

RESOLUTION NO. 1999 -149

AMENDING THE AUTHORITY'S PERSONNEL POLICIES AND PROCEDURES MANUAL TO CONFORM TO THE AUTHORITY'S MANAGEMENT AND ADMINISTRATION REORGANIZATION PLAN AND DIRECTING THE GENERAL MANAGER/SECRETARY-TREASURER TO SUBMIT A REVISED MANUAL TO THE BOARD NOT LATER THAN JUNE 1, 2000

WHEREAS, the Board of Trustees has adopted a Personnel Policies and Procedures Manual, codified as Title Four of Part Six of the Policies and Procedures of the Board of Trustees of the Greater Cleveland Regional Transit Authority, pursuant to Resolution No. 1992-31, adopted February 18, 1992, and has amended such Personnel Policies and Procedures Manual from time to time by appropriate resolutions ; and

WHEREAS, the Management and Administration of the Greater Cleveland Regional Transit Authority was substantially reorganized in 1999 by the Authority by changing the titles, functions, powers and duties of the various offices and officers and Management personnel of the Authority; and

WHEREAS, amendments to the Personnel Policies and Procedures Manual are necessary to conform the same to the Authority's Management and Administration Reorganization Plan.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority:

Section 1. That the Personnel Policies and Procedures Manual of the Greater Cleveland Regional Transit Authority is hereby amended as follows:

- (1) All references to the "Legal Division" of the Authority are hereby changed to the "Legal Affairs Division" of the Authority.
- (2) All references to the "Marketing and Development Division" of the Authority are hereby changed to the "Development Division" of the Authority.
- (3) All references to the "Assistant General Manager-Legal" are hereby changed to the "Deputy General Manager-Legal Affairs".
- (4) All references to the Assistant General Manager-Finance and Administration" are hereby changed to the "Deputy General Manager-Finance and Administration".
- (5) All references to the "Assistant General Manager-Operations" are hereby changed to the "Deputy General Manager-Operations".
- (6) All references to the "Assistant General Manager-Marketing and Development" are hereby changed to the "Deputy General Manager-Development".
- (7) All references to the Assistant General Manager or Assistant General Managers are hereby changed to Deputy General Manager and Deputy General Managers, respectively. All references to the "Deputy General Manager", antedating the effective date of this resolution, shall be eliminated from the Personnel Policies and Procedures Manual or amended as provided elsewhere in this resolution.

- (8) All references to the "Office of Equal Opportunity" are hereby changed to the "Office of Small Business and Employment Opportunity".
- (9) All references to the "Director of the Office of Equal Opportunity" are hereby changed to the "Executive Director of the Office of Small Business and Employment Opportunity".
- (10) All references to the "Assistant General Manager-Human Resources" are hereby changed to the "Director of Human Resources".

Section 2. That until June 1, 2000, the General Manager/Secretary-Treasurer is hereby authorized to implement any other non-substantive changes not addressed herein so as to conform to those aspects of the Management and Administration Reorganization Plan of the Authority that are not specifically addressed in this resolution.

Section 3. That not later than June 1, 2000, the General Manager/Secretary-Treasurer shall present to the Board for approval a revised Personnel Policies and Procedures Manual that reflects all changes required by the Authority's Reorganization Plan.

Section 4. That any conflicts between the Personnel Policies and Procedures Manual, previously adopted by the Board, and the amendments contained herein, that arose prior to the adoption of this resolution, shall be resolved in favor of the amendments contained herein.

Section 5. That any conflicts between the Personnel Policies and Procedures Manual, previously adopted by the Board, and the Authority's Reorganization Plan, shall be resolved in favor of the Reorganization Plan until such time as a revised policy is presented to the Board.

Section 6. That all formal action of this Board concerning and relating to the adoption of this resolution was performed in an open meeting of this Board and that all deliberations of this Board or any of its committees that resulted in such actions were in meetings open to the public in compliance with all legal requirements established by Section 121.22 of the Ohio Revised Code.

Section 7. That this resolution shall become effective immediately upon its adoption.

ADOPTED:

October 26, 1999



PRESIDENT

ATTEST



General Manager/Secretary-Treasurer