

**Milwaukee County Personnel Review Board**  
**Meeting Minutes – September 30, 2014**

**I. Roll Call**

Board President Daniel Dennehy called to order the regular meeting of the Personnel Review Board at 9:02 a.m. on Tuesday, September 30, 2014, in Medical Examiner's Conference Room, 933 West Highland Avenue, Milwaukee, WI 53233.

The following Board Members were present: Mr. Daniel T. Dennehy, Ms. Mary K. Bruno, and Ms. Melissa Soberalski.

Ms. Susan A. Lueger and Ms. Melissa D. Hudson Clark were excused.

**II. Approval of Minutes of the September 16, 2014 Meeting**

Ms. Soberalski moved, Ms. Bruno seconded, and the Board, by vote of 3-0, approved the minutes of the September 16, 2014 meeting.

**III. Status Update from the PRB Administrator**

The Board heard the report of Rebecca M. Janz, Administrator, regarding current case load.

**IV. Communications and/or comments from the public, if any**

The Board heard the report of Charmaine Gee, Administrative Assistant, that some people who were to appear before the Board today had gone to the wrong building, but they would be arriving shortly.

**V. Correspondence**

None.

**VI. First Appearances**

**A. SUSPENSIONS**

**JUANITA HARRIS, Secretarial Assistant, FAMILY CARE**  
Case 1-4155 dated 9/19/2014

The Board heard the report of Calvin Lee, Staff Representative, District Council 48, AFSCME, that Juanita Harris, who was present, waived her right to a hearing within 21 days and was seeking a hearing certain date. Ms. Bruno moved, Ms. Soberalski seconded, and the Board, by unanimous vote (3-0), voted to accept Ms. Harris's waiver and continue the matter for hearing certain on October 14, 2014.

**VII. Updates**

**A. DISCHARGE**

**SHANNON CHACHERE-MINDINGALL, Clerical Assistant 1, COURTS**  
Case 2-4081 dated 3/24/2014

The Board heard the report of Lee Jones, Assistant Corporation Counsel, that Attorney. Jones spoke with Paul Kuglitsch, Assistant Corporation Counsel, who was

handling Ms. Chachere-Mindingall's case. Mr. Kuglitsch expected a resolution to the case and that a hearing would not be necessary. Calvin Lee, Staff Representative, District Council 48, AFSCME, reported on behalf of Ms. Charchere-Mindingall, who was not present, that Ms. Charchere-Mindingall was mistaken about her hearing date and Mr. Lee expected Ms. Charchere-Mindingall to sign her agreement with the County this week. Ms. Bruno moved, Ms. Soberalski seconded, and the Board, by unanimous vote (3-0), set Ms. Charchere-Mindingall's hearing certain date for October 14, 2014; if the agreement is not signed and received by the Board at that time, Ms. Charchere-Mindingall's hearing will continue from where the Board left off at her previous hearing.

## **VIII. Hearings**

### **A. DISCHARGE**

#### **SHAMEEKA COLLINS, Correction Officer 1, SHERRIFF**

Case 1-4146 for IA #14-079 dated 08/28/2014 for 15 days

The Board heard the report of Lee Jones, Assistant Corporation Counsel, that Shameeka Collins, who was not present, verbally confirmed to him that she would sign a waiver of hearing and accept her suspension. Ms. Bruno moved, Ms. Soberalski seconded, and the Board, by unanimous vote (3-0), accepted the waiver and closed this case.

#### **LOUVENIA WILSON, Correction Officer 1, SHERIFF**

Case 2-4136 for IA #14-107 dated 6/26/2014

*At 10:42 a.m., Ms. Soberalski moved, Ms. Bruno seconded, and the Board voted 3-0 to go into closed session to deliberate the Louvenia Wilson matter. At 11:15 a.m., the Board reconvened in open session.*

Ms. Bruno moved, Ms. Soberalski seconded, and the Board, by a vote of 3-0, found that the evidence was sufficient to sustain violations of Civil Service Rule VII, Section 4(1), paragraphs (l) and (t), and the Board upheld the discharge of Ms. Wilson, and recommended the County implement a more interactive process between disabled employees and the Persons with Disabilities Office.

## **IX. Discussion of Milwaukee County Personnel Review Board Rules of Procedure and Potential Revisions**

The Board reviewed potential revisions to the Board's rules of procedure. No action was taken at this time. Rebecca M. Janz, Administrator, will incorporate the suggestions into a new document to discuss at the next meeting of the Board on October 14, 2014, at the Gordon Park Pavilion, 2828 N. Humboldt Blvd., Milwaukee, WI 53212.

## **X. Adjournment**

Ms. Bruno moved, Ms. Soberalski seconded, and the Board, by vote of 3-0, adjourned the meeting at 1:02 p.m.

Minutes submitted by: Rebecca M. Janz, PRB/Ethics Board Administrator