Employees’ Advisory Council – Representative Meeting Minutes  
County Office Annex, Room 429, Clearwater, FL  
Wednesday, July 19, 2017, 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 Arispe. Henry Gomez joined the meeting representing BCC Group 1 in the absence of Representative Mario Ruggia.

Approval of Minutes
Donna Beim motioned to approve the EAC Representative Minutes for June 21, 2017. The motion was seconded by Clare McGrane.

Comments from Holly Schoenherr, Director of Human Resources
Holly mentioned that the Total Compensation Statements were mailed out to all employees. The feedback has been mostly positive from the employees.

HCP Associates will be distributing the invitation for the employee survey on August 14, 2017 via email. All employees are encouraged to participate. The purpose of this survey is to gather information regarding the work environment.

Evergreen Solutions reported that 86% [ later updated to 91% ] of employees completed the Job Assessment Tool (JAT). The average participation for this type of study is 70%. The supervisors are reviewing the JATs for their employees during the weeks of July 17-31, 2017. So far 42% of the supervisors have completed their review and added comments if appropriate.

The posting for Human Resources Workforce Manager has closed. There were 111 applicants. Holly has conducted 24 telephone interviews. She has selected 5 candidates to interview in person during the week of July 17-21, 2017. A member of the EAC will be asked to participate in the interview process.

Tim Closterman presented information regarding the Suggestion Awards Program. The committee met last month regarding the suggestions which have been submitted the past quarter. Tim provided information on each suggestion and the status of each one. During 2016, eight suggestions were received and 50% were approved by the committee. The EAC is considering a new proposal be developed for the suggestions which are approved. Currently if a suggestion is adopted, employees may receive a cash reward of 10% of the estimated cost saving for the first year, up to $2,500. The Council would like higher money rewards implemented considering the long term saving for the County. Information on the Suggestions Awards Program can be found on the Human Resources website [ visit www.pinellascounty.org/hr/suggestion ].

Carol Feskanin, Benefits and Wellness Manager, has been meeting with our healthcare consultants to review possible changes to health insurance benefits. Carol provided a summary of benchmarking data compiled by several surrounding counties regarding the contributions made by the employees and the employer. In aggregate, Pinellas County contributes more money for the employees'
insurance then most of the surrounding counties. Since 2008, Pinellas County has been absorbing the increases in the health insurance premiums and may need to balance some of the costs with the employees. It is also a consideration to implement a tobacco premium for employees. If an employee completes a tobacco cessation program (covered at no cost), the tobacco premium can be removed. Pinellas County is projecting a 10% increase to the health fund expenditures for FY18. Carol will keep the EAC apprised of any potential changes to the benefits.

Ashley Skubal asked if a wellness incentive could be included in 2018 for employees that complete an annual preventive dental exam/cleaning and an annual eye exam. Carol will discuss this suggestion with Crystal who oversees the incentives.

**New Business**
Lisa met with some employees from Hillsborough County who requested information on the EAC and the Employee Advocate program. There are many differences between the counties. In Hillsborough County, each Appointing Authority has their own progressive discipline and they each have their own set of rules. Hillsborough County also does not have EAC delegates.

Elections – Ashley Skubal made a motion to approve the Employees’ Advisory Council Election Procedures as written. Donna Beim seconded the nomination. Vote passed unanimously. The EAC election process will begin in the fall. EAC Representative areas up for election include: BCC Group 1, BCC Group II, BCC Group VII, BCC Group VIII, Supervisor of Elections, Clerk North, Property Appraiser’s Office, and At-Large.

**Old Business**
Ashley mentioned that an employee is being charged for a prescription which is supposed to be free. Carol replied that Benefits has been in contact with that person.

Pinellas County is not considering any changes in benefits for maternity leave. The federal FMLA rules are followed. If an employee wishes to take additional time off beyond FMLA, they should discuss leave/other time off options with their supervisor.

**Adjourned**
Peg Poole made a motion to adjourn at 4:30. Ashley Skubal 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.