

MINUTES
Cuyahoga County Human Resources Commission
Wednesday, August 3, 2011
Cuyahoga County Administration Building
Multi-purpose Room, 4th Floor
5:00 p.m.

1. CALL TO ORDER

Robert Wolff, Chairman of the Commission began the meeting at 5:02 p.m. and made a motion to approve the minutes from the July 20, 2011 meeting. This was seconded by Kathleen Palmer, no objections.

2. ATTENDANCE

Carolyn Pfiffner, Angela Simmons, Albert Bouchahine, Sara DeCaro, Kathleen Palmer, Lisa Durkin, Robert Wolff, Elise Hara, Matthew Hawes, Joyce Edwards, Jim Battigaglia and two individuals (general public).

3. RULEMAKING

- a) Chairman Wolff requested a brief overview of the job classification plans
 - i. Elise Hara
 - Proposed New Classification Summary
 - a. Overview and future of H/R
 - b. Experience for all County agencies
 - c. H/R Specialist, H/R Analyst, Recruitment and Retention Manager and Training Manager (currently 3 SPHR and 3 PHR).
 - d. Chairman Wolff agreed with summary of classification plans and noted need for experience, this was seconded by Commissioner Palmer.
 - e. Charter/Ethics mandated
 - ii. Archer
 - Jim Battigaglia's presentation to the HRC
 - iii. HRC Rules
 - Chairman Wolff and Commissioner Palmer thanked Matthew Hawes for his work on creating the rules
 - a. Present to H/R Commission on August 18, 2011
 - b. Submit to County Council on August 23, 2011

Robert Wolff made a motion to submit the four new Job Classifications to County Council for approval. This was seconded by Kathleen Palmer, no objections.

Robert Wolff made a motion to submit the HRC Administrative Rules to County Council for approval. This was seconded by Kathleen Palmer, no objections.

4. EXECUTIVE SESSION

5. OTHER BUSINESS

- a) HRC Hearing Officer applicants
 - i. Review of listing, ratings and RFQ requirements
 - Include employment litigation experience and rating points
 - a. Albert Bouchahine to prepare
 - ii. Selection of HRC Administrator

6. PUBLIC COMMENT

(Nothing submitted)

7. ADJOURNMENT

Robert Wolff, Chairman of the Commission ended the meeting at 6:20 p.m. and made a motion to adjourn. This was seconded by Kathleen Palmer, no objections.

Next HRC meeting scheduled for Wednesday, August 17, 2011.