



## CUYAHOGA COUNTY BOARD OF REVISION

County Administration Building

1219 Ontario Street, Room 222

Cleveland, Ohio 44113

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

### Minutes

#### Meeting of the Statutory Members of the Cuyahoga County Board of Revision

July 29, 2013 at 3:00 PM

Required legal notices were provided and posted. The meeting was called to order at 3:01 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
- **Wade Steen**, Cuyahoga County Fiscal Officer
- **Mark A. Parks, Jr.**, Cuyahoga County Treasurer

**Carroll** asked for any Public Comment. No comments were made.

The Minutes of the January 14, 2013 meeting were approved as presented. A Motion was made by **Steen** and seconded by **Parks**.

**Carroll** asked for any new business. Shelley Davis, BOR Administrator presented the Personnel Actions approved by Edward FitzGerald which consist of the hiring of Venus Duque, Clerk, and the termination of Christopher Davis, Administrative Assistant. Additionally, two Appointments sponsored and approved by County Council include the hiring of Anne Camille Klonowski and Robert G. Abrams to serve on a Board of Revision replacing Roger Kramer and Douglas O. Cooper, respectively--both vacating their positions prior to the expiration of their terms.

Davis also noted that ten (10) part-time employees will be hired for 120 days to continue the work on filing appeals and transcripts.

**Carroll** asked for any other business. Davis asked that Hearing Officers be considered for the merit payment based on 2012 performance evaluations. Davis notes that all Hearing Officers scored in the range to receive a \$500 merit payment and recommends the payment. **Steen** agreed noting that Hearing Officers should be recognized for working down the backlog of appeals received. **Carroll** said that qualitative factors and how Hearing Officers are evaluated should be considered including interaction with the public, participation and customer service. Davis notes that Customer Service Surveys will be used as a reference of feedback on validity for treatment.

**Steen** made a Motion that Hearing Officers be considered for merit payment based on the 2012 performance evaluation. The Motion was seconded by **Parks**.

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 3:21 PM.

**Minutes Recorded by: Bonnie Inniss**