

MEETING MINUTES

Cuyahoga County Personnel Review Commission
Wednesday, December 4, 2019
9830 Lorain Avenue, Classroom 5
Cleveland, OH 44102
4:00 p.m.

1) CALL TO ORDER

Chairman Boseman called the meeting to order at 4:04 p.m.

2) ROLL CALL

Chairman Boseman asked Senior Administrative Assistant Shannon Carney to call the roll. Chairman Boseman and Commissioner Colaluca were in attendance. Commissioner Southerington was absent; a quorum was determined.

Commissioner Southerington did attend the meeting after the roll call was called. She was present for the remainder of the meeting.

3) APPROVAL OF MINUTES from November 6, 2019

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

4) PUBLIC COMMENT – Nothing submitted.

5) UNFINISHED BUSINESS

a) Appeals

i) Nancy Farina – Report & Recommendation

Chairman Boseman closed the meeting at 4:06 p.m. for deliberation. Chairman Boseman opened the meeting at 4:35 p.m.

Discussion ensued. Chairman Boseman made a motion to adopt the Hearing Officer's Supplemental Report and Recommendation. Commissioner Colaluca seconded the motion. Commissioner Southerington abstained; no objections.

6) NEW BUSINESS

a) Human Resources – Resolution 2019-0279

Director of Human Resources Benefits & Compensation Holly Woods provided an update on Resolution 2019-0279 which was presented by Human Resources to County Council for first

reading on December 5, 2019; discussion ensued.

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

Forensic Scientist 1 - Trace Evidence	MEO	11/8/2019
Cook	SHER	11/12/2019
Forensic Scientist 2 - Firearms & Toolmarks	MEO	11/12/2019
Workforce Analyst	WFD	11/13/2019
Forensic Scientist 2 - DNA	MEO	11/18/2019
Administrative Assistant 1	CJFS	11/20/2019
Custodial Worker	PW	11/20/2019
Deputy Sheriff	SHER	11/20/2019
Family Service Aide 2	DCFS	11/20/2019
Supervisor, Administrative Support	DCFS	11/20/2019
Fiscal Officer 3	FISCAL	11/25/2019
Employment & Family Service Specialist	CJFS	11/26/2019
Forensic Scientist 2 - Trace Evidence	MEO	11/26/2019
Manager, Web & Applications Development	IT	11/26/2019
Security Analyst	IT	11/27/2019
Security Officer 2	SHER	11/27/2019
Social Service Worker 3	DCFS	11/27/2019

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

- c) Request to use a Pre-Existing Eligibility List established for another appointing authority

Employment Testing Manager George Vaughan informed the Commissioners that this item was added to the agenda in error.

- d) Revisions to County Classification Plan

Chairman Boseman made a motion to accept the proposed revisions to the County Classification Plan, with the exception of the Loan Portfolio Manager classification. Commissioner Colaluca seconded the motion. All were in favor; no objections.

6) PUBLIC COMMENT – Nothing submitted.

7) EXECUTIVE SESSION – Discussion of personnel matter

Chairman Boseman made a motion to go into Executive Session at 4:43 p.m. to discuss a personnel matter; Commissioner Colaluca seconded the motion. All were in favor; no objections. The PRC went back on the record at 4:46 p.m.

Chairman Boseman made a motion to approve the resignation letter from Seth Grubaugh, Employment Testing Specialist, effective November 29, 2019; Commissioner Colaluca seconded the motion. All were in favor; no objections.

Chairman Boseman made a motion to accept the Director's recommendation for the appointment of Shane Greenlee to the full-time position of Employment Testing Specialist effective December 9, 2019; Commissioner Colaluca seconded the motion. All were in favor; no objections.

8) OTHER BUSINESS – Nothing submitted.

9) ADJOURNMENT

Chairman Boseman made a motion to adjourn the meeting at 4:50 p.m.; Commissioner Colaluca seconded the motion. All were in favor; no objections.

The next Personnel Review Commission meeting is scheduled for Wednesday, January 8, 2019 at 4:00 p.m. at **9830 Lorain Road, Training Room 2, Cleveland, OH 44102**. Free parking is available in the south side lot of the building. Persons needing accommodations to attend and participate in the meeting should contact the PRC's Senior Administrative Assistant at 216.698.2975.