

MEETING MINUTES

Cuyahoga County Personnel Review Commission

Wednesday, March 6, 2019

2429 Superior Viaduct, 3rd Floor

Cleveland, Ohio 44113

4:00 p.m.

1) CALL TO ORDER

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

2) ROLL CALL

Commissioner Colaluca asked AA2 Phil Tomko to call the roll. Commissioner Southerington and Commissioner Colaluca were present. Chairman Boseman was absent; a quorum was determined.

3) APPROVAL OF MINUTES from February 6, 2019

Commissioner Colaluca made a motion to approve the minutes from February 6, 2019; Commissioner Southerington seconded the motion. All were in favor; no objections.

4) PUBLIC COMMENT—Nothing submitted

5) NEW BUSINESS

a) Human Resources - Update on Negotiations and CBAs

Director of Human Resources, Employee and Labor Relations and Chief Labor Counsel Ed Morales was not available to -update the Commissioners on negotiations and CBAs.

b) Appeals

i) Lars St. John – Recommendation for Dismissal

Commissioner Colaluca made a motion to accept the Director's recommendation for dismissal; Commissioner Southerington seconded the motion. All were in favor; no objections.

ii) Erin Shelman – Report & Recommendation

Andrea Nelson Moore, representing the County stated that there were no objections to the Report and Recommendation. Discussion ensued.

Commissioner Colaluca made a motion to accept the Hearing Officer's Report & Recommendation; Commissioner Southerington seconded the motion. All were in favor; no objections.

iii) Lisa Taylor – Report & Recommendation

Commissioner Colaluca made a motion to accept the Hearing Officer's Report & Recommendation; Commissioner Southerington seconded the motion. All were in favor; no objections.

iv) Daniel Mabel – Report & Recommendation
 Commissioner Colaluca made a motion to accept the Hearing Officer’s Report & Recommendation; Commissioner Southerington seconded the motion. All were in favor; no objections.

c) 2018 Update: Class. & Comp. Division
 Classification and Compensation Manager Albert Bouchahine presented an update on the 2018 activities and accomplishments of the Classification and Compensation division. Discussion ensued.

d) Class Plan Revision Requests
 Classification and Compensation Manager Bouchahine requested that a Special Meeting be held by the Commission to approve the Class Plan Revision Requests prior to the next regularly scheduled meeting in April, in order to comply with the PRC’s posting requirements. The Commissioners set March 8, 2019 at 8:00 am as the Special Meeting for the approval.

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

Social Program Administrator 4	DCFS	2/4/2019
Nursing Director - Corrections	Sheriff	2/7/2019
Fiscal Officer 2	Sheriff	2/11/2019
Support Specialist 2	CJFS	2/11/2019
Information Systems Analyst	IT	2/14/2019
Fiscal Officer 3	Sheriff	2/14/2019
Clerk	Fiscal	2/14/2019
Social Service Worker 3	DCFS	2/15/2019
Clerk Typist (Level 3)	Sheriff	2/19/2019
Mechanic 2	Public Works	2/21/2019
Construction Laborer (CDL)	Public Works	2/25/2019
Senior Administrative Assistant	Sheriff	2/26/2019

Commissioner Colaluca made a motion to accept the establishment of the above Eligibility Lists as of the date posted to the PRC website; Commissioner Southerington seconded the motion. All were in favor; no objections.

f) Request to Extend an Eligibility List

Public Works requests extension of Mechanic II eligibility list

Manager of Employment Testing George Vaughan presented a request from Public Works to extend the life of the Eligibility List for Mechanic II for an additional six (6) months to accommodate anticipated additional staffing needs.

Commissioner Colaluca moved to accept the request to extend the Eligibility List established for Mechanic II; Commissioner Southerington seconded. All were in favor; no objections.

g) **Personnel Actions**

Director Rebecca Kopcienski requested a motion be made to formally accept Classification and Compensation Specialist Ashley Marcinick's resignation effective March 2, 2019.

Commissioner Colaluca moved to accept the request to accept Ms. Marcinick's resignation; Commissioner Southerington seconded. All were in favor; no objections.

6) UNFINISHED BUSINESS

a) **Inquiry regarding Temporary Work Levels (TWLs) at Health and Human Services (HHS)**

Staff Attorney Sara DeCaro presented to the Commissioners the findings of her inquiry regarding TWLs at HHS. Discussion ensued.

7) PUBLIC COMMENT—Nothing submitted

8) OTHER BUSINESS

Direct Rebecca Kopcienski updated the Commissioners on the status of the potential move for the PRC. Discussion ensued.

9) ADJOURNMENT

Commissioner Colaluca made a motion to adjourn the meeting at 4:28 p.m.; Commissioner Southerington seconded. All were in favor; no objections.

The next Special Personnel Review Commission Meeting is scheduled for Friday, March 8, 2019 at 8:00 a.m. at the PRC office located at 2429 Superior Viaduct, 2nd Floor. The next regularly scheduled Personnel Review Commission Meeting is scheduled for Wednesday, April 3, 2019 at 4:00 p.m. at the PRC office located at 2429 Superior Viaduct, 3rd 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's Administrative Assistant at 216-698-2975.