



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, May 18, 2016, 2:30 p.m. – 4:30 p.m.

Call to Order

The EAC Representative meeting was called to order at 2:35 p.m. by Chair, Lisa Wombles.

Approval of Minutes

Donna Beim motioned to approve the EAC Representative Minutes for April 20, 2016 with amended verbiage for the Holiday Giving and Closing Remarks. The motion was seconded by Charles Toney. The minutes were approved.

Donna Beim motioned to approve the EAC/Appointing Authority Minutes for April 20, 2016 as written. The motion was seconded by Charles Toney. The minutes were approved.

Comments from Dave Blasewitz, Director of Human Resources (Interim)

Dr. Holly Schoenherr has accepted the offer from Dr. Rick Davis, Personnel Board Chair, as the new Human Resources Director for Pinellas County. Her start date is July 18, 2016. Holly will visit next month to be introduced to the HR staff.

The new Personnel Rules are being monitored and supported by the Appointing Authorities. The issue was raised of items that are referred to as policies or guidelines but are not written down and suggested that it might help if additional defining measures are included in the rules. Dave asked for examples to be provided of unwritten policies to HR for review. It was suggested that this topic might be defined and explained more clearly in *The Pen*.

Randy Rose asked when and where the new health clinic will be operating since the budget was presented to the Personnel Board. Dave said that information will be addressed at the next Board meeting. The location will be east of the Annex Building in downtown Clearwater by a "couple of miles".

Charles Toney asked Dave - due to a recent article with an unfavorable ranking for Pinellas County of funding the Retiree Healthcare Subsidies - how is the Health Insurance Subsidy (HIS) being handled by the County? Response – the HIS is not a line item in the budget but it is covered – the report was looking for specific budgeting for the HIS coverage.

Please explain the options for the service fees for those on the HSA insurance.

Response from Dave - There are several options for the HSA bank accounts; one is free (the County picks up the bank charge), and the others have enhanced services with a fee to the employee. It is explained to members each year after annual enrollment when they have elected the HSA plan. This is a very complicated topic and depending on the election made by the employee the monthly surcharge can vary. Anyone with questions should call Benefits directly at 464-4570.

Jim Valliere mentioned that the topic for the next Two-Minute Tuesday will be the EAC Employee Advocate program [[watch the Employee Advocate video](#)].

HR staff met with The Standard in April. They are scheduled for weekly follow-up phone calls to ensure the Federal and County guidelines are being followed.

An appeal is scheduled for the July Personnel Board meeting.

Introductions

Audrey Savas joined the HR department as an HR Analyst in the Performance and Development division. She will be the program leader for the LEAD program.

Old Business

Charles Toney brought up the topic of bullying and retaliation which continues to occur. Perhaps that issue should be named as such in the Personnel Rules so people recognize how to address the problem.

Dave Blasewitz has not received the report related to the potential extra days off for employees with 20 or 30 years with the County.

New Business

Charles Toney asked if transfers are captured in Taleo.

Response: No. Jim replied that employees have to apply for every position in which they are interested. The old request for transfer procedure is no longer available since registers do not carry over. As every position is done through recruitment, employees must apply. [Note: There is still the ability to request a transfer by written request as outlined in Personnel Rule 2.]

FACE - Lisa Wright asked if an employee is allowed to request an additional person to monitor their FACE meeting? Why wasn't the employee advised prior to the meeting about negative comments? The employee has no recourse if the supervisor is placing comments in FACE throughout the time periods between meetings. Now the comments are public record. Why can't the employee add comments during the time between meetings?

Response: There is a place for employees to write comments but that is only after they have seen the documentation before the meeting. The employee can ask to see the documentation the supervisor is entering into FACE. If anyone wants their FACE re-opened, contact Meagan Decker and she will administratively activate the file. Dave commented that FACE is not intended to be used in that manner; however, supervisors are to keep documentation on employees in FACE.

Adjourned

Lisa Wombles made a motion to adjourn at 4:20. Peg Poole seconded.

Lisa Wombles*	Richard Carvale*	Peg Poole*	Linda Cahill*	Rich Castle
Donne Beim*	Hazel Lane	Doris McHugh*	Mercedes Pearson	Randy Rose*
Mario Ruggia*	Ashley Skubal*	Charles Toney*	Lisa Wright*	Steve Yeatman*

*EAC Representatives in attendance at this meeting.