

**A RESOLUTION
REMOVING THE SALARY BANDS SECTION FROM THE EMPLOYEE HANDBOOK TO
CREATE A STANDALONE DOCUMENT**

WHEREAS, Toledo Metropolitan Area Council of Governments (now known as Lake Erie West Regional Council) is a voluntary association of local governments in northwest Ohio and southeast Michigan, organized on May 31, 1968, and established under Chapter 167 of the Ohio Revised Code and the Michigan Public Act No. 7 (EX-SESS), and has carried out comprehensive metropolitan and regional planning since that date; and

WHEREAS, Lake Erie West Regional Council (Lake Erie West) maintains an Employee Handbook to communicate policies, expectations, and procedures applicable to all employees; and

WHEREAS, the Employee Handbook currently contains a section outlining employee salary bands, including classifications ranges and related compensation structures; and

WHEREAS, legal counsel has reviewed the Employee Handbook and recommended that the salary band section be separated from the handbook and maintained as a standalone document to allow for greater administrative flexibility and support more efficient updates to compensation structures without requiring formal handbook amendments; and

WHEREAS, the Board finds it in the best interest of the organization to follow legal counsel's recommendation and remove the salary band section from the Employee Handbook; and

WHEREAS, the Finance, Audit, & Administration Committee recommended removing the salary band section from the handbook at their February 18, 2026, meeting.

NOW, THEREFORE, BE IT RESOLVED by the Lake Erie West Regional Council Governing Board that:

Section 1: The removal of the salary band section from the Employee Handbook is approved

Section 2: The creation of a standalone document titled Salary Bands and Compensation Structure, which shall contain the salary classifications, pay ranges, and related compensation information is authorized

Section 3: This resolution shall take effect immediately upon adoption

Yeas _____, Nays _____, Abstain _____

Date of Adoption: _____

George Sarantou, Chair
Lake Erie West Regional Council

Attest:

I, **Sandy Spang**, Lake Erie West Regional Council Executive Director, do hereby certify that this is a true and accurate copy of Resolution No. 2026-10, adopted on _____.

Sandy Spang, Executive Director