

MINUTES  
Cuyahoga County Human Resource Commission  
Thursday, July 5, 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 5:00 p.m. Commissioner Simmons made a motion to approve the minutes from the June 20, 2012 meeting. Commissioner Palmer seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Chairman Robert Wolff, Commissioner Kathleen Palmer, Commissioner Angela Simmons, HRC Administrator Rebecca Kopcienski, HRC Coordinator Jessica Vezina, Assistant Prosecutor Sara DeCaro, Assistant Law Director Joe Boatwright, Sheriff's Department Health Care Services Manager Christine Dubber, Sheriff's Department Medical Director John Barnett M.D., Director of Corrections Ken Kochevar, Fiscal Office Internal Auditor Valerie Harry, Public Works Director Bonnie Teeuwen, Jim Battigaglia, Attorney Peggy Foley Jones, Deputy Director HR Operations Lisa Durkin, and Human Resources Recruitment & Retention Manager Albert Bouchahine.

3) PUBLIC COMMENT – Nothing Submitted.

4) UNFINISHED BUSINESS

a) Proposed Rule Change – Direct Deposit

Commissioner Simmons made a motion to adopt the ordinance endorsing the direct deposit requirements; Commissioner Palmer seconded the motion. All were in favor; no objections.

b) Rule Change: Proposed Classifications

i) Information Services Center –

Commissioner Simmons made a motion to approve the twenty-seven (27) new classifications that are the first group to be proposed for ISC, and also approve the proposed new Salary Schedule (B); Commissioner Palmer seconded the motion. All were in favor; no objections.

ii) Sheriff –

Commissioner Simmons made a motion to approve the nine (9) new classifications within the Sheriff's Medical Department, and also approve the proposed new Salary Schedule (A); Commissioner Palmer seconded the motion. All were in favor; no objections.

5) NEW BUSINESS

a) Appeals

i) Ivy, C. – Recommendation for dismissal of appeal

Chairman Wolff made a motion to dismiss this appeal due to lack of jurisdiction; Commissioner Palmer seconded the motion. All were in favor; no objections.

ii) Coleman-Eads, D. - Report and 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.

iii) Hill, C. – Report and Recommendation

Commissioner Simmons made a motion to affirm the Report & Recommendation submitted by the Hearing Officer; Commissioner Palmer seconded the motion. All were in favor; no objections.

iv) Hodge, M. - Report and Recommendation

Commissioner Simmons made a motion to affirm the Report & Recommendation submitted by the Hearing Officer; Commissioner Palmer seconded the motion. All were in favor; no objections.

v) Kropac, B. – Report and Recommendation

Commissioner Simmons made a motion to affirm the Report & Recommendation submitted by the Hearing Officer; Commissioner Palmer seconded the motion. All were in favor; no objections.

vi) Walsh-DeJesus, M. – Report and Recommendation

Commissioner Palmer made a motion to affirm the Report & Recommendation submitted by the Hearing Officer; Commissioner Simmons seconded the motion. All were in favor; no objections.

b) Rule Change – Proposed Classifications

i) Internal Audit Committee – Staff Auditor

Internal Auditor Harry was present and explained to the Commissioners the need to hire two staff auditors in this department. Discussion ensued. The positions have been posted (6/27/12 – 7/18/12) on the Human Resource Commission’s website and can be acted upon by the Commissioners at the next meeting.

ii) Public Works – Veterinarian Technician

Director Teeuwen was present and explained to the Commissioners that this is a newly created position. By filling this position, Director Teeuwen stated this will free up time for the deputy dog wardens to be out on the streets performing their duties. Discussion ensued. The position has been posted (6/27/12 – 7/18/12) on the Human Resource Commission’s website and can be acted upon by the Commissioners at the next meeting.

c) Proposed Rule Changes – HRC Administrative Rules

Assistant Prosecuting Attorney Marburger submitted two changes to Administrator Kopcienski regarding failure to appear at the hearings. Discussion ensued. These changes will be posted on the Human Resource Commission’s website once complete.

- 6) EXECUTIVE SESSION – 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 – Nothing Submitted.
- 8) OTHER BUSINESS – Nothing Submitted
- 9) ADJOURNMENT  
Commissioner Palmer made a motion to adjourn the meeting at 7:10 p.m. Chairman Wolff seconded the motion. All were in favor; no objections.

Next Human Resource Commission meeting is scheduled for Wednesday, July 18, 2012 at 5:00 p.m. at Lakeside Place (323 W. Lakeside Avenue, Suite 400).