

MINUTES
Cuyahoga County Personnel Review Commission
Wednesday, January 22, 2014
Lakeside Place Building
323 W. Lakeside Avenue, Suite 400
4:30 p.m.

1) CALL TO ORDER

Chairwoman Walsh called the meeting to order at 4:45 p.m. PRC Staff Attorney DeCaro swore in Mr. Thomas Colaluca as the new PRC Commissioner. Commissioner Colaluca made a motion to approve the minutes from the December 4, 2013 meeting. Chairwoman Walsh seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Chairwoman Kathleen Walsh, Commissioner Robert Wolff, Commissioner Thomas Colaluca, HRC Administrator Rebecca Kopcienski, HRC Coordinator Jessica Vezina, HRC Staff Attorney Sara DeCaro, Assistant Prosecutor Nora Graham, HR Director Elise Hara, HR Recruitment & Retention Manager Albert Bouchahine, Attorney Susan Gragel, Daneen Kassouf, Jeff Kassouf, Consumer Affairs Director Cynthia Sich and Assistant Law Director Amy Marquit Renwald.

3) PUBLIC COMMENT – Nothing Submitted

4) UNFINISHED BUSINESS

a) Proposed Rules to Govern Civil Service Testing

Human Resources Director Hara addressed the Commission regarding Civil Service testing and the roles she envisioned for the HR Department and the PRC. Discussion ensued.

b) Pay Equity Study

PRC Administrator Kopcienski addressed the Commission regarding the Pay Equity Study and reviewed the goals of the project with the Commission. She informed the Commission she is preparing the full RFP for the project. Discussion ensued.

c) Appeals

i) T. Cain, P. Kearney, P. Lynch and R. Orosz – Update on Motion to Stay Proceedings

Assistant Law Director Amy Marquit Renwald updated the Commission on the status of these appeals. She noted that the proposed settlement of these appeals is still under review by the appellants. The County Law

Department will update the Commission at the February 19, 2014 PRC meeting.

5) NEW BUSINESS

a) Oath of Office – Thomas Colaluca

See notation above in “Call to Order”.

b) Update to Classification Plan

Commissioner Colaluca made a motion to approve the six revised classifications (Management Services Manager, Prevailing Wage Coordinator, Training Officer, Training Officer Supervisor, Training Manager, Senior Training Officer) and the two new classifications (Consumer Affairs Investigator and Consumer Affairs Specialist); Commissioner Wolff seconded the motion. All were in favor; no objections.

c) Appeals

i) Deneen Kassouf – Report & Recommendation

Appellant’s attorney, Susan Gragel, spoke with the Commission.
At 5:28 p.m. Chairwoman Walsh made a motion to deliberate.
At 5:45 p.m. the Commission was back on the record.

The Commissioners agreed to take the matter under advisement and will issue their decision at the February 5, 2014 PRC meeting.

ii) Shilpa Mehta – Report & Recommendation –

Commissioner Wolff made a motion to affirm the Report & Recommendation and adopt the findings of fact and conclusions of law submitted by Hearing Officer Michael Gordillo; Commissioner Colaluca seconded the motion. All were in favor; no objections.

iii) Trina Fenn – Report & Recommendation

Chairwoman Walsh made a motion to affirm the Report & Recommendation and adopt the findings of fact and conclusions of law submitted by Hearing Officer Anthony Stevenson; Commissioner Wolff seconded the motion. All were in favor; no objections.

d) Appointment of Michelle Hocevar, PRC Intern

Chairwoman Walsh made a motion to approve the appointment of Michelle Hocevar as the PRC intern; Commissioner Colaluca seconded the motion. All were in favor; no objections.

6) PUBLIC COMMENT – Nothing Submitted

7) OTHER BUSINESS – Nothing Submitted

8) ADJOURNMENT

Chairwoman Walsh made a motion to adjourn the meeting at 6:10 p.m. Commissioner Wolff seconded the motion. All were in favor; no objections.

Next Personnel Review Commission meeting is scheduled for Wednesday, February 5, 2014 at 5:00 p.m. at Lakeside Place (323 W. Lakeside Avenue, Suite 400).