

MINUTES
Cuyahoga County Human Resource Commission
Wednesday, August 15, 2012
Lakeside Place Building
323 W. Lakeside Avenue, Suite 400
5:00 p.m.

1) CALL TO ORDER

Commissioner Simmons called the meeting to order at 5:05 p.m. Commissioner Palmer made a motion to approve the minutes from the August 1, 2012 meeting. Commissioner Simmons seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Chairman Robert Wolff (phoned in), Commissioner Kathleen Palmer, Commissioner Angela Simmons, HRC Administrator Rebecca Kopcienski, HRC Coordinator Jessica Vezina, Assistant Prosecutor Barb Marburger, Assistant Law Director Amy Marquit Renwald, Attorney Melissa Laubenthal from Giffen and Kaminski, LLC.

3) PUBLIC COMMENT – Nothing Submitted.

4) UNFINISHED BUSINESS

- a) Ordinance No. 02012-0005 – Proposed Ordinance prohibiting inquiries about or consideration of criminal convictions of applicants for Cuyahoga County employment positions until the applicant has been offered conditional employment; establishing the criterion under which criminal records may be considered; and establishing exceptions

Commissioner Palmer and Chairman Wolff expressed their desire that Human Resources department remain vigilant when looking into criminal backgrounds. All were in favor of this ordinance; no objections.

5) NEW BUSINESS

a) Appeals

- i) Cale, N. – Report and Recommendation – update on Motions filed to date
Attorney Laubenthal stated that she would submit the Appellee's objection by Thursday, August 16, 2012. To be acted upon at the September 5, 2012 meeting.

- ii) Jones, R. – Recommendation for dismissal of appeal
Commissioner Simmons made a motion to dismiss this appeal due to lack of jurisdiction; Commissioner Palmer seconded the motion. All were in favor; no objections.

b) Proposed HRC Administrative Rules and Hearing Guidelines

Administrator Kopcienski advised that proposed Rules have been posted since August 13, 2012 and can be acted upon at the next meeting, following any discussion about proposed changes.

c) **Renewal of contracts for Hearing Officers**

Administrator Kopcienski provided data on Hearing Officers' work to date, and recommended that the Commission request their contracts be extended, noting five of the six hearing officers desire to continue serving in this role. Commissioner Simmons asked Administrator Kopcienski to prepare additional data for their review. Discussion ensued.

6) **PUBLIC COMMENT** – Nothing Submitted.

7) **OTHER BUSINESS** – APA Marburger provided a legal opinion on the Human Resource Commission's jurisdiction in appeals alleging retaliation for whistleblowing by appellants represented by bargaining units whose contract provides for a final and binding arbitration of grievances.

8) **ADJOURNMENT**

Commissioner Palmer made a motion to adjourn the meeting at 5:30p.m. Commissioner Simmons seconded the motion. All were in favor; no objections.

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