

MEETING MINUTES

Cuyahoga County Personnel Review Commission

Wednesday, November 6, 2019

9830 Lorain Avenue, Classroom 5

Cleveland, OH 44102

4:00 p.m.

1) CALL TO ORDER

Chairman Boseman called the meeting to order at 4:02 p.m.

2) ROLL CALL

Chairman Boseman asked Administrative Assistant Brett McBride to call the roll. Chairman Boseman, Commissioner Southerington and Commissioner Colaluca were in attendance. A quorum was determined.

3) APPROVAL OF MINUTES from October 2, 2019

Chairman Boseman made a motion to approve the minutes from October 2, 2019; 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) Establishment of the Eligibility Lists as of the date posted to the PRC website

Fiscal Officer 3	DEV	9/30/2019
Purchasing Analyst	IT	9/30/2019
Administrative Officer	PW	10/2/2019
Superintendent, Facilities	PW	10/2/2019
Maintenance Mechanic 1	PW	10/4/2019
Social Service Worker 3	DCFS	10/8/2019
Construction Laborer (CDL)	PW	10/9/2019
Support Officer	CJFS	10/10/2019
ERP Information Systems Analyst - Fiscal	IT	10/15/2019
Human Resources Generalist	HR	10/15/2019
Program Officer 2	DSAS	10/15/2019
Correction Officer 2	SHER	10/16/2019
Senior Information Systems Administrator	IT	10/16/2019
Employment Testing Specialist	PRC	10/17/2019

Senior Administrative Assistant	HHS-DO	10/17/2019
Administrative Assistant	FISCAL	10/22/2019
Senior Account Clerk	CJFS	10/22/2019
Supervisor, Social Services	DCFS	10/22/2019
Accountant 3	FISCAL	10/23/2019
Justice System Advocate	PSJS	10/25/2019
Senior Bridge Inspector	PW	10/29/2019
Clerical Specialist	DCFS	10/31/2019
Court Security Officer	SHER	10/31/2019
Emergency Call-Taker	PSJS	10/31/2019
Security Officer 2	SHER	10/31/2019

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

b) Resolution 2019-01: 2020 General Wage Increases and Adjustments to NB Salary Schedules

Chairman Boseman made a motion to approve Resolution 2019-01: 2020 General Wage Increases and Adjustments to Non-Bargaining Salary Schedules; Commissioner Colaluca seconded the motion. All were in favor; no objections

6) PUBLIC COMMENT – Nothing Submitted

7) EXECUTIVE SESSION – Discussion of personnel matter

Chairman Boseman made a motion to go into Executive Session to discuss a personnel matter; Commissioner Southerington seconded the motion. All were in favor; no objections. The PRC went back on the record at 4:26 p.m.

Chairman Boseman made a motion to approve the Director’s recommendation for the appointment of Timothy Jesurun to the full-time position of Employment Testing Specialist effective November 11, 2019. Commissioner Colaluca seconded the motion. All were in favor; no objections.

Chairman Boseman made a motion to approve the Director’s recommendation for transitioning Brett McBride to the full-time position of Employment Testing Associate from the full-time position of Administrative Assistant effective November 11, 2019. Employment Testing Associate is a new classification created as a result of a job audit in context of the County’s reorganization of clerical and administrative classifications. Commissioner Colaluca seconded the motion. All were in favor; no objections.

8) OTHER BUSINESS – Nothing submitted.

9) ADJOURNMENT

Chairman Boseman made a motion to adjourn the meeting at 4:28 p.m.; Commissioner Colaluca seconded the motion. All were in favor; no objections.

The next Personnel Review Commission meeting is scheduled for Wednesday, December 4, 2019 at 4:00 p.m. at **9830 Lorain Road, Training Room 5, Cleveland, OH 44102**. 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 Senior Administrative Assistant at 216.698.2975.