

**MEETING MINUTES**  
Cuyahoga County Personnel Review Commission  
Wednesday, November 5, 2025  
9830 Lorain Ave., Classroom 5  
Cleveland, Ohio 44102  
4:00 p.m.

**1) CALL TO ORDER**

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

**2) ROLL CALL**

Commissioner Southerington asked Senior Administrative Assistant Shannon De Sciscio to call the roll. Commissioners Southerington and Colaluca were present; Chairman Boseman was absent. A quorum was established.

**3) APPROVAL OF MINUTES** from October 1, 2025

Commissioner Southerington made a motion to approve the minutes from the October 1, 2025 PRC meeting; Commissioner Colaluca seconded the motion. All were in favor, no objections.

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

**5) NEW BUSINESS**

a) Proposed Rule Change: Revisions to County Employee Handbook

Human Resources Director Sarah Nemastil addressed the Commission regarding the proposed revisions to the Cuyahoga County Employee Handbook. Discussion ensued.

Commissioner Southerington instructed PRC Director Rebecca Kopcienski to draft a letter to County Council detailing the PRC's support for the proposed employee handbook revisions once they had been posted for the required period.

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

Compensation Analyst	HR	8/5/2025
Information Technology Senior Project Manager	IT	8/7/2025
Deputy Dog Warden	PW	8/15/2025
Intelligence Analyst	MEO	8/15/2025
Correction Officer	SHER	10/7/2025
Pump Station Mechanic 1	PW	10/8/2025
Radio Dispatch Coordinator	PW	10/8/2025
Laundry Worker	SHER	10/14/2025
Custodial Worker	SHER	10/14/2025

PRC Testing Manager George Vaughan addressed the Commission regarding the establishment of the eligibility lists. Discussion ensued.

Commissioner 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.

**6) OTHER BUSINESS** – Nothing submitted.

**7) ADJOURNMENT**

Commissioner Southerington made a motion to adjourn the meeting at 4:08 p.m.; Commissioner Colaluca seconded the motion. All were in favor, no objections.