

MEETING MINUTES

Special Meeting

Cuyahoga County Personnel Review Commission

Wednesday, August 15, 2018

2429 Superior Viaduct, 3rd Floor

Cleveland, Ohio 44113

8:00 a.m.

1) CALL TO ORDER

Chairwoman Southerington called the meeting to order at 8:26 a.m.

2) ROLL CALL

Chairwoman Southerington asked AA2 Phil Tomko to call the roll. Chairwoman Southerington and Commissioner Colaluca were present; Commissioner Boseman was absent, and a quorum was determined.

3) PUBLIC COMMENT—Nothing submitted

4) NEW BUSINESS

a) PRC Revised Travel Policy – Resolution 2018-003

Director Rebecca Kopcienski presented the updated Travel Policy to the Commissioners. Discussion ensued between the Director and the Commissioners. Chairwoman Southerington made a motion to approve Resolution 2018-003; Commissioner Colaluca seconded the motion. All were in favor; no objections.

5) EXECUTIVE SESSION —Nothing submitted

6) OTHER BUSINESS

Director Rebecca Kopcienski recommended to the Commissioners to hire David Mizuta to the part-time position of Intern, and discussion ensued. Commissioner Southerington made a motion to appoint David Mizuta to the position of PRC Intern; Commissioner Colaluca seconded the motion. All were in favor; no objections.

7) ADJOURNMENT

Commissioner Southerington made a motion to adjourn the meeting at 8:31 a.m.; Commissioner Colaluca seconded. All were in favor; no objections.

The next Personnel Review Commission Meeting is scheduled for Wednesday, September 5th, 2018 at 4:00 p.m. at the PRC office located at 2429 Superior Viaduct, 3rd Floor. Free parking is available in the front lot of the building. Persons needing accommodations to attend and participate in the meeting should contact the agency at 216-698-2975.

Travel Requests

Employee Name	Event	Sponsoring Organization	Dates of Travel	Location	Expenses	Approved by
Rebecca Kopcienski	Little's Ohio Employer Conference 2018	Little Mendelson P.C.	10.18.18	Mayfield Heights	\$ 157.99	Debbie Southerington
Sara DeCaro	Little's Ohio Employer Conference 2018	Little Mendelson P.C.	10.18.18	Mayfield Heights	\$ 140.00	Rebecca Kopcienski
Rebecca Kopcienski	HR Analytics: Virtual Seminar	Society for Human Resource Management	11.29.18 - 12.20.18	No travel	\$1,195.00	Debbie Southerington