

MEETING MINUTES

Cuyahoga County Personnel Review Commission

Wednesday, March 9, 2022

PRC Meeting Conducted as a

Teleconference Via Zoom

Cleveland, Ohio 44102

4:00 p.m.

1) CALL TO ORDER

Chairman Colaluca called the meeting to order at 4:02 p.m.

2) ROLL CALL

Chairman Colaluca asked Senior Administrative Assistant Shannon De Sciscio to call the roll. All Commissioners were present; a quorum was established.

3) APPROVAL OF MINUTES from February 2, 2022

Chairman Colaluca made a motion to approve the meeting minutes from the February 2, 2022 PRC meeting; Commissioner Boseman seconded the motion. All were in favor, no objections.

4) PUBLIC COMMENT – Nothing submitted.

5) NEW BUSINESS

a) Proposed Cuyahoga County Ordinance – 0422 Employee Handbook Change

Brendan Doyle of Cuyahoga County Council presented the proposed employee handbook change to the Commission. Discussion ensued.

The Commission recommended that County Council add additional language to the proposed change and that they present a new draft at the next PRC meeting when changes are complete.

b) Appeals

i) Sowan Lockridge – Recommendation for Dismissal

Mr. Lockridge was not in attendance. PRC Staff Attorney Cynthia Sands addressed the Commission regarding the Director's recommendation to dismiss the appeal. Discussion ensued.

Chairman Colaluca made a motion to approve the PRC Director's recommendation to dismiss the appeal for lack of jurisdiction; Commissioner Boseman seconded the motion. All were in favor, no objections.

ii) Trishelle Robinson – Recommendation for Dismissal

Ms. Robinson addressed the Commission regarding her appeal. Discussion ensued.

Chairman Colaluca made a motion to approve the PRC Director’s recommendation to dismiss the appeal for lack of jurisdiction; Commissioner Southerington seconded the motion. All were in favor, no objections.

Chairman Colaluca and Commissioner Boseman directed the PRC Director to provide them with more information regarding Ms. Robinson’s concerns regarding the PRC’s new testing technology.

iii) Joseph Adamo – Report and Recommendation

Mr. Adamo was not in attendance. Assistant Law Director Amy Marquit Renwald, Attorney for Appellee, addressed the Commission. Discussion ensued.

Chairman Colaluca made a motion to approve the Hearing Officer’s Report and Recommendation; Commissioner Boseman seconded the motion. All were in favor, no objections.

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

Senior Superintendent, Facilities	PW	12/3/2020
Contract Analyst	CJFS	12/16/2020
Supervisor, Social Services	DCFS	12/29/2020
Chief Surveyor	PW	1/5/2021
Social Service Worker 1	DCFS	1/7/2021
ERP Information Systems Analyst - HRIS	IT	1/11/2021
ERP Information Systems Analyst - Fiscal	IT	1/11/2021
Early Childhood Mental Health Therapist	DCFS	1/12/2021
Multisystemic Therapist	DCFS	1/12/2021
Child Health Specialist	DCFS	1/15/2021
Administrator, Social Program 5	HHS-DO	1/20/2021
Foster/Adoption Recruitment Specialist	DCFS	1/20/2021
Correction Officer	SHER	2/3/2021
Social Service Worker 3	DCFS	2/5/2021
Supervisor, Map Room	FISCAL	2/5/2021
HMO Heavy	PW	2/8/2021
Correction Officer	SHER	6/15/2021
Child Health Specialist	DCFS	6/21/2021
Senior Human Resources Associate	HR	8/5/2021
Communications Specialist	COMM	8/20/2021
Custodial Worker	SHER	10/18/2021
Correction Officer	SHER	12/23/2021
Fiscal Specialist 2	CJFS	2/2/2022
Fiscal Specialist 2	FO	2/2/2022

Multisystemic Therapist	DCFS	2/2/2022
Supervisor, Compensation	HR	2/3/2022
Human Resources Generalist	HR	2/3/2022
Social Service Worker 3	DCFS	2/3/2022
Program Officer 3	HHS-DO	2/3/2022
IT Infrastructure Engineer 5	IT	2/7/2022
Program Officer 2	DCFS	2/7/2022
Administrative Assistant 1	DCFS	2/9/2022
Electronic Technician	(PW)	2/9/2022
Senior Administrative Assistant	HHS-DO	2/14/2022
Forensic Scientist 2 - Trace Evidence	MEO	2/14/2022
Administrator, Social Program 3	CJFS	2/16/2022
Supervisor, Engineering Maps	FO	2/16/2022
Human Resources Business Partner	HR	2/14/2022
Consumer Affairs Specialist	FISCAL	2/23/2022
Secretary	DCFS	2/23/2022
Talent Acquisition & Employment Specialist	HR	2/23/2022
Deputy Dog Warden	PW	2/24/2022
Program Officer 2	HR	2/24/2022
Payroll Officer	HR	2/25/2022
Commercial/Industrial Appraiser	FO	2/25/2022
Project Inspector (Bargaining)	PW	3/1/2022
Senior Grants Coordinator	OE	3/1/2022
Social Service Worker 1	DCFS	3/1/2022
Clerical Specialist (3)	DCFS	3/1/2022
Supervisor, Grants	OE	3/2/2022
Clerical Specialist	CJFS	3/2/2022
Maintenance Mechanic 1	PW	3/2/2022
Fiscal Specialist 3	CJFS	3/2/2022
Medical Examiner Investigator 1	MEO	3/3/2022
Program Officer 4	HHS-DO	3/3/2022

Chairman Colaluca made a motion to approve the establishment of the eligibility lists as of the date posted to the PRC website; Commissioner Southerington seconded the motion. All were in favor, no objections.

d) Request to Use a Pre-Existing Eligibility List

i) Fiscal Office request to use the HHS Director's Office eligibility list for Fiscal Specialist 2

PRC Director Rebecca Kopcienski addressed the Commission regarding the request to use a pre-existing eligibility list. Discussion ensued.

Chairman Colaluca made a motion to approve the Fiscal Office's request to use the HHS Director's eligibility list for Fiscal Specialist 2; Commissioner Southerington seconded the motion. All were in favor, no objections.

e) Class Plan Recommendations

Chairman Colaluca made a motion to approve the recommended Class Plan changes; Commissioner Boseman seconded the motion. All were in favor, no objections.

f) Proposed PRC Retention Policy

Chairman Colaluca made a motion to approve the proposed PRC Retention Policy; Commissioner Southerington seconded the motion. All were in favor, no objections.

6) EXECUTIVE SESSION

a) Discussion of a Personnel Matter

Chairman Colaluca made a motion to close the meeting for Executive Session at 4:27 p.m.; Commissioner Boseman seconded the motion. All were in favor, no objections. The meeting reopened at 4:30 p.m.

Chairman Colaluca made a motion to approve the PRC Director's recommendation to appoint Harrison Sibert into the Temporary Work Level of Senior Employment Testing Specialist, to begin on March 10, 2022; Commissioner Boseman seconded the motion. All were in favor, no objections.

7) OTHER BUSINESS – Nothing submitted.

8) ADJOURNMENT

Chairman Colaluca made a motion to adjourn the meeting at 4:32 p.m.; Commissioner Southerington seconded the motion. All were in favor, no objections.

Meeting Attendees

Chairman Thomas Colaluca
Commissioner Debbie Southerington
Commissioner Allen Boseman
Rebecca Kopcienski
Cynthia Sands
Albert Bouchahine
Shannon De Sciscio
Jessica Serio
Nora Poore
Amy Marquit Renwald
County Council Special Counsel Brendan Doyle
Appellant Trishelle Robinson