

MINUTES
Cuyahoga County Personnel Review Commission
Wednesday, January 21, 2015
2429 Superior Viaduct, 3rd Floor
Cleveland, OH 44113
3:00 p.m.

1) CALL TO ORDER

Commissioner Robert Wolff called the meeting to order at 5:00 p.m.

Commissioner Robert Wolff moved the approval of the January 7, 2015 PRC meeting minutes to the February 4, 2015 PRC meeting due to today's absence of Chairman Thomas Colaluca.

2) ATTENDANCE

Commissioner Robert Wolff, Commissioner Debbie Southerington, PRC Administrator Rebecca Kopcienski, PRC Coordinator Jessica Vezina, PRC Staff Attorney Sara DeCaro, PRC Manager of Employment Testing George Vaughan, PRC Employment Testing Specialist Skye Gillispie, PRC Employment Testing Specialist David Fried, Assistant Prosecutor Nora Graham, Assistant Law Director Joseph Boatwright, Assistant Law Director Ed Morales and Attorney James Budzik. Chairman Thomas Colaluca was not present.

3) PUBLIC COMMENT – Nothing Submitted

4) UNFINISHED BUSINESS – Nothing Submitted

5) NEW BUSINESS

a) PRC Commissioner - Oath of Office

Assistant Prosecutor Nora Graham swore in Ms. Debbie Southerington as the new PRC Commissioner.

b) Election of Vice-Chairperson of PRC

Commissioner Robert Wolff made a motion nominating Debbie Southerington as the Vice-Chairperson of the PRC; Commissioner Southerington seconded the motion. All were in favor; no objections.

c) Appeals

i) Richard Seitz – Report & Recommendation

Attorney James Budzik and Assistant Law Director Joseph Boatwright spoke with the Commission. Discussion ensued.

At 3:31p.m. Commissioner Wolff made a motion to close the meeting for deliberations on the Richard Seitz appeal; Commissioner Southerington seconded the motion.

At 3:42 p.m. the Commission was back on the record.

Commissioner Wolff stated that the Commission will take the matter under advisement and address this appeal at the February 4, 2015 PRC meeting.

d) Quarterly Report from the Law Department

Assistant Law Director Ed Morales updated the Commission on the status of collective bargaining efforts currently underway. Discussion ensued.

e) SAP Audit Update

Administrator Kopcienski updated the Commission on the status of the SAP Audit. Discussion ensued. Commissioner Wolff asked that the PRC send a letter to HR asking for an update and invite them to be present at our next PRC meeting.

f) Resolution No. 2015-003 – A Resolution Adopting the Cuyahoga County Personnel Review Commission’s Policy and Procedure for reporting appointments to the unclassified service.

Commissioner Wolff made a motion to approve the Resolution No. 2015-003 - A Resolution Adopting the Cuyahoga County Personnel Review Commission’s Policy and Procedure for reporting appointments to the unclassified service; Commissioner Southerington seconded the motion. All were in favor; no objections.

g) Resolution 2015-004 – A Resolution Adopting the Cuyahoga County Personnel Review Commission’s Policy and Procedure for reporting from the County Executive’s Organization and Departments.

Commissioner Wolff made a motion to approve the Resolution No. 2015-004 - A Resolution Adopting the Cuyahoga County Personnel Review Commission’s Policy and Procedure for reporting from the County Executive’s Organization and Departments; Commissioner Southerington seconded the motion. All were in favor; no objections.

6) PUBLIC COMMENT – Nothing Submitted

7) OTHER BUSINESS

- Administrator Kopcienski updated the Commission on the January 20, 2015 lunch between PRC staff and PRC Hearing Officers. Four of the five hearing officers were in attendance.
- Administrator Kopcienski updated the Commissioners on the February 11, 2015 PRC special meeting to discuss the results of the Pay Equity Study. Commissioners stated they had no issue with moving the February 18, 2015 to February 11, 2015 to accommodate the discussions with Jim Fox of Gallagher Benefits.

8) ADJOURNMENT

Commissioner Wolff made a motion to adjourn the meeting at 4:35 p.m. Commissioner Southerington seconded the motion. All were in favor; no objections.

Next Personnel Review Commission meeting is scheduled for February 4, 2015 at 5:00 p.m. at 2429 Superior Viaduct, Third Floor.