

## **MEETING MINUTES**

Cuyahoga County Personnel Review Commission

Wednesday, January 9, 2019

2429 Superior Viaduct, 3<sup>rd</sup> Floor

Cleveland, Ohio 44113

4:00 p.m.

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

Commissioner Colaluca called the meeting to order at 4:01 p.m.

### **2) ROLL CALL**

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

- 3) APPROVAL OF MINUTES** from December 12, 2018 and Special Meeting on December 18, 2018  
Commissioner Colaluca made a motion to approve the minutes from December 12, 2018 and Special Meeting on December 18, 2018; Commissioner Boseman seconded the motion. All were in favor; no objections.

### **4) PUBLIC COMMENT**

The County's Human Resources Director of Benefits & Compensation Holly Woods and Human Resources Compensation Manager Rhonda Caldwell discussed the County's anticipation of the Performance Management program and pay for performance on behalf of Human Resources Chief Talent Officer Douglas Dykes. Discussion ensued.

- 5) UNFINISHED BUSINESS**—Nothing submitted

### **6) NEW BUSINESS**

- a) Election of Chair and Vicechair

Commissioner Colaluca made a motion to elect Commissioner Allen Boseman as the Chair of the Personnel Review Commission; Commissioner Boseman Seconded the motion. All were in favor; no objections.

Commissioner Colaluca made a motion to elect Commissioner Deborah Southerington as the Vice Chair of the Personnel Review Commission; Commissioner Boseman Seconded the motion. All were in favor; no objections.

- b) 2018 Appeals Report

On behalf of the Staff Attorney Sara DeCaro, Director Rebecca Kopcienski presented the 2018 Appeals Report to the Commissioners. Discussion ensued.

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

|  |         |            |
|--|---------|------------|
| Geriatric Behavioral Health Nurse Supervisor | DSAS    | 12/5/2018  |
| OED & Training Specialist                    | HR      | 12/11/2018 |
| Clerk Typist (Level 3)                       | Sheriff | 12/17/2018 |
| Information Processor 1                      | CJFS    | 12/17/2018 |
| Social Program Administrator 6               | CJFS    | 12/19/2018 |
| Social Service Worker 3                      | DCFS    | 12/20/2018 |
| Systems Analyst                              | IT      | 12/20/2018 |
| Fiscal Office Supervisor                     | Fiscal  | 12/21/2018 |
| Fiscal Officer 2                             | Sheriff | 12/26/2018 |

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

**6) PUBLIC COMMENT**—Nothing submitted

**7) EXECUTIVE SESSION**—Nothing submitted

**8) OTHER BUSINESS**

Director Rebecca Kopcienski informed the Commissioners that the sixty (60) computers the PRC has purchased for a new Civil Service testing lab have arrived and are being imaged by IT. The Director also informed the Commissioners that the PRC has completed working with the County's architect regarding the PRC's space needs, and has yet to learn of a decision regarding a possible move for the PRC.

**9) ADJOURNMENT**

Commissioner Colaluca made a motion to adjourn the meeting at 4:20 p.m.; Commissioner Boseman seconded. All were in favor; no objections.

The next Personnel Review Commission Meeting is scheduled for Wednesday, February 6, 2019 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.