

MINUTES  
Cuyahoga County Personnel Review Commission  
Wednesday, May 20, 2015  
2429 Superior Viaduct, 3<sup>rd</sup> Floor  
Cleveland, OH 44113  
5:00 p.m.

1) CALL TO ORDER

Chairman Thomas Colaluca called the meeting to order at 5:00 p.m.

Commissioner Wolff made a motion to approve the minutes from the May 6, 2015 meeting. Commissioner Southerington seconded the motion. All were in favor; no objections.

2) ATTENDANCE

Chairman Thomas Colaluca, Commissioner Robert Wolff, Commissioner Debbie Southerington, PRC Administrator Rebecca Kopcienski, PRC Staff Attorney Sara DeCaro, PRC Coordinator Jessica Vezina, Assistant Prosecutor Nora Graham, PRC Manager of Classification & Compensation Albert Bouchahine, Attorney James Budzik, Nada Moyak and Assistant Law Director Amy Marquit Renwald.

The following members of the public were in attendance: Kim Smith, Kari Jacobs, Elizabeth Chaney, Paul Waszink, Jim Boyer, Bob Stone, Ed Grudniewski, Joseph Dwyer, Fr. James Klein, Tony Stastny and John Hite.

3) PUBLIC COMMENT – Nothing Submitted

4) UNFINISHED BUSINESS

a) Appeals

i) Stephen Kallman – Report & Recommendation

Attorney James Budzik and Assistant Law Director Amy Marquit Renwald stated that they are in the final stages of negotiating a settlement agreement amongst the parties. The appeal will be moved to a future agenda.

b) PRC Policy & Procedure Manual

The Commission had no questions or comments on this matter.

## 5) NEW BUSINESS

### a) Appeals

#### i) Nada Moyak – Report & Recommendation

Attorney James Budzik and Assistant Law Director Amy Marquit Renwald spoke with Commission. Discussion ensued.

At 5:15 p.m. Chairman Colaluca made a motion to close the meeting for deliberations on the Nada Moyak appeal; Commissioner Wolff seconded the motion.

At 5:30 p.m. the Commission was back on the record.

Chairman Colaluca made a motion to affirm the Hearing Officer's Report and Recommendation in its entirety regarding the assignment of the Appellant to the Program Officer 1 classification and to remand the matter to the Hearing Officer for a determination of the appropriate step placement within pay grade 6 for the Appellant; Commissioner Wolff seconded the motion. All were in favor; no objections.

The Hearing Officer shall schedule a hearing in this matter in the month of July 2015 and the Report & Recommendation shall be submitted to the Commission within thirty days of the hearing.

#### ii) Terry Duncan – Report & Recommendation

Chairman Colaluca made a motion to dismiss this appeal based on the appellant's April 30, 2015 e-mail notification withdrawing his appeal; Commissioner Wolff seconded the motion. All were in favor; no objections.

#### iii) Tanisha Knighton – Report & Recommendation

Chairman Colaluca made a motion to affirm the Hearing Officer's Report and Recommendation in its entirety; Commissioner Southerington seconded the motion. All were in favor; no objections.

#### iv) Christina Fatica – Report & Recommendation

Chairman Colaluca made a motion to affirm the Hearing Officer's Report and Recommendation in its entirety; Commissioner Wolff seconded the motion. All were in favor; no objections.

#### v) Jeffrey Shook – Report & Recommendation

Chairman Colaluca made a motion to affirm the Hearing Officer's Report and Recommendation in its entirety and dismiss the appeal based on the parties' April 23, 2015 notification to withdraw the appeal; Commissioner Southerington seconded the motion. All were in favor; no objections.

vi) Gregory Zell – Report & Recommendation

Commissioner Wolff made a motion to affirm the Hearing Officer's Report and Recommendation in its entirety and dismiss the appeal for lack of jurisdiction; Commissioner Southerington seconded the motion. All were in favor; no objections.

b) Establishment of the Eligibility Lists

- i) Administrative Assistant 1 – HHS-Division of Children & Family Services
- ii) Social Services Worker 3 – HHS-Division of Children & Family Services

Chairman Colaluca made a motion to establish the eligibility list for Administrative Assistant for HHS – Division of Children & Family Services; Commissioner Wolff seconded the motion. All were in favor; no objections.

Commissioner Wolff made a motion to establish the eligibility list for the Social Services Worker 3 for HHS - Division of Children & Family Services; Commissioner Southerington seconded the motion. All were in favor; no objections.

a) Job Family Recommendations

Manager Bouchahine stated that this is the first step in administering the classification & compensation plan. The plan is to organize the non-bargaining classifications into a proposed job family system, which is comprised of the currently active specifications - there are 414 which would be grouped into one of twelve families. This is posted on the PRC's website and has been shared with the Human Resources department.

b) Pay Equity Recommendations

Administrator Kopcienski provided an update to the Commission on the Pay Equity recommendations. The PRC has been engaging in dialogue with the Human Resources department to determine roles in terms of developing recommendations for implementing the Pay Equity Study. Administrator Kopcienski noted that she met with Councilwoman Conwell to review the matter.

6) PUBLIC COMMENT

Several members of the public spoke to the Commission regarding the Nada Moyak appeal.

7) OTHER BUSINESS – Nothing presented

8) ADJOURNMENT

Chairman Colaluca made a motion to adjourn the meeting at 5:55 p.m. Commissioner Wolff seconded the motion. All were in favor; no objections.

Next Personnel Review Commission meeting is scheduled for June 3, 2015 at 5:00 p.m. at 2429 Superior Viaduct, Third Floor.