

Clearwater, Florida, May 17, 2017

A special meeting/workshop of the Pinellas County Business Technology Services (BTS) Board was held at 9:30 A.M. on this date in the Clerk's Large Conference Room, 4th Floor, Pinellas County Courthouse, Clearwater, Florida, with the following members present:

Kenneth T. Welch, County Commissioner, Chairman
Bernie McCabe, State Attorney, Vice-Chairman
Howard Andrews, Representing Bob Dillinger, Public Defender
Ken Burke, Clerk of the Circuit Court and Comptroller
Deborah B. Clark, Supervisor of Elections
Bob Gualtieri, Sheriff
Janet C. Long, County Commissioner
Chief Judge Anthony Rondolino, Sixth Judicial Circuit
Karen Williams Seel, County Commissioner
Charles W. Thomas, Tax Collector
Mike Twitty, Property Appraiser

Not Present

Bob Dillinger, Public Defender

Also Present

Jeff Rohrs, Interim Chief Information Officer (CIO), BTS
Bill Berger, Office of Management and Budget Director
Jason Ester, Senior Assistant County Attorney
Holly Schoenherr, Human Resources Director
Other interested individuals
Jenny Masinovsky, Board Reporter, Deputy Clerk

AGENDA

1. Citizen Comments – Chairman Welch
2. Ratification of CIO/Executive Director Appointment – Chairman Welch
3. Realignment Discussion – Chairman Welch
4. Overview of Recruitment Process – Chairman Welch and Holly Schoenherr
5. Other Business – Chairman Welch

CALL TO ORDER

Chairman Welch called the meeting to order at 9:30 A.M; whereupon, at his request, Howard Andrews introduced himself, indicating that he represents Public Defender Bob Dillinger.

CITIZEN COMMENTS

In response to the Chairman's call for citizens wishing to be heard, Tom Rask, Unincorporated Pinellas County, appeared and indicated that he emailed the members a copy of the lawsuit he filed last night; whereupon, he discussed the grounds for it, including short noticing of the recent BTS meetings, and stated his concerns regarding the BTS organization.

In response to queries by Chairman Welch and Mr. McCabe, Attorney Ester indicated that upon his review of the lawsuit, he found no Sunshine Law violation relating to noticing of public meetings; and that he will forward Mr. Rask's email to Mr. McCabe, pursuant to his request.

RATIFICATION OF CIO/EXECUTIVE DIRECTOR APPOINTMENT

Referring to the special meeting of the BTS Board Ad-Hoc Sub-Committee held on May 2, Chairman Welch indicated that Mr. Rask also alleged that no clear delegation to appoint the Interim CIO was given to the sub-committee by the Board. Chairman Welch confirmed that a very clear delegation was indeed provided and proper procedures were followed; nonetheless, he requested that members ratify the appointment in order to avoid taxpayer costs of defending a lawsuit; whereupon, Sheriff Gualtieri moved, seconded by Mr. McCabe, that the appointment of Jeff Rohrs as the Interim CIO/Executive Director of the BTS be ratified, and upon call for the vote, the motion carried unanimously.

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Commissioners Long and Seel entered the meeting at 9:38 A.M.

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REALIGNMENT DISCUSSION

Chairman Welch related that pursuant to previous Board discussions, Mr. Rohrs met with Mr. Berger and County Administrator Mark Woodard to discuss realignment of certain applications utilized by the Board of County Commissioners (BCC) departments, such as Hyperion, to the County Administrator; whereupon, referring to a handout titled *Vertical Application Realignment*, which has been filed and made a part of the record, Mr. Rohrs provided an overview of the plan for realignment developed during the meetings, discussing the Guiding Principles, Realignment Strategies, High-Level Realignment Outline, and Next Steps that were defined. He indicated that the plan calls for collaboration between the BTS and BCC departments, alignment with the BCC Strategic Plan, minimal impact to other BTS-provided services and existing applications, and avoidance of staff reductions; and that the evaluation of applications has begun.

Responding to queries by the members, Mr. Rohrs related that it would take approximately two to three months to finalize the realignment plan; and that any application involving more than one stakeholder is an Enterprise application receiving a proper level of service. He indicated that in contrast to the BCC Information Systems integration with the Information Technology Department of several years ago, the proposed plan involves realigning very specific BCC applications, which will be maintained by the application support groups, while server infrastructure, network, other inner components, and phone support will remain in BTS; whereupon, Ms. Schoenherr indicated that the permanent recruitment process can begin in parallel with the realignment.

OVERVIEW OF RECRUITMENT PROCESS

Noting that he fully supports the realignment, Sheriff Gualtieri expressed concerns relating to proceeding with the recruitment process before developing a definite and structured plan, including the number of applications to be realigned, staffing, and any other associated changes, in order to attract quality candidates and set salary in accordance with well-defined responsibilities; whereupon, the members stated their concerns and discussed the following matters:

- Establishment of a protocol for determining vertical applications/collaborative analysis
- Realignment cost
- Ability of BTS to keep up with technology innovations
- Factors considered in setting salary for the CIO
- Vertical application practices in the offices of the Clerk and the Tax Collector
- Cyber security as a growing concern and a significant function of BTS and the future CIO
- Role and responsibilities of the CIO

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In response to queries by Sheriff Gualtieri, Ms. Schoenherr indicated that a CIO position entails constant change and fluidity; and that a reduction in staff from 165 to 145 employees may not make a difference in compensation due to the overall authority and responsibility. Mr. McCabe opined that a smaller staff would involve lesser responsibility, and Mr. Burke requested that a salary survey be conducted; whereupon, responding to query by Chairman Welch, Ms. Schoenherr indicated that a survey can be done in the next few weeks.

Responding to query by Chairman Welch, Messrs. Rohrs and Berger agreed to the three-month timeframe to fully develop the realignment plan; whereupon, Ms. Clark moved, seconded by Commissioner Long, that the CIO recruitment be delayed for three months, and upon call for the vote, the motion carried 8 to 2, with Messrs. Burke and Twitty casting the dissenting votes. Mr. Twitty reiterated the importance of security and noted that the new CIO would have a role to play in the planning of the future of BTS.

During discussion and in response to query by Mr. McCabe, Mr. Rohrs indicated that accelerating the realignment plan development process to two months would be beneficial to the staff, which feels unsettled during this time of uncertainty; whereupon, Chairman Welch noted that while it may be possible to finalize the plan sooner, it should be done the right way; and that staff should be reassured that no cuts are anticipated, and Commissioner Long requested that Mr. Rohrs provide written monthly progress reports including any pertinent information.

Responding to queries by the members, Ms. Schoenherr referred to the *Chief Information Officer*, *BTS* job description and *Recruitment and Selection Process* handouts, indicating that the position title was changed to CIO and pointing out the pay rate information; whereupon, Chairman Welch requested a meeting with Ms. Schoenherr and Sheriff Gualtieri suggested inviting the County Administrator to the next meeting to make a presentation together with Mr. Rohrs, and no objections were noted.

OTHER BUSINESS – None.

ADJOURNMENT

The meeting was adjourned at 10:21 A.M.