

## **AGENDA**

Cuyahoga County Personnel Review Commission

Wednesday, June 5, 2019

9830 Lorain Ave, Training Room 5

Cleveland, Ohio 44102

4:00 p.m.

### **1) CALL TO ORDER**

Chairman Boseman called the meeting to order at 4:03 p.m..

### **2) ROLL CALL**

Chairman Boseman asked to call the roll. Chairman Boseman, Commissioner Colaluca, and Commissioner Southerington were present. No one was absent; a quorum was determined.

### **3) APPROVAL OF MINUTES** from May 1, 2019

Chairman Boseman made a motion to approve the minutes from May 1, 2019; Commissioner Colaluca seconded the motion. All were in favor; no objections.

### **4) PUBLIC COMMENT** – Nothing submitted.

### **5) UNFINISHED BUSINESS**

#### a) Forensic Scientist 3 Pay Determination Audit

Albert Bouchahine, Manager of Classification and Compensation, presented the Pay Determination Audit to the Commissioners. Discussion ensued.

### **6) NEW BUSINESS**

#### a) Appeals

##### i) Erika Moran – Report & Recommendation

Chairman Boseman made a motion to accept the Recommendation for Dismissal; Commissioner Colaluca seconded the motion. All were in favor; no objections.

##### ii) Tonya McKissack – Report & Recommendation

Chairman Boseman made a motion to accept the Recommendation for Dismissal; Commissioner Colaluca seconded the motion. All were in favor; no objections.

##### iii) Janise Bayne – Report & Recommendation

Chairman Boseman made a motion to accept the Recommendation for Dismissal; Commissioner Colaluca seconded the motion. All were in favor; no objections.

##### iv) Joseph Butts – Report & Recommendation

Susan Gragel, Appellant Attorney, presented the Appellant's objection to the Report & Recommendation for Removal to the Commissioners. Discussion ensued.

Chairman Boseman adjourned the meeting at 5:07 p.m. for deliberation.

Commissioner Southerington motioned to affirm the Appellee’s decision to remove the Appellant from his position with Cuyahoga County Office of Child Support Services effective July 25, 2018; Commissioner Colaluca seconded the motion. All were not in favor; Chairman Boseman objected.

b) 2018 Temporary Work Level Report

Sara DeCaro, Staff Attorney, presented the Temporary Work Level report, to the Commissioners. Discussion ensued.

c) Establishment of the Eligibility Lists as of the date posted to the PRC website

Purchasing Manager	Fiscal	4/2/2019
Senior Certified Network Engineer	IT	5/1/2019
Social Program Administrator 4	CJFS	5/1/2019
Accountant 2	PW	5/2/2019
Social Program Administrator 3	CJFS	5/2/2019
Appraisal Systems Analyst	Fiscal	5/6/2019
Classification & Compensation Specialist	PRC	5/7/2019
Employment and Family Service Specialist	CJFS	5/8/2019
Staff Auditor	IA	5/8/2019
Records Management Administrator	PW	5/9/2019
Communications Clerk	SHER	5/10/2019
Forensic Scientist 3 - Firearms & Toolmarks	MEO	5/10/2019
Deputy Sheriff	SHER	5/13/2019
Fleet Services Supervisor	PW	5/13/2019
Deputy Dog Warden	PW	5/14/2019
Forensic Scientist 3 - Fingerprint	MEO	5/14/2019
Principal Support Officer Supervisor	CJFS	5/14/2019
Senior Social Services Supervisor	DCFS	5/15/2019
Customer Service Aide	CJFS	5/16/2019
CECOMS Operations Supervisor	PSJS	5/17/2019
Talent Acquisition & Employment Specialist	HR	5/17/2019
Social Service Worker 1	DCFS	5/17/2019
Organizational and Employee Development and Training Specialist	HR	5/17/2019
Emergency Dispatcher (East Cleveland)	PSJS	5/20/2019
Correction Officer 2	SHER	5/21/2019
Fiscal Officer 3	SHER	5/22/2019
Senior Administrative Assistant	WFD	5/22/2019
Early Childhood Mental Health Therapist	DCFS	5/22/2019
Senior Information Technology Project Manager	IT	5/30/2019

Chairman Boseman made a motion to accept the establishment of the above Eligibility Lists as of the date posted to the PRC website; Commissioner Colaluca seconded the motion. All were in favor; no objections.

d) Class Plan Revisions Request

Chairman Boseman made a motion to approve the Class Plan Revision; Commissioner Colaluca seconded the motion. All were in favor; no objections.

**6) PUBLIC COMMENT** – Nothing submitted.

**7) EXECUTIVE SESSION – Discussion of personnel matter**

Chairman Bozeman made a motion to go into Executive Session to discuss a personnel matter. Commissioner Colaluca seconded the motion. All were in favor; no objections.

The Commission reconvened at 5:39 p.m.. Director Rebecca Kopcienski presented a hiring recommendation for David Mizuta for the full-time position of Classification & Compensation Specialist.

Chairman Boseman made a motion to approve the hiring recommendation of Mr. Mizuta for the full-time position of Classification & Compensation Specialist; Commissioner Southerington seconded the motion. All were in favor; no objections.

Director Rebecca Kopcienski presented the resignation letter for Phil Tomko for the full-time position of Administrative Assistant 2.

Chairman Boseman made a motion to approve the resignation letter for Mr. Tomko for the full-time position of Administrative Assistant 2; Commissioner Southerington seconded the motion. All were in favor; no objections.

**8) OTHER BUSINESS**

Rebecca Kopcienski, Director of the PRC, addressed the Commissioners to provide them with an update on the PRC move that is taking place in July. Also, she stated she would provide them an update on when the next meeting will be. The Department of Labor will be holding training with the PRC and Law Department to go over exempt and non-exempt status.

**9) ADJOURNMENT**

Chairman Boseman adjourned the meeting at 5:41 p.m..

The next Personnel Review Commission Meeting is yet to be determined. However, it will be located at **9830 Lorain Road, Training Room 5**. Free parking is available in the south side lot of the building. Persons needing accommodations to attend and participate in the meeting should contact the PRC's Administrative Assistant at 216-443-5946.