



## **Employee Advisory Council – Delegate Meeting Minutes**

Extension Services, 12520 Ulmerton Road, Largo, FL

Thursday, November 19, 2015, 8:00 a.m. – 10:00 a.m.

### **Call to Order**

The EAC Delegate meeting was called to order at 8:05 a.m. by Chair, Lisa Wombles, followed by the Pledge of Allegiance.

### **Guest Speaker – Jim Bennett, County Attorney**

Jim Bennett, County Attorney, provided some examples of how he and his office protect their clients, the departments under the Board of County Commissioners, as well as our elected officials.

- Day-to-day representation on the host of matters entrusted to our client's care.
- BP Deepwater Horizon oil spill: The County came to a settlement with the defendant. This caused a thin line between what information could be provided to the citizens and what information could not be public records due to the terms of the settlement.
- IC Shark: This is still an open case involving a contractor who built a dock, with a structure and electricity, without the benefit of a building permit.

Words of wisdom from Jim:

- See your attorney early.
- Don't hide any issues.
- Shine the light on the bad news so that it can be addressed.
- Strive for good relationships and rapport with client departments.
- We ask a lot of questions because facts matter and may drive the advice we give.

### **Question:**

Why and when does your office hire outside counsel?

### **Response:**

There are several circumstances when outside counsel must or should be retained:

1. Anytime that there is a conflict of interest. The County Attorney's Office subscribes to a code of professional responsibility which requires that we avoid such conflicts.
2. When it involves a specialty area for which we do not maintain expertise (immigration law).
3. When the matter will demand so much of our resources that it would interfere with our other responsibilities.
4. Politically charged cases where we need to counsel more than represent the Board.

The Personnel Board's attorney is Michelle Wallace, while Carole Sanzeri is attorney for Human Resources. Under such circumstances we have special protections, both digital and procedural, in place to prevent the lawyers or their secretaries or paralegals from seeing each other's work.

### **Comments from EAC Chair – Lisa Wombles**

Election news:

- Mario Ruggia is Representative for BCC I.
- Doris McHugh is Representative for BCC VI.
- Lisa is Representative for BCC VIII.
- Lisa Wright is Representative for Property Appraiser.



# Employees' Advisory Council



*to continually improve the Pinellas County classified employees' quality of work life*

APPROVED BY THE EAC

Election emails will be going out on November 30<sup>th</sup>, for the remaining areas:

- BCC II
- Clerk North
- Supervisor of Elections

Keith Dekle has agreed to continue to serve as the EAC's appointment to the Personnel Board for another term.

## **Comments from Interim Director of Human Resources – Beverly Waldron**

News on Rules, Policies, and Procedures: Two weeks from today, all will be brought before the Personnel Board. Grievances will follow the Rules, Policies, and Procedures in effect at the time of the employee's first awareness of the issue. Everything else will follow those in place as of the date of the transaction.

Bev is thankful for the tremendous job done by Charles Toney in reviewing the proposed Personnel Rules.

"Long timers" with twenty-five years or more will receive two additional floating holidays.

Bev's last day with Pinellas County will be January 8, 2016, with over thirty-one years of service.

The meeting for the Personnel Board to meet with the elected officials on November 19<sup>th</sup> has been cancelled. A new time will be rescheduled. The County has contracted with a recruiting firm, Waters, to narrow down the finalists. The current outlook is sometime in April or May to appoint the new HR Director.

Among other issues with having 27 payroll periods this year, the accrual of annual leave is also affected. Employees will still get the same amount of leave accrual by the end of Payroll Period #27. Accrual, like health benefits, is also spread out among the payroll periods.

A question referring to the interruption of service and years of service with Pinellas County; whether the employee retains the years served will depend upon the length of the interruption of service. Most employees laid off in the recession were able to be re-employed and did not lose their tenure.

## **Upcoming Meetings**

The Personnel Board Meeting is December 3, 2015. The EAC Representative Meeting is December 16, 2015 and the EAC Delegate Meeting is January 28, 2016.

## **Adjourned**

Charles Toney	*Randy Rose	*Clare McGrane	*Joshua Chance	Chuck Mangio
*Richard Carvale	*Lisa Wombles	*Steve Yeatman	*Richard Castle	Mercedes Pearson
*Hazel Lane	*Mike Powell	Jennifer Gundel	*Linda Cahill	*Peggy Poole

\*EAC Representatives in attendance at this meeting.