

MEETING MINUTES

Cuyahoga County Personnel Review Commission
Wednesday, November 2, 2016
2429 Superior Viaduct, 3rd Floor
Cleveland, Ohio 44113
5:00 p.m.

1) CALL TO ORDER

Chairman Colaluca called the meeting to order at 4:59 p.m.

2) ATTENDANCE

Chairman Tom Colaluca, Commissioner Debbie Southerington, Commissioner Rob Wolff, PRC Director Rebecca Kopcienski, PRC Manager Classification & Compensation Albert Bouchahine, PRC Manager Employment Testing George Vaughan, PRC Staff Attorney Sara DeCaro, Assistant Prosecutor Nora Poore, PRC Administrative Assistant Brett McBride, Assistant Law Director Amy Marquit Renwald

3) APPROVAL OF MINUTES

Chairman Colaluca made a motion to approve the minutes from October 19, 2016; Commissioner Wolff seconded the motion. All were in favor; no objections.

4) PUBLIC COMMENT – Nothing submitted

5) UNFINISHED BUSINESS – Nothing submitted

6) NEW BUSINESS

a) Appeals

b) Appeals

i) James Taylor – Report & Recommendation

Chairman Colaluca moved to accept the Hearing Officer's Report & Recommendation to withdraw the appeal due to a settlement; Commissioner Wolff seconded. All were in favor; no objections.

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

Capital Plan Construction Administrator - Public Works - 10/24/16

Chief Section Architect - Public Works - 10/24/16

CECOMS Manager - Public Safety and Justice Services - 10/24/16

Registered Nurse - Sheriff's Department - 10/26/16

Sewer Maintenance Supervisor - Public Works - 10/27/16

Chairman Colaluca moved to accept the establishment of the above eligibility lists as of the date posted to the PRC website; Commissioner Wolff seconded. All were in favor; no objections.

d) Approval of revised Records Retention Schedule

PRC Staff Attorney DeCaro presented the changes to the Records Retention schedule. Discussion ensued.

Chairman Colaluca made a motion to accept the revisions of the Records Retention schedule; Commissioner Wolff seconded. All were in favor; no objections.

7) PUBLIC COMMENT – Nothing Submitted

8) OTHER BUSINESS

PRC Director Kopcienski updated the Commissioners on the following items:

- 2017 PRC budget
- Possible expansion of PRC offices
- Strategic Planning update

9) ADJOURNMENT

Since there was no other business to be discussed, Chairman Colaluca moved to adjourn the meeting at 5:10 p.m.

The next Personnel Review Commission Meeting is scheduled for Wednesday, December 7, 2016 at 5:00 p.m. at the PRC office located at 2429 Superior Viaduct, 3rd Floor. Free parking is available in the front lot of the building. Persons needing accommodations to attend and participate in the meeting should contact the PRC Coordinator at 216-698-2975.