



# CUYAHOGA COUNTY BOARD OF REVISION

Whitlatch Building  
1910 Carnegie Avenue  
Cleveland, Ohio 44115

(216) 443-7195 / Ohio Rely Service 711 / (216) 443-8282 (fax)

## Minutes

### Special Meeting of the Statutory Members of the Cuyahoga County Board of Revision March 24, 2014 at 3:30 PM

Required legal notices were provided and posted. The meeting was held at Courthouse Square, 310 Lakeside Avenue, 7<sup>th</sup> Fl., Cleveland, OH 44115. The meeting was called to order at 3:37 PM by **Matt Carroll**, Chief of Staff, representing Cuyahoga County Executive, Edward FitzGerald, Board Chairman, pursuant to Ohio Revised Code Section 5715.09. The roll was called. Present were:

- **Matt Carroll**, Chief of Staff
- **Mark A. Parks, Jr.**, Cuyahoga County Fiscal Officer
- **David Greenspan**, Cuyahoga County Council

The Minutes of the March 13, 2014 meeting were approved as presented. A Motion was made by **Greenspan** and seconded by **Parks**.

**Carroll** asked for any public comment. No public comments were made.

**Carroll** asked for any new business and opened the discussion on the Personnel Agenda. Shelley Davis, Administrator of the Board of Revision, announced that one of the 12 applicants recommended for employment as a Hearing Officer declined the offer, therefore another applicant was recommended. Additionally, a list of alternates were identified in the event the selected applicant declines employment or is ineligible for employment pursuant to Human Resource's requirements

Davis submitted the names of the applicant recommended for employment and three alternates as follows:

Recommended for Employment: Robert Hennessey

Alternates: Edwin Kocin  
Gregory Conte  
Phillip Nicholson

A Motion was made by **Parks** and seconded by **Greenspan** to accept the applicant recommendation for employment for the position of Hearing Officer and three alternates as listed above.

Davis continued with a request for approval to hire up to five applicants on an “as needed” basis as 120 day part time County employees in the job classification of Clerk for the Board. In the event the selected applicant declines employment or applicant is ineligible for employment pursuant to Human Resource’s requirements, the Board recommends the following alternate applicants for employment in the order as listed.

Recommended for Employment: Lonnita Deadwyler  
Rosetta Jordan  
Angelo Jacobs

Alternates: Fayth Sims  
Brandi Johnson  
Marcelle Eades  
Darlene McKinley

A Motion was made by **Greenspan** and seconded by **Parks** to accept the recommendation for employment of up to five applicants on an “as needed basis” as 120 day part time County Employees in the job classification of Clerk for the Board of Revision in the order as listed above.

**Carroll** asked for any other business. Davis asked that the requirement of sending Certified Mail to deliver statutory required notices be waived to allow the Board to send all notices via electronic transmittal, i.e., email, fax, or by regular mail. Davis stated that all recipients of such notices will be informed of the change and will be able to opt out if needed. Davis states that eliminating the use of Certified Mail will result in approximately \$14,000 in savings and a decrease in manpower.

A Motion was made by **Parks** and seconded by **Greenspan** to approve the request to waive the use of Certified Mail to deliver statutory required notices, and that recipients will receive notice of this action with option to opt out.

**Greenspan** asked for an updated figure of claims at the Board. Davis responded that the Board is down 3,400 cases and expect to have received approximately 10,000 by March 31, 2014.

**Greenspan** suggested that a public notice for all Statutory Board of Revision meetings and Agenda be placed on the first page of the County Executive’s website. Davis stated that the public meeting notices are currently posted on the Board’s website and at the Whitlatch Building.

As there was no further business before the BOR, **Carroll** called for a Motion to Adjourn. The Motion was seconded by **Parks**. The meeting was adjourned at 3:43 PM.

**Minutes Recorded by: Bonnie Inniss**