

MEETING MINUTES

Cuyahoga County Personnel Review Commission

Monday, July 20, 2020

PRC Meeting will be Conducted as a

Teleconference Via Webex

4:30 p.m.

1) CALL TO ORDER

Chairman Boseman called the meeting to order at 4:33 p.m.

2) ROLL CALL

Chairman Boseman asked Senior Administrative Assistant Shannon Carney to call the roll. All commissioners were present. A quorum was determined.

3) APPROVAL OF MINUTES from June 3, 2020

Chairman Boseman made a motion to approve the meeting minutes from June 3, 2020; Commissioner Colaluca seconded the motion. All were in favor, no objections.

4) PUBLIC COMMENT – Nothing submitted.

5) NEW BUSINESS

a) PRC Proposed Rule Change – 10.03 Merging New Names into an Existing Eligibility List

PRC Director Rebecca Kopcienski explained the proposed change to PRC Administrative Rule 10.03 to expand the PRC’s ability to merge lists under circumstances when applicants are unable to attend a test because of circumstances arising from a public health emergency. The Director advised the Commissioners that the Rule change will be posted for twenty (20) days in accordance with the PRC’s Administrative Rules and will be presented for their formal consideration at the next PRC meeting.

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

ERP Information Systems Analyst - HRIS	IT	6/2/2020
Manager, Financial Reporting	FISCAL	6/3/200
Senior Database Administrator	IT	6/9/2020
ERP Information Systems Analyst - Procurement	IT	6/9/2020
ERP Information Systems Analyst - Fiscal	IT	6/15/2020
Supervisor, Employment & Family Service	DCFS	6/15/2020
ERP Information Systems Analyst - Fiscal	IT	6/29/2020
Service Desk Analyst	IT	6/29/2020
Payroll Officer	HR	6/29/2020
ERP Information Systems Analyst - HRIS	IT	6/29/2020

Fiscal Specialist 3	FISCAL	7/6/2020
Database Developer	DCFS	7/10/2020
Early Childhood Mental Health Therapist	DCFS	7/13/2020
Administrator, Social Program 3	DCFS	7/14/2020
Supervisor, Employment & Family Service	CJFS	7/15/2020

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

c) Request for Retroactive Approval of Eligibility List Extension

Manager of Employment Testing George Vaughan presented a request from Public Safety & Justice Services to retroactively extend the eligibility list for Emergency Dispatcher. The current list expired on July 1, 2020 and the PRC could not take action on the request before the list expired. Chairman Boseman made a motion to approve the request for retroactive approval of the request to extend the current eligibility list until October 1, 2020. Chairman Colaluca made a motion to approve the request retroactively; Commissioner Colaluca seconded the motion. All were in favor, no objections.

d) Non-Bargaining Class Plan Recommendations

Chairman Boseman made a motion to accept the non-bargaining class plan recommendations. Commissioner Colaluca seconded the motion. All were in favor, no objections.

6) OTHER BUSINESS – nothing submitted.

7) ADJOURNMENT

Chairman Boseman made a motion to close the meeting at 4:41 p.m. Commissioner Colaluca seconded the motion. All were in favor, no objections.