

## Minutes

Debarment Review Board

June 24, 2015, 2:00 PM

2079 E. Ninth Street, 4<sup>th</sup> Floor – Committee Room B  
Cleveland, OH 44115

### 1. Call To Order

The meeting was called to order at 2:15 PM.

### 2. Roll Call

Attending:

Judge Tim McMonagle

Evan Byron

Brandon Cox

Roland Demonte

Mike King (Alternate for Sunny Simon)

### 3. Public Comment – there was no public comment.

### 4. Review and Approval of the Minutes (5/27/15 meeting)

Roland Demonte motioned to approve the minutes from the May 27, 2015 meeting, as written; Brandon Cox seconded. The minutes were unanimously approved.

### 5. Old Business

#### a. Rules of Procedure

Board members paused to review the most recent draft of the Rules of Procedure. Judge McMonagle invited comments or questions on the Rules. Roland Demonte suggested that the second sentence in section 3 be revised to allow the Board greater discretion in the decision to dismiss a notice of appeal that is untimely filed. Inspector General Mark Griffin provided comment, recommending that the provision be retained, so that the Board does not need to “get into the weeds” on an appeal that fails to meet the deadline. Board members expressed preference for eliminating the provision, in the event that a notice is deficient in providing the time limit on appeals. Members discussed the wording necessary to reflect this provision, and agreed that the second sentence of section 3 should read “A Notice of Appeal that is untimely filed may be *sua sponte* dismissed by the Board,” replacing the word “shall” with “may”, and eliminating the provision that divests the Board of its jurisdiction on the matter.

Judge McMonagle noted that at a previous meeting the Board had discussed inserting a provision that would allow the Clerk to distribute documents related to an appeal to the Board members and the County Law Department in electronic format. Mike King recommended inserting the phrase “electronically or in hard copy” within the first sentence of section 4. Board members agreed.

Judge McMonagle motioned to approve the Board's Rules of procedure, revised pursuant to discussion; Mike King seconded. The Rules were unanimously approved.

#### 6. Miscellaneous Business

Mark Griffin thanked the Board members for their efforts. He noted there are no potential debarments pending within the next 30 to 90 days.

Judge McMonagle recommended that the Board not meet during the months of July and August, unless required. Mike King reviewed the process for consideration and approval of the Rules of Procedure by the County's Administrative Rules Board. Evan Byron volunteered to come before the Administrative Rules Board to present the rules.

There was no further business.

#### 7. Adjournment

Judge McMonagle motioned to adjourn; Evan Byron seconded. The motion to adjourn was unanimously approved at 2:36 PM.