

MEETING MINUTES

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

1) CALL TO ORDER

Chairman Colaluca called the meeting to order at 4:04 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 at the start of the meeting; Commissioner Boseman arrived after roll call. A quorum was determined.

3) APPROVAL OF MINUTES from July 14, 2021

Chairman Colaluca made a motion to approve the meeting minutes from the July 14, 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

Classification Title	Appointing Authority	Date List was Posted
Supervisor, Social Services	DCFS	7/14/2021
Correction Officer	Sher	7/19/2021
Support Officer	CJFS	7/20/2021
Information Technology Project Manager	IT	7/22/2021
Case Manager	MEO	7/22/2021
Investigator	CJFS	7/22/2021
HR Generalist	HR	7/22/2021
Clerical Specialist	DCFS	7/23/2021
Program Officer 3	MEO	7/26/2021
Clerical Specialist	CJFS	7/27/2021
Payroll Officer	HR	7/28/2021
Correction Officer	Sher	7/29/2021
Senior Training Officer	DSAS	7/30/2021
Emergency Call-Taker	PSJS	7/30/2021
Program Officer 1	PSJS	7/30/2021

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

b) Request to Use a Pre-Existing Eligibility List

i) CJFS Requests to Use the Department of Development's Eligibility List for Contract Analyst

PRC Employment Testing Manager George Vaughan joined the PRC meeting remotely and presented CJFS's request to use the Department of Development's eligibility list for Contract Analyst; discussion ensued.

Chairman Colaluca made a motion to approve the Department of Development's request to use the eligibility list for Contract Analyst; Commissioner Southerington seconded the motion. All were in favor, no objections.

c) Class Plan Recommendations

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

d) Proposed Ordinance 02021-0012 Benefits for Corrections Officer Lieutenants

Human Resources Director Jesse Drucker addressed the Commission regarding proposed Cuyahoga County Ordinance 02021-0012, regarding benefits for Corrections Officer Lieutenants; discussion ensued.

Chairman Colaluca requested that an audit be conducted across the County to ensure that non-bargaining employees have benefits that are consistent with and equal to those of bargaining employees. HR Director Drucker affirmed that he would investigate the matter.

Chairman Colaluca stated that the ordinance would be taken under consideration for the required posting period of 20 days, after which the PRC would make its recommendation to County Council at the September 2021 meeting.

e) Proposed Ordinance 02021-00XX Straight Time Payout for Selected IT Workers

Deputy Director of Information Technology Jack Rhyne addressed the Commission regarding proposed Cuyahoga County Ordinance 02021-00XX, regarding compensation for IT employees who accrued exchange time they were not able to use; discussion ensued.

Chairman Colaluca requested that an audit be conducted County-wide to identify any additional employees who may have been affected by loss of exchange time during the COVID-19 pandemic; HR Director Jesse Drucker affirmed that he would investigate the matter.

Chairman Colaluca stated that the ordinance would be taken under consideration for the required period of 20 days, after which the PRC would make its recommendation to County Council at the September 2021 meeting.

6) EXECUTIVE SESSION

a) Discussion of a Personnel Matter

Chairman Colaluca made a motion to close the meeting at 4:20 p.m.; Commissioner Boseman seconded the motion. All were in favor, no objections. The PRC went back on the record at 4:28 p.m.

Chairman Colaluca made a motion to approve the PRC Director's recommendation to appoint Alexandra Hamame to the position of Classification and Compensation Specialist, effective August 9, 2021; Commissioner Boseman seconded the motion. All were in favor, no objections.

7) OTHER BUSINESS

PRC Director Rebecca Kopcienski addressed the Commission regarding the County's updated mask mandate. Additionally, Director Kopcienski informed the Commission that the September PRC meeting would be rescheduled from September 1 to September 8.

8) ADJOURNMENT

Chairman Colaluca made a motion to adjourn the meeting; Commissioner Boseman seconded the motion. All were in favor, no objections. The PRC meeting was adjourned at 4:29 p.m.