

## **MEETING MINUTES**

Cuyahoga County Personnel Review Commission  
Wednesday, January 20, 2016  
2429 Superior Viaduct, 3<sup>rd</sup> Floor  
Cleveland, Ohio 44113  
5:00 p.m.

### **1) CALL TO ORDER**

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

### **2) ATTENDANCE**

Chairman Thomas Colaluca, Commissioner Rob Wolff, Commissioner Debbie Southerington, PRC Administrator Rebecca Kopcienski, PRC Staff Attorney Sara DeCaro, PRC Coordinator Cheryl DiMattia, Assistant Prosecutor Nora Graham, Assistant Law Director Amy Marquit Renwald, PRC Manager Employment Testing George Vaughan, PRC Administrative Assistant Brett McBride, Jazmine Greer, Ellenia Matthews

### **3) APPROVAL OF MINUTES**

Commissioner Southerington made a motion to approve the minutes from January 6, 2016; Commissioner Wolff seconded the motion. All were in favor; no objections.

### **4) PUBLIC COMMENT – Nothing submitted**

### **5) UNFINISHED BUSINESS**

#### a) Appeals

- i. Yalanda Davidson – Report & Recommendation  
Chairman Colaluca recommended the item be moved to New Business so it would be considered in deliberations with the new appeals.

### **6) NEW BUSINESS**

#### a) Appeals

- i. Yalanda Davidson – Report & Recommendation
- ii. Mark Chimo - Report & Recommendation  
Assistant Law Director Amy Marquit Renwald addressed the Commissioners and stated that the County does not dispute that the PRC has jurisdiction to consider the level of discipline given to county employees.
- iii. Ellenia Matthews – Report & Recommendation  
Jazmine Greer, Counsel for the Appellant, spoke on her behalf and Assistant Law Director Amy Marquit Renwald spoke on behalf of the County. Discussion ensued.

Chairman Colaluca closed the meeting for deliberations at 5:25 p.m. Chairman Colaluca reopened the meeting at 5:48 p.m. The Commissioners took the following actions:

- i. Yalanda Davidson – Chairman Colaluca made a motion to disaffirm the Hearing Officer’s Report and Recommendation; Commissioner Wolff seconded. All were in favor; no objections.
- ii. Mark Chimo – Chairman Colaluca made a motion to affirm Appellant’s 5-day unpaid suspension and to disaffirm the hearing officer’s conclusion of law that the PRC lacks jurisdiction to consider the level of discipline given to an employee, the Commission finds that it has jurisdiction to hear such matters; Commissioner Wolff seconded. All were in favor; no objections.
- iii. Ellenia Matthews - Chairman Colaluca made a motion to affirm the Hearing Officer’s Report and Recommendation; Commissioner Wolff seconded. All were in favor; no objections.

b) Establishment of the Eligibility Lists as of the Date Posted to the PRC Website

Social Services Supervisor - Division of Senior & Adult Services - 01/07/16  
Engineer 4 - Public Works - 01/07/16  
Senior Office Manager - Fiscal Office - 01/08/16  
Neighborhood Center Manager - Cuyahoga Job & Family Services - 01/11/16  
Budget Management Analyst - Fiscal Office - 01/12/16  
Telephone Operator 1 - Cuyahoga Job & Family Services - 01/15/16

Chairman Colaluca made a motion for the establishment of the following Eligibility Lists as of the Date Posted to the PRC Website: Social Services Supervisor - Division of Senior & Adult Services; Engineer 4 - Public Works; Senior Office Manager - Fiscal Office; Neighborhood Center Manager - Cuyahoga Job & Family Services; Budget Management Analyst - Fiscal Office; Telephone Operator 1 - Cuyahoga Job & Family Services; Commissioner Wolff seconded. All were in favor; no objections.

c) Request to use a Pre-Existing Eligibility List established for another Appointing Authority

- i. Public Works request to use DCFS eligibility list for Administrative Assistant 1

Chairman Colaluca made a motion to accept the use of the Pre-Existing Eligibility List established for another Appointing Authority; Commissioner Southerington seconded. All were in favor; no objections.

**7) PUBLIC COMMENT – Nothing submitted**

**8) EXECUTIVE SESSION**

A motion was made by Chairman Colaluca, seconded by Commissioner Wolf and all were in favor without objections to move into Executive Session for the purpose of discussing personnel matters.

Executive Session was then called to order at 5:54 p.m. The following Commissioners were present: Colaluca, Southerington and Wolff. The following attendees were present: PRC Administrator Kopcienski, PRC Staff Attorney DeCaro and Assistant Prosecutor Graham.

At 6:15 p.m., Executive Session was adjourned, without objection, and Chairman Colaluca reconvened the meeting.

**9) OTHER BUSINESS** – Nothing submitted.

**10) ADJOURNMENT**

Chairman Colaluca made a motion to adjourn the meeting at 6:16 p.m.; Commissioner Wolff seconded the motion. All were in favor; no objections.

*The next Personnel Review Commission Meeting is scheduled for Wednesday, February 3, 2016 at 5:00 p.m. at the PRC office located at 2429 Superior Viaduct, 3<sup>rd</sup> Floor.*