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

Approval of Minutes
Charles Toney motioned to approve the EAC Representative Minutes for January 18, 2017. The motion was seconded by Clare McGrane. Randy Rose inquired on the verbiage about allowing time for blood donation. The minutes were approved with an edit to the blood donation verbiage to indicate that Randy said there was information in a previous issue of The Pen on this topic. Employee Relations will search for Peggy Rowe’s Pen article on blood donations being allowed on county time and not the employees’ time.

Richard Carvale motioned to approve the Delegate Minutes for January 26, 2017 as written. The motion was seconded by Charles Toney. The minutes were approved as written.

Comments from Holly Schoenherr, Director of Human Resources
- Carol Feskanin has been hired as the Benefits and Wellness Manager. Her start date is March 6, 2017. Carol was previously employed by Chico’s in Fort Myers.

- Holly met with the Appointing Authorities and reported that they are not in favor of increasing the maximum accumulation of compensatory time for classified hourly employees from 80 hours.

- Human Resources is still looking into the possibility of supplemental insurance such as Aflac.

- Bryan Cook announced that the request for proposal (RFP) for the Classification & Compensation study is nearly complete. The RFP will include a 21-day timeframe for replies to be accepted. A committee has been appointed to evaluate and select the company who will conduct the study. A website has been created for the Classification & Compensation study. It will be updated regularly and will include such areas as: FAQs, timelines and an option to ask questions anonymously. [ The link is www.pinellascounty.org/hr/compensation/study.htm. ]

- Lisa Arispe opened a discussion in reference to the new $250 emergency room co-pay and how some employees cannot afford the cost and therefore are not getting the medical attention needed. Can the co-pay amount be amended? Holly and Sue Keim responded that the co-pay has to stay in effect for this calendar year but can be reviewed for next year. The co-pay can be adjusted yearly as those are determined separately from the 5 year contract with UHC. Holly said HR is noting these concerns about this co-pay for the 2018 benefit year. It was also discussed that when the plan has upcoming changes, it’s important to inform the employees prior to those changes.

- Additional healthcare options have been provided in a Two-Minute Tuesday video on the Human Resources website [ visit http://www.pinellascounty.org/hr/two/videos/er-room-alternatives/er-room-alternatives.html ]. An article will be written in The Pen listing alternatives for getting emergency medical care.
Old Business

- Taleo and applying for job openings. Mario Rugghia expressed concerns for employees who have met the qualifications for job openings yet are not getting interviews. Bryan Cook explained how the applications are processed. The EAC would like the Taleo system to be updated to provide applicants with acknowledgement of applications received and notification when minimum qualifications have not been met. That information should be available before the closed period for each job so an applicant can correct areas, if needed. The application should also be available to review before submitting, in the same format prospective employers use, even if the answers have been copied and pasted. Applicants who have not been selected for a position they applied for are not being informed that the position has been filled. HR will look into that issue.

- Pinellas County is not looking to separate sick leave from annual leave. Sick leave and annual leave were merged together in the 1990’s. Total leave time would be the same, just separated. It is apparent the bigger issue is unscheduled and scheduled leave.

- Charles Toney requested clarification on the percentage of employees who received a better than satisfactory increase. At the EAC Delegate meeting Holly reported she believed that 85% of all employees had received better than satisfactory increases in FY2009. Jim Valliere commented that statistics showed it was closer to 92% of employees who had a better than satisfactory evaluation.

New Business

- The bi-annual joint meeting of the Appointing Authorities and the EAC Representatives will tentatively be held on April 28, 2017. A meeting request will be sent to all Representatives.

- Real Appeal UHC Health Program – Pinellas County does not set the standards for that program. Currently only people with a body mass index (BMI) of 23 or higher can enroll. Some employees feel the program discriminates against underweight people who can also have health issues. It appears not everyone enrolling for the program is being asked for their BMI. [ To register, visit www.pinellascounty.org/hr/health_wellness/pdf/real-appeal.pdf ]

- Medical Marijuana – Holly stated there has not been a conversation with the Appointing Authorities about this topic but would inquire. Canaan McCaslin, from the County Administration office, acknowledged that they are in the process of writing an ordinance with regard to employees’ use of medical marijuana. He will provide updates at the next Representative meeting.

- The Board of County Commissioners asked to receive the minutes from the EAC meetings. Camille Evans will ensure that all Commissioners receive the approved minutes. There is a need for better information about the EAC and its functions. Alicia Parinello asked if the EAC is mentioned to new managers. Jim Valliere said that the EAC is discussed in the supervisory training courses as well as in new employee orientation. Human Resources will look into better communication ideas to get the information distributed to all employees. Suggestions included an article in The Pen and Two-Minute Tuesday videos. Under the Sunshine laws, all EAC meetings are open to the public.
• Question was asked about the EAC At-Large Representative position. This representative is not elected; rather is nominated and voted on by the other 14 representatives on the council.

• Respectful Workplace / Anti Bullying Policy – The draft and reporting worksheets of the policy draft were distributed for review before the meeting. Holly commented that the definitions should be more stringent. All other areas of the policy looked fine to the EAC. Rather than scheduling another committee meeting, Holly offered to work on rewording the definitions and pass the policy draft on to the County Attorney’s Office for their input and approval. The EAC agreed to have HR make the adjustments and that another meeting was not necessary. The EAC is requesting that the County Attorney’s Office staff have their suggestions and approval completed before the next EAC meeting on March 15, 2017. The goal is to have the policy ready to present to the Personnel Board prior to the April 6 board meeting.

**Adjourned**
Ashley Skubal made a motion to adjourn at 4:30. Mario Rugghia seconded the motion.

| Lisa Arispe* | Richard Carvale* | Peg Poole* | Linda Cahill* | Bill Gorman* |
| Donna Beim* | Clare McGrane* | Doris McHugh* | Alicia Parinello* | Randy Rose* |
| Mario Rugghia* | Ashley Skubal* | Charles Toney* | Lisa Wright* | Marion Nuraj* |

*EAC Representatives in attendance at this meeting.