

MEETING MINUTES

Cuyahoga County Personnel Review Commission
Wednesday, December 12, 2018
2429 Superior Viaduct, 3rd Floor
Cleveland, Ohio 44113
4:15 p.m.

1) CALL TO ORDER

Chairwoman Southerington called the meeting to order at 4:51 p.m.

2) ROLL CALL

Chairwoman Southerington asked AA2 Phil Tomko to call the roll. Chairwoman Southerington, Commissioner Boseman, and Commissioner Colaluca were present; a quorum was determined.

3) APPROVAL OF MINUTES from November 7, 2018

Chairwoman Southerington made a motion to approve the minutes from November 7, 2018; Commissioner Colaluca seconded the motion. All were in favor; no objections.

4) PUBLIC COMMENT—Nothing submitted

5) UNFINISHED BUSINESS—Nothing submitted

6) NEW BUSINESS

a) Human Resources - Update on Negotiations and CBAs

Director of Human Resources, Employee and Labor Relations and Chief Labor Counsel Ed Morales provided the Commissioners with an update on the administration’s negotiations and CBAs. Discussion ensued.

b) PRC Compliance Program

Staff Attorney Sara DeCaro presented the 2019 Compliance Program to the Commissioners.

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

Program Officer 3	CJFS	11/2/2018
Program Officer 2	SHER	11/5/2018
Nursing Director - Corrections	SHER	11/6/2018
Senior Information Technology Project Manager	IT	11/9/2018
Development of Housing Specialist	DEV	11/14/2018
Account Clerk	DEV	11/16/2018
Workforce Analyst	DEV	11/13/2018
Engineer 1	PW	11/16/2018
Pharmacy Technician	SHER	11/19/2018
Social Program Administrator 1	SHER	11/19/2018
GIS Technician	IT	11/19/2018
Employee Relations Specialist 1	HR	11/21/2018
Registered Nurse (addition to previous list)	SHER	11/27/2018
Morgue Technician	MEO	11/27/2018

Program Officer 3	DSAS	11/29/2018
Employment and Family Service Specialist	CJFS	12/3/2018
Security Officer 2	SHER	12/4/2018
Custodial Worker	PW	12/3/2018
Tax Assessment Manager	FISCAL	12/4/2018

Chairwoman Southerington made a motion to approve 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 Revision Requests

Classification and Compensation Specialist Ashley Marcinick presented the Class Plan Revision Requests. Discussion ensued. Chairwoman Southerington made a motion to approve the Class Plan Revision Requests, excluding Manager of Database Administration; Commissioner Boseman seconded the motion. All were in favor; no objections.

e) Resolution 2018-004

Director Rebecca Kopcienski presented Resolution 2018-004 and recommended a 2% COLA, effective January 6, 2019 to the Commissioners. Chairwoman Southerington made a motion to approve the Resolution; Commissioner Colaluca seconded the motion. All were in favor; no objections.

7) PUBLIC COMMENT—Nothing submitted

8) EXECUTIVE SESSION – Personnel Matter

Chairwoman Southerington 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 5:14 p.m. Chairwoman Southerington made a motion to appoint Seth Grubaugh to a Temporary Working Level in the classification of Senior Employment Testing Specialist; Commissioner Colaluca seconded the motion. All were in favor; no objections.

9) OTHER BUSINESS

Classification and Compensation Manager Albert Bouchahine presented a discussion with Human Resources Compensation Manager Rhonda Caldwell regarding adjustments to non-bargaining salary schedules to the Commissioners. Discussion ensued.

Director Rebecca Kopcienski provided an update regarding the PRC's collaboration with the Corrections Department to address problems in the jail. Discussion ensued.

10) ADJOURNMENT

Commissioner Southerington made a motion to adjourn the meeting at 5:42 p.m.; Commissioner Colaluca seconded. All were in favor; no objections.

The next Personnel Review Commission Meeting is scheduled for Wednesday, January 9th, 2018 at 4:00 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 Administrative Assistant 2 at 216-698-2975.