



**EDWARD FITZGERALD**  
Cuyahoga County Executive

## **Executive Order No. O2011-0004**

### **Grievance & Post-Award Review Process for the Cuyahoga County Small Business Enterprise Program**

WHEREAS, the County has an existing Small Business Enterprise (SBE) Program Policies and Procedures Manual that was adopted on December 20, 2005 ( Resolution No. 0555058- Journal 389); and,

WHEREAS, pursuant to the County's Contracts and Purchasing Procedures Ordinance, the County is in the process of adopting a new Small Business Enterprise Program policy; and,

WHEREAS, the new Small Business Enterprise Program policy is anticipated to go into effect on January 1, 2012; and,

WHEREAS, under the existing policy, the former County Administrator or his/her designee(s) was responsible for hearing all grievances concerning the Small Business Enterprise Program; and,

WHEREAS, the responsibilities of the former County Administrator were taken over by the County Executive under the new County structure; and,

WHEREAS, the County needs to have a process for hearing all grievances until the new SBE Program Policies and Procedures Program goes into effect.

NOW, THEREFORE, I, Edward FitzGerald, County Executive of Cuyahoga County, Ohio, by virtue of the powers vested in me by the Charter of Cuyahoga County and the laws of the State of Ohio, do hereby order and direct that:

Section 1. The following panel, to be known as the Cuyahoga County SBE Appeals Panel, shall hear all grievances concerning the Small Business Enterprise Program until the newly proposed Small Business Enterprise Program policy is adopted and goes into effect:

1. Sharon Cole, Deputy Chief of Staff/Operations; and,
2. David Merriman, Clerk of the Board of Control and the Contracts and Purchasing Board; and,
3. James P. Boyle, Esq., Special Assistant to the County Executive.

Section 2. The SBE Appeals Panel shall deliberate and act collectively in hearing appeals and ruling on them.

Section 3. This Executive Order shall continue in force until rescinded by me or any of my successors.

I signed this Executive Order on Monday, November 21, 2011, in Cleveland, Cuyahoga County, Ohio.

  
Edward FitzGerald, County Executive