

Minutes

Administrative Rules Board

Thursday, June 18, 2015, 10:30 a.m.

Administrative Headquarters

2079 E. Ninth Street, 4th Floor – Committee Room B

1. CALL TO ORDER

The meeting was called to order at 10:35 a.m.

2. ROLL CALL

Attending:

Robert Triozzi, Law Director

Chuck Cavano (Alternate for Office of Budget & Management Director)

Nora Hurley

Mike King

Darlene White

3. REVIEW AND APPROVAL OF MEETING MINUTES – 6/4/15 meeting

Chuck Cavano motioned to approve the minutes from the June 4, 2015 meeting, as written. Mike King seconded. The minutes were unanimously approved.

4. PUBLIC COMMENT RELATED TO THE AGENDA

There was no public comment.

5. ITEMS FOR 1ST READING - *none*

6. ITEM FOR 2ND READING & APPROVAL

Resolution No.	Requesting Entity	Rule Title	Temporary or Permanent Adoption
ARB2015-0015	Administrative Rules Board	<i>Rules of Procedure</i>	Permanent

There were no further comments or questions on the Rules of Procedure for the Administrative Rules Board. Mike King motioned to approve Resolution ARB2015-0015; Nora Hurley seconded. Resolution ARB2015-0015 was unanimously approved.

7. MISCELLANEOUS BUSINESS

- a. Rules Currently Posted for Public Comment – none
- b. Administrative Code – draft for discussion

Lindy Burt presented examples of formats for the Administrative Code, based on Board member input gathered at the previous meeting. It was recommended that the Administrative Code relate back to the County Code in numbering and organization. Mike King raised the issue of rules approved by the Board that potentially relate to two different areas of the County Code; the Housing Demolition program, for example. Board members agreed that the rules could be placed in one section of the Administrative Code, and referenced in the other. Referencing Chuck Cavano's suggestion from the previous week, Darlene White suggested that the each section number start with the letter "A", to further distinguish it from the County Code. Board members agreed with this recommendation. Similar to the Ohio Administrative Code format, Board members also agreed to forgo the use of Article or Title sections. Nora Hurley motioned to approve the formatting as presented, discussed and agreed upon during the meeting; Chuck Cavano seconded. The motion was unanimously approved.

Lindy Burt raised the issue of editing rules already approved to remove sections that do not qualify as rules or policies. Board members agreed that rules that have already received Board approval should not be edited, and that going forward, this should be addressed during the review process. Temporary rules can be refined during the permanent adoption process, and permanent rules already adopted should be amended.

8. PUBLIC COMMENT UNRELATED TO THE AGENDA

There was no further public comment.

9. ADJOURNMENT

Nora Hurley motioned to adjourn; Chuck Cavano seconded. The motion to adjourn was unanimously approved at 10:47 PM.