developmental disability, and/or substance abuse/dependency issues to specialized services.

## Distinguishing Characteristics

This is an entry level classification with responsibility for providing mental health referral services for individuals in the County's criminal justice system. Employees in this class initially work under direct supervision, progressing to general supervision as the incumbent becomes able to independently perform the full range of duties associated with this level. Employees are expected to use judgment in application of policies and procedures and in determining the needs and indicators of the people being screened. This classification has direct contact with the inmate population.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

70% +/- 10%

- Identifies and refers incarcerated individuals who have mental health issues, developmental disabilities, and/or substance abuse/dependency issues to specialized jail, medical, and court services; reviews daily bookings from the County jail to identify positive indicators to mental health screening questions; coordinates with the Mental Health unit in the Correction Center's Medical division in scheduling psychiatric appointments to determine diagnosis; collects and faxes reports to Pretrial Services for Mental Health Court Docket eligibility determination; provides Pretrial Services with initial lists of mental health inmates identified during booking screening, by the Bond Commission, or by the Mental Health Board; refers individuals who do not meet eligibility criteria to other agencies and municipalities who offer assistance; maintains a working relationship with those other agencies and municipalities

20% +/- 10%

- Serves as a mental health representative for the county jail; communicates with mental health liaisons to obtain information on inmates identified as consumers of Mental Health Board services; responds to inquiries from inmates on assigned floors regarding their incarceration, court or personal matters; answers written requests from inmates; attends and provides information for meetings relevant to procedure development; provide training to jail contractors, volunteers, and interns.

10% +/- 5%

- Provides reports to judges regarding the status of the mental health defendants on their docket; uses medical information management systems to query appointments and status of inmates; researches court information and other information.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Bachelor's degree in psychology, social services, criminal justice, public health, public administration or a related field, and two (2) years of social service case management or related experience in the human service field or criminal justice system; or any equivalent combination of education, training, and experience.

### **Additional Requirements**

- Must obtain and maintain a Notary Public status within 180 days of hire date.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

#### **Supervisory Responsibilities**

- No supervisory responsibilities.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, and divide.

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including a daily booking list, court documents, appointments statuses and entries within the medical information management system the county uses, and psychiatric evaluations.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, and Mental Health identified inmates jail list.
- Ability to prepare Word documents, emails and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret basic legal and medical/mental health terminology and language.
- Ability to communicate with inmates, mental health liaisons, supervisor, court personnel, and Mental Health unit staff.

#### **Environmental Adaptability**

- Work is typically performed indoors.

## Mental Health Intake Specialist

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# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0154

Sponsored by: <b>County Executive Ronayne/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2022/2023 Biennial Operating Budget for 2023 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2023-0101 dated 4/11/2023 and Resolution No. R2023-0113 dated 4/25/2023; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2023 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

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

**SECTION 1.** That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts**

**Journal Nos.**

A.	2325 – Victim Assistance		<b>BA2319709</b>
	PJ325120 – VAWA Block Grant		
	Other Expenses	\$	(29,222.63)

The Department of Public Safety & Justice Services requests an appropriation reduction of \$29,222.63 to close the FY20 Violence Against Women Block Act Grant which had a period of availability of January 1, 2021 through December 31, 2022. This original grant award was approved at the BOC via CON2021-23 at \$546,379.66, and \$517,157.03 or 95% of the funds were spent. The funding source was the Ohio Department of Public Safety Office of Criminal Justice Services and had no cash match requirement for this grant.

B.	2285 – Other Judicial		<b>BA2319710</b>
	ME285100 – Forensic Science Lab		
	Other Expenses	\$	(3,160.77)

The Medical Examiner’s Office requests appropriation reduction of \$3,160.77 to close the FY21 Coverdell Formula Grant which had a period of availability of January 1, 2022 through December 31, 2022. This original grant award was approved at the BOC via CON2021-101 at \$84,353.08, and \$81,192.31 or 96% of the funds were spent. The funding source was the Ohio Department of Public Safety Office of Criminal Justice Services and had no cash match requirement for this grant.

C.	2285 – Other Judicial		<b>BA2321263</b>
	IG285100 – Inspector General Vendor Fees		
	Personal Services	\$	(32,653.00)

The Office of Budget and Management on behalf of the Inspector General requests an appropriation decrease of \$32,653 to the IG Vendor Fee fund. Chargeback of one employee's salary for time spent managing the vendor list is reduced to 33% resulting in a reduced budgetary need from the IV Vendor Fee fund. The funding source is the Inspector General Vendor Fee Fund with a cash balance of \$375,840.

D.	1100 – General Fund		<b>BA2321265</b>
	FS100140 – Recording/Conveyance		
	Other Expenses	\$	70,000.00

The Fiscal Department requests appropriations of \$70,000 to refund several title agencies that were previously allowed to prepay for property transfer services. The Fiscal-Transfer and Recording office no longer allows title agencies to prepay for these services. This change requires the Fiscal Office to refund the remaining balances to the title agencies. Funding source is General Fund.

E.	4600 – Capital Projects		<b>BA2322857</b>
	PW600100 – Capital Projects		
	Personal Services	\$	47,700.00
	Other Expenses	\$	41,300.00

The Department of Public Works requests appropriations of \$89,000 to establish the Justice Center Environmental Mitigation capital project. This project will result in the

installation of bird safety film on parts of Courts Tower and Jail I at the Justice Center to prevent bird strikes. This request is included as part of the 2022 Capital Improvements Plan and will be funded by the General Fund Capital Improvements Subsidy.

F.	2270 – Motor Vehicle Gas Tax		<b>BA2322886</b>
	PW270100 – Administration		
	Other Expenses	\$	5,000,000.00

The Department of Public Works requests appropriations of \$5,000,000 in the Motor Vehicle Gas Tax fund. These appropriations will cover a cash transfer to the R&B Registration Tax - \$7.50 fund for capital project that was sold this year. Funding source is the Motor Vehicle Gas Tax Fund.

G.	4605 – Road Capital Projects		<b>BA2322925</b>
	PW605100 – ODOT-LPA		
	Personal Services	\$	30,962.99
	Other Expenses	\$	4,000.92

The Department of Public Works requests an appropriation increase of \$34,963.91 for the Towpath Trail IV project. This appropriation is necessary to transfer the 2022 in-house salary expenses to the project. Funding source is the Road Capital Projects fund.

H.	4605 – Road Capital Projects		<b>BA2322926</b>
	PW605100 – ODOT-LPA		
	Personal Services	\$	36,839.31

The Department of Public Works requests an appropriation increase of \$36,839.31 for the Green Road Bridge project. This appropriation is necessary to transfer the 2022 in-house salary expenses to the project. Funding source is the Road Capital Projects fund.

I.	4605 – Road Capital Projects		<b>BA2322927</b>
	PW605100 – ODOT-LPA		
	Personal Services	\$	3,929.21

The Department of Public Works requests an appropriation increase of \$3,929.21 for the Ridge Road project. This appropriation is necessary to transfer the 2021 and 2022 in-house salary expenses to the project. Funding source is the Road Capital Projects fund.

J.	4605 – Road Capital Projects		<b>BA2322928</b>
	PW605105 – OH Dpt of Pub Wrks Integrating		
	Personal Services	\$	27,636.23

The Department of Public Works requests an appropriation increase of \$27,636.23 for the York Road project. This appropriation is necessary to transfer the 2022 in-house salary expenses to the project. Funding sources is the Road Capital Projects fund.

K.	4605 – Road Capital Projects		<b>BA2322929</b>
	PW605100 – ODOT-LPA		
	Personal Services	\$	18,231.61

The Department of Public Works requests an appropriation increase of \$18,231.61 for the Memphis Road project. This appropriation is necessary to transfer the 2022 in-house salary expenses to the project. Funding source is the Road Capital Projects fund.

L. 4605 – Road Capital Projects **BA2322930**  
 PW605100 – ODOT-LPA  
 Other Expenses \$ 65,000.00

The Department of Public Works requests appropriations of \$65,000 for the Wilson Mills Resurfacing project. The project is located in the cities of Highland Heights and Mayfield Village and is scheduled to be sold during fiscal year 2023. This project is 48% federally funded, 26% funded by Cuyahoga County via the \$5.00 fund and the 26% funded by the municipality.

M. 4605 – Road Capital Projects **BA2322931**  
 PW605100 – ODOT-LPA  
 Other Expenses \$ 770,000.00

The Department of Public Works requests appropriations of \$770,000 for the Warrensville Center Bridge 05.92 project. The project is located in the city of Shaker Heights and is scheduled to be sold during fiscal year 2023. This project is 38% federally funded, 24% OPWC funded and 38% funded by Cuyahoga County via the \$5.00 fund.

N. 1100 – General Fund **BA2322933**  
 PC100100 – CPC Administration  
 Other Expenses \$ 12,100.00

The County Planning Commission requests additional appropriations of \$12,100 to purchase Neighborly Software. This software will dramatically enhance the administration of the Healthy Urban Tree Canopy (HUTC) grant program which County Planning commission manages on behalf of the Dept. of Sustainability. Funding source is General Fund.

O. 2350 – COVID-19 CARES Act Fund **BA2322934**  
 DV350105 – Emer Rental Asst – COVID-19  
 Other Expenses \$ 25,000,000.00

The Department of Development is requesting appropriations of \$25,000,000 in grant funds awarded by the U.S. Department of Treasury for the Emergency Rental Assistance 2 Reallocation (ERA2) program. Funding source is Emergency Rental Assistance 2 (ERA2) allocation from the U.S. Treasury.

**SECTION 2.** That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 4600 – Capital Projects PW600100 – Capital Projects	<b>BA2322903</b>

Personal Services	\$	25,000.00
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TO: 4600 – Capital Projects		
PW600100 – Capital Projects		
Other Expenses	\$	25,000.00

The Department of Public Works is requesting an appropriation transfer of \$25,000 for the Attorney/Client Visitation Booths capital project to enable the purchase of building supplies for the project. This project will modify the existing 6th floor visitation area in the Corrections Center to provide for attorney/client confidentiality while maintaining required detention security measures. The original appropriation was included as part of the 2020 Capital Improvements Plan and will be funded by the General Fund Capital Improvements Subsidy.

B. FROM: 1105 – General Fund Assigned		<b>BA2322935</b>
DV105100 – Community Develop (Casino Tax)		
Other Expenses	\$	1,500,000.00

TO: 2220 – Community Development		
DV220200 – CDSG Grant		
Personal Services	\$	45,000.00
Other Expenses	\$	1,455,000.00

The Department of Development is requesting an appropriation transfer of \$1,500,000 to the Community Development fund. The original appropriation for this transfer was approved via R2023-0079 which was adopted on March 28, 2023. Funding source is Casino Tax.

**SECTION 3.** That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following cash transfers between County funds:

<b><u>Fund Nos./Budget Accounts</u></b>	<b><u>Journal Nos.</u></b>
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A. FROM: 1105 – General Fund Assigned		<b>CT2322936</b>
DV105100 – Community Develop (Casino Tax)		
Trans Out – Transfer Out	\$	1,500,000.00

TO: 2220 – Community Development		
DV220200 – CDSG Grant		
Trans In – Transfer In	\$	1,500,000.00

The Department of Development requests a cash transfer from the Casino Fund to the CDSG grant account to match the requested appropriations. The CDSG grant was established by Council Ordinance O2015-0003 and the amount increased to \$1,500,000 with authorization to use 3% for administrative expenses by Council Ordinance O2020-0001.

**SECTION 4.** The Fiscal Department is authorized to disburse pro-rated monthly subsidy payments to The MetroHealth System from the Health and







To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: May 30, 2023

Re: Fiscal Agenda – 6/6/2023 - Proposed

cc: Katherine Gallagher, Chief of Operations & Community Innovation; Michael Chambers, Fiscal Office; Shawntaye McCurdy, OBM; Mary Louise Madigan, Communications

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **June 6, 2023**. The requested fiscal items are necessary to reconcile the originally adopted 2023 Budget. Items of note on this agenda include:

- Request to provide appropriation increases/decreases
- Request to provide appropriation transfers
- Request to provide cash transfers

**Additional Appropriation Summary** – Additional appropriation is requested to cover expenditures that exceed the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Item	Funding Source	Purpose
Public Safety and Justice Services	\$ (29,222.63)	A	Grant – No General/HHS Levy Fund Impact	Appropriation Decrease
Medical Examiner	\$ (3,160.77)	B	Grant – No General/HHS Levy Fund Impact	Appropriation Decrease
Inspector General	\$ (32,653.00)	C	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Decrease
Fiscal Office	\$70,000.00	D	General Fund	Appropriation Increase
Public Works	\$89,000.00	E	CIP	Appropriation Increase

Public Works	\$5,000,000.00	F	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$34,963.91	G	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$36,839.31	H	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$3,929.21	I	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$27,636.23	J	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$18,231.61	K	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$65,000.00	L	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$770,000.00	M	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Planning Commission	\$12,100.00	N	General Fund	Appropriation Increase

**Appropriation Transfer Summary** – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Requested	Item	Funding Source	Purpose
Public Works	\$25,000.00	A	CIP	Appropriation Transfer
Development	\$1,500,000.00	B	General Fund	Appropriation Transfer

**Cash Transfer Summary** – Operating transfers support operating expenditures transfer cash from one fund to another. Transfers post as an expenditure and sufficient appropriation must be available to process the transaction.

Department	Amount Requested	Item	Funding Source	Purpose
Development	\$1,500,000.00	A	General Fund	Cash Transfer

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0155

<p>Sponsored by: <b>County Executive Ronayne/Department of Law/Sheriff's Department</b></p>	<p><b>A Resolution</b> approving a Collective Bargaining Agreement between Cuyahoga County and the Ohio Patrolmen's Benevolent Association ("OPBA"), representing approximately six hundred one (601) employees in the classification of Correction Officer in the Cuyahoga County Sheriff's Department for the period 1/1/2023-12/31/2025; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the Cuyahoga County Department of Law has been engaged in negotiations with the Ohio Patrolmen's Benevolent Association to negotiate a successor collective bargaining agreement ("CBA") for approximately six hundred one (601) employees in the Correction Officer classification within the Cuyahoga County Sheriff's Department: and,

WHEREAS, the parties have met to negotiate terms and have reached a tentative agreement on a successor collective bargaining agreement for the period 1/1/2023-12/31/2025; and,

WHEREAS, on or about May 18, 2023, the bargaining unit voted to ratify the proposed collective bargaining agreement; and,

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within thirty (30) days of the date on which the parties finalize the agreement, unless otherwise specified or if the legislative body is not in session at the time, then within fourteen (14) days after it convenes; and,

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved

if the legislative body fails to act within thirty (30) days after the public employer submits the agreement; and,

WHEREAS, the Department of Law, the County Executive and the Cuyahoga County Sheriff's Department are recommending that Council approve the proposed Collective Bargaining Agreement; and,

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Cuyahoga County Sheriff's Department.

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

**SECTION 1.** The Cuyahoga County Council hereby approves the Collective Bargaining Agreement between Cuyahoga County and the OPBA, currently representing approximately six hundred one (601) employees in the Correction Officer classification in the Cuyahoga County Sheriff's Department for the period 1/1/2023 - 12/31/2025 and authorizes the County Executive to execute all documents consistent with this Resolution.

**SECTION 2.** Funds necessary to implement the CBA between the County and the OPBA shall be budgeted and appropriated.

**SECTION 3.** 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 (8) members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

Journal CC050  
June 6, 2023

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0156

Sponsored by: <b>County Executive Ronayne/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2022/2023 Biennial Operating Budget for 2023 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2023 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

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

**SECTION 1.** That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts**

**Journal Nos.**

A. 1100 – General Fund  
BE100105 – Primary Election

**BA2321266**

Personal Services	\$	2,378,659.23
Other Expenses	\$	790,134.37

The Cuyahoga County Board of Elections requests appropriation of \$3,168,793.60 to fund an August 8, 2023 Special Primary Election. The Secretary of State may reimburse for some or all actual expenditures. Funding source is General Fund.

**SECTION 2.** That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
N/A	

**SECTION 3.** That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following cash transfers between County funds:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
N/A	

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.







To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: May 30, 2023

Re: Fiscal Agenda – 6/6/2023 - Proposed

cc: Katherine Gallagher, Chief of Operations & Community Innovation; Michael Chambers, Fiscal Office; Shawntaye McCurdy, OBM; Mary Louise Madigan, Communications

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The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **June 6, 2023**. The requested fiscal items are necessary to reconcile the originally adopted 2023 Budget. Items of note on this agenda include:

- Request to provide appropriation increase as requested

**Additional Appropriation Summary** – Additional appropriation is requested to cover expenditures that exceed the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Item	Funding Source	Purpose
Board of Elections	\$3,168,793.60	A	General Fund	Appropriation Increase

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0157

<b>Sponsored by: County Executive Ronayne/Department of Public Works</b>	<b>A Resolution</b> making an award on RQ12375 to Schirmer Construction, LLC in the amount not-to-exceed \$8,281,397.65 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights; authorizing the County Executive to execute Contract No. 3384 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount \$3,262,870.67 to fund said contract; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Public Works/ Division of County Engineer recommends an award on RQ12375 to Schirmer Construction, LLC in the amount not-to-exceed \$8,281,397.65 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights; authorizing the County Executive to execute Contract No. 3384 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount \$3,262,870.67 to fund said contract; and

**WHEREAS**, the primary goals of the project include replacement of the superstructure, repair of substructures, roadway, drainage and traffic signal improvement and installation of a shared-used path across the northbound (East) structure; and

**WHEREAS**, the anticipated start-completion dates are 7/3/2023 - 7/3/2025; and

**WHEREAS**, the project is located in County District 9 and is funded (a) 42.4% Federal, (b) 18.2% Ohio Public Works Commission and (c) 39.4% County Motor Vehicle \$5.00 License Tax Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ12375 to Schirmer Construction, LLC in the amount not-to-exceed \$8,281,397.65 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 3384 in connection with said award and all documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

### Scope of Work Summary

The Department of Public Works is requesting approval of a contract with Schirmer Construction LLC for the anticipated cost of \$8,281,397.65.

If the Project is new to the County List the Prior Board Approval Number or Resolution Number.

Describe the exact services being provided. The project consists of Rehabilitation of Warrensville Center Road Bridges over the GCRTA Green Line including replacement of the superstructure, repair of substructures, roadway, drainage and traffic signal improvement and installation of a shared -used path across the northbound (East) structure. Anticipated dates are 7/3/2023-7/3/2025.

The primary goals of the project are: see above.

The project is not mandated. This is to be performed in Independence and Valley View.

### Procurement

The procurement method for this project was RFB. The total value of the RFB was \$8,137,217.65 with alternate item Total \$8,281,397.65.

This does include an alternate line item 140A Item 607 for \$144,180.00 100% county.

The RFB was closed on 4/20/2023. There is an DBE participation Goal of 10%,

There were 2 bids pulled from OPD, 2 bids submitted for review, 2 bids approved.

For this project the engineer's estimate was \$7,500,000.00 for the base bid, and \$7,642,400.00 with the alternate item. The award is 8.36% over the engineers estimate.

### Contractor and Project Information

Schirmer Construction LLC  
31350 Industrial Parkway  
North Olmstead, OH 44070  
Council District (1)

The president for the contractor/vendor is Nick lafigliola.

The address or location of the project is: Shaker Heights, Ohio.

The project is in Council District (9)

### Project Status and Planning

The project is new to the County.

Funding

The project is funded (Federal 42.4%, OPWC 18.2% and County Funding 39.4% R&B - \$5.00 Fund)

The schedule of payment is by invoice.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0158

Sponsored by: <b>County Executive Ronayne/Department of Public Works</b>	<b>A Resolution</b> making an award on RQ12193 to C&K Industrial Services, Inc. in the amount not-to-exceed \$3,991,950.00 for cleaning and televising sanitary sewers in various communities for the period 6/1/2023 – 6/1/2026; authorizing the County Executive to execute the Contract No. 3387 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Public Works recommends an award on RQ12193 to C&K Industrial Services, Inc. in the amount not-to-exceed \$3,991,950.00 for cleaning and televising sanitary sewers in various communities for the period 6/1/2023 – 6/1/2026; and

**WHEREAS**, the primary goal of this project is to provide cleaning and televising of sanitary sewers in various communities in various Council Districts; and

**WHEREAS**, this project is funded by 100% Sewer District Cash Balances; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ12193 to C & K Industrial Services, Inc. in the amount not-to-exceed \$3,991,950.00 for cleaning and televising sanitary sewers in various communities for the period 6/1/2023 – 6/1/2026.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 3387 in connection with said award and all documents consistent with this Resolution.

**SECTION 3.** 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





**OnBase Item Detail Briefing Memo - Form**

Title:

**Department of Public Works Cleaning and Televising of Sewers in Various Communities for a Three-Year Period, 2023-2026.**

**A. Scope of Work Summary**

1. The Department of Public Works is requesting approval of a contract with C & K Industrial Services, Inc. for the anticipated cost of \$3,991,950.00 for a Three-Year Period.

If the Project is new to the County List the Prior Board Approval Number or Resolution Number.

Describe the exact services being provided. The work is comprised of, but not limited to, tools, equipment, materials, and labor necessary for the completion of the work as specified in the Contract Documents, and necessary to fully complete the intent of the work, whether, or not fully specified. The locations of work shall be performed in various communities in the Cuyahoga County, Ohio; exact locations shall be specified in the task orders issued to the contractor prior to beginning the work of each individual task order.

Two modes of proceeding with work are included in this contract. Production Task Orders and High Priority Response Task Order Work. Anticipated dates are 6/1/2023-6/1/2026.

2. The primary goals of the project are: see above.

3. The project is not mandated. This is to be performed in Various Cuyahoga County Communities.

**B. Procurement**

1. The procurement method for this project was RFB. The total value of the RFB is \$3,991,950.00.

2. The RFB was closed on 4/17/2023. There is an SBE goal of SBE 2% and WBE 18%.

3. There were 2 bids pulled from OPD, 2 bids submitted for review, 2 bids **Not-**approved. **Administrative hearing requested- Project needed.**

For this project the engineer's estimate was \$4,500,000.00, and this was under by 11.29%.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

C &K Industrial Services, Inc.  
5617 East Schaaf Road  
Independence, OH 44131  
Council District (6)

2. The president for the vendor is Arthur Karas.

3.a The address or location of the project is: Various Communities in Cuyahoga.

3.b. The project is in Council District (ALL)

**D. Project Status and Planning**

1. The project is new to the County.

**E. Funding**

1. The project is funded (Sewer District Cash Balances).

2. The schedule of payment is by invoice.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0159

<b>Sponsored by: County Executive Ronayne/Department of Workforce Development</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 2958 with The Kaiser Group, LLC dba Dynamic Workforce Solutions for Title I Business Services in connection with the Federal Workforce Innovation and Opportunity Act for the period 1/1/2023 – 6/30/2024, for additional funds in the amount not-to-exceed \$1,650,960.44; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Workforce Development recommends an amendment to Contract No. 2958 with The Kaiser Group, LLC dba Dynamic Workforce Solutions for Title I Business Services in connection with the Federal Workforce Innovation and Opportunity Act for the period 1/1/2023 – 6/30/2024, for additional funds in the amount not-to-exceed \$1,650,960.44; and

**WHEREAS**, the primary goal of this project is to increase the number of employers engaging with the services of Ohio Means Jobs Cuyahoga County; and

**WHEREAS**, the project is funded 100% by Federal Funding under the Workforce Innovation & Opportunity Act ; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 2958 with The Kaiser Group, LLC dba Dynamic Workforce Solutions for Title I Business Services in connection with the Federal Workforce Innovation and Opportunity Act for the period 1/1/2023 – 6/30/2024, for additional funds in the amount not-to-exceed \$1,650,960.44.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution.



**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Department of Workforce Development; RQ8377 2023 The Kaiser Group dba Dynamic Workforce Solutions Contract to deliver Workforce Innovation & Opportunity Act (WIOA) Title I Business Services**

**A. Scope of Work Summary**

1. Department of Workforce Development requesting approval of a contract with The Kaiser Group dba Dynamic Workforce Solutions for the anticipated cost of not-to-exceed \$450,000.00.

The provider will work collaboratively with CCWDB and as part of the Business Services Department at OMJ|CC to fulfill a vital role in listening to employer needs, effectively responding, and ultimately delivering high quality talent and services. The anticipated start-completion dates are 01/01/2023- 06/30/2024.

2. The primary goals of the project are:

- Successful staff-assisted matches of OMJ|CC registered job seekers with OMJ|CC.us-posted jobs.
- Increased number of employers engaging with the services of OMJ|CC.
- Employer repeated use of the system. Business establishments that have received or continue to receive a system service and utilized a service in the past.

**B. Procurement**

1. The procurement method for this project was RFP. The total value of the RFP is \$2,500,000.00.

2.The RFP was closed on 1/21/2022. There is NO SBE or DBE participation/goal.

3.There were #5 proposals pulled from OPD, #5 proposals submitted for review, #1 proposals approved.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is:  
The Kaiser Group (DE) LLC dba Dynamic Workforce Solutions  
237 South Street  
Waukesha, WI, 53186
2. The President is Terri Leisten
3. The project is located in Council District: all

**D. Project Status and Planning**

1. The project reoccurs annually.

**E. Funding**

1. The project is funded 100% by Federal Funding under the Workforce Innovation and Opportunity Act.
2. The schedule of payments is monthly

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0160

<b>Sponsored by: County Executive Ronayne/Department of Workforce Development</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 3345 (fka Contract No. 78) with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program and the Federal Reemployment Services and Reemployment Services Eligibility Assessment (RESEA) program for the period 7/1/2019 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$4,138,362.31; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/ Department of Workforce Development recommends an amendment to Contract No. 3345 (fka Contract No.78) with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program and the Federal Reemployment Services and Reemployment Services Eligibility Assessment (RESEA) program for the period 7/1/2019 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$4,138,362.31; and

**WHEREAS**, the primary goal of this project is to continue to provide career, training and support activities to eligible participants to promote successful employment; and

**WHEREAS**, the project is funded (a) 88% Workforce Innovation and Opportunity Act (WIOA) funds and (b) 12% by Reemployment Services and Eligibility Assessment Funds; and

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



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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 3345 (fka78) with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program and the Federal Reemployment Services and Reemployment Services Eligibility Assessment (RESEA) program for the period 7/1/2019 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$4,138,362.31.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Title:

**Workforce Development; RQ#44417 2023 United Labor Agency; Contract Amendment#9 WIOA Services to Job Seekers, and Reemployment Services and Eligibility Assessment program**

**A. Scope of Work Summary**

**1. Department of Workforce Development is requesting an Exemption that will result in an amendment with United Labor Agency Contract #3345 for the anticipated cost of not-to-exceed \$4,138,362.31.**

If the Project is not new to the County List the **Resolution Numbers R2019-0141; R2020-0116, R2021-0038, R2021-0166, BC2019-757, BC2021-139, BOC 5/16/22 Item of Note #2, R2022-0433 and Item # 3.**

Describe the exact services being provided.

**As required by the Workforce Innovation & Opportunity Act (WIOA) the Workforce Service Center Operator operates the office of OMJ|CC by providing personnel and coordinating the work of the mandatory partners to assist job seekers by providing a full range of career, employment, training and supportive services. In addition, this contract amendment includes funding for the federal Reemployment Services and Eligibility Assessment (RESEA) program. RESEA is a mandatory participation program for certain state identified Unemployment Insurance (UI) recipients. The Reemployment Services and Eligibility Assessment (RESEA) program is designed to provide reemployment services to customers via online and in-person activities.**

**The contract amendment will increase the funds in the contract by \$4,138,362.31.**

The anticipated start-completion dates are: 7/1/23-6/30/24 .

**2. The primary goals of the project are (list 2 to 3 goals). Provide career, training and support activities to eligible participants to promote successful employment.**

## **B. Procurement**

1. The procurement method for this project was RFP. **This is an amendment to contract CE1900233/CM78**

2. The RFP was closed on 2/5/2019.

6. *[Option 4]* Per section 107(d)(10)(C) of WIOA, local WDBs have the responsibility to identify eligible providers of career services for the WIOA Title I Adult and Dislocated Worker programs. Local WDBs may assign Operators responsibility for career services or may execute agreements with service providers.

Providers of career services meet the definition of subrecipients in that the services benefit a public purpose, the providers determine participant eligibility, and directly serve those who are eligible. Competitive procurement requirements under the Uniform Guidance and under state procurement regulations are applicable to selection of entities to serve in a contractual role. Since adult and dislocated worker career services provider is as a subrecipient role, local WDBs do not have to conduct a competitive process to select career services providers.

## **C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

**United Labor Agency  
737 Bolivar Rd  
Cleveland, OH 44115  
Council District – County Wide**

2. The executive director for the contractor is **David Megenhardt**

3.b. The project is located in Council District - **ALL**

## **D. Project Status and Planning**

1. The project required by Workforce Innovation & Opportunity Act and is ongoing.

## **E. Funding**

1. The project is funded **100% Federal funds (88% Workforce Innovation & Opportunity Act & 12% Reemployment Services and Eligibility Assessment).**

2. The schedule of payments is **monthly**.

**3. The project is an amendment to a contract. This amendment increases the contract by \$4,138,362.31 and extend end date to June 30<sup>th</sup>, 2024.**

**F. Items/Services Received and Invoiced but not Paid:**

Please reference the alternate procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0161

<b>Sponsored by: County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division</b>	<b>A Resolution</b> authorizing an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 – 1/31/2023, to extend the time period to 12/31/2023, to revise the per diem rates, effective 2/1/2023 and for additional funds in the amount not-to-exceed \$1,100,000.00; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive on behalf of Cuyahoga County Court of Common Pleas/ Juvenile Court Division recommends an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 – 1/31/2023, to extend the time period to 12/31/2023, to revise the per diem rates, effective 2/1/2023 and for additional funds in the amount not-to-exceed \$1,100,000.00 as follows:

- a. Contract No. 3348 (fka 1164) with Applewood Centers, Inc. in an anticipated amount not-to-exceed \$20,952.39;
- b. Contract No. 3310 (fka 1165) with Bellefaire Jewish Children’s Bureau in an anticipated amount not-to-exceed \$20,952.39;
- c. Contract No. 3311 (fka 1166) with The Cleveland Christian Home, Inc. in an anticipated amount not-to-exceed \$20,952.39;
- d. Contract No. 3312 (fka 1167) with Community Specialists Corporation dba The Academy in an anticipated amount not-to-exceed \$20,952.39;
- e. Contract No. 3313 (fka 1168) with The Cornell Abraxas Group, LLC in an anticipated amount not-to-exceed \$261,904.75;
- f. Contract No. 3314 (fka 1169) with George Junior Republic in PA in an anticipated amount not-to-exceed \$104,761.90;
- g. Contract No. 3315 (fka 1170) with Keystone Richland Center, LLC dba Foundations for Living in an anticipated amount not-to-exceed \$157,142.85;

- h. Contract No. 3316 (fka 1171) with Crossroads Health dba New Directions, Inc. in an anticipated amount not-to-exceed \$20,952.39;
- i. Contract No. 3254 (fka 1172) with Summit School, Inc. dba Summit Academy in an anticipated amount not-to-exceed \$366,666.65;
- j. Contract No. 3317 (fka 1173) with The Village Network in an anticipated amount not-to-exceed \$104,761.90; and

**WHEREAS**, the primary goal of this project is to provide out of home placement options for youths who can no longer be managed in a community-based setting; and

**WHEREAS**, this project is funded 100% by Health and Human Services Levy Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 – 1/31/2023, to extend the time period to 12/31/2023, to revise the per diem rates, effective 2/1/2023 and for additional funds in the amount not-to-exceed \$1,100,000.00 as follows:

- a. Contract No. 3348 (fka 1164) with Applewood Centers, Inc. in an anticipated amount not-to-exceed \$20,952.39;
- b. Contract No. 3310 (fka 1165) with Bellefaire Jewish Children’s Bureau in an anticipated amount not-to-exceed \$20,952.39;
- c. Contract No. 3311 (fka 1166) with The Cleveland Christian Home, Inc. in an anticipated amount not-to-exceed \$20,952.39;
- d. Contract No. 3312 (fka 1167) with Community Specialists Corporation dba The Academy in an anticipated amount not-to-exceed \$20,952.39;
- e. Contract No. 3313 (fka 1168) with The Cornell Abraxas Group, LLC in an anticipated amount not-to-exceed \$261,904.75;
- f. Contract No. 3314 (fka 1169) with George Junior Republic in PA in an anticipated amount not-to-exceed \$104,761.90;

- g. Contract No. 3315 (fka 1170) with Keystone Richland Center, LLC dba Foundations for Living in an anticipated amount not-to-exceed \$157,142.85;
- h. Contact No. 3316 (fka 1171) with Crossroads Health dba New Directions, Inc. in an anticipated amount not-to-exceed \$20,952.39;
- i. Contract No. 3254 (fka 1172) with Summit School, Inc. dba Summit Academy in an anticipated amount not-to-exceed \$366,666.65;
- j. Contract No. 3317 (fka 1173) with The Village Network in an anticipated amount not-to-exceed \$104,761.90.

**SECTION 2.** That the County Executive is authorized to execute the amendments and all other documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:



\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

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

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_

**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title: **Juvenile Court FY2021 Master Contract for Traditional Residential Services with Various Vendors**

**A. Scope of Work Summary**

1. **Juvenile Court** requesting approval of a **contract with various vendors as listed below to approve the funds in the amount of \$1,000,000.00.** The effective start date is **February 1, 2021** and the end date is **January 31, 2023.**

- **Applewood Centers, Inc.**
- **Bellefaire Jewish Children’s Bureau**
- **The Cleveland Christian Home, Inc.**
- **Community Specialist Corporation Dba the Academy**
- **Cornell Abraxas Group, Inc.**
- **George Jr, Republic in Pennsylvania**
- **Keystone Richland Center, LLC dba Foundations for Living**
- **New Directions, Inc.**
- **Summit School, Inc. dba Summit Academy**
- **The Village Network**

If the Project is not new to the County, List the Prior Board Approval Number or Resolution Number.

**BC2018-861**

**BC2019-747**

**BC2020-42**

Describe the exact services being provided. **This contract seeks responses from providers interested in contracting with the Court in planning and implementing a comprehensive program to provide a range of services to the Juvenile Court’s delinquent population in residential facilities. Youth may have been ejected from other residential facilities and/or may be difficult to manage. For the purpose of this Contract, core residential services consist of seven (7) days a week for twenty-four (24) hours a day at the assigned site, including therapeutic treatment based on the criminogenic needs of the youth and the parameters of the program. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs.**

The anticipated start-completion dates are **February 1, 2021 through January 31, 2023.**

2. The primary goals of the project are (list 2 to 3 goals).

- **Provide specific residential treatment options.**
- **75% of youth discharged from the program will have no new charges one (1) year post discharge.**

3. [*When applicable*] The project is mandated by (provide the ORC statute with section numbers, Cuyahoga County Charter, etc).

(When applicable, Municipality of project)

4. (When applicable) Technology Items - If the request is for the purchase of software or technical equipment:

a) Please state the date of TAC Approval

b) Are the purchases compatible with the new ERP system?

c) Is the item ERP approved

d) Are the services covered by the original ERP budget

#### **B. Procurement**

1. The procurement method for this project **is an RFP contract.**

2.The (**RFP**) was closed on (**October 8, 2020**). (*When applicable*) There is an SBE or DBE participation/goal (list the % of both).

3.[*Option 1*] There were (**#15 bids/proposals/applications**) pulled from OPD, (**#15 bids/proposals/ applications**) submitted for review, (**#10 bids/proposals/applications**) approved.

4.[*Option 2*] The proposed (contract, loan, agreement, etc.) is an OPD approved sole source item with materials attached.

5.[*Option 3*] The proposed (contract, loan, agreement, etc.) received an (RFB, RFP, RFQ, or other [specify]) exemption on (list date). The approval letter is attached for review.

**See attached comments.**

6. [*Option 4*] If an RFP Exemption is being requested please list the reason a competitive process was not utilized.

#### **C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

**Applewood Centers, Inc.**

**22001 Fairmount Blvd**

Shaker Heights, Ohio 44118

Bellefaire Jewish Children's Bureau  
22001 Fairmount Blvd  
Shaker Heights, Ohio 44118

The Cleveland Christian Home  
1400 W. 25<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Cleveland, Ohio 44109

Community Specialist Corporation DbA The Academy  
900 Agnew Road  
Pittsburg, PA. 15227

Cornell Abraxas Group, Inc  
2840 Liberty Avenue, Suite 300  
Pittsburg, PA. 15222

George Junior Republic in Pennsylvania  
P.O. Box 1058, 223 George Junior Road  
Grove City, PA 16127

Keystone Richland Center, LLC dba Foundations for Living  
P.O. Box 102550  
Atlanta, GA 30368

New Directions, Inc.  
30800 Chagrin Boulevard  
Cleveland, Ohio 44124

The Summit School DbA Summit Academy  
900 Agnew Road  
Pittsburg, PA. 15227

The Village Network  
2000 Noble Drive  
Wooster, Ohio 44691

2. The (owners, executive director, other[specify]) for the contractor/vendor is ()  
Applewood Centers, Inc. - Adam Jacobs, President  
Bellefaire Jewish Children's Bureau – Adam Jacobs, President  
The Cleveland Christian Home – Charles Tuttle, CEO  
Community Specialist Corporation DbA The Academy- Frank Wentzel, Executive Director

Cornell Abraxas Group, Inc – Johnathon P Swatsburg, Divisional Vice President  
George Junior Republic in Pennsylvania – Nathan M. Gressel, CEO  
Keystone Richland Center, LLC dba Foundations for Living-Karen Spires, CEO  
New Directions, Inc.- Mike Matoney, CEO  
The Summit School Db a Summit Academy – John McCloud, Executive Director  
The Village Network – Richard Graziano, President/CEO

3.a *[When applicable]* The address or location of the project is: (provide the full address or list the municipality(ies) impacted by the project in the following format):  
See above.

3.b. *[When applicable]* The project is located in Council District (xx)

#### **D. Project Status and Planning**

1. The project has occurred previously.

2. *[When applicable]* The project has (#) phases. The next steps, dates, and anticipated cost of these are (list each critical step and the date of start and completion).

3. *[When applicable]* The project is on a critical action path because (present the reason for the delay in the request or mitigating circumstances requiring expedited action).

4. *[When applicable]* The project's term has already begun. State the timeline and reason for late submission of the item. The contract negotiations with the Vendors took longer than anticipated.

5. *[When applicable]* The contract or agreement needs a signature in ink by (enter date).

#### **E. Funding**

1. This project is 50% funded by Levy Funds.  
This project is 50% funded by Title IV-E Funds.

2. The schedule of payments is monthly.

3. *[When applicable]* The project is an amendment to a contract (xx).

#### **F. Items/Services Received and Invoiced but not Paid:**

Please reference the RFP procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0162

<b>Sponsored by: County Executive Ronayne/Office of the Medical Examiner</b>	<b>A Resolution</b> authorizing a master revenue generating agreement with various County Coroner's Offices in the anticipated amount of \$6,444,000.00 for performance of autopsies and other scientific testing services by the Cuyahoga County Medical Examiner's Office for the period 1/1/2023 – 12/31/2028; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Office of the Medical Examiner recommends entering into a master revenue generating agreement with various County Coroner's Offices in the anticipated amount of \$6,444,000.00 for performance of autopsies and other scientific testing services by the Cuyahoga County Medical Examiner's Office for the period 1/1/2023 – 12/31/2028:

- a) Agreement No. 3236 Ashtabula County in the anticipated amount of \$420,000.00;
- b) Agreement No. 3282 Carroll County in the anticipated amount of \$72,000.00;
- c) Agreement No. 3303 Columbiana County in the anticipated amount of \$348,000.00;
- d) Agreement No. 3295 Erie County, PA in the anticipated amount of \$60,000.00;
- e) Agreement No. 3297 Geauga County in the anticipated amount of \$660,000.00;
- f) Agreement No. 3398 Harrison County in the anticipated amount of \$120,000.00;
- g) Agreement No. 3393 Jefferson County in the anticipated amount of \$144,000.00;
- h) Agreement No. 3300 Lake County in the anticipated amount of \$720,000.00;

- i) Agreement No. 3301 Mahoning County in the anticipated amount of \$1,920,000.00;
- j) Agreement No. 3346 Medina County in the anticipated amount of \$480,000.00;
- k) Agreement No. 3305 Portage County in the anticipated amount of \$240,000.00;
- l) Agreement No. 3306 Stark County in the anticipated amount of \$600,000.00;
- m) Agreement No. 3307 Tuscarawas County in the anticipated amount of \$540,000.00;
- n) Agreement No. 3371 Wayne County in the anticipated amount of \$120,000.00; and

**WHEREAS**, the primary goal of this project to perform autopsies and other scientific testing for various counties; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizing a master revenue generating agreement with various County Coroner’s Offices in the anticipated amount of \$6,444,000.00 for performance of autopsies and other scientific testing services by the Cuyahoga County Medical Examiner’s Office for the period 1/1/2023 – 12/31/2028:

- a) Agreement No. 3236 Ashtabula County in the anticipated amount of \$420,000.00;
- b) Agreement No. 3282 Carroll County in the anticipated amount of \$72,000.00;
- c) Agreement No. 3303 Columbiana County in the anticipated amount of \$348,000.00;
- d) Agreement No. 3295 Erie County, PA in the anticipated amount of \$60,000.00;
- e) Agreement No. 3297 Geauga County in the anticipated amount of \$660,000.00;

- f) Agreement No. 3398 Harrison County in the anticipated amount of \$120,000.00;
- g) Agreement No. 3393 Jefferson County in the anticipated amount of \$144,000.00;
- h) Agreement No. 3300 Lake County in the anticipated amount of \$720,000.00;
- i) Agreement No. 3301 Mahoning County in the anticipated amount of \$1,920,000.00;
- j) Agreement No. 3346 Medina County in the anticipated amount of \$480,000.00;
- k) Agreement No. 3305 Portage County in the anticipated amount of \$240,000.00;
- l) Agreement No. 3306 Stark County in the anticipated amount of \$600,000.00;
- m) Agreement No. 3307 Tuscarawas County in the anticipated amount of \$540,000.00;
- n) Agreement No. 3371 Wayne County in the anticipated amount of \$120,000.00; and

**SECTION 2.** That the County Executive is authorized to execute the agreements and all documents consistent with this Resolution.

**SECTION 3.** 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 and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.





**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Ashtabula County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Ashtabula County Coroner Office for the anticipated profit not-to-exceed \$420,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 210 cases maximum can be performed not-to-exceed \$420,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$420,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Ashtabula County –  
25 West Jefferson Street  
Jefferson, OH 44047

2. Pamela Lancaster Coroner for Ashtabula County

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Ashtabula County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022

Date item was entered and released in Infor: 05/12/2023

Date using department approved item in Infor: n/a

Date Law Department approved item in Infor: n/a

Date approved by DoP in Infor: n/a

Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Carroll County Coroner Office; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Carroll County Coroner's Office for the anticipated profit not-to-exceed \$72,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 36 cases maximum can be performed not-to-exceed \$72,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$72,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Carroll County  
119 S. Lisbon St ste 203  
Carrollton, Ohio 44615

2. Tiffany Crable Deputy Auditor

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to Carroll County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022  
Date item was entered and released in Infor: 05/12/2023  
Date using department approved item in Infor: n/a  
Date Law Department approved item in Infor: n/a  
Date approved by DoP in Infor: n/a  
Length of processing time in Infor in calendar days: n/a  
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

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Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Columbiana County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Columbiana County Coroner Office for the anticipated profit not-to-exceed \$348,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 174 cases maximum can be performed not-to-exceed \$348,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$348,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Columbiana County  
105 South Market Street  
Lisbon Ohio 44432

2. Brandi Phillips Chief Forensic Investigator

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Columbiana County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022  
Date of insurance approval from risk manager: 03/16/2023  
Date documents were requested from vendor: 09/01/2022  
Date item was entered and released in Infor: 05/12/2023  
Date using department approved item in Infor: n/a  
Date Law Department approved item in Infor: n/a  
Date approved by DoP in Infor: n/a  
Length of processing time in Infor in calendar days: n/a  
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

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Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Erie County PA; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Erie County PA Coroners Office for the anticipated profit not-to-exceed \$60,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 30 cases maximum can be performed not-to-exceed \$60,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$60,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Erie County PA  
140 West 6<sup>th</sup> Street Room 505  
Erie, PA 16501

2. Tammy Lassman Fiscal Specialist

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Erie County PA Corners Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023



Date documents were requested from vendor: 09/01/2022

Date item was entered and released in Infor: 05/12/2023

Date using department approved item in Infor: n/a

Date Law Department approved item in Infor: n/a

Date approved by DoP in Infor: n/a

Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

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Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Geauga County Coroner Office; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Geauga County Coroners Office for the anticipated profit not-to-exceed \$660,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 330 cases maximum can be performed not-to-exceed \$660,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$660,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Geauga County Coroners Office  
231 Main St Annex 1A  
Chardon, Ohio 44024

2. Mary Kerchelich Admin Assistant

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Geauga County Coroners Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022  
Date item was entered and released in Infor: 05/12/2023  
Date using department approved item in Infor: n/a  
Date Law Department approved item in Infor: n/a  
Date approved by DoP in Infor: n/a  
Length of processing time in Infor in calendar days: n/a  
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Harrison County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Harrison County Coroner Office for the anticipated profit not-to-exceed \$120,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 60 cases maximum can be performed not-to-exceed \$120,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$120,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Harrison County Coroner  
100 West Market Street  
Cadiz, Ohio 43907

2. Porsche Beetham Coroner for Harrison County

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Harrison County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022

Date item was entered and released in Infor: 05/12/2023

Date using department approved item in Infor: n/a

Date Law Department approved item in Infor: n/a

Date approved by DoP in Infor: n/a

Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Jefferson County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Jefferson County Coroner Office for the anticipated profit not-to-exceed \$144,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 72 cases maximum can be performed not-to-exceed \$144,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$144,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Jefferson County Coroner  
301 Market Street  
Steubenville, Ohio 43952

2. Debbie Welsh Coroner for Jefferson County

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Jefferson County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

N/A

**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Lake County ; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with lake County Coroner’s Office for the anticipated profit not-to-exceed \$720,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 360 cases maximum can be performed not-to-exceed \$720,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$720,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Lake County Coroner  
5966 Heisley Rd #200  
Mentor, Ohio 44060

2. Mark K Komar Coroner

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Lake County Corners Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022

Date item was entered and released in Infor: 05/12/2023

Date using department approved item in Infor: n/a

Date Law Department approved item in Infor: n/a

Date approved by DoP in Infor: n/a

Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a



**OnBase Item Detail Briefing Memo - Form**

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Mahoning County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Mahoning County Coroner Office for the anticipated profit not-to-exceed \$1,920,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 960 cases maximum can be performed not-to-exceed \$1,920,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$1,920,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Mahoning County Coroner Office  
345 Oakhill Avenue Suite 320, Building F  
Youngstown, Ohio 44502

2. Jeannie Paris Administrative Assistant

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Mahoning County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022  
Date of insurance approval from risk manager: 03/16/2023  
Date documents were requested from vendor: 09/01/2022  
Date item was entered and released in Infor: 05/12/2023  
Date using department approved item in Infor: n/a  
Date Law Department approved item in Infor: n/a  
Date approved by DoP in Infor: n/a  
Length of processing time in Infor in calendar days: n/a  
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

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Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Medina County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Medina County Coroner Office for the anticipated profit not-to-exceed \$480,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 240 cases maximum can be performed not-to-exceed \$480,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$480,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Medina County Coroner  
144 N Broadway St Suite 113,  
Medina, OH 44256

2. Lisa Deranek M.D Coroner for Medina County

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Medina County Coroner’s Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022  
Date item was entered and released in Infor: 05/12/2023  
Date using department approved item in Infor: n/a  
Date Law Department approved item in Infor: n/a  
Date approved by DoP in Infor: n/a  
Length of processing time in Infor in calendar days: n/a  
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

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Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Portage County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Portage County Coroner Office for the anticipated profit not-to-exceed \$240,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 120 cases maximum can be performed not-to-exceed \$240,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$240,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Portage County Coroner Office  
226 West Harris Ave Box 1217  
Ravenna, Ohio 44266

2. Dean Deperro Coroner for Portage County

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Portage County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022

Date item was entered and released in Infor: 05/12/2023

Date using department approved item in Infor: n/a

Date Law Department approved item in Infor: n/a

Date approved by DoP in Infor: n/a

Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

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Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Stark County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Stark County Coroner Office for the anticipated profit not-to-exceed \$600,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 300 cases maximum can be performed not-to-exceed \$600,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$600,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Stark County Coroner's Office  
3053 Cleveland Ave SW  
Canton, Ohio 44707

2. Ronald Rusnak Coroner for Stark County

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Stark County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022

Date item was entered and released in Infor: 05/12/2023

Date using department approved item in Infor: n/a

Date Law Department approved item in Infor: n/a

Date approved by DoP in Infor: n/a

Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a



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Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Tuscarawas County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Tuscarawas County Coroner Office for the anticipated profit not-to-exceed \$540,000.00

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Services provided include autopsies. Revenue of \$2000.00 per single case up to 270 cases maximum can be performed not-to-exceed \$540,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$540,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Tuscarawas County Coroner  
897 E Iron Ave  
Dover, Ohio 44622

2. Jeff Cameron Coroner for Tuscarawas County

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Tuscarawas County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022

Date item was entered and released in Infor: 05/12/2023

Date using department approved item in Infor: n/a

Date Law Department approved item in Infor: n/a

Date approved by DoP in Infor: n/a

Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

**OnBase Item Detail Briefing Memo - Form**

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Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

**Medical Examiner Office - RFSL; 2023 Wayne County; Out of County Autopsies – Revenue Generating**

**A. Scope of Work Summary**

1. Medical Examiner Office requesting approval of a contract with Wayne County Coroner Office for the anticipated profit not-to-exceed \$120,000.00

Services provided include autopsies. Revenue of \$2000.00 per single case up to 60 cases maximum can be performed not-to-exceed \$120,000.00 in revenue.

**B. Procurement**

1. The procurement method for this project was a government contract not-to-exceed \$120,000.00 in revenue.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Wayne County Coroner  
128 East Milltown Rd  
Wooster, Ohio 44691

2. Luke Reynolds Coroner for Wayne County

**E. Funding**

1. The project does not require funding – this is revenue generating.

2. The schedule of revenue will be based on our submitted invoices to the Wayne County Coroner's Office.

**F. Items/Services Received and Invoiced but not Paid:**

Project/Procurement Start Date): 09/01/2022

Date of insurance approval from risk manager: 03/16/2023

Date documents were requested from vendor: 09/01/2022

Date item was entered and released in Infor: 05/12/2023

Date using department approved item in Infor: n/a

Date Law Department approved item in Infor: n/a

Date approved by DoP in Infor: n/a

Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: n/a

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0163

<b>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> authorizing a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$501,362.93 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute the Agreement No. 3381 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services recommends a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$501,362.93 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2023 – 12/31/2023; and

**WHEREAS**, the primary goal of this project is to assist unit caseworkers who shall be responsible for determining income eligibility for Cuyahoga County Board of Developmental Disabilities consumers seeking initial enrollment on a DD Medicaid Waiver; and; and

**WHEREAS**, the anticipated start-completion dates are 1/1/2023 – 12/31/2023; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$501,362.93 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2023 – 12/31/2023.

**SECTION 2.** That the County Executive is authorized to execute the Agreement No. 3381 and all documents consistent with this Resolution.





- This agreement will make the enrollment and re-determination process for CCBDD consumers easier by making CJFS caseworkers more accessible to the clients, their families, and CCBDD staff members

<b>In the boxes below, list Vendor/Contractor Name, Street Address, City, State and Zip Code. Beside each vendor provide owner, executive director, other (specify)</b>	
Cuyahoga County Board of Developmental Disabilities 1275 Lakeside Avenue, East Cleveland, Ohio 44114	Kelly A. Petty, Superintendent and CEO
Vendor Council District: 07	Project Council District: 07
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. An RFP exemption is being requested because CCBDD is unable to choose any other vendor to complete these tasks. CJFS caseworkers are the only individuals in Cuyahoga County who can complete enrollments and redeterminations. An exemption has been granted for this unique agreement for the past several years. The total value of the RFP Exemption is <u>\$501,362.93</u> .  *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by department of Purchasing. # of additional responses received from posting ( )
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <i>If not, please explain:</i>	<input type="checkbox"/> Government Purchase
How did pricing compare among bids received?	<input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA)
	<input type="checkbox"/> Contract Amendment ( <i>list original procurement</i> )
	<b>Other Procurement Method, please describe:</b>

<b>TECHNOLOGY ITEMS: Complete, if the request is for the purchase of software or technical equipment</b>		
<input type="checkbox"/> Check if item on IT Standard List of approved purchase. If item is not on IT Standard List answer:		
State date of TAC approval:	Is the item ERP approved?	



Are services covered under original ERP Budget or Project?	
Are the purchases compatible with the new ERP system?	

**FUNDING SOURCE(S):** *(No acronyms – General Fund, HHS Levy, Capital, etc.). Include % if more than one source. The project is a revenue-generating agreement where CCBDD will pay CJFS for this program.*

Is this approved in the biennial budget? No

**Payment Schedule:**  Monthly  Quarterly  One-time  Other (please explain):

**PROJECT STATUS:** *Provide status of project and if late, include timeline for lateness.*

New Service or purchase  Recurring service or purchase

If late, have services begun or payments made?  No  Yes (if yes, please explain):

Contract negotiations took longer than expected. This agreement also has to go through the CCBDD approval and verify the budget prior to signature.

**HISTORY:** Provide prior approval numbers and date of approval, unless submitting a contract amendment and the details were provided on page 1.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0146

Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services</b>	<b>A Resolution</b> confirming the appointment of Natasha M. Pietrocola, upon her taking the oath of office, as Director of the Division of Senior and Adult Services in the Department of Health and Human Services; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Article VIII, Section 8.01 of the Charter provides that the Council shall provide by ordinance for such deputies and assistants to the Director of Health and Human Services as shall be conducive to the efficient performance of the duties of the Department of Health and Human Services; and

**WHEREAS**, by Ordinance No. O2022-0001, dated April 26, 2022, this Council amended Section 202.10 of the County Code to require the confirmation of certain directors within the Department of Health and Human Services, including the Director of the Division of Senior and Adult Services; and

**WHEREAS**, Article II, Section 2.03(2) of the Charter provides for the appointment of County directors by the County Executive, subject to confirmation by the Council; and

**WHEREAS**, in accordance with said Charter Sections 2.03(2) and 8.01, and Section 202.10.E of the County Code, the County Executive has nominated Natasha M. Pietrocola for appointment to the position of Director of the Division of Senior and Adult Services in the Department of Health and Human Services; and

**WHEREAS**, the Council conducted a confirmation hearing which was noticed to the public and held in an open meeting on \_\_\_\_\_, 2023; and

**WHEREAS**, the Council elects to confirm the County Executive's appointment of Natasha M. Pietrocola to the position of Director of the Division of Senior and Adult Services in the Department of Health and Human Services; and

**WHEREAS**, 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 County government.





Cuyahoga County

Chris Ronayne  
Cuyahoga County Executive

May 16, 2023

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

Re: *Cuyahoga County Director of Senior and Adult Services*

Dear Council President Jones,

Pursuant to Article VIII, Section 8.01 of the Cuyahoga County Charter and Section 202.10(E) of the Cuyahoga County Code, it is my pleasure to nominate Natasha Pietrocola as Director of the Division of Senior and Adult Services in the Department of Health and Human Services. In this role, Ms. Pietrocola will lead an agency that strives to empower seniors and adults with disabilities to age successfully by providing resources and support that preserve their independence.

Ms. Pietrocola has almost twenty years in social services and during that time has worked in long-term care, investigating elder abuse and neglect, and led efforts in social advocacy. In her time at Senior and Adult Services, Ms. Pietrocola has served as a deputy administrator of programs and services and, prior to that role, served as a supervisor overseeing first the Grandparent/Kinship program and later the adult protective services program. Ms. Pietrocola has served as Interim Director of Senior and Adult Services since April of 2022. As part of her nomination, I have included documentation regarding her background and experience.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Ronayne".

Chris Ronayne  
County Executive

# NATASHA M. PIETROCOLA MEd, MBA



**CAREER OBJECTIVE:** Seeking an opportunity to obtain a senior leadership role which allows me to utilize my education, clinical background, and over 15 years of managerial experience to enrich and develop the organization I am a member of.

## **PROFESSIONAL EXPERIENCE:**

### **Interim Administrator**

04/2022 to present

#### **Division of Senior & Adult Services**

- Responsible for oversight of the agency's \$24 million operating budget
- Encourage collaboration between budget management teams and executive leadership to develop financial plans to support strategic initiatives and programs
- Manage up to 175 full time employees and provide support, guidance, and direction for staff
- Successfully launched the Age Friendly /Livable Cuyahoga initiative and instrumental in the current planning phase
- Maintain program integrity and foster community engagement through productive relationship building
- Represent the agency to outside partners and stakeholders
- Foster new programs, ideas, and initiatives that are mission critical

### **Deputy Administrator of Programs and Services**

10/2015 to present

#### **Cuyahoga County Division of Senior & Adult Services**

- Responsible for the oversight of Cuyahoga County's Adult Protective Services
- Responsible for the oversight of the Information Outreach Unit / Aging and Disability Resource Center
- Responsible for the oversight of the agency intake unit that fields all community concerns, questions and linkage to DSAS programs
- Facilitate the Cuyahoga County Adult Protective Services Collaborative with over 180 members (Multi-disciplinary Team) to address needs of older adults experiencing abuse
- Second Vice Board Chair for Ohio Coalition for Adult Protective Services (OCAPS) and the Consortium Against Adult Abuse (C3A)
- Agency Chair for the Community Based Committee of the DSAS Advisory Board
- Speak and train on a local, state, and national level on best practices for serving older adults and APS specific matters

**Social Services Supervisor / (APS)** 1/2010 to 10/2015  
**Cuyahoga County Division of Senior & Adult Services** Cleveland, OH

- Supervise Adult Protective Social Service Workers by providing guidance, assistance, training and oversight involving clients served
- Responsible for completing employee evaluations, making sure training needs are met and corrective action is initiated if necessary
- Ensure the APS mandate is met (ORC 5101.62)
- Assist Social Service Workers with court related matters, difficult cases and provide direction on best case practices
- Instrumental with County and Agency Stat
- Attend various committees outside of the Agency that deal with senior issues and actively participate in the County wide APS Interdisciplinary Team
- Coordinate services with all local Hospitals, Mental Health agencies, the Veteran's Administration, Home Health Care agencies, Passport, Adult Guardianship Services, etc. to ensure continuity of care for clients
- Assist in creating, revising, and implementing new program policies
- Prepare monthly stats for unit, court reports (Protective Service Orders, Guardianship Applications and Court Summaries) and track cases being kept current in the APS database

**Social Services Supervisor / (GKP)** 6/2004 to 1/2010  
**Cuyahoga County Department of Senior & Adult Services** Cleveland, OH

- Managed the Grandparent/Kinship Care Program with an annual operating budget of 5 million dollars
- Supervised a team of Social Service Workers and oversaw all aspects of the Program
- Developed training protocols for agency staff and community partners on Program policies
- Responsible for outcome-based quality assurance and client satisfaction surveys
- Advocated for grandparent, relative caregivers, and child/family rights locally and statewide
- Facilitated workshops and trainings both for professionals and relative caregivers
- Conducted public speaking engagements and orchestrated community outreach initiatives
- Served as a liaison to a variety of social service committees throughout Cuyahoga County
- Responsible for writing Requests for Proposals released to community vendors
- Monitored contracts and funds allocated for various providers, as well as the reconciliation of expenditures made by these providers

- Researched and wrote grants for alternative funding sources

**Mental Health Case Manager** 1/2001 to 5/2004  
**Bridgeway** Cleveland, OH

- Provided crisis intervention and stabilization services to individuals diagnosed as severely mentally ill
- Developed treatment plans
- Reviewed, monitored, and documented progress in achieving treatment goals; compliant with state, county, ODMH and other regulatory bodies standards
- Coordinated the delivery of interdisciplinary evaluations (i.e., psychiatric, medical, vocational) and assessments in order to identify each client's needs
- Networked with state and county agencies for continuance of client care through benefits entitlement
- Successfully passed compliance audit of charts with 98% accuracy
- Served as the HIPPA compliance facilitator
- Surpassed billable time requirements involving client interaction (108% average over 12-month period)

**Intern (MBA Program)** 5/2003 to 12/2003  
**Alzheimer's Association** Cleveland, OH

- Developed a business plan exploring alternative revenue stream for a not-for-profit organization
- Assisted in planning and preparation for the Association's annual Memory Walk fundraiser in Cuyahoga, Lake, and Lorain Counties
- Researched and implemented office downsizing project
- Engaged in various accounting projects in the finance department
- Networked with area businesses to ensure support with the Association's funding
- Worked on streamlining various programs in the services/education department

**Partial Hospitalization Lead Therapist and Director** 8/2000 to 1/2001  
**Parmadale Catholic Charities** Parma, OH

- Responsible for writing treatment plans for emotionally disturbed adolescents
- Facilitated psychotherapy and psycho-educational groups
- Developed Partial Hospitalization curriculums approved by JCAHO and ODMH

- Insured all counseling services met requirements of governmental agencies responsible for funding and reimbursements

**Clinical Therapist** 3/1997 to 8/2000  
**Parmadale Catholic Charities** Parma, OH

- Conducted individual and family psychotherapy sessions
- Assessed client needs and developed individualized treatment plans
- Completed Diagnostic Assessments and intake interviews
- Implemented and led the treatment team on executing treatment strategies for clients requiring behavioral management programs
- Supervised childcare workers to ensure agency standards and practices were met
- Chaired peer reviews and utilization reviews

**Partial Hospitalization Coordinator** 11/1996 to 3/1997  
**Parmadale Catholic Charities** Parma, OH

- Prepared schedules for counseling routines and assessed counseling needs of clients
- Co-facilitated sex offender therapy groups
- Designed therapeutic groups on anger management, interpersonal communication, empathy, and feelings sharing through creative expressions and art therapy
- Trained childcare staff on clinical practices
- Headed quality assurance board and records reconciliation meetings

**EDUCATION:**

**Master of Business Administration, Magna cum laude, 2004**  
 Cleveland State University

**Master of Education, Community and Agency Counseling, Magna cum laude, 1996**  
 University of Toledo

**Bachelor of Arts in Psychology, 1994**  
 University of Toledo



# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0150

<p>Sponsored by: <b>County Executive Ronayne/Department of Housing and Community Development</b></p> <p>Co-sponsored by: <b>Councilmember Miller</b></p>	<p><b>A Resolution</b> authorizing an agreement with City of Lakewood in the amount not-to-exceed \$523,506.00 for HOME funded activities for the period 5/1/2023 - 4/30/2025; authorizing the County Executive to execute Agreement No. 3292 and all other documents consistent with this Resolution and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Community and Housing Development recommends an agreement with City of Lakewood in the amount not-to-exceed \$523,506.00 for HOME funded activities for the period of 5/1/2023 - 4/30/2025; and

**WHEREAS**, the primary goal of this project is for the City of Lakewood to use HOME funds for eligible rehabilitations home buyer assistance, and new construction project costs for the community; and

**WHEREAS**, this project is funded by 100% HOME investment Partnership Program Grant; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an agreement with City of Lakewood in the amount not-to-exceed \$523,506.00 for HOME funded activities for the period of 5/1/2023 - 4/30/2025.

**SECTION 2.** That the County Executive is authorized to execute Agreement No. 3292 and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, and safety in the County; and any additional reasons set forth in the preamble.



**Briefing Memo for City of Lakewood- HOME Consortium Agreement**

**Title: Department of Development; CM3292; City of Lakewood; HOME Consortium Agreement; HUD Grant**

**Scope of Work Summary**

The Department of Development is requesting the approval of an RFP exemption and the contract with the City of Lakewood for the anticipated not-to-exceed amount of \$523,506.

The anticipated start-completion dates are May 1, 2023 – April 30, 2025

The primary goal of the project is for the City of Lakewood to use HOME funds for eligible rehabilitation, home buyer assistance, and new construction project costs for the community.

Under the agreement with the US Department of Housing and Urban Development set forth in 24 CFR 92, the communities of Cleveland Heights, Euclid, Lakewood, and Parma Ohio have collectively formed the Cuyahoga Housing Consortium to receive funds for the purposes of carrying out the objectives of the Cranston-Gonzalez Affordable Housing Act.

This request is a continuation of support given to the City of Lakewood through a contract previously approved in BC2021-474 on 08/30/2021.

**Procurement**

The procurement method for this project is an RFP exemption because only the members of the Cuyahoga Housing Consortium are eligible for these funds. No other entity has the rights to these funds.

**Contractor and Project Information**

City of Lakewood  
12650 Detroit Avenue  
Lakewood, Ohio 44107  
District 10

Meghan F. George/ Mayor

**Project Status and Planning**

The project's term is slated to begin on May 1, 2023. The Consortium contracts will reoccur biennially.

**Funding**

The project is being funded by the HOME Investment Partnership Program Grant. The schedule of payments is monthly as dollars are expended.

**OnBase Item Late Submittal - Form**

**Title: (Department of Development) City of Lakewood; 2023 HOME Consortium Agreement; HUD Grant**

1. Project/Procurement Start Date (date your team started working on this item)

**This started on 04/03/2023.**

2. Date of insurance approval from risk manager Date documents were requested from vendor.

**Dates items were requested were: 04/12/2023.**

3. Date item was entered and released in Infor.

**04/24/2023**

4. Date using department approved item in Infor.

**04/25/2023**

5. Date Law Department approved item in Infor.

**04/25/2023**

6. Date approved by DoP in Infor

7. Length of processing time in Infor in calendar days. Detail any issues that arose during

**22 Days**

**Reason for delay:**

We did not receive their information/documentation in time to process the contract before the expiration of the previous contract. We needed to verify if we were to review with Fiscal the past contracts for unexpended balances in order to either amend the current contract and add unexpended funds or create a new contract with unobligated HOME funds and amend with outstanding funds later on. As we sent the contracts for review and signature, we did not receive back in time in order to proceed without delay.



# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0147

<p>Sponsored by: <b>County Executive Ronayne/Department of Public Works on behalf of Cuyahoga County Board of Developmental Disabilities</b></p>	<p><b>A Resolution</b> authorizing amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022, to extend the time period to 12/31/2025, to change the terms, effective 1/1/2023; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive Ronayne/Department of Public Works on behalf of Cuyahoga County Board of Disabilities recommends amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022 to extend the time period to 12/31/2025, and to change the terms effective 1/1/2023 as follows:

- i) With SAW, Inc.:
  - a) For the Beachwood Adult Activities Center, located at 23750 Mercantile Road, Beachwood, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$633,924.00 for the period January 1, 2023 through December 31, 2025;
  - b) For the Maple Heights Adult Activities Center, located at 14775 Broadway Avenue, Maple Heights, amending the Leased Premises to a total 16,171 square feet and a total rent of \$511,464.00 for the period January 1, 2023 through December 31, 2025;
  - c) For the Parma Adult Activities Center, located at 12660 Plaza Drive, Parma, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$574,584.00 for the period January 1, 2023 through December 31, 2025;
  - d) For the Rocky River Adult Activities Center, located at 20120 Detroit Road, Rocky River, amending the Leased Premises to a total of 12,504 square feet and a total rent of \$424,968.00 for the period January 1, 2023 through December 31, 2025;

- ii) With Vocational Guidance Services:
  - a) For the Southwest Adult Activities Center, located at 4720 Hinckley Industrial Parkway, Cleveland, amending the Leased Premises to a total of 13,601 square feet and a total rent of \$489,636.00 for the period January 1, 2023 through December 31, 2025;

**WHEREAS**, the primary goal of this project is to enable the Cuyahoga County Board of Developmental Disabilities to continue to provide and expand services at the various Adult Activity Center; and

**WHEREAS**, the County will not receive rent for the above listed facilities, the rent paid goes directly to Board of Developmental Disabilities; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022 to extend the time period to 12/31/2025, and to change the terms effective 1/1/2023, as follows:

- i) With SAW, Inc.:
  - a) For the Beachwood Adult Activities Center, located at 23750 Mercantile Road, Beachwood, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$633,924.00 for the period January 1, 2023 through December 31, 2025;
  - b) For the Maple Heights Adult Activities Center, located at 14775 Broadway Avenue, Maple Heights, amending the Leased Premises to a total 16,171 square feet and a total rent of \$511,464.00 for the period January 1, 2023 through December 31, 2025;
  - c) For the Parma Adult Activities Center, located at 12660 Plaza Drive, Parma, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$574,584.00 for the period January 1, 2023 through December 31, 2025;
  - d) For the Rocky River Adult Activities Center, located at 20120 Detroit Road, Rocky River, amending the Leased Premises to a total of 12,504

square feet and a total rent of \$424,968.00 for the period January 1, 2023 through December 31, 2025;

ii) With Vocational Guidance Services:

a) For the Southwest Adult Activities Center, located at 4720 Hinckley Industrial Parkway, Cleveland, amending the Leased Premises to a total of 13,601 square feet and a total rent of \$489,636.00 for the period January 1, 2023 through December 31, 2025.

**SECTION 2.** That the County Executive is authorized to execute the amendments and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_ the foregoing Resolution was duly adopted.

Yeas:

Nays:



\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: May 23, 2023

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

Scope of Work Summary

THIS IS A BODD AGREEMENT – THE EXECUTIVE MUST SIGN OFF ON ANY BODD AGREEMENT RELATING TO PROPERTY

The Board of Developmental Disabilities is amending its various leases for the Adult Activity Centers with the private companies running the centers. These include:

- Beachwood Adult Activities Center – SAW, Inc.
- Maple Heights Adult Activities Center – SAW, Inc.
- Parma Adult Activities Center – SAW, Inc.
- Rocky River Adult Activities Center – SAW, Inc.
- Southwest Adult Activities Center – Vocational Guidance Services

The amendments will (1) expand the amount of property leased to the various companies; (2) extend the term and amend the rent; (3) amend the termination section of the contract.

These contracts were negotiated by BODD. BODD paid for and maintain the Adult Activity Centers. The County will NOT receive rent for the above listed facilities – rent goes directly to BODD.

The primary goal is to execute the leases for BODD.

Procurement N/A

Contractor and Project Information

SAW, Inc	VGS
14775 Broadway Avenue	2235 East 55 <sup>th</sup> Street
Maple Heights, Ohio 44137	Cleveland, Ohio 44103
Executive Director: Judith Carey	President & CEO: Susie Barragate

The project is located in Council District:

- Beachwood Adult Activities Center – District 11
- Maple Heights Adult Activities Center – District 6
- Parma Adult Activities Center – District 4
- Rocky River Adult Activities Center – District 1
- Southwest Adult Activities Center – Vocational Guidance Services

Project Status and Planning

The contract or agreement needs a signature in ink

**Reason for Late:**

**I was provided leases from BODD on 4/17/2023**

**Timeline for the late submission of BODD Amendments for Adult Activity Centers**

**Project/Procurement Start Date (date your team started working on this item)**

**Timeline for the late submission of BODD Amendments for Adult Activity Centers**

I was provided leases from BODD on 4/17/2023.  
Date of insurance approval from risk manager: n/a  
Date documents were requested from vendor: n/a  
Date item was entered and released in Infor: n/a  
Date using department approved item in Infor: n/a  
Date Law Department approved item in Infor: 4/20/2023  
Date approved by DoP in Infor: n/a  
Length of processing time in Infor in calendar days: n/a

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction.

There were no issues processing in INFOR.

**Funding**

The County will NOT receive rent for the above listed facilities – rent goes directly to BODD.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0148

Sponsored by: <b>County Executive Ronayne/Department of Public Works</b>	<b>A Resolution</b> making an award on RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026; authorizing the County Executive to execute Contract No. 3341 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Public Works recommends an award on RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026; and

**WHEREAS**, the primary goal of this project is to perform various repair task orders to the sewer system including open cut of sanitary and/or storm sewer piping, manhole or catch basin replacement, lateral repair, pavement and site restoration work, maintaining the flow in the existing sewers and protecting the integrity of the existing sewers and any other work necessary to complete the work shown; and

**WHEREAS**, the project is funded by 100% Sewer Districts User Fees; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 3341 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.



**OnBase Item Detail Briefing Memo - Form**

Title:

**Department of Public Works 2023 Sewer Rehab Program for Various County Sewer Districts for a Three-Year Period.**

**A. Scope of Work Summary**

1. Department of Public Works is requesting approval of a contract with United Survey Inc. for the anticipated cost of \$3,299,484.00 over a Three-Year Period

If the Project is new to the County List the Prior Board Approval Number or Resolution Number.

Describe the exact services being provided. In general the work to be done shall consist of performing the various repair task orders to the sewer system including open cut of sanitary and/ or storm sewer piping, manhole or catch basin replacement , lateral repair, pavement and site restoration work, maintaining the flow in the existing sewers, and protecting the integrity of the existing sewers and any other work necessary to complete the work shown. Anticipated dates are 6/1/2023-6/1/2026.

2. The primary goals of the project are: see above.

3. The project is not mandated. This is to be performed in Various County Sewer Districts for a Three-Year Period.

**B. Procurement**

1. The procurement method for this project was RFB. The total value of the RFB is \$3,299,484.00.

2. The RFB was closed on 3/7/2023. There are goals of SBE participation goal of SBE 3%, MBE 20%, and WBE 17%.

3. There was 1 bid pulled from OPD, 1 bid submitted for review, 1 bid dis-approved. The vendor appealed to the hearing board and was granted his appeal. (See appeal letter)

For this project the engineer's estimate was \$3,500,000.00, and this was under 5.7%.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

United Survey Inc.  
25145 Broadway Avenue  
Oakwood Village, OH 44146

Council District (6)

2. The president for the contractor/vendor is Joseph Tartabini, Jr.

3.a The address or location of the project is: Various County Sewer Districts.

3.b. The project is in Council District (0)

**D. Project Status and Planning**

1. The project is new to the County.

**E. Funding**

1. The project is funded by Sewer District Revenues (Non-General Fund).

2. The schedule of payment is by invoice.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0149

<b>Sponsored by: County Executive Ronayne/Department of Public Works</b>	<b>A Resolution</b> making an award on RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center effective upon signatures of all parties for a period of four years; authorizing the County Executive to execute Contract No. 3383 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Public Works recommends an award on RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center effective upon signatures of all parties for a period of four years; and

**WHEREAS**, the primary goal of this project is to perform general Architectural-Engineering Services for the existing Cuyahoga County Justice Center; and

**WHEREAS**, the project is funded by 100% General Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center effective upon signatures of all parties for a period of four years.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 3383 and all other documents consistent with said award and this Resolution.

**SECTION 3.** 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,





Public Works, 2023, Submit & Award Contract with  
**K2M Design, Inc.**  
for Justice Center General Architectural-Engineering Services  
**RFQ#11971, \$1,200,000**

**SUMMARY OF REQUESTED ACTION:**

**A. Scope of Work Summary:**

1. Department of Public Works is requesting to submit and award the contract agreement with **K2M Design, Inc.** for the Justice Center General Architectural-Engineering Services in the not-to-exceed amount of \$1,200,000. The contract term is four years from the signature of all parties (“Effective Date”).
2. The County has determined the primary goal of the need to engage **K2M Design, Inc.** to perform **Justice Center General Architectural-Engineering Services** for the existing Cuyahoga County Justice Center. The Justice Center Architectural-Engineering Services contract will allow this office to continue to maximize our resources (staff and financial) to address our facilities needs for maintenance, improvements, and capital projects. **K2M Design, Inc.** will serve as a “Professional Justice Center Architectural-Engineering Consultant” to the Cuyahoga County Department of Public Works for various tasks at the existing Cuyahoga County Justice Center in order to maintain criminal justice operations.

**B. Procurement**

- a. The procurement method for this project was RFQ 11971. The total value of the RFQ was for \$1,200,000.
- 2a. The RFQ was closed on March 27, 2023
- b. There were 4 proposals submitted for review, and one (1) proposal selected.
- c. There was 14% SBE, 15% MBE, and 1% WBE on this RFQ.

**C. Contractor Information**

1. Their address is:  
**K2M Design, Inc.**  
3121 Bridge Avenue  
Cleveland, Ohio 44113  
Council District 7
2. The principal owner is Scott Maloney (216) 375-6539.
- 3a. The location of the project is the existing Justice Center complex.
- 3b. The project is located in Council District 7.

**D. Project Status & Planning**

1. This project is new to the County.

**E. Funding**

1. The project is funded 100% General Fund.
2. The schedule of payments is by invoice.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0152

<b>Sponsored by: County Executive Ronayne/Department of Information Technology</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46; authorizing the County Executive to execute the amendment and all other documents consistent with his Resolution, and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Information Technology recommends an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46; and

**WHEREAS**, the primary goal of this project is to continue to provide proper licensing for the Microsoft product line that support the applications, business processes and functions of all County lines of business; and

**WHEREAS**, the project is funded 100% by General Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: May 23, 2023

Committee(s) Assigned: Finance & Budgeting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_



Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by department of Purchasing. # of additional responses received from posting ( )
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <i>If not, please explain:</i>	<input type="checkbox"/> Government Purchase
How did pricing compare among bids received?	<input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA)
	<input checked="" type="checkbox"/> Contract Amendment ( <i>list original procurement</i> ) State Contract Purchase
	<b>Other Procurement Method, please describe:</b>

<b>TECHNOLOGY ITEMS: Complete, if the request is for the purchase of software or technical equipment</b>	
<input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase. If item is not on IT Standard List answer:	
State date of TAC approval:	Is the item ERP approved?
Are services covered under original ERP Budget or Project?	
Are the purchases compatible with the new ERP system?	

<b>FUNDING SOURCE(S):</b> ( <i>No acronyms – General Fund, HHS Levy, Capital, etc.</i> ). Include % if more than one source General Fund
Is this approved in the biennial budget? Yes
<b>Payment Schedule:</b> <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Other (please explain): by invoice

<b>PROJECT STATUS: Provide status of project and if late, include timeline for lateness.</b>
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase
If late, have services begun or payments made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain):

<b>HISTORY:</b> Provide prior approval numbers and date of approval, unless submitting a contract amendment and the details were provided on page 1.					
Original Amount	\$2,749,993.98		7/1/2017 – 6/30/2020	9/12/2017	R2017-0148
Prior Amendment Amounts (list separately)		\$8,464,100.31	6/30/2023	7/21/2020	R2020-0144
Pending Amendment		\$9,219,554.46	6/30/2026		
Total Amendments		\$17,683,654.77			
Total Contact Amount		\$20,433,648.75			

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0116

Sponsored by: <b>County Executive Ronayne/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> adopting the Annual Alternative Tax Budget for the year 2024, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, O.R.C. 5705.28(A)(2) requires that Council, as the taxing authority of Cuyahoga County, adopt a tax budget for the next succeeding fiscal year on or before the fifteenth day of July; and,

WHEREAS, O.R.C. 5705.281 permits the county budget commission to waive the tax budget requirement, but shall require the taxing authority to provide such information to the commission as may be required by the commission to perform its duties under this chapter; and,

WHEREAS, the purpose of the Tax Budget is to demonstrate the need for property taxes levied by the County and to establish the next succeeding fiscal year's revenue estimates; and,

WHEREAS, the Tax Budget establishes tax rates and provides the basis for the Official Certificate of Estimated Resources, the legal document that establishes the legal limitations within which the County must abide when setting appropriations; and,

WHEREAS, the Office of Budget and Management has submitted and recommended approval of the Annual Alternative Tax Budget; and,

WHEREAS, the County Operating Tax Budget for 2023 is \$2,005,788,513; and,

WHEREAS, after due consideration of the Alternative Tax Budget, it is deemed advisable by the Council of Cuyahoga County to adopt said County Alternative Tax Budget for the year 2024.

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

**SECTION 1.** The year 2024 Annual Alternative Tax Budget for the County of Cuyahoga as prepared in accordance with O.R.C. 5705.28, O.R.C. 5705.281, and the requirement of the Cuyahoga County Budget Commission, is hereby approved.







To: County Council  
From: Walter Parfejewiec, Office of Budget and Management  
Date: April 17, 2023  
RE: 2024 Alternative Tax Budget

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Pursuant to **Ohio Revised Code §5705.28(A)(2)** and **Ohio Revised Code 5705.281**, the County is required to adopt the annual Alternative Tax Budget by July 15<sup>th</sup>. The intent of the Alternative Tax Budget is to estimate revenue generated by property tax levies for the coming year and to demonstrate, by way of the estimates, the need to continue to levy the taxes.

**A total of 14.85 mills will be levied by the County in voted and unvoted millage in 2024 totaling \$438.8 million.** The revenue generated by this millage supports general operations, debt service, health and human services, and programs and services for the developmentally disabled.

This proposed 2024 Alternative Tax Budget reflects an allocation of the 1.45 inside millage: 1.10 mills to the General Fund and 0.35 mills to the General Obligation Bond Retirement Fund. This is no change from the prior year.

Attached please find the following:

- Resolution R2023-xxxx, adopting the 2024 Alternative Tax Budget
- The 2024 Alternative Tax Budget, Schedules I-V

Please contact Mike Chambers or I with any questions. Thank you for your consideration.

# ALTERNATIVE TAX BUDGET INFORMATION

Political Subdivision/Taxing Unit: Cuyahoga County

For the Fiscal Year Commencing January 1, 2024

Fiscal Officer Signature Mahe Chud CPA Date 4-18-2023

## COUNTY OF CUYAHOGA

### **Background**

Substitute House Bill No. 129 (HB129) effective June 3, 2002, was enacted by the 124th General Assembly in part to allow a county budget commission to waive the requirement that a taxing authority adopt a tax budget for a political subdivision or other taxing unit, pursuant to Ohio Revised Code (ORC) Section 5705.281.

### **Ohio Revised Code Section 5705.281**

Under the amended version of this section pursuant to HB 129, a county budget commission, by an affirmative vote of a majority of the commission, including an affirmative vote by the county auditor, may waive the tax budget for any subdivision or other taxing unit. However, the commission may require the taxing authority to provide any information needed by the commission to perform its duties, including the division of the tax rates as provided under ORC Section 5705.04.

### **County Budget Commission Duties**

The county budget commission must still certify tax rates to each subdivision or other taxing unit, by March 1 for school districts and by September 1 for all other taxing authorities under ORC Section 5705.35, even when a tax budget is waived. Also, the commission is still required to issue an official certificate of estimated resources under ORC Section 5705.35 and amended official certificates of estimated resources under ORC Section 5705.36.

Therefore, when a budget commission is setting tax rates based on a taxing unit's need, for purposes of ORC Sections 5705.32, 5705.34, and 5705.341, its determination must be based on that other information the commission asked the taxing authority to provide under ORC Section 5705.281, when the tax budget was waived. Also, an official certificate must be based on that other information the commission asked the taxing authority to provide.

### **County Budget Commission Action**

On October 11, 2002, during the Cuyahoga County Budget Commission meeting, the commission with an affirmative vote of all members waived the requirement for taxing authorities of subdivisions or other taxing units (Including Schools) to adopt a tax budget as provided under ORC Section 5705.281, but shall require the filing of this Alternative Tax Budget Information document on an annual basis.

### **Alternative Tax Budget Information Filing Deadline**

For all political subdivisions excluding school districts, the fiscal officer must file one copy of this document with the County Fiscal Officer on or before July 20th. For school districts the fiscal officer must file one copy of this document with the County Fiscal Officer on or before January 20th.

# **GUIDELINES FOR COMPLETING THE ALTERNATIVE TAX BUDGET INFORMATION**

## **SCHEDULE 1**

The general purpose of schedule 1 is to meet the requirement of Ohio Revised Code (ORC) Section 5705.04 which requires the taxing authority of each subdivision to divide the taxes levied into separate levies. For help use the schedule B issued by the budget commission for the current year and add any new levies. This will help to ensure that no levies are missed.

In column 1 list only those individual funds which are requesting general property tax revenue. In column 2 purpose refers to the following terms, inside, current expenses, and special levy for example. In column 4 levy type refers to renewal, additional, and replacement for example. In column 9 identify the amount of general property tax you wish to request.

## **NOTE:**

The general purpose of column 9 is to demonstrate the need to produce property tax revenues to cover the estimated expenditures for the budget year. ORC Section 5705.341 states in part;

"Nothing in this section or any section of the ORC shall permit or require the levying of any rate of taxation, whether within the 10 mill limitation or whether the levy has been approved by the electors, the political subdivision or the charter of a municipal corporation in excess of such 10 mill limitation, unless such rate of taxation for the ensuing fiscal year is clearly required by a budget properly and lawfully, adopted under this chapter or by other information required per ORC 5705.281."

Property tax revenue includes real estate taxes, personal property taxes, homestead and rollback, and the personal property 10,000 exempt monies.

## **SCHEDULE 2**

The general purpose of schedule 2 is to produce an Official Certificate of Estimated Resources for all funds.

In column 3, total estimated receipts should include all revenues plus transfers in excluding property taxes and local government revenue. All taxing authority must submit a list of all tax transfers.

## **SCHEDULE 3**

The general purpose of schedule 3 is to provide inside/charter millage for debt service. The basic security for payment of general obligation debt is the requirement of the levy of ad valorem property taxes within the 10 mill limitation imposed by Ohio law. Ohio law requires a levy and collection of ad valorem property tax to pay debt service on general obligation debt as it becomes due, unless that debt service is paid from other sources.

## **SCHEDULE 4**

The general purpose of schedule 4 is to provide for the proper amount of millage to cover debt service requirements on voted bond issues. Major capital improvement projects are sometimes financed through the use of voted bonds. The taxing authority seeks voter approval of general obligation bonds and of the levy of property taxes outside the indirect debt limitation in whatever amount is necessary to pay debt service on those bonds.

## **SCHEDULE 5**

The general purpose of schedule 5 is to properly account for tax anticipation notes. See schedule 5 for more details.

(Levies Inside & Outside 10 Mill Limitation, Inclusive Of Debt Levies)  
(List All Levies Of The Taxing Authority)

**SCHEDULE 1**

I	II	III	IV	V	VI	VII	VIII	IX
Fund	Purpose	Authorized By Voters On MM/DD/YY	Levy Type	Number Of Years Levy To Run	Tax Year Begins/Ends	Collection Year Begins/Ends	Maximum Rate Authorized (Mills)	\$ AMOUNT Requested Of Budget Commission
Board of Developmental Disabilities (Zone 2210)	To support the provision of services to individuals and families affected by developmental disabilities	11/8/2005	Replacement	Continuous	2005/2006	Continuous	3.9	\$109,523,753
HHS Levy Fund (Zone 2255)	To support the provision of health and human services	3/3/2016	Renewal	Eight	2016/2023	2017/2024	4.8	\$134,853,518
HHS Levy Fund (Zone 2255)	To support the provision of health and human services	4/28/2020	Replacement	Eight	2020/2027	2021/2028	4.7	\$144,000,124
General Fund (Zone 1100)	To support general government operations	Inside Millage					1.10	\$38,286,120
GO Bond Retirement Fund (Zone 3500)	To support annual debt service on the three outstanding GO issues	Inside Millage					0.35	\$12,181,947
<b>Totals</b>							<b>14.85 mills</b>	<b>\$438,845,463</b>

# STATEMENT OF FUND ACTIVITY

(List All Funds Individually)

## SCHEDULE 2

Fund BY Type	Fund Name	II Beginning Estimated Unencumbered Fund Balance	III Property Taxes and Local Government Revenue	IV Other Sources Receipts	V Total Resources Available for Expenditures	VI Total Estimated Expenditures & Encumbrances	VII Ending Estimated Unencumbered Balance
1100	General Fund	\$ 162,652,084	\$ 38,286,120	\$ 501,099,379	\$ 702,037,583	\$ 566,600,293	\$ 135,437,290
2200	ADAMHS	\$ 24,982,900	-	\$ 65,673,436	\$ 90,656,336	\$ 83,661,945	\$ 6,994,391
2205	ADAMHS Grants	\$ 194,293	-	-	\$ 194,293	-	\$ 194,293
2210	Board Of Develop. Disabilities	\$ 239,108,541	\$ 109,523,753	\$ 86,293,900	\$ 434,926,194	\$ 151,720,899	\$ 283,205,295
2215	Children Services	-	-	\$ 89,521,742	\$ 89,521,742	\$ 89,521,742	-
2220	Community Development	\$ 1,629,933	-	\$ 8,361,873	\$ 9,991,806	\$ 9,991,806	\$ (0)
2225	Convention Center	\$ 11,069	-	\$ 466,599	\$ 477,668	\$ 459,979	\$ 17,689
2230	Convention Center Hotel	-	-	-	-	-	-
2235	County Land Reutilization	-	-	\$ 7,000,000	\$ 7,000,000	\$ 7,000,000	-
2240	Court	\$ 9,433,851	-	\$ 1,944,819	\$ 11,378,670	\$ 1,708,516	\$ 9,670,154
2245	Cuavahoa Support Enforcement	\$ 3,703,637	-	\$ 41,365,767	\$ 45,069,404	\$ 42,465,768	\$ 2,603,636
2250	Delinquent Real Estate Assess.	\$ 6,179,100	-	\$ 3,626,640	\$ 9,805,740	\$ 4,142,576	\$ 5,663,164
2251	Delinquent Real Estate Assess.	\$ 11,125,521	-	\$ 4,193,889	\$ 15,319,410	\$ 2,237,568	\$ 13,081,842
2255	HHS Levy 4.8 mills	\$ 19,516,850	\$ 134,853,518	\$ 884,397	\$ 155,254,765	\$ 126,573,649	\$ 28,680,916
2256	MetroHealth Subsidy	-	-	\$ 8,118,000	\$ 8,118,000	\$ 8,118,000	-
2257	HHS Levy 4.7 mills	\$ 25,178,923	\$ 144,000,124	\$ 909,589	\$ 170,088,636	\$ 135,636,344	\$ 34,452,292
2260	Human Services	-	-	\$ 278,995,288	\$ 278,995,288	\$ 278,995,288	-
2265	Litter Prevention & Recycling	-	-	-	-	-	-
2270	Motor Vehicle Gas Tax	\$ 22,400,519	-	\$ 55,472,019	\$ 77,872,538	\$ 44,033,736	\$ 33,838,802
2275	Other Community Development	-	-	\$ 834,129	\$ 834,129	\$ 834,129	\$ 0
2280	Other Health And Safety	\$ 10,667,829	-	\$ 31,137,908	\$ 41,805,737	\$ 32,254,677	\$ 9,551,060
2285	Other Judicial	\$ 14,034,866	-	\$ 11,186,759	\$ 25,221,625	\$ 12,925,699	\$ 12,295,926
2290	Other Legislative And Exec.	\$ 10,468,338	-	\$ 460,276	\$ 10,928,614	\$ 1,392,425	\$ 9,536,189
2295	Other Public Works	\$ 939,328	-	-	\$ 939,328	-	\$ 939,328
2300	Other Social Services	\$ 11,127,126	-	\$ 239,748	\$ 11,366,874	\$ 249,000	\$ 11,117,874
2305	Real Estate Assessment	\$ 31,381,145	-	\$ 16,241,659	\$ 47,622,804	\$ 17,823,455	\$ 29,799,349
2310	Solid Waste	\$ 1,932,239	-	\$ 1,336,500	\$ 3,268,739	\$ 2,209,655	\$ 1,059,084
2315	Sports Facilities Enhancement	\$ 3,974,975	-	\$ 23,000,000	\$ 26,974,975	\$ 23,000,000	\$ 3,974,975
2320	Treat All For Safer Comm	\$ 3,923,549	-	\$ 1,284,720	\$ 5,208,269	\$ 1,270,430	\$ 3,937,839
2325	Victim Assistance	-	-	\$ 2,408,197	\$ 2,408,197	\$ 2,408,197	-
2330	Youth Services	\$ 8,159,183	-	-	\$ 8,159,183	-	\$ 8,159,183
2335	Lodging Tax Fund	\$ 2,704,858	-	\$ 27,000,000	\$ 29,704,858	\$ 27,000,000	\$ 2,704,858
2345	Opioid Mitigation Fund	\$ 81,544,421	-	-	\$ 81,544,421	-	\$ 81,544,421
2350	COVID-19 CARES Act Fund	\$ 30,856,199	-	-	\$ 30,856,199	-	\$ 30,856,199
2360	27th Pay Reserve	\$ 7,010,874	-	-	\$ 7,010,874	-	\$ 7,010,874
2365	Workforce Development	\$ 647,199	-	-	\$ 647,199	-	\$ 647,199
3500	Debt Service	\$ 3,011,689	\$ 12,181,947	\$ 81,075,006	\$ 96,268,642	\$ 96,268,642	\$ 0
4600	Capital Projects	\$ 10,320,951	-	-	\$ 10,320,951	-	\$ 10,320,951
4605	Road Capital Projects	-	-	-	-	-	-
4610	Convention Center Hotel Const.	-	-	-	-	-	-
5700	County Airport	\$ 20,135	-	-	\$ 20,135	-	\$ 20,135
5705	County Parking Garage	\$ 52,373	-	\$ 1,459,631	\$ 1,512,004	\$ 1,512,304	\$ 0
5710	CC Information Systems	\$ 6,857,245	-	\$ 3,770,559	\$ 10,627,804	\$ 4,246,372	\$ 6,381,432
5715	Sanitary Engineer	\$ 2,193,754	-	\$ 984,718	\$ 3,178,472	\$ 986,724	\$ 2,191,748
5720	Public Utility-Micro	\$ 27,283,366	-	\$ 25,922,251	\$ 53,205,617	\$ 34,099,449	\$ 19,106,168
6745	Sheriff Central Security	\$ 87,499	-	\$ 175,000	\$ 262,499	\$ 175,000	\$ 87,499
6750	Central Custodial Services	-	-	-	-	-	-
6755	Maintenance Garage	\$ 3,208,876	-	\$ 57,252,103	\$ 57,252,103	\$ 57,252,103	\$ -
6765	Health Insurance	\$ 22,129,748	-	\$ 2,631,517	\$ 5,840,393	\$ 1,154,796	\$ 4,685,597
6770	Workers' Compensation	\$ 6,271,990	-	\$ 130,184,128	\$ 152,313,876	\$ 124,611,487	\$ 27,702,389
6775	Postage	\$ 1,324,654	-	\$ 7,395,939	\$ 13,667,929	\$ 7,395,939	\$ 6,271,990
6780	Printing	\$ 1,670,628	-	\$ 2,080,310	\$ 3,404,964	\$ 1,520,048	\$ 1,884,916
		\$ 1,670,628	-	\$ 3,637,600	\$ 5,606,228	\$ 2,329,473	\$ 3,276,755
<b>TOTAL</b>	<b>ALL FUNDS</b>	\$ 829,922,257	\$ 438,845,463	\$ 1,565,926,294	\$ 2,854,694,014	\$ 2,005,786,513	\$ 846,905,501









# TAX ANTICIPATION NOTES

(Schools Only)

## SCHEDULE 5

Tax anticipation notes are issued in anticipation of the collection of the proceeds of a property tax levy. The amount of money required to cover debt service must be deposited into a bond retirement fund, from collections and distribution of the tax levy, in the amounts and at the times required to pay those debt charges as provided in the legislation authorizing the tax anticipation notes. (ORC Section 133.24)

The appropriation to the fund which normally receives the tax levy proceeds is limited to the balance available after deducting the amounts to be applied to debt service.

After the issuance of general obligation securities or of securities to which section 133.24 of the ORC applies, the taxing authority of the subdivision shall include in its annual tax budget, and levy a property tax in a sufficient amount, with any other monies available for the purpose, to pay the debt charges on the securities payable from property tax. (ORC Section 133.25)

	Name Of Tax Anticipation Note Issue	Name Of Tax Anticipation Note Issue
Amount Required To Meet Budget Year Principal & Interest Payments:		
Principal Due		
Principal Due Date		
Interest Due		
Interest Due Date		
Interest Due		
Interest Due Date		
Total		
Name Of The Special Debt Service Fund		

Amount Of Debt Service To Be Apportioned To The Following Settlements:		
February Real		
August Real		
June Tangible		
October Tangible		
Total		
Name Of Fund To Be Charged		

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0139

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b></p>	<p><b>A Resolution</b> authorizing an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing services for the period 1/1/2022 – 12/31/2023 to extend the time period to 6/30/2024, to change the terms, and for additional funds in the amount not-to-exceed \$902,677.31; authorizing the County Executive to execute Contract No. 3272 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Health and Human Service/Division of Community Initiatives/Office of Homeless Services recommends an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing services for the period 1/1/2022 – 12/31/2023 to extend the time period to 6/30/2024, to change the terms, and for additional funds in the amount not-to-exceed \$902,677.31; and

**WHEREAS**, the primary goals of this project are to (a) provide short term rental assistance; and (b) move people from homelessness into housing quickly while providing supportive services; and

**WHEREAS**, this project is funded by 100% Cuyahoga County Department of Development Emergency Solutions Grant - CARES Act (ESG-CV); and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 3272 (fka Contract No. 2730) with Emerald Development and Economic Network, Inc. for Rapid Re-housing services for the period 1/1/2022 – 12/31/2023 to extend the time period to 6/30/2024, to change the terms, and for additional funds in the amount not-to-exceed \$902,677.31.



First Reading/Referred to Committee: May 9, 2023  
Committee(s) Assigned: Health, Human Services & Aging

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**OnBase Item Detail Briefing Memo - Form**

**Office of Homeless Services – 2023 EMERALD DEVELOPMENT AND ECONOMIC NETWORK, INC. (EDEN) –RAPID REHOUSING AMENDMENT #1**

**A. Scope of Work Summary**

1. The Office of Homeless Services is requesting a first amendment to contract CM 3272 (copy of CM 2730) with Emerald Development and Economic Network, Inc (EDEN) for Rapid Rehousing services for time and additional funds. The original contract was funded through the State of Ohio Homeless Crisis Response Program for the term of January 1, 2022 through December 31, 2023, in the amount of \$1,935,500.00. This first amendment will be for an additional \$902,677.31 for the term of January 1, 2023 through June 30, 2024. The total contract should not exceed \$2,837,977.31.

This project is not new to the county:

Original contract      R2022-0415, approved 11/22/22

The Cuyahoga County Homeless Continuum of Care is committed to a low-barrier, housing-first model to ensure that homelessness is rare, brief, and non-recurring. When homelessness does occur, households are quickly connected to housing assistance and services, tailored to their unique needs and strengths, to help them achieve and maintain stable housing. EDEN's Rapid Rehousing program provides access to short-term rental assistance that enables individuals and families throughout Cuyahoga County to move quickly from homelessness into housing.

2. The primary goals of the program are to:

- a) Move households quickly from shelter to permanent housing using term-limited rental assistance subsidies
- b) Ensure that the household will be able to sustain their rent after the subsidy ends
- c) Link households with other services in the community to promote housing stability

3. N/A

4. N/A

**B. Procurement**

1. The initial procurement was a competitive process (RQ 7099), completed on August 30, 2021. OHS requested an alternative procurement to award EDEN a contract for services proposed in response to this RFP, using a different funding source. The awarded contract was funded through State of Ohio Homeless Crisis Response Program. BC2022-97, approved 2/14/22.

OHS received additional guidance from the State of Ohio requiring all HCRP funding to go to EDEN as the Rapid Rehousing provider. An amended alternative procurement request was submitted and approved. BC2022-482, approved 8/8/22.

**C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is

EDEN, Inc.  
7812 Madison Avenue  
Cleveland, Ohio 44102  
Council District 3

2. The executive director for the contractor is Elaine Gimmel, (216) 961-9690.

3.a The address or location of the project is:

EDEN, Inc.  
7812 Madison Avenue  
Cleveland, Ohio 44102

3.b. The project is located in Council District 3

**D. Project Status and Planning**

1. The project operates 365 days/year.

2. N/A

3. N/A

4. This amendment's term began 1/1/2023.

11/15/22 – Received final information on ESG-CV reallocation

12/1/22 – Meeting with provider to discuss spend-down options

12/15/22 – Requested additional HUD clarification on rental caps

12/23/22 – Followed up on HUD clarification request

1/4/23 – Final meeting with provider to determine funding use

1/19/23 – Requested budget from provider

1/31/23 – Followed up on budget request

2/8/23 – Provider submitted budget, submitted Matrix request

2/16/23 – Contract from legal, sent to provider

2/21/23 – Provider returned signed amendment

2/23/23 – Legal approval

2/27/23 – Attempted to release contract in Infor, overbudget error. Help desk ticket submitted

3/7/23 – Followed up on ticket, no resolution yet

3/14/23 – Followed up on ticket, no resolution yet

3/22/23 – Followed up on ticket, no resolution yet

3/28/23 – Followed up on ticket, no resolution yet

3/30/23 – Made copy of contract to release, per help desk instruction

**E. Funding**

1. The project will be funded 100% Cuyahoga County Department of Development Emergency Solutions Grant – CARES Act (ESG-CV)
2. The schedule of payments is monthly.
3. The project is an amendment to a contract. This is the first amendment to the contract, to add funds in the amount of \$902,677.31 and extends the term to 6/30/2024. No change in scope of service.

**F. Items/Services Received and Invoiced but not Paid:**

Please reference the alternate procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2023-0010

Sponsored by: <b>County Executive Ronayne/Department of Public Works/Division of County Engineer</b>	<b>An Ordinance</b> amending Chapter 705 of the County Code to provide a uniform procedure for collection of charges for connecting to the County's water and sewer facilities throughout County Sewer District 14; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, pursuant to Ordinance O2014-0011, dated April 22, 2014, the County established payment procedures for collection charges for connection to the County's water and sewer facilities in County Sewer District 14 and Cook, McKenzie and Sterns Roads; and

WHEREAS, the County now desires to update those procedures to create a uniform procedure for collection of charges for connecting to the County's water and sewer facilities throughout County Sewer District 14; 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.** Section 705.01 is hereby amended to read as follows (deletions are stricken, additions are bold and underlined):

**Section 705.01 Payment Procedures for County Sewer District No. 14**

- A. A property owner who connects any building, structure or other facility, either directly or indirectly, to the County's water and sewer facilities in County's Sewer District No. 14 shall pay the County a connection charge by electing one of the following payment options:
1. Pay the full amount of the connection charge; or
  2. Enter into a payment program for a period not to exceed ~~ten (10)~~ **twenty (20)** years.



- B. ~~The ten (10) year~~ A payment plan shall be based on the applicable connection charge schedule, plus ~~an~~ applicable interest at a rate of not less than 3.00%, as determined by the Director of Public Works. ~~The ten year~~ A payment plan and collection of funds will be established in accordance with Section 6117.02 of the Ohio Revised Code, and the Department of Public Works may require any additional assurances for payment, including the procurement and recording of a mortgage loan document, ~~if deemed appropriate.~~
- C. Section 705.01 is intended to establish a payment plan for water and sewer connection charges payable by ~~all property~~ individual homeowners located in County Sewer District No. 14 that connect to new or existing County water and sewer facilities. The payment plan authorized by this Section 705.01 is not available to commercial property owners or developers of industrial, commercial or residential property.
- D. Cuyahoga County Resolution Nos. 052208 and 052209, each dated 6/2/2005, which established charges payable for connection to the County's water and sewer facilities in County Sewer District No. 14, are hereby amended to reflect a repayment period not to exceed ~~ten (10)~~ twenty (20) years for all connection charges payable by property owners connecting to water and sewer facilities in County Sewer District No. 14.

**SECTION 2.** Section 705.02 of the County Code is deleted in its entirety and replaced with the following:

**Section 705.02**     Reserved

**SECTION 3.** It is necessary that this Ordinance 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 Ordinance receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Ordinance was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council Vice-President                      Date

\_\_\_\_\_  
County Executive    Date

\_\_\_\_\_  
Clerk of Council    Date

First Reading/Referred to Committee: April 25, 2023  
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 2023

**2023 Public Works, Update of County Code for Sewer Connection Payment Procedures in Olmsted Township: County Sewer District 14**

**SUMMARY OF REQUESTED ACTION:**

**A. Scope of Work Summary:**

1. Department of Public Works is requesting amendments to County Code Sections 705.01 & 705.02 to create uniform Payment Procedures for County Sewer District No. 14.
2. The primary goal of this update is to allow the current sewer connection payment procedures with County Public Works to include a payment program for a period not to exceed 20 years for all new sewer connections throughout County Sewer District No. 14 in Olmsted Township.
3. Legislation has been drafted and is in Matrix Matter PWD-3385.

**B. Procurement**

- a. N/A – simply requesting an update to the County Code Sections 705.01 & 705.02.

**Contractor and Project Information**

1. N/A- The sewers in Olmsted Township are owned by Cuyahoga County.

**C. Project Status & Planning**

1. When new sewers are constructed and available in Olmsted Township, the County Board of Health requires the residents in the new sewer project area to connect to the sewers within a certain time period, usually six months from receipt of letter. Some of these residents are seniors on fixed incomes or residents for whom paying for the cost of a sewer connection and contractor is a financial hardship. These residents are given the option to take out a sewer mortgage to extend the length of time they have to pay this sewer connection fee.
2. N/A

**D. Funding**

1. All sewer connection payment packages are revenue generating to Public Works Sewer District Fund 14 (PW715100-42110-0000-CSOPR0000401)
2. The schedule of payments is through Public Works invoicing on a semi-annual basis. Invoice payments not received are added to the future tax duplicate of the resident with a \$100 penalty as specified in the sewer mortgage language.