

MINUTES
Cuyahoga County Human Resource Commission
Wednesday, April 3, 2013
Lakeside Place Building
323 W. Lakeside Avenue, Suite 400
5:00 p.m.

1) CALL TO ORDER

Chairman Wolff called the meeting to order at 5:00 p.m. Commissioner Simmons made a motion to approve the minutes from the March 20, 2013 meeting. Commissioner Palmer seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Chairman Robert Wolff, Commissioner Kathleen Palmer, Commissioner Angela Simmons, HRC Coordinator Jessica Vezina, Assistant Prosecutor Sara DeCaro, Assistant Law Director Amy Marquit-Renwald, Public Defender Robert Tobik, Assistant Public Defender John Martin, Assistant Public Defender George George, Assistant Public Defender Jason Haller, JoAnne Pugh-Fitzpatrick and Arnell Hunt.

3) PUBLIC COMMENT – Nothing Submitted

4) UNFINISHED BUSINESS

a) Archer study – recommendation to County Council

Chairman Wolff made a motion to 1) recommend the pay ranges proposed by the Archer study based on surveys for legal positions in the Prosecutor and Public Defender offices; 2) recommend the classification assignments for the non-legal staff of both the Prosecutor and Public Defender offices; and 3) recommend that necessary adjustments be made to ensure employees are in the appropriate classifications and pay ranges by implementing the strategy recommended by the HRC to move individuals up to the minimum, down to the maximum or maintain if already within the range for both the Prosecutor and Public Defender offices; Commissioner Palmer seconded the motion. All were in favor; no objections.

Chairman Wolff also made a motion to recommend the proposed pay ranges for the Public Defenders' supervisor positions; Commissioner Palmer seconded the motion. All were in favor; no objections.

John Martin and Robert Tobik presented their proposed procedures for advancement within pay grades for non-attorney personnel in their office. Discussion ensued. The Commission asked them to seek the opinion of the County's HR Director on their proposal, suggested they consider using the phrase 'successfully performs at or above the level' in their proposal, asked them to prepare a cost estimate of their proposal, to consider training needed to implement the proposal, and to consider funding necessary to ensure adequate training is available to support the proposal.

The Commission acknowledged the concerns regarding pay equity raised by the bargaining unit representatives from the Public Defenders' office at the HRC meeting in April 2011, and acknowledged their understanding that while these recommendations may have implications due to certain obligations contained in the AFSCME contract with the Public Defenders' office, they have no authority to affect, alter, abrogate or otherwise impact any clause in the their contract.

- b) Resolution No. R2013- ____: Providing for adoption of a 1% COLA and a one-time merit based payment to be awarded based upon 2012 end of year evaluations

Ms. Pugh-Fitzpatrick spoke to the Commission regarding the evaluation process. Discussion ensued. At the March 20, 2013 HRC meeting, Chairman Wolff asked Director Hara to discuss the proposal further with the Executive. Director Hara was not in attendance at this meeting so this agenda item is postponed until the April 17, 2013 HRC meeting.

- c) Update to Classification Plan (Sheriff)

Commissioner Simmons made a motion to approve the list of proposed updated classifications for the Sheriff's department; Commissioner Palmer seconded the motion. All were in favor; no objections.

- d) Proposed Charter Changes

Commissioner Simmons made a motion to accept the most recent draft of the recommendations of the HRC that reflect APA DeCaro's changes, Commissioner Simmons changes, and would also reflect the language stating the director of HR shall have 10 years of experience advising or working in the public sector, experience in employment related matters, management experience or related relevant experience; Commissioner Palmer seconded the motion. All were in favor; no objections.

5) NEW BUSINESS

- a) Appeals

- i) Scheckel, S. - Report and Recommendation

Chairman Wolff made a motion to affirm the Report & Recommendation submitted by Hearing Officer Stevenson and acknowledges that had Ms. Scheckel availed herself of the opportunity to have a hearing on the record, she would have had the right to counsel, the right to cross-examine witnesses, make a record and then in the event of an adverse ruling, the right to appeal to this body and then to the Common Pleas Court; Commissioner Palmer seconded the motion. All were in favor; no objections.

- ii) Dolezal, W. - Report and Recommendation

Chairman Wolff made a motion to affirm the Report & Recommendation submitted by Hearing Officer Stevenson and acknowledge that had Mr. Dolezal availed himself of the opportunity to have a hearing on the record, he would have had the right to counsel, the right to cross-examine witnesses, make a record and then in the event of an adverse ruling, the right to appeal to this body and then to the Common Pleas Court; Commissioner Palmer seconded the motion. All were in favor; no objections.

- iii) Conway, J. - Report and Recommendation

Chairman Wolff made a motion to affirm the Report & Recommendation submitted by Hearing Officer Stevenson; Commissioner Palmer seconded the motion. All were in favor; no objections.

iv) Chisholm, R. - Report and Recommendation

Chairman Wolff made a motion to affirm the Report & Recommendation submitted by Hearing Officer Atsou; Commissioner Palmer seconded the motion. All were in favor; no objections.

6) PUBLIC COMMENT– Nothing Submitted

7) OTHER BUSINESS–

Chairman Wolff noted that he would like to have the HR Manager Albert Bouchahine speak to the Commission regarding the instructions that are provided with CPQ's at the next HRC meeting on April 17, 2013.

Chairman Wolff made a motion to grant the Motion for Extension of Time to File Objections submitted by the Appellee in the McNea and Samerigo appeals; Commissioner Palmer seconded the motion. All were in favor; no objections.

8) ADJOURNMENT

Chairman Wolff made a motion to adjourn the meeting at 7:25 p.m. Commissioner Palmer seconded the motion. All were in favor; no objections.

Next Human Resource Commission meeting is scheduled for Wednesday, April 17, 2013 at 5:00 p.m. at Lakeside Place (323 W. Lakeside Avenue, Suite 400)