



Employees' Advisory Council



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

APPROVED BY THE EAC

Employees' Advisory Council – Representative Meeting Minutes

County Office Annex, Room 429, Clearwater, FL

Wednesday, July 15, 2015, 2:30 p.m. – 4:30 p.m.

Call to Order

The EAC Representative meeting was called to order at 2:30 p.m. by Chair, Lisa Wombles.

Approval of Minutes

Clare McGrane motioned to approve the EAC Representative Delegate Minutes for June. The motion was seconded by Hazel Lane. The minutes were approved as written.

Comments from Director of Human Resources – Jim Valliere for Peggy Rowe

The LEAD succession management program application period has been extended for one week.

Two Minute Tuesdays: Jim Valliere encouraged everyone to sign up to get Two Minute Tuesdays.

[Visit www.pinellascounty.org/hr/two] Also HR is looking for topics of interest to ALL divisions.

Ideas offered:

- *Advertise upcoming consortium classes
- *Better working relationship versus control that snuffs creativity
- *How departments work together to common goal/ project

A request for input will be made at the Delegates meeting.

Questions:

Randy Rose: Tampa Bay Times had an article about an employee survey for City of St. Petersburg.

The newspaper noted that there was no allowance for employee comments. Were our surveys similar to St Pete's?

Laura Berkowitz: Pinellas County Human Resources had an employee survey in 2013 and plans on another one in 2015. The 2013 survey included a question that rated the EAC on representing employees. This survey had a great response with 74%; responses showed that a majority was unhappy with how performance measures were handled; as a result, changes were made. Laura will be sending the EAC question for the next survey to Lisa for review and input.

Randy Rose: Express Scripts was noted as not a great employer in a newspaper article. After they took over Medco, service to the County employees declined severely. The County demands excellent customer services from its employees. Why not also from our contractors?

Dave Blasewitz: He will review the survey report to validate the information, and work with our account reps on transition issues. Medco had a good customer service reputation; however, after the merger with Express Scripts occurred, isolated service issues have arisen. HR meets regularly with Express Scripts and is actively working to ensure the best possible service for employees and their families.

Is there a survey for ALL County employees who leave service regardless of how or why?

The answer is yes; and some of the Appointing Authorities do them face-to-face.

Dawn Grasso: Spoke on the subject of the wellness incentive points versus cash payment. There are employees who would like to change how they receive their points. It was explained they will need to go to the HR website [visit www.pinellascounty.org/hr/incentive] to change their election of reward points to dollars. The system automatically defaults to points unless changed by the employee. The



change will not be effective until the next quarter. Those who have opted out of the County health insurance can still log on to UHC to see their wellness points. [Visit

<http://www.pinellascounty.org/hr/benefits/pdf/myuhc-help.pdf#page=21> for instructions.]

Innovation Academy:

Richard Castle and Dawn Grasso are attending the Innovation Academy 12 week course.

Dawn spoke about the class and gave 2 different scenarios that included comments and opposite attitudes from other attendees.

One scenario was an employee who was struggling with the concept of applying Innovation on the job. The employee was asking, "Why am I here? What am I supposed to do? At my job I'm not allowed to come up with new ideas, I can only do as I am told." This employee also relayed a story about a colleague who was about to retire. The employee about to retire had compiled notebooks filled with maps, valve locations, etc. as well as years of institutional knowledge. Upon retirement, the County did not request that any institutional knowledge from the retiree be shared with anyone. The retiree felt devalued and in turn did not volunteer any institutional knowledge back to the County. Result: Valuable information was lost.

The second scenario involved a supervisor who had an energetic employee with great ideas and plans. The supervisor sat down with the employee and discovered the employee's goals then helped map out a career path that included training courses to prepare the employee for advancement. The supervisor stated, "If you are going to take my job one day then we'd better get you in the right classes so you are prepared to do the job when you get here."

In short, if we want to attract and retain the best and the brightest, why are we not creating an environment of innovation? Why are we beating up on everyone every day? This only makes employees feel like they have no value and stifles any creative or innovative thinking. Doesn't the attitude of the supervisor in the second scenario better reflect how the attitude of all County Departments should be? And if so, is the disconnect between the first and the second scenario possibly in the mid-management staff who may be concerned about being replaced by any new hires who may bring innovative thinking to the job?

Dawn also stated it was a very good class and encouraged others to take it if possible.

Jim Valliere: There are mandatory Supervisory and Management Competencies Series classes for supervisors/managers. All Appointing Authorities should be sending their supervisors to the classes.

Gene Pressoir: HR does not police attendance at the mandated supervisory courses. There may be changes coming to how HR delivers supervisory training. Do the Appointing Authorities have to do the same as BCC? Yes, the same competencies apply.

Dave Blasewitz: FACE is a place to monitor activity, classes, etc.

Is HR's role to help in situations like those above? This is a big organization. As with other issues, some supervisors may handle things better than others. That is where HR can help.

Hazel Lane:

Is more training coming for FACE?



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Laura Berkowitz: Yes. Performance expectation (goals) training is underway now. Onsite FACE training for groups is available upon request. Contact Carol Barkalow at 464-5579.

Jennifer Gundel: A lot of temps go into full-time positions with Pinellas County, but time as a temporary employee does not count toward the 5 year anniversary certificate.

Dave Blasewitz: He will evaluate this issue.

Clerk of the Court:

Due to State budgetary issues, State funded employees that work in the Clerk of Court's office must take 2 furlough days off after July 1st and before September 30th. This affects about 310 employees. Clerk office hours for the public will change to 8:30 to 4:30. The Clerk's filing fees go to State. This year the State did not return as much as they should have. Ken Burke stated one priority was to avoid any layoffs.

Miriam Irizarry, who previously held the position of Chief Deputy Director with more than 25 years of service to Pinellas County, has been appointed Judge by Governor Rick Scott. Her Investiture Ceremony is scheduled on August 14, 2015. The EAC has been invited and members will attend.

EAC Elections Process Committee Report

Dawn Grasso discussed how Survey Monkey could be used for an electronic election process. This will also be presented at the July delegate meeting next week.

Dawn explained there are 3 options to consider (see attached handout):

- Option 1 – Retain current process with paper ballots.
- Option 2 – Supervisor of Elections ballots: Use the same voter education system as used at schools in the County. There will still be some paper to retain.
- Option 3 – Survey Monkey online (non-paper)
An email would be sent to each employee with unique URL. There may be an issue with spam blockers. But, if necessary, the employee can access the spam filter to pull up the email. The ballots would be anonymous. The system allows the EAC information only on whether a person voted, and not on who a person votes for.

Richard Castle motioned to adopt the electronic Survey Monkey voting option. The motion was seconded by Hazel Lane. This new process was voted unanimously by the council.

By-Laws will have to address any change in process.

By-Laws Change Committee: Josh Chance, Richard Castle, and Dawn Grasso.

Old Business

Advocates: Steve Yeatman will continue to work with the advocate program in a research and training capacity.

Update on the Utility Certification Pay: Mark Woodard and his staff are actively working on this issue in researching and looking to improve the process moving forward.



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The EAC Chair relayed to the council how nice it is to have Mark Woodard as a County Administrator because of his willingness to sit down and discuss employee issues and concerns as well as looking to make a positive impact in the community concerning Pinellas County employees.

New Business

An appeal is scheduled before the Personnel Board on August 6th, 2015 @6:30pm.

Adjourned

Mike Powell made a motion that the meeting be adjourned at 4:30 pm, and it was seconded by Richard Castle.

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	*Dawn Grasso	*Peggy Poole

*EAC Representatives in attendance at this meeting.