

MINUTES
Cuyahoga County Personnel Review Commission
Wednesday, November 19, 2014
2429 Superior Viaduct, 2nd Floor
Cleveland, OH 44113
5:00 p.m.

1) CALL TO ORDER

Commissioner Robert Wolff called the meeting to order at 5:00 p.m. Commissioner Wolff made a motion to approve the minutes from the November 5, 2014 meeting. Commissioner Thomas Colaluca seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Commissioner Robert Wolff, Commissioner Thomas Colaluca, PRC Administrator Rebecca Kopcienski, PRC Coordinator Jessica Vezina, PRC Staff Attorney Sara DeCaro, Manager of Employment Testing George Vaughan, Assistant Prosecutor Nora Graham and Assistant Law Director Amy Marquit Renwald. Chairwoman Kathleen Walsh was not present.

3) PUBLIC COMMENT – Nothing Submitted

4) UNFINISHED BUSINESS – Nothing Submitted

5) NEW BUSINESS

a) Proposed classification – Classification and Compensation Specialist

Administrator Kopcienski informed the Commissioners that this new classification has been publicly posted, and is being proposed to address the work to be done by the PRC once the proposed Rule changes have been approved. The Commission can take action to recommend the proposed new classification at the next PRC meeting.

b) Proposed new PRC position – Manager of Classification and Compensation

Administrator Kopcienski presented the Manager of Classification and Compensation position as an unclassified position being proposed to address the work to be done by the PRC once the proposed Rule changes have been approved. The Commission will consider the proposed position and can take action at the next PRC meeting.

c) Testing for outside agencies

Administrator Kopcienski updated the Commission on recent requests from outside agencies regarding testing services. Discussion ensued.

d) Establishment of Eligibility List – Administrative Assistant I

This item was moved to the December 3, 2014 PRC meeting.

e) Establishment of Eligibility List – Employment Testing Specialists

Commissioner Colaluca made a motion to approve the certified list of candidates for the Personnel Review Commission Employment Testing Specialists; Commissioner Wolff seconded the motion. All were in favor; no objections.

The list will be posted on the PRC's website on November 20, 2014.

6) EXECUTIVE SESSION – Discussion of PRC Personnel Matters

This item was moved to the December 3, 2014 PRC meeting.

7) PUBLIC COMMENT – Nothing Submitted

8) OTHER BUSINESS

Administrator Kopcienski will be meeting with Gallagher Benefits Services and Human Resources to discuss the Pay Equity Study on Monday, November 24/25, 2014. The Administrator is expecting the final report to be submitted before year's end.

Administrator Kopcienski discussed budget concerns with the Commission. Discussion ensued.

Commissioners Colaluca and Wolff asked about an update on the Commissioner vacancy due to Chairman Walsh's resignation at the end of December 2014. Discussion ensued.

9) ADJOURNMENT

Commissioner Wolff made a motion to adjourn the meeting at 5:40 p.m. Commissioner Colaluca seconded the motion. All were in favor; no objections.

Next Personnel Review Commission meeting is scheduled for Wednesday, December 3, 2014 at 5:00 p.m. at 2429 Superior Viaduct, Third Floor.