

**Meeting Minutes**  
Cuyahoga County Personnel Review Commission  
Wednesday, December 4, 2024  
9830 Lorain Ave., Classroom 5  
Cleveland, Ohio 44102  
4:00 p.m.

**1) CALL TO ORDER**

Chairwoman Southerington called the meeting to order at 4:00 p.m.

**2) ROLL CALL**

Chairwoman Southerington and Commissioner Colaluca were present; Commissioner Boseman was absent. A quorum was determined.

**3) APPROVAL OF MINUTES** from November 13, 2024

Chairwoman Southerington made a motion to approve the meeting minutes from November 13, 2024; Commissioner Colaluca seconded the motion. All were in favor, no objections.

**4) PUBLIC COMMENT** – Nothing Submitted.

**5) NEW BUSINESS**

a) Appeals

i) Robert J. Kole – Recommendation for Dismissal

Robert J. Kole was not in attendance.

Chairwoman Southerington made a motion to approve the Hearing Officer's recommendation to dismiss the case for lack of jurisdiction; Commissioner Colaluca seconded the motion. All were in favor, no objections.

ii) Brent Laning – Report & Recommendation

Brent Laning was not in attendance.

Chairwoman Southerington made a motion to approve the Hearing Officer's recommendation to dismiss the case because the appellant withdrew their appeal; Commissioner Colaluca seconded the motion. All were in favor, no objections.

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

Supervisor, Sewer Maintenance	PW	7/17/2024
Social Service Worker 2	SHER	7/23/2024
Deputy Dog Warden	PW	9/11/2024
Supervisor, Building Maintenance	PW	11/8/2024
Administrator, Social Program 3	CID	11/12/2024
Correction Officer	SHER	11/12/2024
Fiscal Specialist 2	HHSDO	11/12/2024
Employment and Family Services Specialist	CJFS	11/13/2024
Senior Account Clerk	CJFS	11/14/2024
Administrator, Records Management	DCFS	11/18/2024
IT Infrastructure Engineer 5	IT	11/18/2024
Family Service Aide 2	DSAS	11/19/2024
Supervisor, Fiscal Office	FISC/TREA	11/19/2024
Supervisor, Social Services	DSAS	11/19/2024
Fiscal Specialist 1	FISC	11/20/2024
Engineer 4	PW	11/21/2024
Veterinary Technician	PW	11/21/2024
Senior and Adult Assessment Specialist	DSAS	11/25/2024
Administrative Coordinator	SHER	11/26/2024
Administrator, Social Program 2	DCFS	11/26/2024
Human Resources Generalist	HR	11/26/2024
IT Infrastructure Engineer 4	IT	11/26/2024
Supervisor, Employment & Family Service	HHSDO	11/26/2024
Custodial Worker	PW	11/27/2024
Deputy Sheriff Cadet	SHER	11/27/2024
Examiner	FISC	11/27/2024
Social Service Worker 3	DCFS	12/2/2024

Chairwoman Southerington made a motion to approve the establishment of the eligibility lists as of the date posted to the PRC website; Commissioner Colaluca seconded the motion. All were in favor, no objections.

c) Class Plan Changes

Chairwoman Southerington made a motion to approve the recommended Class Plan changes; Commissioner Colaluca seconded the motion. All were in favor, no objections.

## 6) EXECUTIVE SESSION

a) Discussion of a Personnel Matter

Chairwoman Southerington closed the meeting at 4:03 p.m. to discuss a personnel matter. The meeting was reopened at 4:11 p.m.

Chairwoman Southerington made a motion to accept the resignation letter of Dan Zeiser; Commissioner Colaluca seconded the motion. All were in favor, no objections.

## **7) OTHER BUSINESS**

### **a) Election of a New Personnel Review Commission Chair and Vice Chair**

Chairwoman Southerington announced that her term as Chairwoman will expire on December 31, 2024 and made a motion to appoint Commissioner Boseman to the position of Chairman for a two-year term, effective January 1, 2025; Commissioner Colaluca seconded the motion. All were in favor, no objections.

Chairwoman Southerington made a motion to appoint Commissioner Colaluca to the position of Vice Chair for a two-year term, effective January 1, 2025; Commissioner Colaluca seconded the motion. All were in favor, no objections.

## **8) ADJOURNMENT**

Chairwoman Southerington made a motion to adjourn the meeting at 4:12 p.m.; Commissioner Colaluca seconded the motion. All were in favor, no objections.