

MINUTES
Cuyahoga County Human Resources Commission
Wednesday, July 20, 2011
Cuyahoga County Administration Building
Multi-purpose Room, 4th Floor
5:00 p.m.

1. CALL TO ORDER

Robert Wolff, Chairman of the Commission began the meeting at 5:05 p.m. and made a motion to approve the minutes from the July 6, 2011 meeting. This was seconded by Kathleen Palmer, no objections.

2. ATTENDANCE

Carolyn Pfiffner, Angela Simmons, Albert Bouchahine, Sara DeCaro, Kathleen Palmer, Lisa Durkin, Robert Wolff, Elise Hara, Matthew Hawes and Joyce Edwards.

3. RULEMAKING

- a) Discussion of the final draft of HRC Rules/timeline for Council
 - i. Robert Wolff congratulated Matthew Hawes
 - Matthew Hawes posted rules to two websites (20 days)
 - a. Sara DeCaro (2506) appeal (reclass)
 - b. Employee rights
 - c. Public Comment (open meeting)

4. ORDINANCE

- a) Matthew Hawes to discuss with David Lambert prior to presentation

5. STAFFING ISSUES

- a) Second interviews for HRC Administrator position
 - i. Interviews scheduled for August 1st and 2nd
 - Elise Hara will participate in interview process
- b) Status of RFQ for Hearing Officer/discussion of bids received and pre bid conference
 - i. Lisa Durkin
 - Bids are closed
 - a. Resumes presented to HRC Commissioners
 - b. Albert Bouchahine will have staff member prepare “selection tool” for hiring process
 - c. HRC Administrator to help in hiring process of Officers

6. STATUS OF BUDGET REQUEST/HEARINGS

- a) Budget was submitted to County Council and was passed

7. PUBLIC COMMENT

(Nothing submitted)

8. OTHER BUSINESS

(Nothing submitted)

9. ADJOURNMENT

Robert Wolff, Chairman of the Commission ended the meeting at 5:47 p.m. and made a motion to adjourn. This was seconded by Kathleen Palmer, no objections.

Next HRC meeting scheduled for Wednesday, August 3, 2011.