

RESOLUTION NO. 2022-92

AMENDING SECTION 642.09 RELOCATION ASSISTANCE OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AND SECTION 300.05 RELOCATION ASSISTANCE OF THE PERSONNEL POLICIES

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees of the Authority codified the resolutions establishing its policies and procedures; and

WHEREAS, a policy related to relocation assistance for newly hired employees was established pursuant Ohio Revised Code Sections 306.31, 306.34 and 306.35 and Article IV, Sections 1, 3 and 7 Article VIII, and Article IX, Sections 1, 4 and 7 of the Bylaws of the Authority; and

WHEREAS, the Authority has conducted a review and determined that Section 642.09 Relocation Assistance, as well as Personnel Policy Section 300.05 Relocation Assistance should be amended.

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

Section 1. That Section 642.09 Relocation Assistance of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority is hereby amended to read as specified in Attachment A hereto.

Section 2. That Section 300.05 of the Personnel Policies is hereby amended to read as specified in Attachment B hereto.

Section 3. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

Section 4. That this resolution shall become effective immediately upon its adoption.

Attachment: A. Code Book Section 642.09
B. Personnel Policy Section 300.05

Adopted: September 20, 2022



President

Attest: 

Secretary-Treasurer

ATTACHMENT A TO RESOLUTION

642.09 RELOCATION ASSISTANCE.

(a) The Greater Cleveland Regional Transit Authority will provide equitable reimbursement of relocation expenses to newly hired management and professional employees (Grade 28 or above) hired from outside the Greater Cleveland area.

(b) The General Manager, Chief Executive Officer may, in special circumstances, negotiate relocation assistance for prospective employees in a grade classification below Grade 28.

(Res. 2013-95. Passed 9-17-13. Res. 2022-XX. Passed 9-XX-22. Ref. Personnel Policy 300.05)

ATTACHMENT B TO RESOLUTION

300.05 RELOCATION ASSISTANCE

The Greater Cleveland Regional Transit Authority will provide equitable reimbursement of relocation expenses to newly hired management and professional employees hired from outside the Greater Cleveland area.

To be eligible for relocation assistance, a new employee must meet the guidelines established by the Internal Revenue Service for the deduction of moving expenses on annual income taxes. Applicable taxes will be deducted from the employee's wages for any reimbursement made by the Authority that are not entitled to deduction based on the Internal Revenue Service Code. The position for the new employee must be at least Grade 28 or above under the Authority's job classification system in order to qualify for relocation expense payment.

The General Manager, Chief Executive Officer may, in special circumstances, negotiate relocation assistance for prospective employees in a grade classification below Grade 28.

The Authority will pay for moving the new employee's household goods to a new residence in the Greater Cleveland area within a radius of 50 miles of downtown Cleveland, including packaging and crating expense, all transportation charges and reasonable insurance for household goods charges. (Ref. Code Book Section 642.09)



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| TITLE/DESCRIPTION: AMENDING SECTION 642.09 RELOCATION ASSISTANCE OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AND SECTION 300.05 RELOCATION ASSISTANCE OF THE PERSONNEL POLICIES | Resolution No.: 2022-92 |
| | Date: September 15, 2022 |
| | Initiator: Human Resources |
| ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____ | |

- 1.0 PURPOSE/SCOPE: This resolution will amend Section 642.09, Relocation Assistance of the Codified Rules and Regulations ("Code") of the Greater Cleveland Regional Transit Authority and Section 300.05, Relocation Assistance of the Personnel Policies.
- 2.0 DESCRIPTION/JUSTIFICATION: The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution 1989-176. The Code Book is now undergoing a comprehensive review and update so that the Code will conform to the current structure and operations of the Authority. The proposed amendment will remove details about reimbursement amounts and IRS regulations from the Code Book, while retaining appropriate details in Personnel Policy 300.05.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Adoption of the resolution will remove unnecessary details from the Code Book and retain appropriate details in the Personnel Policies.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution would result in identical policies remaining in both the Code Book and the Personnel Policies.
- 8.0 RECOMMENDATION: This resolution was discussed at the September 13, 2022 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 ATTACHMENTS: A. Red-line of proposed amendments to Code Book Section 642.09
B. Red-line of proposed amendments to Personnel Policy Section 300.05

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.


General Manager, Chief Executive Officer

ATTACHMENT A TO STAFF SUMMARY

642.09 RELOCATION ASSISTANCE.

(a) ~~It is the policy of the~~The Greater Cleveland Regional Transit Authority ~~to will~~ provide equitable reimbursement of relocation expenses to newly hired management and professional employees (Grade 28 or above) hired from outside the Greater Cleveland area.

~~(b) This policy is established pursuant to Ohio R.C. 306.31, 306.34 and 306.35, and Article II, Section 8, Article IV, Sections 1, 3 and 8 and Article VIII, Sections 1, 4 and 7 of the Bylaws of the Authority.~~

~~(c) To be eligible for relocation assistance, a new employee must meet the guidelines established by the Internal Revenue Service for the deduction of moving expenses on annual income taxes. Applicable taxes will be deducted from the employee's wages for any reimbursement made by the Authority that are not entitled to deduction based on the Internal Revenue Service Code. The position for the new employee must be at least Grade 28 or above under the Authority's job classification system in order to qualify for relocation expense payment.~~

~~(d)~~(b) The ~~CEO~~General Manager, Chief Executive Officer may, in special circumstances, negotiate relocation assistance for ~~perspective~~prospective employees in a ~~lower~~below Grade 28.

~~(e) The Authority will pay for moving the new employee's household goods to a new residence in the Greater Cleveland area within a radius of fifty miles of downtown Cleveland, including packaging and crating expense, all transportation charges and reasonable insurance for household goods charges.~~
(Res. 2013-95. Passed 9-17-13. Res. 2022-XX. Passed 9-XX-22. Ref. Personnel Policy 300.05)

ATTACHMENT B TO STAFF SUMMARY

300.05 RELOCATION ASSISTANCE

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~~This policy is established pursuant to Ohio R.C. 306.31, 306.34 and 306.35, and Article II, Section 8, Article IV, Sections 1, 3 and 8 and Article VIII, Sections 1, 4 and 7 of the Bylaws of the Authority.~~

To be eligible for relocation assistance, a new employee must meet the guidelines established by the Internal Revenue Service for the deduction of moving expenses on annual income taxes. Applicable taxes will be deducted from the employee's wages for any reimbursement made by the Authority that are not entitled to deduction based on the Internal Revenue Service Code. The position for the new employee must be at least Grade 28 or above under the Authority's job classification system in order to qualify for relocation expense payment.

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