

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2022-0010

<b>Sponsored by: Council President Jones and County Executive Budish on behalf of the Cuyahoga County Personnel Review Commission and the Department of Human Resources and Councilmembers Miller and Turner</b>	<b>An Ordinance</b> providing for adoption of modifications of Cuyahoga County Non-Bargaining Salary Schedule A and authorizing various salary changes for unclassified employees; and declaring the necessity that this Ordinance become immediately effective.
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**WHEREAS**, Section 9.01 of the Charter of Cuyahoga County states that “[t]he County’s human resources policies and systems shall be established by ordinance and shall be administered in such a manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, gender identity/expression, disability, age, or ancestry;” and

**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**, Chapter 9 of the County’s Employee Handbook states that “[t]he County takes a holistic approach to employee compensation and administer a fair and equitable compensation program” that includes both direct and indirect compensation; and

**WHEREAS**, in 1994 the County adopted classification and compensation systems for classified non-bargaining unit employees to ensure a systematic approach to equitable compensation for positions with similar duties, responsibilities and minimum qualifications, and these systems have not been re-examined since 2005; and

**WHEREAS**, the County Executive recommended, and the Council approved, a new Non-Bargaining Salary Schedule B, which includes pay grades for the County’s Information Technology classifications, on December 7, 2021; and

**WHEREAS**, the pay grades included in the County’s Non-Bargaining Salary Schedule A governs pay for all the County’s classified employees except for employees in the County’s Department of Information Technology; and

**WHEREAS**, in response to recruitment and retention challenges the County has faced, the Personnel Review Commission and the County's Human Resources Department collaborated to engage The Archer Company to conduct a 2022 market study for the purpose of evaluating the market relevance of pay rates for Salary Schedule A; and

**WHEREAS**, The Archer Company concluded that the County should now adopt a new Non-Bargaining Salary Schedule A to be more closely aligned with the labor market; and

**WHEREAS**, on October 5, 2022, the Personnel Review Commission met and recommended the Salary Schedule A changes attached hereto as Exhibit A, and recommended to County Council the formal adoption and implementation of the attached changes; and

**WHEREAS**, at the recommendation of the County Executive, the Council recently approved significant bargaining unit hourly rate increases in the Sheriff's Department and Department of Health and Human Services; and

**WHEREAS**, due to the recent increases of hourly rates for several bargaining units and the classified non-bargaining Salary Schedules, compression adjustments are necessary to maintain internal pay equity for Schedule A non-bargaining classified and unclassified employees who did not receive a market-rate salary adjustment in 2022; 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 RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby adopts the new Non-Bargaining Salary Schedule A (attached hereto as Exhibit A).

**SECTION 2.** Any specific appropriation necessary to effectuate the revisions to Salary Schedule A, as more particularly described herein and on Exhibit A, is hereby approved and the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation; provided that employees will be assigned to the same relative position within the pay grade of the new Salary Schedule A as they are assigned in the current Salary Schedule A or will receive a 6.44% salary increase, whichever is greater, not to exceed the maximum of the pay grade in the new Salary Schedule A.

**SECTION 3.** Any specific appropriation necessary to effectuate a 6.44% salary increase for unclassified employees of the Executive agencies, County Council, Board of Elections, Board of Revision, Agency of Inspector General, Department of

Internal Auditing, Law Library, Personnel Review Commission, Planning Commission, and the Soldiers and Sailors Monument is hereby approved and 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.** 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 5.** 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 Mr. Gallagher, seconded by Mr. Miller, the foregoing Ordinance was duly enacted.

Yeas: Gallagher, Schron, Conwell, Turner, Stephens, Simon, Miller, Sweeney, Tuma and Jones

Nays: None

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County Council President

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Date

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County Executive

\_\_\_\_\_  
Date

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

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Date

First Reading/Referred to Committee: November 9, 2022  
Committee(s) Assigned: Human Resources, Appointments & Equity

Additional Sponsorship Requested on the Floor: November 22, 2022

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