

## **Meeting Minutes**

Cuyahoga County Personnel Review Commission

Wednesday, August 14, 2022

9830 Lorain Ave., Classroom 5

Cleveland, Ohio 44102

4:00 p.m.

### **1) CALL TO ORDER**

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

### **2) ROLL CALL**

Chairman Colaluca asked Employment Testing Associate Mario Pollard to call the roll; Commissioner Boseman was present. Commissioner Southerington was absent. A quorum was established.

### **3) APPROVAL OF MINUTES** from August 3, 2022

Chairman Colaluca made a motion to approve the meeting minutes from the August 3, 2022 PRC Meeting; Commissioner Boseman seconded the motion. All were in favor, no objections.

### **4) PUBLIC COMMENT** – Nothing Submitted.

### **5) UNFINISHED BUSINESS**

### **6) NEW BUSINESS**

#### a) Executive Session – Discussion of pending litigation

Chairman Colaluca made a motion to close the meeting for Executive Session at 4:06 p.m.; Commissioner Boseman seconded the motion. All were in favor, no objections. The meeting reopened at 4:26 p.m.

#### b) Appeals

##### i) Turkessa Tenney – Dismissal

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

PRC Staff Attorney Cynthia L. Sands addressed the Commission regarding the Director's recommendation to dismiss the appeal. Discussion ensued.

Chairman Colaluca made a motion to dismiss the appeal for lack of jurisdiction; 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

Sheriffs Clerk (Level 2) (6)	SHER	C	8/1/2022
Deputy Sheriff (2)	SHER	C	8/1/2022
Clerk	FO	C	8/1/2022
Budget and Planning Administrator	FISC	C	8/1/2022
IT Infrastructure Engineer 4	IT	C	8/2/2022
Account Clerk	DCFS	C	8/2/2022
Supervisor, Nursing	DSAS	NC	8/2/2022
Fiscal Specialist 3	PW	C	8/2/2022
Information Processor 1	CJFS	C	8/2/2022
Correction Officer	SHER	C	8/3/2022
Support Specialist 1	CJFS	C	8/4/2022
Senior Project Manager	PW	C	8/4/2022
Investigator Assistant	HHS-DO	C	8/8/2022
Maintenance Mechanic 1	PW	C	8/8/2022
Behavior Coordinator	PW	C	8/8/2022
Support Officer	CJFS	C	8/8/2022
Information Systems Analyst	IT	NC	8/8/2022
Dockworker	SHER	NC	8/8/2022
Fiscal Office Inquiry Assistant	TREA	C	8/9/2022
Justice System Advocate	PSJS	C	8/9/2022
Airport Operations Technician II	PW	C	8/9/2022
IT Project Manager	IT	C	8/9/2022
Social Service Aide 2	DCFS	C	8/10/2022
IT Project Senior Manager	IT	C	8/10/2022
Cook	SHER	NC	8/10/2022
Construction Laborer	PW	NC	8/10/2022
Deputy Sheriff	SHER	C	8/15/2022
Fiscal Specialist 3	SHER	C	8/15/2022
Senior Account Clerk	FISC	C	8/15/2022
Administrator, Social Program 2	HHS-DO	C	8/15/2022
Inspector	FISC	C	8/16/2022
Business Administrator 2	PW	C	8/16/2022
Witness/Victim Program Specialist	PSJS	C	8/18/2022
Administrative Assistant	PW	C	8/18/2022
Engineer 1	PW	C	8/18/2022
Security Officer 2	SHER	C	8/19/2022
Supervisor, CECOMS Operations	PSJS	C	8/19/2022
Fiscal Specialist 3	DD	C	8/19/2022
Service Desk Specialist	IT	C	8/19/2022
Social Service Worker 3	DCFS	C	8/22/2022
Fiscal Specialist 2	IT	C	8/22/2022
Deputy Dog Warden	PW	C	8/22/2022
Sheriffs Clerk (Level 2)	SHER	C	8/22/2022

Maintenance Laborer	PW	NC	8/23/2022
Systems Analyst	IT	C	8/23/2022
Benefits Analyst	HR	C	8/23/2022
Multisystemic Therapist	DCFS	NC	8/24/2022
Program Officer 4 / Voters' Rights Coordinator	HHS-DO	C	8/24/2022
Supervisor, Maintenance	PW	C	8/26/2022
Performance Consultant	IT	C	8/26/2022
Examiner	TREA	C	8/26/2022
Support Officer (6) (7)	CJFS	C	8/29/2022
Program Officer 3 (2)	CJFS	C	8/29/2022
Administrative Assistant 1	CJFS	C	8/29/2022
Manager, OBM	FISC	NC	8/30/2022
Social Service Worker 2	SHER	C	9/1/2022
Program Officer 4	WFD	C	9/1/2022
Supervisory, Drug Chemistry Laboratory	MEO	NC	9/1/2022
Accounting Technician	FISC	C	9/2/2022
Emergency Call-Taker	PSJS	C	9/2/2022
Correction Officer	SHER	C	9/2/2022
Senior Grants Coordinator	PSJS	C	9/2/2022
Program Officer 3	TREA	C	9/6/2022
Service Desk Analyst (IT)	IT	C	9/6/2022
Manager, Purchasing	FISC	NC	9/6/2022
Clerk	FISC	C	9/6/2022
Payroll Officer	HR	C	9/6/2022
Cashier	TREA	C	9/6/2022
WAN Engineer 2	IT	C	9/7/2022
Accountant 3	FISC	C	9/7/2022
Administrator, Social Program 2	DCFS	C	9/8/2022
Account Clerk	DCFS	C	9/8/2022
Information Processor 1	CJFS	C	9/8/2022
Deputy Sheriff	SHER	C	9/8/2022
Board of Control Coordinator	Fiscal	C	9/12/2022

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

d) Class Plan Recommendations

PRC Classification & Compensation Manager Albert Bouchahine addressed the Commission regarding the proposed Class Plan recommendations. Discussion ensued.

Chairman Colaluca and Commissioner Boseman asked to hold the items until the County Administration provides written documentation regarding the plan to establish a Human Resources department in the Sheriff's office.

**6) OTHER BUSINESS**

- a) Discussion of Department of Internal Audit's letter of engagement and notification of audit

Assistant Prosecuting Attorney Nora Poore addressed the Commission regarding the Department of Internal Audit's letter of engagement and notification of audit. Discussion ensued.

The Commission directed PRC Director Kopcienski to draft a letter on their behalf conveying the PRC's position regarding the notification of audit.

**7) ADJOURNMENT**

Chairman Colaluca made a motion to adjourn the meeting at 4:41 p.m.; Commissioner Boseman seconded the motion. All were in favor, no objections.