

# THE CITY COUNCIL OF NORTH ROYALTON, OHIO

ORDINANCE NO. 17-65

INTRODUCED BY: Mayor Stefanik

## AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF NORTH ROYALTON, CHAPTER 258 OFFICE ON AGING/HUMAN SERVICES, SECTION 258.03 SENIOR OUTREACH SPECIALIST, AND DECLARING AN EMERGENCY

**WHEREAS:** In an effort to better serve the community, the Administration has proposed the restructuring of various departments to ensure that they are functioning as efficiently as possible; and

**WHEREAS:** It is therefore necessary to amend the Codified Ordinances of the City of North Royalton, Chapter 258 Office on Aging/Human Services, Section 258.03 Senior Outreach Specialist to create the position of Senior Center Manager/Outreach Specialist; and

**WHEREAS:** Council desires to provide for this amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. Chapter 258 Office on Aging/Human Services, Section 258.03 Senior Outreach Specialist of the Codified Ordinances of the City of North Royalton is hereby amended to hereinafter read as follows:

### 258.03 SENIOR *CENTER MANAGER*/OUTREACH SPECIALIST.

- (a) The Senior *Center Manager*/Outreach Specialist shall identify and register senior citizens living in the City and:
- (1) Establish identity as a Senior *Center Manager*/ Outreach Specialist and become involved with the community while encouraging the community to become involved with Office on Aging and Human Services programs; *manage the day to day operations of the Senior Center.*
  - (2) Communicate with local senior citizen groups already organized, church groups, service groups, etc.;
  - (3) Make contact with home-bound residents who are referred to the Office by concerned relatives, friends, neighbors, etc.;
  - (4) Initiate a program to reach as many citizens as possible and educate them in the services available through the Office on Aging and Human Services Outreach Program;
  - (5) Respond to all requests for social service from residents;
  - (6) Know services available from other City departments and utilize the same; and
  - (7) Work with any office on aging or other agencies to best serve the residents' needs.
- (b) The Senior *Center Manager*/ Outreach Specialist shall develop and carry out a plan that will meet the needs of the residents of the City in the most effective and economical manner and shall:
- (1) Encourage volunteer participation to help others and themselves;
  - (2) Work with an R.S.V.P. representative to develop a program that will best meet the needs of both senior citizens and the community;
  - (3) Provide a program that will help alleviate the isolation of senior residents;
  - (4) Make known all opportunities and refer persons to the proper agency;
  - (5) Assist residents in obtaining benefits and services in the easiest and fastest manner from the proper agency;
  - (6) Assist in obtaining employment if a resident needs or desires work by referring such person to Skills Available or by encouraging local businesses to employ residents with handicaps;
  - (7) Provide counseling services to assist residents during problem times;
  - (8) Provide assistance with Medicare and other forms; and
  - (9) Promote senior citizen activities as a means of reducing isolation and keeping older persons active in community affairs.
- (c) The Senior *Center Manager*/Outreach Specialist shall be responsible for obtaining information on all senior citizens and maintaining up to date records of seniors requiring help with current problems and needs, and shall:
- (1) Prepare an intake sheet on all residents given any service of the Office on Aging and Human Services;
  - (2) Compile a weekly service report on all clients given service; and
  - (3) Maintain a current list showing a problem-plan for all active outreach clients.

Section 2. Section 258.03 of the Codified Ordinances of the City of North Royalton is hereby amended as provided for herein and all other provisions of Section 258.03 shall remain in full force and effect.

Section 3. This Ordinance shall supersede all previously adopted Ordinances in direct conflict herewith.

Section 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 5. This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the city, and for the further reason that it is immediately necessary to amend the Codified Ordinances of the City of North Royalton, Chapter 258 Office on Aging/Human Services, Section 258.03 Senior Outreach Specialist to create the position of Senior Center Manager/Outreach Specialist to better serve the community.

THEREFORE, provided this Ordinance receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

/s/ Larry Antoskiewicz  
PRESIDENT OF COUNCIL

APPROVED: /s/ Robert A. Stefanik  
MAYOR

DATE PASSED: May 2, 2017

DATE APPROVED: May 3, 2017

ATTEST: /s/ Laura J. Haller  
DIRECTOR OF LEGISLATIVE SERVICES

First reading suspended  
Second reading suspended  
Third reading May 2, 2017

YEAS: Antoskiewicz, Nickell, Petrusky, Langshaw,  
Marnecheck, Hannan, Kasaris

NAYS: none