

MINUTES
Cuyahoga County Human Resources Commission
Wednesday, May 18, 2011
Cuyahoga County Administration Bldg.
Multi-purpose Room, 4th Floor
5:00 p.m.

1. CALL TO ORDER

Kathleen Palmer, Commissioner of the Commission began the meeting at 5:06 p.m. and welcomed Robert Wolff (who participated via phone conference). Kathleen Palmer made a motion to approve the minutes from the May 4, 2011 meeting. This was seconded by Angela Simmons, with no objections.

2. ATTENDANCE

Carolyn Pfiffner, Albert Bouchahine, Lisa Durkin, Kathleen Palmer, David Lambert, Angela Simmons, Elise Hara, Matthew Hawes and Robert Wolff (via phone conference).

3. IMPACT UPON HRC OF A.G. OPIONION (Legal Representation)

- a) County Prosecutor's office is official legal representative for HRC
 - i. David Lambert, Chief of the Civil Division of the Cuyahoga County Prosecutor's office, agreed
 - ii. Discussion of need to coordinate role of legal counsel for the Executive with assigned attorney(s) from the Prosecutor's office

4. STATUS RULEMAKING

- a) Draft of HRC Rules
 - i. Opinion of David Lambert regarding rules
 - Matthew Hawes almost finished with complete draft for review. He will complete task for review by HRC and Prosecutor's office
 - Elise Hara
 - a. Clarification from David Lambert regarding rules
 - b. Discussion
 - ii. Pending issues
 - None noted
- b) Status of A.G.'s opinion regarding offices without reporting to County Executive
 - i. Classified employees
 - Discussion of need to contact SPBR and advisability of securing a binding opinion from Attorney General
 - ii. David Lambert
 - Discussion about rules, P&P, ethics and SPBR
 - HRC vs. SPBR ?
 - a. Classified employees (staff appeals)
 - b. Administrative Judge opinion

5. STAFFING ISSUES

- a) Administrator/status of applications
 - i. Commissioners reviewing
 - Additional time needed
- b) Interview dates
 - i.. Tabled for June 1, 2011 meeting
 - New times and dates to be determined
- c) Hearing Officers
 - i. Questions regarding RFQ
 - Discussion
 - Procurement and Diversity process
 - a. Lisa Durkin updated Commissioners on process (scoring)
 - b. Individual or Group ?
 - c. Approval of Council or Executive ?
 - d. Discussion from Dave Lambert
 - Hourly rate vs. assignment of work
 - Prep work for cases

Kathleen Palmer made a motion to approve RFQ, seconded by Angela Simmons, no objections.

6. EXECUTIVE SESSION

7. APPROVAL OF WHISTLEBLOWER HOTLINE POSTING

- a) Provided to agencies under Charter
 - i. Posted and distributed

8. PUBLIC COMMENT

(Nothing submitted)

9. OTHER BUSINESS

- a) Elise Hara
 - i. Offer of Employment to fill Deputy Director of Employment and Labor Relations

Kathleen Palmer made a motion to adjourn meeting at 6:05 p.m. Angela Simmons seconded motion, no objections.