

## Department of Human Resources <u>Legislative Summary</u>

**Ordinance No.: 1011-2022** 

## **Description:**

The Housing Court will utilize the Financial Officer to prepare and administers all components of the fiscal operations of the Housing Court, including the preparation of the budget, grant management, payroll and procurement, under the supervision and at the direction of the Housing Court Administrator.

The Housing Court will utilize our Chief of Information Technology for the overall planning, organizing and execution of all IT function for the Court including directing all IT operations to meet customer requirements and providing maintenance support to the existing infrastructure, applications and development of new technical solutions. The person in this position will manage the computer system and technology encompassing the Cleveland Housing Court and any of its satellite locations.