

## MEETING MINUTES

Cuyahoga County Personnel Review Commission  
Wednesday, December 21, 2016  
2429 Superior Viaduct, 3<sup>rd</sup> Floor  
Cleveland, Ohio 44113  
5:00 p.m.

### 1) CALL TO ORDER

Chairman Southerington called the meeting to order at 5:00 p.m.

### 2) ATTENDANCE

Commissioner Debbie Southerington, Commissioner Rob Wolff, PRC Director Rebecca Kopcienski, PRC Manager Classification & Compensation Albert Bouchahine, PRC Manager Employment Testing George Vaughan, PRC Staff Attorney Sara DeCaro, Assistant Prosecutor Nora Poore, PRC Administrative Assistant Brett McBride, Assistant Law Director Amy Marquit Renwald; Chairman Tom Colaluca was absent

### 3) APPROVAL OF MINUTES

Rob Wolff made a motion to approve the minutes from December 7, 2016; Commissioner Southerington seconded the motion. All were in favor; no objections.

### 4) PUBLIC COMMENT – Nothing submitted

### 5) UNFINISHED BUSINESS – Nothing submitted

### 6) NEW BUSINESS

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

Typist 2 – Sheriff's Department – 12/02/16  
Corrections Operations Support Manager – Sheriff's Department – 12/06/16  
Correction Officer 2 – Sheriff's Department – 12/07/16  
Performance Consultant – Executive Office – 12/08/16  
Employment and Family Service Specialist – Job and Family Services – 12/12/16  
Engineer 4 – Public Works – 12/12/16  
Social Service Aide 2 – Children and Family Services – 12/14/16  
Administrative Assistant 2 – Senior and Adult Services – 12/14/16

Commissioner Wolff moved to accept the establishment of the above eligibility lists as of the date posted to the PRC website; Commissioner Southerington seconded. All were in favor; no objections.

#### b) Resolution NO. 2016-002 - A Resolution Adopting a 2% cost of living increase for Personnel Review Commission full-time permanent employees effective January 8, 2017.

Commissioner Wolff moved to adopt Resolution No. 2016-002 – a resolution adopting a 2% cost of living increase for the Personnel Review Commission full-time, permanent employees

effective January 8, 2017; Commissioner Southerington seconded. All were in favor, no objections.

**6) PUBLIC COMMENT – Nothing Submitted**

**7) OTHER BUSINESS – Nothing Submitted**

**8) EXECUTIVE SESSION – Discussion of personnel matter (Resignation)**

Commissioner Southerington made a motion without objections to move into Executive Session for the purpose of discussing resignations from the Personnel Review Commission.

Executive Session was then called to order at 5:06p.m. The following Commissioners were present: Wolff and Southerington. The following attendees were present: PRC Director Kopcienski, PRC Staff Attorney DeCaro, Assistant Prosecutor Graham.

At 5:14 p.m., Executive Session was adjourned, without objection, and Commissioner Southerington reconvened the meeting.

Commissioner Southerington made a motion to accept the resignations of Cheryl DiMattia, PRC Coordinator, and Jason Sobczyk, Classification & Compensation Specialist; Commissioner Wolff seconded. All were in favor; no objections.

**9) ADJOURNMENT**

Since there was no other business to be discussed, Commissioner Southerington moved to adjourn the meeting at 5:14 p.m.; Commissioner Wolff seconded. All were in favor; no objections.

*The next Personnel Review Commission Meeting is scheduled for Wednesday, January 4, 2017, at 5:00 p.m. at the PRC office located at 2429 Superior Viaduct, 3<sup>rd</sup> Floor. Free parking is available in the front lot of the building. Persons needing accommodations to attend and participate in the meeting should contact the PRC Coordinator at 216-698-2975.*