Call to Order
The EAC Representative meeting was called to order at 2:30 p.m. by Chair, Lisa Arispe. Jackie Warr joined the meeting representing the Property Appraiser’s Office for Lisa Wright.

Approval of Minutes
Charles Toney motioned to approve the EAC Representative Minutes for February 15, 2017. The motion was seconded by Richard Carvale. The minutes were approved as written. Randy Rose shared the information from the October 20, 2010 minutes regarding blood donation being allowed on County time. This topic will be addressed with the Appointing Authorities at the joint EAC/Appointing Authority Meeting on April 28, 2017.

Comments from Jim Valliere, representing Holly Schoenherr, Director of Human Resources
Jim Valliere provided updates from Human Resources while Holly was out of town at a conference. The Pen for distribution on 3/15/17 includes an article about options for getting healthcare while possibly avoiding the $250 emergency room co-pay. [The link is http://www.pinellascounty.org/hr/publications/the_pen/2017/pen03-2017.pdf#page=3.]
The Classification and Compensation Study is progressing. Jack Loring explained that due to Purchasing policy, discussion is not allowed. There is an evaluation on the submitted bids on March 24, 2017 to decide who will be selected to conduct the study. Visit the website for status updates on the study. [The link is www.pinellascounty.org/hr/compensation/study.htm.] It was also discussed that there is not money currently budgeted for merit pay increases because there is not a system to calculate merit pay. EAC suggested that a merit pay system be developed during the same time frame as the Classification and Compensation Study so there will be something in place to calculate employee merit pay when the study is complete. It was mentioned that the old merit calculation system using points was not broken and could be revised and implemented.

Carol Feskanin, the new Benefits and Wellness Manager for Human Resources, started on March 6, 2017 with Pinellas County. Carol shared her diverse background in benefits. The Aflac supplemental insurance is still being researched. There are 3 areas to consider for any voluntary benefit insurance which is typically paid by the employee. They include: 1) Investigate the value and specific focus for the options offered, 2) Is there an option for payroll deduction? and 3) How much would this insurance cost Pinellas County? The YouDecide employee discounts program may be an option and Human Resources will look into it. [The link is www.pinellascounty.org/hr/benefits/discounts.htm]

Old Business
Bullying Policy: The County Attorney and Human Resources met to discuss the draft of the Respectful Workplace Behavior/Anti-Bullying Policy. A revised copy of the draft, with their recommendations, was distributed to the Representatives prior to the meeting. The EAC strongly disagrees with the recommendation that this policy is not needed – employees are experiencing the behaviors in the policy that are not being reported or addressed utilizing the current rules and policies in place. The EAC also strongly disagrees with the recommendation that the EAC should not be involved with the reporting of the issues in the proposed policy – referring to the EAC Bylaws that
states the purpose of the EAC is to serve in an advisory capacity to the Personnel Board, management, and their fellow employees. It was also pointed out that the EAC Bylaws state that the EAC shall investigate where there is evidence of unjust or unnecessary treatment. At this time the EAC involvement in the proposed Anti-Bullying Policy would be as an advocate of the aggrieved employee to deliver the alleged charges to the employees’ management or to Human Resources. The committee will schedule another meeting to discuss the suggestions offered by the EAC and update the draft. The updated policy will be distributed prior to the next Representative meeting. The draft will be a discussion point at the Appointing Authority meeting in April.

Personnel Board Meeting: Charles Toney represented the EAC at the meeting on March 2, 2017. He mentioned there is a committee formed to draft an Anti-Bullying Policy. The County Commissioners requested the EAC minutes be distributed to their staff after they have been approved. The Board questioned why the minutes are always a month delayed. After explaining the approval process for the minutes, the Board understands and agrees with the delay.

New Business
FACE program: Joanie Read was asked by Ken Burke to explore the possibility of employees viewing and entering comments into FACE when their supervisor has entered comments. Joanie commented that the program cannot be updated to allow that action. Further discussion ensued on how the system is still not being utilized by all supervisors/departments in the UPS. Jim Valliere said training is being provided to departments per the request of higher level management. It was suggested that a survey be created by Human Resources to research how the FACE program is being used. If a survey is created, perhaps have two surveys - one for the supervisors and another for the employee being evaluated. Human Resources to discuss further. Gene Pressoir mentioned that the Appointing Authority can use different methods of evaluation and they can also determine how frequently they do evaluations – quarterly, semi-annually, or annually.

Wellness Incentives: Peg Poole asked if the Wellness Incentives Program can be updated to allow employees to choose points or money each year. Currently the system defaults to points. It appears that some employees may have received points in 2016 when they made the change on the Human Resources website to receive money. Response from Human Resources was for the employee to save a copy of the email confirmation of the change when they make that selection. Human Resources will inquire if the system can be updated to allow employees to select money or points each year instead of defaulting to points.

Is Pinellas County considering 12 weeks maternity leave for both parents as some of the surrounding cities and counties are currently providing? Would offering this benefit help to retain or attract employees? Currently Pinellas County is following the FMLA guidelines.

Joint Meeting: Lisa asked for suggestions for topics to present at the joint meeting with the Appointing Authorities and EAC in April:

1. Respectful Workplace Behavior/Anti-Bullying Policy
2. Incorporate extra floating holidays for employees tenured for 20 and 30 years. This is a follow-up from the meeting in October 2016.
3. Role and responsibilities of EAC Representatives and Delegates
4. Funds for merit increases
5. Updates on FRS

Adjourned
Richard Carvale made a motion to adjourn at 4:30. Marion Nuraj seconded the motion.
| Lisa Arispe* | Richard Carvale* | Peg Poole* | Linda Cahill | Bill Gorman* |
| Donna Beim | Clare McGrane* | Doris McHugh* | Alicia Parinello* | Randy Rose* |
| Mario Ruggia* | Ashley Skubal | Charles Toney* | Lisa Wright | Marion Nuraj* |

*EAC Representatives in attendance at this meeting.