

MINUTES
Cuyahoga County Human Resource Commission
Wednesday, May 16, 2012
Lakeside Place Building
323 W. Lakeside Avenue, Suite 400
5:00 p.m.

1) CALL TO ORDER

Chairman Wolff called the meeting to order at 5:05 p.m. Commissioner Palmer made a motion to approve the minutes from the May 2, 2012 meeting. Commissioner Simmons seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Chairman Robert Wolff, Commissioner Kathleen Palmer, Commissioner Angela Simmons, Administrator Rebecca Kopcienski, Coordinator Jessica Vezina, Assistant Prosecutor Sara DeCaro, Assistant Prosecutor Barbara Marburger, Director of Development Larry Benders, Assistant Law Director Joe Boatwright, Kerin Kaminski of Giffen & Kaminski, Human Resources Director Elise Hara, Human Resources Recruitment & Retention Manager Albert Bouchahine and Joyce Burke-Jones.

3) PUBLIC COMMENT ó

- a) Ms. Kerin Kaminski of Giffen & Kaminski, LLC. presented her concerns regarding prehearing conferences. Discussion ensued. Chairman Wolff would like to discuss this further with the Hearing Officers and has extended an invitation to the Hearing Officers and Giffen & Kaminski to attend the next HRC meeting on June 6, 2012.
- b) Director Benders and Ms. Burke-Jones were present and spoke with the Commission regarding the position of Sustainability Officer relevant to Ms. Burke-Jones's appeal. Discussion ensued.

4) UNFINISHED BUSINESS

- a) Hearing Guidelines - Postponed until June 6, 2012 HRC meeting
- b) Proposed HRC Administrative Rule Changes
Commissioner Simmons made a motion to approve the HRC Administrative Rule Changes. Commissioner Palmer seconded the motion. All were in favor; no objections.

5) NEW BUSINESS

- a) Appeals
 - i) Salvatore-Lefor, G. ó Recommended Dismissal of Appeal
Administrator Kopcienski advised the Commission that this appeal was in fact filed timely since the HRC had received confirmation of mailings from Human Resources that supported the assessment of timeliness. Commission agreed to assign to a Hearing Officer for scheduling.
 - ii) Burke-Jones, J. ó Report & Recommendation
Chairman Wolff made a motion to affirm the Report & Recommendation submitted by the Hearing Officer; Commissioner Palmer seconded the motion. All were in favor; no objections.

- iii) Perez, M. ó Report & Recommendation
Chairman Wolff made a motion to affirm the Report & Recommendation submitted by the Hearing Officer; Commissioner Palmer seconded the motion. All were in favor; no objections. The Commission would also like to thank Mr. Perez for his many valuable years of service to the County.
 - iv) Williams, T. ó Report & Recommendation
Chairman Wolff made a motion to affirm the Report & Recommendation submitted by the Hearing Officer; Commissioner Simmons seconded the motion. All were in favor; no objections.
- 6) EXECUTIVE SESSION ó Procedural Questions
Commissioner Simmons made a motion to go into Executive Session to discuss Procedural Questions; seconded by Chairman Wolff, approved by unanimous vote.
- 7) PUBLIC COMMENT ó Nothing submitted.
- 8) OTHER BUSINESS
- a) Discussion ensued regarding the language currently used in the Human Resources Department Action Notices to employees regarding appeal rights with the HRC. The Commission was provided with copies of new language that had been developed to address their concerns.
 - b) Assistant Prosecutor Marburger spoke with the Commission regarding her attendance at County Council's Committee on Proposed Charter Amendments. Discussion ensued.
- 9) ADJOURNMENT
Commissioner Palmer made a motion to adjourn the meeting at 7:40 p.m. Chairman Wolff seconded the motion. All were in favor; no objections.

Next Human Resource Commission meeting is scheduled for Wednesday, June 6, 2012 at 5:00 p.m. at Lakeside Place (323 W. Lakeside Avenue, Suite 400)