

**MEETING MINUTES**

Cuyahoga County Personnel Review Commission  
Wednesday, July 14, 2021  
9830 Lorain Avenue, Classroom 5  
Cleveland, Ohio 44102  
4:00 p.m.

**1) CALL TO ORDER**

Chairman Colaluca called the meeting to order at 4:19 p.m.

**2) ROLL CALL**

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

**3) APPROVAL OF MINUTES** from June 2, 2021

Chairman Colaluca made a motion to approve the meeting minutes from the June 2, 2021 PRC Meeting; Commissioner Southerington seconded the motion. All were in favor, no objections.

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

**5) NEW BUSINESS**

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

<b>Classification Title</b>	<b>Appointing Authority</b>	<b>Date List was Posted</b>
Correction Officer	SHER	3/24/2021
Budget and Planning Administrator	FISCAL	6/2/2021
ERP Business Systems Administrator	IT	6/2/2021
Area Construction Engineer	PW	6/2/2021
Secretary	DCFS	6/2/2021
Deputy Sheriff	SHER	6/7/2021
Administrative Assistant	HHS-DO	6/8/2021
Chief Surveyor	PW	6/9/2021
Security Officer 2	SHER	6/9/2021
Cashier	TREA	6/10/2021
Information Systems Analyst	IT	6/10/2021
Fiscal Specialist 2	FISCAL	6/11/2021
Emergency Call-Taker	PSJS	6/11/2021
Performance Consultant	IT	6/15/2021
Senior Account Clerk	FISCAL	6/16/2021
Correction Officer	SHER	3/24/2021
Job Coach	HR	6/17/2021

Administrative Officer	FISCAL	6/22/2021
Program Officer 1	DSAS	6/23/2021
Forensic Scientist 3 - Firearms & Toolmarks	MEO	6/23/2021
Social Service Aide 2	DCFS	6/23/2021
Employment Testing Specialist	PRC	6/29/2021
Program Officer 4	HHS-DO	6/29/2021
Fiscal Specialist 2	PW	6/30/2021
Correction Officer	SHER	7/2/2021
Classification and Compensation Specialist	PRC	7/6/2021
ERP Business Systems Administrator	HR	7/7/2021
Licensed Land Surveyor	PW	7/7/2021
Sewer Maintenance Worker	PW	7/7/2021
Social Service Worker 3	DCFS	7/9/2021
Contract Analyst	CJFS	7/12/2021

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

b) Class Plan Recommendations

Chairman Colaluca made a motion to approve the Class Plan Recommendations; Commissioner Southerington seconded the motion. All were in favor, no objections.

c) Temporary Appointments Report

PRC Staff Attorney Cynthia Sands presented the findings of the Temporary Appointments report; discussion ensued. Chairman Colaluca directed PRC Director Rebecca Kopcienski to draft a letter to County Council regarding the findings of the Temporary Appointments Report.

## 6) EXECUTIVE SESSION

a) Discussion of a Personnel Matter

b) Discussion of a Pending Litigation

Chairman Colaluca made a motion to close the meeting at 4:23 p.m. for Executive Session to discuss a personnel matter and pending litigation; Commissioner Southerington seconded the motion. The PRC went back on the record at 4:34 p.m.

Chairman Colaluca made a motion to retroactively accept the letter of resignation from Kenny Parker, Employment Testing Specialist, effective June 25, 2021; Commissioner Southerington seconded the motion. All were in favor, no objections.

Chairman Colaluca made a motion to retroactively accept the letter of resignation from Kimberly Hollman, Employment Testing Specialist, effective July 7, 2021; Commissioner Southerington seconded the motion. All were in favor, no objections.

Chairman Colaluca made a motion to retroactively accept the letter of resignation from Brett McBride Lipnis, Employment Testing Associate, effective July 9, 2021; Commissioner Southerington seconded the motion. All were in favor, no objections.

Chairman Colaluca made a motion to retroactively accept the letter of resignation from Brandon Flores-Hutton, Employment Testing Specialist, effective July 15, 2021; Commissioner Southerington seconded the motion. All were in favor, no objections.

Chairman Colaluca made a motion to approve the PRC Director's recommendation to reassign David Mizuta, Classification and Compensation Specialist, to the position of Employment Testing Specialist with a pay increase, effective July 19, 2021; Commissioner Southerington seconded the motion. All were in favor, no objections.

Chairman Colaluca made a motion to approve the PRC Director's recommendation to appoint Jessica Lambert to the position of Employment Testing Specialist, effective July 19, 2021; Commissioner Southerington seconded the motion. All were in favor, no objections.

Chairman Colaluca made a motion to approve the PRC Director's recommendation to appoint Ryan Walters to the position of Employment Testing Specialist, effective July 19, 2021; Commissioner Southerington 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 4:36 p.m.; Commissioner Southerington seconded the motion. All were in favor, no objections.