

MEETING MINUTES

Cuyahoga County Personnel Review Commission

Special Meeting

Friday, March 8, 2019

2429 Superior Viaduct, 2nd Floor

Cleveland, Ohio 44113

8:00 a.m.

1) CALL TO ORDER

Classification and Compensation Manager Albert Bouchahine called the meeting to order at 8:00 a.m.

2) ROLL CALL

Classification and Compensation Manager Albert Bouchahine called the roll. Chairman Boseman and Commissioner Southerington were present. Chairman Boseman was absent; a quorum was determined.

3) PUBLIC COMMENT—Nothing submitted

4) NEW BUSINESS

a) Class Plan Revision Requests

Classification and Compensation Manager Albert Bouchahine presented the Class Plan Revision Requests. Albert Bouchahine asked that the Commissioners not consider deleting Senior Administrative Secretary at the request of Human Resources. Discussion ensued.

Chairman Boseman made a motion to approve the Class Plan Revision Requests with the exception of Senior Administrative Secretary; Commissioner Southerington seconded the motion. All were in favor; no objections.

5) EXECUTIVE SESSION – Discussion of personnel matter

Director Rebecca Kopcienski presented a hiring recommendation for David Mizuta for the part-time position of Intern for a period of six (6) months.

Chairman Boseman made a motion to approve the hiring recommendation of David Mizuta for the part-time position of Intern for a period of six (6) months. Commissioner Southerington seconded the motion. All were in favor; no objections.

6) ADJOURNMENT

Commissioner Southerington made a motion to adjourn the meeting at 8:07 a.m.; Chairman Boseman seconded. All were in favor; no objections.

The next Personnel Review Commission Meeting is scheduled for Wednesday, April 3, 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 PRC's Administrative Assistant at 216-698-2975.