

**MEETING MINUTES**

Cuyahoga County Personnel Review Commission

Wednesday, March 3, 2021

PRC Meeting Conducted as a

Teleconference Via Zoom

Cleveland, Ohio 44102

4:00 p.m.

**1) CALL TO ORDER**

PRC Chairman Tom Colaluca called the meeting to order at 4:00 p.m.

**2) ROLL CALL**

Chairman Colaluca asked Senior Administrative Assistant Shannon De Sciscio to call the roll. Chairman Colaluca and Commissioner Boseman were present; Commissioner Southerington was absent. A quorum was determined.

**3) APPROVAL OF MINUTES** from February 3, 2021

Chairman Colaluca made a motion to approve the meeting minutes from the February 3, 2021 PRC meeting; Commissioner Boseman seconded the motion. All were in favor, no objections.

**4) PUBLIC COMMENT** – nothing submitted.

**5) NEW BUSINESS**

a) Appeals

i) Brittany Solomon – Recommendation for Dismissal

PRC Director Rebecca Kopcienski addressed the Commissioners regarding her recommendation to dismiss Ms. Solomon’s appeal due to lack of jurisdiction. Discussion ensued.

Chairman Colaluca made a motion to approve the PRC Director’s recommendation for dismissal; Commissioner Boseman seconded the motion. All were in favor, no objections.

b) Establishment of the Eligibility Lists as of the date posted to the PRC Website

Senior Information Systems Administrator	IT	2/8/2021
Accountant 3	FISCAL	2/9/2021
Construction Laborer	PW	2/9/2021
Foster/Adoption Recruitment Specialist	DCFS	2/10/2021
Systems Analyst	IT	2/10/2021
Certified Medical Billing Specialist	DSAS	2/10/2021

Residential/Agricultural Appraiser	FISCAL	2/12/2021
Deputy Dog Warden	PW	2/12/2021
Manager, Business Services	HR	2/17/2021
Manager, OBM	FISCAL	2/17/2021
Radio Dispatch Coordinator	PW	2/17/2021
IT Infrastructure Engineer 3	IT	2/18/2021
IT Infrastructure Engineer 4	IT	2/18/2021
Employment Testing Specialist	PRC	2/22/2021
Program Officer 2	TREA	2/23/2021
Manager, Investigation	CJFS	2/24/2021
Engineer 1	PW	2/24/2021
Security Lieutenant	SHER	2/24/2021
Board of Control Coordinator	FISCAL	2/26/2021
Supervisor, Principal Support Officer	CJFS	3/1/2021

Chairman Colaluca made a motion to approve the establishment of the eligibility lists as of the date posted to the PRC website; Commissioner Boseman seconded the motion. All were in favor, no objections.

c) Class Plan Recommendations

Chairman Colaluca made a motion to approve the recommended changes to the class plan; Commissioner Boseman seconded the motion. All were in favor, no objections.

d) 2019 and 2020 Appointments Reports

PRC Staff Attorney and Compliance Auditor Cynthia Sands made a presentation to the Commission regarding the 2020 Appointments report. Discussion ensued.

**6) EXECUTIVE SESSION**

a) Discussion of a Personnel Matter

Chairman Colaluca made a motion to close the meeting at 4:07 p.m. to discuss a personnel matter; Commissioner Boseman seconded the motion. All were in favor, no objections. The PRC went back on the record at 4:10 p.m.

Chairman Colaluca made a motion to approve PRC Director's recommendation to conditionally appoint Jessica Lambert to the position of PRC Intern, effective March 15, 2021; Commissioner Boseman seconded the motion. All were in favor, no objections.

**7) OTHER BUSINESS** – nothing submitted.

**8) ADJOURNMENT**

Chairman Colaluca made a motion to adjourn the meeting at 4:11 p.m.; Commissioner Boseman seconded the motion. All were in favor, no objections.