

MINUTES
Cuyahoga County Personnel Review Commission
Wednesday, September 2, 2015
2429 Superior Viaduct, 3rd Floor
Cleveland, OH 44113
5:00 p.m.

1) CALL TO ORDER

Chairman Colaluca called the meeting to order at 5:00 p.m.

Commissioner Wolff made a motion to approve the minutes from the August 19, 2015 meeting; Chairman Colaluca seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Chairman Tom Colaluca, Commissioner Debbie Southerington, Commissioner Robert Wolff, PRC Administrator Rebecca Kopcienski, PRC Staff Attorney Sara DeCaro, PRC Manager of Employment Testing George Vaughan, PRC Manager of Classification & Compensation, Assistant Prosecuting Attorney Nora Graham and Assistant Law Director Amy Marquit Renwald, Attorney James Budzik

3) PUBLIC COMMENT – None Submitted

4) UNFINISHED BUSINESS –

a) Appeals

i) Steven Kallman – Report & Recommendation

Attorney Budzik and Assistant Law Director Renwald informed the Commissioners that the settlement agreement had been signed by all parties and implemented by HR. Questions were raised as to the appropriate procedure from this point; Staff Attorney DeCaro advised they should file a motion for withdrawal if the matter has been resolved. The parties indicated they would do so.

5) NEW BUSINESS

a) Appeals

ii) Darla Markham – Report & Recommendation

Commissioner Wolff moved to accept the Hearing Officer's recommendation to dismiss the appeal based on Ms. Markham's withdrawal of her appeal; Commissioner Southerington seconded the motion. All were in favor; no objections.

b) Establishment of the Eligibility Lists

Accountant 2 – Public Works – 08/25/15

Registered Nurse – Sheriff's Department – 8/26/15

Social Services Supervisor – Division of Children & Family Services – 09/01/15

Chairman Colaluca made a motion to establish the eligibility lists effective the date the positions were posted on the PRC website: Commissioner Wolff seconded the motion. All were in favor; no objections.

Commissioner Southerington advised the staff develop a procedure to govern the process of merging lists and the details of retention of names from earlier certified lists.

c) Proposed PRC Policy – Attendance

Administrator Kopcienski asked the Commissioners to delay consideration of this proposed policy until the next meeting. They agreed to do so.

6) EXECUTIVE SESSION – Discussion of PRC Personnel Matters

A motion was made by Chairman Colaluca, seconded by Commissioner Wolff and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing PRC personnel matters.

Executive Session was then called to order by Chairman Colaluca at 5:07 p.m. The following Commissioners were present: Colaluca, Southerington and Wolff. The following attendees were present: PRC Administrator Kopcienski, PRC Employment Testing Manager Vaughan, PRC Manager of Classification & Compensation Albert Bouchahine, PRC Staff Attorney DeCaro and Assistant Prosecuting Attorney Nora Graham.

At 5:20 p.m., Executive Session was adjourned, without objection, and Chairman Colaluca then reconvened the meeting.

7) PUBLIC COMMENT – None Submitted

8) OTHER BUSINESS

Administrator Kopcienski advised the Commissioners on matters pertaining to the PRC's 2016 budget. Discussion ensued.

9) ADJOURNMENT

Commissioner Wolff made a motion to adjourn the meeting at 5:35 p.m.; Commissioner Wolff seconded the motion. All were in favor; no objections.

Next regular Personnel Review Commission meeting is scheduled for September 16, 2015 at 5:00 p.m. at 2429 Superior Viaduct, Third Floor.