Meeting Minutes

Cuyahoga County Personnel Review Commission

<u>Wednesday, March 5, 2025</u>

9830 Lorain Ave., Classroom 5

Cleveland, Ohio 44102

4:00 p.m.

1) CALL TO ORDER

Chairman Boseman called the meeting to order at 3:59 p.m.

2) ROLL CALL

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

3) APPROVAL OF MINUTES from February 5, 2025

Chairman Boseman made a motion to approve the meeting minutes from February 5, 2025; Commissioner Southerington seconded the motion. All were in favor, no objections.

4) PUBLIC COMMENT - Nothing was submitted.

5) UNFINISHED BUSINESS

6) NEW BUSINESS

a) Appeals

i) Nancy Farina – Report and Recommendation

Appellant Nancy Farina and Cuyahoga County Assistant Law Director Wesley Kretch addressed the Commission regarding the appeal. Discussion ensued.

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

b) Establishment of the Eligibility Lists as of the date posted to the PRC website

Administrator, IT Organizational Change	IT	NC	1/13/2025
Management			
ERP Information Systems Analyst - HRIS	IT	NC	2/3/2025
Manager, Financial Reporting	FISC	NC	2/3/2025
Senior Project Manager	PW	С	2/3/2025
Fiscal Office Inquiry Assistant	TREA	С	2/3/2025

Manager, Tax AssessmentFISCC2/3/2025Employment Testing SpecialistPRCC2/3/2025Supervisor, Social ServicesHHSDOC2/4/2025Pump Station Mechanic IPWC2/4/2025Corrections Activity Recreational Therapy SpecialistSHERC2/4/2025Human Resources GeneralistHRC2/4/2025Court Security Officer (Security Monitor)SHERC2/4/2025Senior and Adult Assessment SpecialistDSASNC2/5/2025Administrator, Records ManagementDCFSC2/7/2025Sheriff's Clerk (Level 2)SHERC2/10/2025Corrections ADA CoordinatorSHERC2/10/2025Administrative Assistant 1DCFSC2/10/2025Supervisor, Social ServicesDCFSC2/10/2025Correction OfficerSHERC2/11/2025IT Infrastructure Engineer 4ITC2/11/2025Emgloyment and Family ServicesCJFSC2/12/2025SpecialistSHERNC2/13/2025Project ManagerPWC2/14/2025ImamSHERNC2/18/2025Forensic Scientist 2-Drug ChemistryMEONC2/18/2025IT Infrastructure Engineer 1ITNC2/18/2025IT Infrastructure Engineer 5ITC2/21/2025Business AdministratorC IFSC2/25/2025	Administrative Assistant 2	CJFS	С	2/3/2025
Supervisor, Social Services Pump Station Mechanic I PW C 2/4/2025 Corrections Activity Recreational Therapy Specialist Human Resources Generalist Human Resources Generalist Human Resources Generalist Court Security Officer (Security Monitor) SHER C 2/4/2025 Senior and Adult Assessment Specialist DSAS NC 2/5/2025 Administrator, Records Management DCFS C 2/7/2025 Sheriff's Clerk (Level 2) SHER C 2/10/2025 Corrections ADA Coordinator SHER C 2/10/2025 Supervisor, Social Services DCFS C 2/10/2025 Correction Officer SHER C 2/10/2025 IT Infrastructure Engineer 4 IT C 2/11/2025 Emergency Call-Taker PSJS C 2/11/2025 Employment and Family Services CJFS C 2/11/2025 Forensic Scientist 2-Drug Chemistry MEO NC 2/18/2025 IT Infrastructure Engineer 1 IT C 2/18/2025 IT Infrastructure Engineer 5 IT C 2/18/2025 Developer 2 IT C 2/21/2025 IT C 2/18/2025 IT C 2/21/2025 Developer 2	Manager, Tax Assessment	FISC	С	2/3/2025
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1				
	Business Administrator	CJFS	С	2/25/2025
Communications Specialist COMM C 2/27/2025				
Senior Communications Specialist COMM C 2/28/2025				

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

c) Class Plan Recommendations

PRC Classification & Compensation Manager Albert Bouchahine addressed the Commission regarding the proposed Class Plan recommendations.

Chairman Boseman made a motion to approve the Class Plan recommendations; Commissioner Southerington seconded the motion. All were in favor, no objections.

6) EXECUTIVE SESSION – Discussion of personnel matter

Chairman Boseman made a motion to close the meeting for Executive Session at 4:29 p.m.; Commissioner Southerington seconded the motion. All were in favor, no objections. The meeting reopened at 4:43 p.m.

Chairman Boseman made a motion to approve the PRC Director's recommendation to appoint Lauryn Holm to the position of Employment Testing Associate with an expected start date of March 10, 2025; Commissioner Southerington seconded the motion. All were in favor, no objections.

7) OTHER BUSINESS – Nothing Submitted.

8) ADJOURNMENT

Chairman Boseman made a motion to adjourn the meeting at 4:44 p.m.; Commissioner Southerington seconded the motion. All were in favor, no objections.