



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, October 21, 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 revise the approved August 19, 2015 EAC Representatives' minutes to correct a scrivener's error specifying "parents" instead of "grandparents" for the item that reads:

Bereavement/ Funeral Leave (3 days):

Currently for immediate family - can we add spouse's [grand]parents?

Mike Powell seconded the motion.

Richard Castle motioned to amend the September 16, 2015 minutes to change Peg Poole to Dawn Grasso as a Bylaws Committee member and the future committee title of the Elections Committee with members: Richard Castle, Josh Chance, and Peg Poole.

Richard Castle motioned to approve the EAC Representative Minutes for September 16, 2015. The motion was seconded by Charles Toney. The minutes were approved.

Comments from Interim Director of Human Resources (HR) – Beverly Waldron

There will be a meeting on Monday among the four Constitutionals and the County Administrator to discuss the consulting firm's search for the next Director of Human Resources. The following Tuesday, they will discuss how it will work and what attributes should be looked for. What will the advertisement say and will it be a national search? Who will be on the selection committee?

The Special Personnel Rules Workshops are continuing: Last Monday and again next Monday. A set of revised Rules will be sent out tomorrow morning. We still hope to have a final approval in November.

There are 27 pay periods this year. However, the benefits deductions from each paycheck were based upon 26 payroll periods. Therefore, the paycheck for Payroll Period #27 will have no deductions for health, dental, or life insurance. The Flexible Spending account deductions will continue if you have not reached your maximum election for the year. There will be deductions for pension and any deferred compensation plans. There will also be a patch for OPUS.

Open Enrollment has been delayed. Employees may review the information, but will not be able to enroll in OPUS [[deadline for Open Enrollment was extended to November 16](#)].

Matt Stewart has resigned from the Human Resources Department. He has accepted a position with Hillsborough County Supervisor of Elections as their HR Director.

Tim Closterman, currently director of Pinellas County's Communication department, will be joining Human Resources effective November 16, 2015.

Business Technology Services (BTS) is turning over the computer training function to Human Resources. Kat Black and Kevin Connelly will be moving from BTS to HR.



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There are many employees that have a large amount of annual leave hours accumulated. There is a cap on the number of hours that can be cashed in when you leave the County (cap is three times the annual accrual rate). Up to 500 hours may be contributed when enrolling in DROP. There are over 500 employees who are over the cap, and 50% are not taking advantage of the Exchange of Leave Program. These folks should be speaking to Benefits rather than lose their hours upon retirement.

Will the 160-hour annual leave exchange limit be increased?

No.

The 160 hours exchange is a benefit that Pinellas County offers to its employees that is not common to most employers. Allowing the exchange is a burden to the budget and increasing it further would increase that burden at the expense of other budgetary expenditures.

In addition to the 3% increase to pay and the 2% increase in pay grades maximum, pay grade minimums will also be raised 2% on December 27th.

Charter Review

Charles Toney has been attending the Charter Review Committee meetings. The public has been loudly commenting about the term limits set in place by the previous Charter Review Committee.

Personnel Board

Personnel Board changes: Joan Vecchioli, representing the constitutionals, and Keith Dekle, representing the EAC, have been reappointed to the Board. Andrea Daggett, representing the Board of County Commissioners, is not expected to re-apply for the position when the press release for the application process is posted. Rick Davis is appointed by the other Personnel Board members and his reappointment will be considered by the Personnel Board at the December Personnel Board meeting.

There are three appeals coming up: November 5th, December 3rd, and a special appeal on December 8th, 2015. The Personnel Board has requested that if there is an appeal scheduled, that the meeting begin at 4:00PM rather than 6:30PM.

Personnel Rules Revisions

If an employee fails to report to work for three days, s/he will be deemed to have resigned. When is this unreasonable? What if the employee has been in an accident and is unable to report?

What constitutes notification? This needs to be consistent. The wording is from 1988. There was no texting then, little or no email.

Outside employment: Must be approved by the Appointing Authority; have no conflict or ethics issues. The permission may be withdrawn at any time by the supervisor.

A list of policies is on the HR website at www.pinellascounty.org/hr/policies_procedures.htm#general

Rule on values: "Stated values" is not the same as written values. The Tax Collector has posters throughout the offices whereas others do not. "Stated" values can be too vague a term, and those "stated" values could change over time or with a new Appointing Authority.



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Promotions currently have a structure for the employee to follow. In the revised Personnel Rules, current employees will have the same negotiating ability as an outside applicant. Currently applicants from outside the County have the opportunity to negotiate by showing their skills and achievements, but current employees do not.

Example provided by Jack Loring: The hiring manager wants to offer more money, but currently can't offer it to a County employee. With the Rule change, the hiring manager will be able to offer a higher wage.

The Personnel Board does not have the authority to order back pay for a terminated employee who has had their termination overturned through the appeals process. The Appointing Authorities may agree today that they would be fine with providing back pay, up to a reasonable amount of time (suggested: three months). However, when an Appointing Authority is replaced, the new one is not bound by any agreements made by the predecessor.

Questions

Why is T-Mobile no longer available on YouDecide.com?

That is up to the folks at YouDecide.

Employees have started to receive text messages from Express Scripts. How can the employee stop that?

Express Scripts should not be sending text messages unless the employee has signed up for it.

How do you opt out of receiving calls from UHC? An employee out on FMLA with a broken leg received a call in reference to blood pressure. The UHC rep then suggested that the employee consider walking as an exercise.

When merit raises are finally available again, can they be paid out by the middle of December so that employees may shop for the holidays?

The original target date is Thanksgiving.

If the Rules are passed in December, will the two additional floaters for employees with 25 years of service get added? Yes.

What if the Rules are passed in January? Then they will be available in 2016.

Human Resources is still researching if County employees will be able to include their time as part-time employees to be considered in the five-year time certificates.

Question on how a career ladder is created.

It is a joint effort between the department and HR. The ladder is created for the position and not for a particular employee. It is specific to that department. As an example, the Clerk may have a Records Specialist ladder for Clerk Civil, but that would not be available in Clerk's Recording Services. It all depends upon the work: type of work and the need for it.

Harassment and bullying continue to be issues in some areas. The supervisors get training on the federal rules and Equal Employment Opportunity provisions, and we would like to see that the employees also get training so that they can know it when they see it. The Supervisory and Management Competencies series will be starting again in February.



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EAC Elections

Dawn Grasso will be stepping down as she is resigning from Pinellas County. Linda Cahill has offered to take her place. A motion was made by Charles Toney and seconded by Dawn Grasso to fill Dawn's position as Representative with Linda Cahill, with voting rights.

Nominations for Representative have been extended one week. Our elections will be electronic for the first time in EAC history.

Adjourned

Mike Powell made a motion that the meeting be adjourned at 4:10PM, and it was seconded by Steve Yeatman.

*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.