



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, August 17, 2016, 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

Charles Toney motioned to approve the EAC Representative Minutes for July 20, 2016. The motion was seconded by Richard Carvale. The minutes were approved as written.

Donna Beim motioned to approve the EAC Delegate Minutes for July 28, 2016. The motion was seconded by Richard Castle. The minutes were approved as written.

Comments from Holly Schoenherr, Director of Human Resources

Holly discussed how she has been meeting with many people to gain an understanding of their perspective on Pinellas County. She mentioned an [article in The Pen](#) which explains how she plans to be thoughtful and well informed about making any changes. They have to be strategically planned. For a limited time, an email account has been set up for all employees who would like to share any thoughts or bring new ideas and different perspectives to the issues we face in Pinellas County. The email address is: ShareWithHolly@PinellasCounty.org. The email address will be closed on September 9, 2016.

Human Resources Topics

Randy Rose suggested to have information shared by the Wellness Manager for time sensitive offerings be distributed to all employees, not only the Wellness Champions. There have been times when departments throughout the County have missed the opportunity to take advantage of programs due to lack of timely communication. Sue Keim will discuss this issue with Crystal Capone (previously Lockwood) and pursue a better method of communication. If anyone is interested in being a Wellness Champion for their department, contact Crystal at wellness@pinellascounty.org.

Old Business

FMLA – Dave Blasewitz addressed the communications he has received from employees having problems with The Standard and the slowness in responses from the Benefits department staff. Sue Keim gave an overview of the meetings with The Standard. In April, Human Resources and representatives from The Standard met to discuss the expectations of the Pinellas County employees. Timeliness of responses to claims submitted and better overall communication is a priority. The Standard is adjusting the emails being sent to supervisors which will clarify the information required for processing claims. HR is working with the supervisors and managers to educate them on the processes they need to follow for their employees. An FMLA call-in line is being implemented for managers to use for any questions they may have. Employees can request email communication from The Standard. Contact HR – Benefits with concerns regarding health insurance, FMLA and disability claims. When an employee contacts HR – Benefits by phone (464-4570) or email (employee.benefits@pinellascounty.org) they can expect a response from a team member usually within 24 hours. Many times additional follow-up is needed for the questions being asked;

however, an employee will be contacted to communicate that their questions have been received and are being worked on.

Service Awards – The Appointing Authorities support allowing temporary service to count towards service awards time and Rewards Program points. HR is working on the procedures now. If an employee has had a break in service between the temp time and hiring full time, the temporary time will not be considered for service awards.

Taleo – Some parts of the system for completing applications and supplemental questionnaires are being looked at. Some of the areas include a communication to be sent to the applicant acknowledging the application has been received and if you do not meet the minimum requirements for the position. If assistance is needed with Taleo, contact Jim Owens or Bertha Battle.

Christmas Wish Foundation – Donations for the local Tampa Bay Christmas Wish Fund are being accepted year round. EAC members will be collecting donations from their respective areas or donations can be made online. Contact any EAC member for more information.

Merit Awards – Holly Schoenherr, HR Director will be meeting with the Appointing Authorities in a few months to discuss.

New Business

FRS / Deferred Compensation – Dave responded to an earlier question with regard to deferred comp about lump sum deposits. He explained that a lump sum of money can be deposited into deferred comp. The employee's contributions may need to be adjusted.

Open Discussion

The suggestion of implementing an extra window for leave exchange for the employees who cannot take time off due to low staffing and will lose the money upon retirement will be discussed at the Appointing Authorities meeting in October.

Fitness - The YMCA is offering low-impact classes for a minimal fee to County employees if enough people enroll. The sessions will be held in the Wellness Center, 324 S. Ft Harrison Ave., Clearwater. Contact wellness@pinellascounty.org for more information.

Adjourned

Lisa Wombles*	Richard Carvale*	Peg Poole*	Linda Cahill*	Rich Castle*
Donna 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.