

MEETING MINUTES

Cuyahoga County Personnel Review Commission
Wednesday, January 11, 2023
9830 Lorain Ave., Classroom 5
Cleveland, Ohio 44102
4:00 p.m.

1) CALL TO ORDER

Commissioner Boseman called the meeting to order at 4:04 p.m.

2) ROLL CALL

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

3) APPROVAL OF MINUTES from December 7, 2022

Commissioner Boseman made a motion to approve the meeting minutes from the December 7, 2022 PRC meeting; Commissioner Colaluca 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

Fiscal Specialist 2	FO	12/2/2022
C.A.D. Technician 1	FISC	12/2/2022
Sheriff's Clerk (Level 2)	SHER	12/5/2022
Administrative Hearing Officer	CJFS	12/6/2022
HHS Training Specialist	HHS	12/6/2022
Senior Superintendent, Facilities	PW	12/7/2022
Social Service Worker 3	DCFS	12/8/2022
Budget and Planning Administrator	FISC	12/9/2022
Senior Employment Service Specialist	CJFS	12/9/2022
Program Officer 3	CJFS	12/9/2022
Service Desk Analyst	IT	12/12/2022
Service Desk Specialist	IT	12/12/2022
Supervisor Social Services	DCFS	12/12/2022
Accountant 3	FISC	12/12/2022
Multisystemic Therapist	DCFS	12/12/2022
Purchasing Agent	FISC	12/12/2022
Emergency Management Specialist	PSJS	12/13/2022
HR Generalist	HR	12/13/2022

WAN Engineer 2	IT	12/13/2022
Administrative Assistant 1	DCFS	12/13/2022
Airport Operations Technician II	PW	12/15/2022
Administrative Hearing Officer	CJFS	12/19/2022
Program Officer 3	Treasury	12/20/2022
Support Officer	CJFS	12/20/2022
Senior Payroll Officer	Fiscal	12/20/2022
Deputy Sheriff	SHER	12/20/2022
Database Developer	HHS-DO	12/20/2022
Project Inspector	PW	12/21/2022
Social Service Worker 3	DCFS	12/22/2022
Supervisor, Sewer Maintenance	PW	12/22/2022
Manager, Technical Services	IT	12/27/2022
Maintenance Mechanic 1	PW	12/27/2022
Budget and Planning Administrator	FISC	12/27/2022
Program Officer 2	SHER	12/28/2022
Family and Children First Council Service Coordinator	HHS-DO	12/28/2022
Sheriffs Clerk (Level 2)	SHER	12/30/2022
Supervisor, Principal Support Officer	CJFS	12/30/2022
Fiscal Specialist 2	Dev	1/3/2023
Emergency Call-Taker	PSJS	1/3/2023
Custodial Worker	PW	1/4/2023
Employee and Labor Relations Specialist 1	HR	1/4/2023
Mechanic II	PW	1/6/2023
Senior Contract Compliance Officer	FISC	1/6/2023

PRC Testing Manager George Vaughan addressed the Commission regarding the establishment of the eligibility lists as of the date posted to the PRC website. Discussion ensued.

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

b) Request to use a pre-existing Eligibility List

i) Sheriff's Department request to use Human Resources' eligibility list for Human Resources Generalist

PRC Testing Manager George Vaughan addressed the Commission regarding the Sheriff's Department's request to use a pre-existing eligibility list. Discussion ensued.

Commissioner Boseman made a motion to approve the Sheriff's Department's request to use Human Resources' eligibility list for Human Resources Generalist; Commissioner Colaluca seconded the motion. All were in favor, no objections.

c) Class Plan Recommendations

PRC Classification and Compensation Manager Albert Bouchahine addressed the Commission regarding the Class Plan recommendations. Discussion ensued.

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

d) PRC Resolution 2023-001 3% COLA for PRC Employees

PRC Director Rebecca Kopcienski addressed the Commission regarding PRC Resolution 2023-001. Discussion ensued.

Commissioner Boseman made a motion to approve PRC Resolution 2023-001 3% COLA for PRC Employees; Commissioner Colaluca seconded the motion. All were in favor, no objections.

e) PRC Audit Plan

PRC Director Rebecca Kopcienski and PRC Staff Attorney and Compliance Audit Manager Cynthia Sands addressed the Commission regarding the PRC Audit Plan. Discussion ensued.

6) OTHER BUSINESS – Nothing submitted.

7) ADJOURNMENT

Commissioner Boseman made a motion to adjourn the meeting at 4:25 p.m.; Commissioner Colaluca seconded the motion. All were in favor, no objections.