

## **MEETING MINUTES**

Cuyahoga County Personnel Review Commission  
Wednesday, May 18, 2016  
2429 Superior Viaduct, 3<sup>rd</sup> Floor  
Cleveland, Ohio 44113  
5:00 p.m.

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

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

### **2) ATTENDANCE**

Chairman Tom Colaluca, Commissioner Rob Wolff, Commissioner Debbie Southerington, PRC Director Rebecca Kopcienski, PRC Staff Attorney Sara DeCaro, Assistant Prosecutor Nora Poore, PRC Coordinator Cheryl DiMattia, Assistant Law Director Amy Marquit Renwald, PRC Manager Employment Testing George Vaughan, PRC Classification & Compensation Manager Albert Bouchahine, PRC Sr. Employment Testing Specialist Skye Gillispie, PRC Employment Testing Specialist Kim Hollman, PRC Employment Testing Specialist Harrison Sibert, Sarah Blog, R.J. Catledge

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

Commissioner Southerington made a motion to approve the minutes from May 4, 2016 and May 9, 2016; Commissioner Colaluca seconded the motion. All were in favor; no objections.

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

### **5) UNFINISHED BUSINESS**

#### a) Revisions to the PRC Administrative Rules

PRC Staff Attorney Sara DeCaro presented a summary of the proposed revisions to the PRC Administrative Rules. Discussion ensued.

### **6) NEW BUSINESS**

#### a) Appeals

##### i) Tanisha Knighton – Report and Recommendation

Because there was no representation for the Appellant, Chairman Colaluca asked that this agenda item be moved to the end to allow the Appellant more time to appear.

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

Budget Management Analyst - Fiscal Office - 05/06/16  
Nursing Director - Senior and Adult Services - 05/09/16  
Senior Training Officer - Children and Family Services - 05/12/16

Commissioner Southerington made a motion to accept the establishment of the above listed eligibility lists as of the date posted to the PRC website; Chairman Colaluca seconded. All were in favor; no objections.

#### Appeals

i) Tanisha Knighton – Report and Recommendation

Assistant Law Director Amy Marquit Renwald presented the County’s objections to the Hearing Officer’s Report & Recommendation.

Chairman Colaluca closed the meeting at 5:37 p.m. for deliberations.

Chairman Colaluca called the meeting to order at 6:02 p.m.

Chairman Colaluca announced that the Commissioners will take additional time to deliberate the Tanisha Knighton appeal. At their request, Staff Attorney DeCaro will provide the Commissioners with the PowerPoint presentation at issue in this appeal which was an exhibit introduced at the record hearing.

**c) PUBLIC COMMENT**

R.J. Catledge commented regarding the PRC’s public meeting notice procedure.

**d) OTHER BUSINESS**

PRC Manager Employment Manager Vaughan and Sr. Employment Testing Specialist Gillispie presented a brief report on the Testing Team’s improved processes during their first full year of testing. The Chairman noted the significant improvement, and directed the staff to collect comparable data for benchmarking purposes.

PRC Director Kopcienski also informed the Commissioners of the status regarding the proposed class plan changes which are currently being held by County Council, due to concerns regarding fiscal implications of the proposed changes. Discussion ensued.

**e) EXECUTIVE SESSION**

Chairman Colaluca made a motion without objections to move into Executive Session for the purpose of discussing a PRC personnel matter.

Executive Session was then called to order at 6:09 p.m. The following Commissioners were present: Colaluca, Wolff and Southerington. The following attendees were present: PRC Director Kopcienski, PRC Staff Attorney DeCaro and Assistant Prosecutor Graham.

At 6:30 p.m., Executive Session was adjourned, without objection, and Chairman Colaluca reconvened the meeting.

**f) ADJOURNMENT**

Since there was no other business to be discussed, Chairman Colaluca made a motion to adjourn the meeting at 6:30 p.m.; Commissioner Southerington seconded the motion. All were in favor; no objections.

*The next Personnel Review Commission Meeting is scheduled for Wednesday, June 1, 2016 at 5:00 p.m. at the PRC office located at 2429 Superior Viaduct, 3<sup>rd</sup> Floor.*