

## **MEETING MINUTES**

Cuyahoga County Personnel Review Commission

Wednesday, April 2, 2025

9830 Lorain Ave., Classroom 5

Cleveland, Ohio 44102

4:00 p.m.

### **1) CALL TO ORDER**

PRC Commissioner Debbie Southerington called the meeting to order at 4:01 p.m.

### **2) ROLL CALL**

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

### **3) APPROVAL OF MINUTES** from March 5, 2025

Commissioner Southerington made a motion to approve the meeting minutes from the March 5, 2025 PRC meeting; Commissioner Colaluca seconded the motion. All were in favor, no objections.

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

### **5) NEW BUSINESS**

#### **a) Appeals**

##### **i) Kristina Himes – Recommendation for Dismissal**

Ms. Himes was present and addressed the Commission. Assistant Law Director Alejandro Cortes addressed the Commission on behalf of the County. Discussion ensued.

Commissioner Southerington made a motion to adjourn the meeting for deliberations; Commissioner Colaluca seconded the motion. All were in favor, no objections. The meeting was adjourned at 4:17 p.m.

Commissioner Southerington called the meeting to order at 4:43 p.m.

Commissioner Southerington made a motion to not accept the PRC Director's recommendation to dismiss the appeal, to accept jurisdiction on the appeal, and to assign the appeal to the Hearing Officer; Commissioner Colaluca seconded the motion. All were in favor, no objections.

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

Social Service Worker 3	DCFS	3/3/2024
Senior Supervisor, Sewer Maintenance	PW	3/3/2024
Veterinary Technician	PW	3/3/2025
Emergency Management Hazmat Analyst	PSJS	3/4/2025
Area Construction Engineer	PW	3/4/2025
Senior Training Officer	HHSDO	3/6/2025
Purchasing Analyst	PW	3/10/2025
Supervisor, Fleet Services	PW	3/13/2025
Administrator, Social Program 6	DCFS	3/13/2025
Applications Analyst	IT	3/14/2025
Service Desk Analyst	IT	3/14/2025
Supervisor, Administrative Support	HHSDO	3/14/2025
Commercial/Industrial Appraiser	FISC	3/14/2025
Deputy Dog Warden	PW	3/17/2025
Manager, Financial Reporting	FISC	3/17/2025
Family Service Aide 2	DSAS	3/17/2025
Imam	SHER	3/17/2025
Administrator, Social Program 1	HHSDO	3/18/2025
Administrative Assistant 2	TREA	3/18/2025
Supervisor, Payroll	FISC	3/19/2025
Deputy Sheriff Cadet	SHER	3/24/2025
Corrections ADA Coordinator	SHER	3/24/2025
Administrative Hearing Officer	CJFS	3/24/2025
Construction Specialist	PW	3/24/2025
Financial Reporting Accountant	FISC	3/24/2025
Engineer 1	PW	3/25/2025
Custodial Worker	PW	3/26/2025
Senior Account Clerk	TREA	3/27/2025
Volunteer Coordinator	PW	3/27/2025

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 Southerington 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.

c) Class Plan Recommendations

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

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

## **6) EXECUTIVE SESSION**

### **a) Discussion of Personnel Matter**

Commissioner Southerington made a motion to close the meeting at 4:45 p.m.; Commissioner Colaluca seconded the motion. The PRC came back on record at 5:01 p.m.

Commissioner Southerington made a motion to approve the Director's recommendation for a merit pay increase for Shannon De Sciscio, retroactive to January 12, 2025; Commissioner Colaluca seconded the motion. All were in favor, no objections.

## **7) OTHER BUSINESS – Nothing submitted.**

## **8) ADJOURNMENT**

Commissioner Southerington made a motion to adjourn the meeting; Commissioner Colaluca seconded the motion. All were in favor, no objections. The meeting was adjourned at 5:02 p.m.