

MINUTES
Cuyahoga County Human Resource Commission
Wednesday, July 24, 2013
Lakeside Place Building
323 W. Lakeside Avenue, Suite 400
5:00 p.m.

1) CALL TO ORDER

Chairwoman Kathleen (Palmer) Walsh called the meeting to order at 5:00 p.m. Commissioner Simmons made a motion to approve the minutes from the July 10, 2013 meeting. Chairwoman Walsh seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Chairwoman Kathleen (Palmer) Walsh, Commissioner Angela Simmons, HRC Administrator Rebecca Kopcienski, HRC Coordinator Jessica Vezina, HRC Staff Attorney Sara DeCaro, Assistant Prosecutor Nora Graham, Assistant Law Director Amy Marquit-Renwald, HR Director Elise Hara, HR Manager Albert Bouchahine, Attorney Susan Gragel, Deneen Kassouf and Jeff Kassouf. Commissioner Robert Wolff was absent.

3) PUBLIC COMMENT – Nothing Submitted

4) UNFINISHED BUSINESS– Nothing Submitted

5) NEW BUSINESS

a) Appeals

i) Kassouf, D.

Attorney Gragel and Ms. Kassouf addressed the Commission regarding the position audit conducted by Human Resources as a result of the HRC's Order of March 29, 2013. Discussion ensued.

Commissioner Simmons made a motion to consolidate the Appellant's two appeals and remand the appeals back to Hearing Officer Anthony Stevenson for further recommendation. Chairwoman Walsh seconded the motion. All were in favor; no objections.

The Commission also noted that the Human Resources department did comply with the HRC's Order of March 29, 2013.

b) HR Dept Briefing on Testing

Human Resources Director Hara and HR Manager Bouchahine addressed the Commission on the subject of civil service testing within the County. Director Hara offered suggestions regarding positions that would be conducive to civil service testing.

Bouchahine noted HR receives hundreds of applicants for entry level positions. Discussion ensued.

HR Manager Bouchahine to send Administrator Kopcienski samples of tests and list of all classified/non-bargaining positions within the County. HRC staff will collaborate with HR department to develop plans for civil service testing.

c) Amendment for Contracts for Hearing Officers

Commissioner Simmons made a motion to request amendment to the contract with Hearing Officer Daniel Zeiser to add an additional \$8,000 to his contract with the HRC. Chairwoman Walsh seconded the motion. All were in favor; no objections.

Commissioner Simmons made a motion to request amendment to the contract with Hearing Officer Anthony Stevenson to add an additional \$4,000 to his contract with the HRC. Chairwoman Walsh seconded the motion. All were in favor; no objections.

d) Proposed Budget Discussion (RFQ for H.O.'s & new rate)

Commissioner Simmons made a motion to approve advertisement of a Request for Qualifications for Hearing Officers. Chairwoman Walsh seconded the motion. All were in favor; no objections.

6) PUBLIC COMMENT– Nothing Submitted

7) OTHER BUSINESS

- IG/Secondary Employment opinion

Attorney DeCaro updated the Commission on the Inspector General's most recent decision regarding secondary employment and the HRC's Hearing Officers.

- Charter Amendments (change appointments; sent to committee)

Attorney DeCaro and Administrator Kopcienski updated the Commission on County Council's consideration of proposed Charter revisions pertaining to the HRC.

8) ADJOURNMENT

Chairwoman Walsh made a motion to adjourn the meeting at 6:45 p.m. Commissioner Simmons seconded the motion. All were in favor; no objections.

Next Human Resource Commission meeting is scheduled for Wednesday, August 7, 2013 at 5:00 p.m. at Lakeside Place (323 W. Lakeside Avenue, Suite 400).