



## Employees' Advisory Council – Representative Meeting Minutes

County Office Annex, Room 429, Clearwater, FL

Wednesday, September 16, 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

Hazel Lane motioned to approve the EAC Representative minutes for August 19, 2015. The motion was seconded by Richard Castle. The minutes were approved as written.

### Comments from Gene Pressoir and Dave Blasewitz

The 3% pay increase is effective October 4<sup>th</sup> and will be in the October 23<sup>rd</sup> paycheck.

The BenefitsU meeting at Extension Services last night was attended by about 100 people. There were representatives from each of the benefits providers (including United Healthcare, ComPsych, EyeMed, Express Scripts, Cigna, MetLife, WageWorks, The Hartford and The Standard). Each representative provided a short description of their services. Questions could be answered afterward at tables set up around the room.

A new Wage Ordinance will be coming up. This will be an item for citizens and employees.

The FACE program unlinks pay from the conversation, but adds factors of what the employee has contributed and the importance of those contributions.

#### *Question:*

Will the FACE password be linked to the network password, so that we don't have to remember a separate password?

#### *Answer:*

This customized linking is in the works and is expected to be complete in about six months.

#### *Question:*

Do the Appointing Authorities have a structure on which to base merit increases?

#### *Answer:*

HR is looking into this. What should be considered are activities, performance and behavior of the employee. HR is working with the Appointing Authorities and hopes to bring this back to the EAC in about three to four months.

#### *Question:*

A supervisor sent an employee for medical testing. The employee had to pay for testing. How does the employee get reimbursed? Why did the employee have to pay?

#### *Answer:* Pending

#### *Question:*

What is the deadline to complete biometrics and health assessment in order to avoid the surcharge for benefits next year?

#### *Answer:*

December 31, 2015



*Question:*

When will the County include an employee's temporary time in the determination of service time?

*Answer:*

HR is looking into this.

## **EAC Bylaws and Election Procedures**

Bylaws Committee (Dawn Grasso, Josh Chance, Rich Castle) - The committee reviewed the Bylaws, specifically Section 7, Election Process. The current process is labor intensive and time consuming. In light of today's technological advances, the EAC decided at the July 15 meeting to allow online voting. This allows the process to be quicker and more efficient, plus saving time and money. A Bylaws change requires two weeks notice to the members and the Director of Human Resources which was provided at the previous August 19th meeting. Then the EAC is required to request approval from the Personnel Board.

*Proposal:*

- Delete portions of EAC Bylaws Section 7.
- Move portions of Section 7 to an [EAC Elections Procedure](#) that may be updated annually as needed with a vote at an EAC Representative meeting.

Charles Toney moved to adopt the proposal and take it to the Personnel Board meeting on October 1, 2015. Motion was seconded by Hazel Lane. The motion was approved unanimously. The Elections Committee members will be Peg Poole, Rich Castle, and Josh Chance.

## **EAC/Appointing Authorities Meeting**

There will be a Joint EAC/ Appointing Authorities meeting on Friday, October 16, 2015 at 8:30 am. Topics from EAC will include the proposed Personnel Rules and other topics still being discussed.

## **Advocate Program**

An advocate is allowed three hours of County time per week to work on a grievance. This may not always be reasonable. In a recent termination appeal, the advocate received over 1,400 pages of facts from the employee's department.

Question asked about any comments the Appointing Authorities may have on the Advocate program?  
Are they negative or positive?

Hazel Lane, Human Services, found some common ground with Mercedes Pearson, Office of Human Rights in reference to the Affirmative Action Ordinance. On occasion, her department receives clients who feel that they have been discriminated against by their landlords. These clients or any citizen may be referred to the Office of Human Rights (see [www.pinellascounty.org/HumanRights](http://www.pinellascounty.org/HumanRights))

## **Personnel Board Workshop – Rule Revisions**

The revised rules were discussed at the September 15th workshop. EAC Chair Lisa Wombles, Vice Chair Richard Carvale, Charles Toney and Clare McGrane attended the workshop. The Personnel Board Chair, Rick Davis welcomed input from the EAC on the revised rules as they were discussed.

Rules on pay increases for promotions—the proposed rule change includes a wide range, with added language that allows the Appointing Authority to go outside the suggested range, at their discretion. If that discretion is exercised, it is not required, but advised that the Appointing Authority consult



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

APPROVED BY THE EAC

with the Director of Human Resources beforehand. With this new range rather than the prescribed percentages of the employee's current pay rate, the employee may negotiate a higher rate. Discuss negotiation so that employees will understand how to negotiate and how to present the importance of their skills.

Reclassification increases are based upon the job, not the employee.

Cost of Labor is based upon how much a particular job is worth.

Cost of Living is based upon how much it costs to live in a particular area; e.g., Miami, Chicago, and Pinellas County all have different living costs.

## Rules Question:

Terminated employee grieves a termination and is reinstated. The employee should be reimbursed for the unpaid time out of work (a reasonable amount of time to be agreed upon by the Appointing Authorities and the EAC.) Per the County Attorney's Office: This is seen as damages, and as a government, the County may not pay damages. If an employee receives a wrongful suspension, back pay is paid.

## Adjourned

Charles Toney made a motion to adjourn at 4:10. Peg Poole seconded.

*Charles Toney	*Randy Rose	*Clare McGrane	Jennifer Gundel	Chuck Mangio
*Richard Carvale	*Lisa Wombles	*Steve Yeatman	*Rich Castle	*Mercedes Pearson
*Hazel Lane	*Mike Powell	*Josh Chance	Dawn Grasso	*Peg Poole

\*EAC Representatives in attendance at this meeting.