

MEETING MINUTES

Cuyahoga County Personnel Review Commission

Wednesday, May 3, 2017

2429 Superior Viaduct, 3rd Floor

Cleveland, Ohio 44113

5:00 p.m.

1) CALL TO ORDER

Chairwoman Debbie Southerington called the meeting to order at 5:01 p.m..

2) ATTENDANCE

Chairwoman Debbie Southerington, Commissioner Tom Colaluca, Commissioner F. Allen Boseman, PRC Director Rebecca Kopcienski, PRC Manager Classification & Compensation Albert Bouchahine, PRC Manager Employment Testing George Vaughan, PRC Staff Attorney Sara DeCaro, Assistant Prosecutor Nora Poore, PRC Administrative Assistant Brett McBride, Assistant Law Director Amy Marquit Renwald.

3) APPROVAL OF MINUTES from April 5, 2017.

Commissioner Colaluca made a motion to approve the minutes from April 5, 2017. Commissioner Southerington seconded the motion. All were in favor; no objections.

4) PUBLIC COMMENT – Nothing submitted.

5) UNFINISHED BUSINESS – Nothing submitted.

6) NEW BUSINESS

- a) Oath of Office for new Commissioner F. Allen Boseman
Assistant Prosecutor Nora Poore administered the Oath of Office to new Commissioner F. Allen Boseman.
- b) Appeals
 - i) Michael Zavoda – Dismissal
Michael Zavoda – Commissioner Boseman moved to accept the recommendation for dismissal; Commissioner Southerington seconded the motion. All were in favor; no objections.
- c) Establishment of the Eligibility Lists as of the Date Posted to the PRC Website

Financial Reporting Manager- Fiscal 3/29/17

Investigation Supervisor- CJFS 3/29/17

Budget Management Analyst – Fiscal 3/31/17

Data Processor – Fiscal 3/31/17

Forensic Photographer-MEO 3/31/17

C.A.D. Technician 1 – PW 4/4/17

Social Program Administrator 2 – WFD 4/4/17
Account Clerk 2 – CJFS 4/6/17
Project Inspector – PW 4/7/17
Senior Certified Network Engineer – IT 4/7/17
Senior Information Technology Project Manager – IT 4/7/17
Clerk Typist (Level 2) – Sheriff 4/10/17
Emergency Management Manager- PSJS 4/10/17
GIS Technician- IT 4/10/17
Engineer 4 – PW 4/11/17
Training Officer –DSAS 4/13/17
Correction Officer 2 – Sheriff 4/17/17
Employment and Family Service Supervisor – CJFS 4/19/17
Senior Database Administrator- IT 4/19/17
Senior Development Finance Analyst – DOD 4/19/17
Social Program Administrator 4 –DCFS 4/19/17
Social Service Worker 3- DCFS 4/19/17
Administrative Assistant 2 – CJFS 4/20/17
Budget Officer 2 – DSAS 4/24/17
Compensation Analyst –HR 4/24/17
Senior Social Services Supervisor- DCFS 4/24/17

Commissioner Colaluca moved to accept the establishment of the above eligibility lists as of the date posted to the PRC website; Commissioner Southerington seconded. All were in favor; no objections.

- d) Request to use a Pre-Existing Eligibility List Established for Another Appointing Authority. PRC Manager Employment Testing George Vaughan discussed with the Commissioners that not all of the information was received from the Human Resources Department. This will be addressed with the Commissioners once all the information is received.
- e) Class Plan Revision Requests
Commissioner Colaluca moved to accept the class plan revision requests with the exception of Employee Relations Manager and Labor Relations Administer; Commissioner Southerington seconded. All were in favor; no objections.

6) PUBLIC COMMENT – Nothing submitted.

7) OTHER BUSINESS – Nothing submitted.

8) EXECUTIVE SESSION – Discussion of personnel matter

Commissioner Colaluca moved to go into Executive Session to discuss a personnel matter; Commissioner Southerington seconded. All were in favor; no objections.

Executive Session was called to order at 5:14 p.m. The following Commissioners were present: Southerington, Colaluca and Boseman. The following attendees were present: PRC Administrator

Kopcienski, Staff Attorney DeCaro, Assistant Prosecutor Poore, and PRC Manager Classification & Compensation Albert Bouchahine.

At 5:21 p.m., Executive Session was adjourned, and Commissioner Southerington reconvened the meeting.

Commissioner Colaluca made a motion for Nathaniel Forester to be appointed to the temporary position of Intern; Commissioner Southerington seconded the motion. All were in favor; no objections.

9) ADJOURNMENT

Commissioner Colaluca moved to adjourn the meeting at 5:21 p.m.; Commissioner Southerington seconded. All were in favor; no objections.

The next Personnel Review Commission Meeting is scheduled for Wednesday, May 17, 2017 at 5:00 p.m. at the PRC office located at 2429 Superior Viaduct, 3rd Floor. Free parking is available in the front lot of the building. Persons needing accommodations to attend and participate in the meeting should contact the PRC Coordinator at 216-698-2975.